

# **BEDALE COMMUNITY LIBRARY**

**A Charitable Incorporated Organisation (CIO)**

**Registered Charity Number: 1171085**

**Annual Report  
and  
Financial Statements  
for  
Bedale Community Library**

**for the year ended 31<sup>st</sup> March 2025**

**Board of Trustees:**

Jennifer Barrie	Chair
Christine Chipp	Secretary
Christopher McGee	Treasurer
Carol D'Andrade	

**Bankers:**

Barclays Bank  
Skipton Building Society

**Independent Examiner:**

Alan Shinkfield



# Trustees' Annual Report for the period

Period start date		Period end date	
01	04	2024	31 03 2025
From		To	

## Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Jennifer Barrie	Chair (from Sep 25)		
2	Christine Chipp	Secretary (from Sep 25)	From Mar 25	
3	Christopher McGee	Treasurer		
4	Carol D'Andrade		From Oct 25	
5	Andrew Hallett	Chair (to Sep 25)	Resigned Sep 25	
6	Alan Shinkfield		Resigned Sep 24	
7	Michael Evitt		Resigned Nov 24	
8	Sarah Maude	Secretary (to Feb 25)	Resigned Feb 25	
9	Leanda Meadows		From Oct 24 – Resigned Feb 25	
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
Banker	Barclays Bank	Leicester, LE87 2BB
Banker	Skipton B/Society	North End, Bedale DL8 1AF

**Name of chief executive or names of senior staff members (Optional information)**

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution dated 11 January 2017 (as amended 19 December 2024)
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by resolution passed at properly convened General Meetings of the Charity.

**Additional governance issues (Optional information)**

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Charity maintains a Policies and Procedures Handbook which details all aspects of Governance and Procedures. This Handbook is reviewed on a regular basis.

The Charity works in partnership with North Yorkshire Council Library Services which supplies expertise and support to enable the Charity to deliver a quality library service.

The Trustees maintain a Financial Risk Assessment Document which is reviewed annually.

**Summary of the objects of the charity set out in its governing document**

The object of the Charity is for the public benefit, to advance the education of the residents of Bedale, the residents of North Yorkshire and other library users through the provision of a community library facility and other services.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The Trustees have regard to Section 17(s) Charities Act 2011 and the Charity Commission guidelines in having due regard to the public benefit through the delivery of a Library and Information Service to adults and children. This is achieved through the provision of books, audio books and DVDs which can be borrowed. There is also access through the Public Computers provided to all the online library services and the internet in addition to access to copying, printing and emailing facilities.

Support for national library initiatives such as the Summer Reading Challenge for young children has been given through the organisation of craft events and activities. Events have also been organised for adults including a Slipper Social and a joint event with Herriot Hospice Home Care. BBC Breakfast broadcasted live from Bedale Library on 3 September 2024 as part of an initiative to help save local libraries.

Health and Wellbeing initiatives have been supported through displays and the provision of subject related books.

**Additional details of objectives and activities (Optional information)**

The Charity is fortunate to have the support of a dedicated and enthusiastic group of volunteers from the local community to deliver both the core and additional activities, as detailed above.

Trustees are grateful to the Friends of Bedale Community Library who provide further valuable additional funding for the Library.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

The Library has continued to operate normal opening hours of 20 hours each week during the last financial year.

In addition to the delivery of the required library and information services we have had great success when supporting the Summer Reading Challenge, a national initiative to encourage reading in the 4 to 11 year old age group. We have also arranged themed talks and other events for children during school holidays as well as weekly Story Time sessions for pre-school children. We have also continued to host a number of successful visits from children from local Primary Schools.

The Home Library Information Service has continued with its fortnightly deliveries of books, audio books and DVDs to the elderly and housebound. In some cases this is often the only face to face contact that some of the housebound get, other than carers.

We continue to face challenges in this difficult economic climate, but prudent financial management has enabled us to cope with this situation in the knowledge that we have adequate cash reserves for the time being at least.

