

# Helmsley Community Library

**Charity Number: 1171665**

Town Hall,  
Market Place,  
Helmsley,  
York,  
YO62 5BL

## **Trustees' Annual Report**

**1 April 2021 to 31 March 2022**

### **Accountants**

Ashby Berry Coulsons  
2 Belgrave Crescent  
Scarborough  
North Yorks  
YO11 1UB

**Charity Number: 1171665**

## **Structure and Governance**

Helmsley Community Library is a CIO with voting members set up under the terms of the Charities Act 2011. It is operated by a group of 3 Trustees who meet on a regular basis to ensure the smooth running of the Charity.

| <b>Names of Trustees</b> | <b>Appointed</b> | <b>Position</b> |
|--------------------------|------------------|-----------------|
| 1. Jeanne Brown          | 18/1/2017        | Chair           |
| 2. Clive Ward            | 18/1/2017        | Treasurer       |
| 3. Priscilla Heath       | 18/1/2017        | Secretary       |

Trustees are nominated and elected at the AGM.

## **Summary of the Objects of the Charity as set out in its Governing Document**

Provision of a public library for recreation, education and/or other leisure time occupations.

## **Summary of the Main Activities Undertaken for the Public Benefit in Relation to the Charity's Objects**

The Charity has maintained all library services from the provision of books to computer access while facilitating activities for the local community.

## **Summary of the Main Achievements of the Charity for the Year**

The Trustees continue strong links with the Town Hall Trustees and Helmsley in Business to ensure support for Helmsley Library is ongoing.

Volunteers play a major part in the services provided. Recruitment is ongoing and showed a steady increase during the year.

## **Covid 19**

The trustees have restricted the use of the library and the activities of the volunteers in line with Government and other Covid restrictions and advice to limit social interaction of both customers and staff.

## **Public Benefit Statutory Declaration**

The trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the commission in exercising their powers or duties.

## Reserves Policy

*At 31st March 2022 total reserves (all unrestricted and held as cash) amounted to £20,313. This figure meets the trustees' aim to hold sufficient reserves to cover 12 months of a normal year's running costs, approximately £15,000. Grants are currently secured to 31st March 2023 and the trustees consider that current and future sources of funding or support will be more than adequate for the charity's needs for at least twelve months from the date of this report.*

## Signed

Chair                      Jeanne Brown                      \_\_\_\_\_

Treasurer                Clive Ward                      \_\_\_\_\_

Date    7 September 2022



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Helmsley Community Library

1171665

## Receipts and payments accounts

CC16a

For the period  
from

01/04/2021

To

31/03/2022

### Section A Receipts and payments

|   | Unrestricted<br>funds<br>to the nearest<br>£ | Restricted<br>funds<br>to the nearest £ | Endowment<br>funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|---|--|---|--|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |  |   |  |                                 |                               |
| Grants  | 13,794                                       | -                                       | -                                      | 13,794                          | 13,879                        |
| Covid Grants  | -  | -                                       | -                                      | -                               | 10,500                        |
| Donations   | 337  | -                                       | -                                      | 337                             | 2,560                         |
| Sales, Subscription and Activity Income               | 1,095  | -                                       | -                                      | 1,095                           | -                             |
|   | -  | -                                       | -                                      | -                               | -                             |
|   | -  | -                                       | -                                      | -                               | -                             |
|   | -  | -                                       | -                                      | -                               | -                             |
| <b>Sub total (Gross income for AR)</b>                | <b>15,226</b>                                | <b>-</b>                                | <b>-</b>                               | <b>15,226</b>                   | <b>26,939</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>15,226</b>                                | <b>-</b>                                | <b>-</b>                               | <b>15,226</b>                   | <b>26,939</b>                 |
| <b>A3 Payments</b>                                    |  |   |  |                                 |                               |
| Rent  | 12,500                                       | -                                       | -                                      | 12,500                          | 12,500                        |
| Utilities and insurance                               | 1,388  | -                                       | -                                      | 1,388                           | 1,572                         |
| Publicity   | 120  | -                                       | -                                      | 120                             | 120                           |
| Subscriptions   | -  | -                                       | -                                      | -                               | 15                            |
| Repairs and maintenance                               | 789  | -                                       | -                                      | 789                             | 54                            |
| Cost of activities                                    | -  | -                                       | -                                      | -                               | 30                            |
| Sundry expenses                                       | -  | -                                       | -                                      | -                               | 110                           |
| Independent Examination                               | 1,200  | -                                       | -                                      | 1,200                           | -                             |
|   | -  | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>15,997</b>                                | <b>-</b>                                | <b>-</b>                               | <b>15,997</b>                   | <b>14,401</b>                 |
| <b>A4 Asset and investment purchases, (see table)</b> |  |   |  |                                 |                               |
| Furniture   | 792  | -                                       | -                                      | 792                             | -                             |
|   | -  | -                                       | -                                      | -                               | -                             |
| <b>Sub total</b>                                      | <b>792</b>                                   | <b>-</b>                                | <b>-</b>                               | <b>792</b>                      | <b>-</b>                      |
| <b>Total payments</b>                                 | <b>16,789</b>                                | <b>-</b>                                | <b>-</b>                               | <b>16,789</b>                   | <b>14,401</b>                 |
| <b>Net of receipts/(payments)</b>                     | <b>- 1,563</b>                               | <b>-</b>                                | <b>-</b>                               | <b>- 1,563</b>                  | <b>12,538</b>                 |
| <b>A5 Transfers between funds</b>                     | <b>-</b>                                     | <b>-</b>                                | <b>-</b>                               | <b>-</b>                        | <b>-</b>                      |
| <b>A6 Cash funds last year end</b>                    | <b>21,876</b>                                | <b>-</b>                                | <b>-</b>                               | <b>21,876</b>                   | <b>9,338</b>                  |
| <b>Cash funds this year end</b>                       | <b>20,313</b>                                | <b>-</b>                                | <b>-</b>                               | <b>20,313</b>                   | <b>21,876</b>                 |

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

| Categories  | Details  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|---|--|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b>  | Bank current account                                   | 20,248                             | -                                | -                               |
|   | Cash floats  | 65                                 | -                                | -                               |
|   |  | -                                  | -                                | -                               |
|   | <b>Total cash funds</b>                                | <b>20,313</b>                      | <b>-</b>                         | <b>-</b>                        |
|   | (agree balances with receipts and payments account(s)) | OK                                 | OK                               | OK                              |
|   |  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
| <b>B2 Other monetary assets</b>                             | Details  | -                                  | -                                | -                               |
|   |  | -                                  | -                                | -                               |
|   |  | -                                  | -                                | -                               |
|   |  | -                                  | -                                | -                               |
|   |  | -                                  | -                                | -                               |
|   |  | -                                  | -                                | -                               |
| <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>         | Details  | Fund to which asset belongs        | Cost (optional)                  | Current value (optional)        |
|   |  |                                    | -                                | -                               |
|   |  |                                    | -                                | -                               |
|   |  |                                    | -                                | -                               |
|   |  |                                    | -                                | -                               |
|   |  |                                    | -                                | -                               |
|   |  |                                    | -                                | -                               |
|   |  |                                    | -                                | -                               |
|   |  |                                    | -                                | -                               |
| <b>B5 Liabilities</b>                                       | Details  | Fund to which liability relates    | Amount due (optional)            | When due (optional)             |
|   |  |                                    | -                                |                                 |
|   |  |                                    | -                                |                                 |
|   |  |                                    | -                                |                                 |
|   