## Section E Financial review

### Brief statement of the charity's policy on reserves

The Trustees consider that the Charity's reserves should be maintained at a level which is equivalent to a minimum of 12 months operational expenditure.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

In order to achieve a degree of financial stability in our first year of operation various Local Authorities, including Parish Councils and other local organisations provided initial grants and donations to support our own fund raising initiatives.

As part of our Service Level Agreement with North Yorkshire Council they are providing an annual subsidy towards our costs.

Other funding sources have been accessed to help fund specific projects from time to time.

## Section F Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

*Jennifer Barrie*

*C. J. McGee*

Full name(s)

Jennifer Barrie

Christopher McGee

Position (eg Secretary, Chair, etc)

Chair

Treasurer

Date

26 November 2025

**INDEPENDENT EXAMINER'S REPORT TO THE**  
**TRUSTEES OF BEDALE COMMUNITY LIBRARY**

I report on the Accounts for the year ended 31<sup>st</sup> March 2025 which accompany this Report

**RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND THE INDEPENDENT EXAMINER:**

The Trustees of Bedale Community Library (the charity) are responsible for the preparation of the Accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the Accounts under section 145 of the 2011 Act
- Follow the procedures laid down in the General Directions given by the Charity Commissioners section 145 (5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention

**BASIS OF INDEPENDENT EXAMINER'S REPORT:**

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the Accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below

**INDEPENDENT EXAMINER'S STATEMENT:**

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that, in any material aspect, the requirements to keep accounting records in accordance with section 130 of the 2011 Act and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met. Or indeed to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

ALAN SHINKFIELD  
INDEPENDENT EXAMINER

Address: 8 OAK TREE DRIVE...

BEDALE.....

DL8 1UL.....

Signature



Dated:

30/4/25.....



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Bedale Community Library

No (if any)

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01-Apr-24

To

Period end date  
31-Mar-25

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Library Service Receipts	2,015	-	-	2,015	1,821
NYC Subsidy	12,430	-	-	12,430	11,838
Other Grants and Donations	668	-	-	668	120
Fundraising	4,321	-	-	4,321	3,040
Skipton BS Interest	1,255	-	-	1,255	1,066
Sundry Income	21	-	-	21	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>20,710</b>	<b>-</b>	<b>-</b>	<b>20,710</b>	<b>17,885</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>20,710</b>	<b>-</b>	<b>-</b>	<b>20,710</b>	<b>17,885</b>
<b>A3 Payments</b>					
Library Rent and Service Charges	14,750	-	-	14,750	11,800
Energy Costs	2,496	-	-	2,496	3,682
Administrative Costs	1,083	-	-	1,083	782
Event Costs	598	-	-	598	202
Insurances	329	-	-	329	422
Marketing Costs	39	-	-	39	-
Premises Maintenance	2,004	-	-	2,004	120
Fund raising Costs	150	-	-	150	150
Sundry Expenditure	98	-	-	98	-
<b>Sub total</b>	<b>21,547</b>	<b>-</b>	<b>-</b>	<b>21,547</b>	<b>17,158</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>21,547</b>	<b>-</b>	<b>-</b>	<b>21,547</b>	<b>17,158</b>
<b>Net of receipts/(payments)</b>	<b>- 837</b>	<b>-</b>	<b>-</b>	<b>- 837</b>	<b>727</b>
<b>A5 Transfers between funds</b>		-	-	-	-
<b>A6 Cash funds last year end</b>	<b>44,337</b>	-	-	<b>44,337</b>	<b>43,610</b>
<b>Cash funds this year end</b>	<b>43,500</b>	-	-	<b>43,500</b>	<b>44,337</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Barclays Bank	5,110	-	-
	Skipton Building Society	38,390	-	-
		-	-	-
	<b>Total cash funds</b>	<b>43,500</b>	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK



	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Laptop Computer	Unrestricted funds	-	-
	Signage and Noticeboards	Unrestricted funds	-	-
	Furniture and Fittings	Unrestricted funds	-	-
	Consumables - paper, pens, etc	Unrestricted funds	-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Jennifer Barrie	26-Nov-25
	Christopher McGee	26-Nov-25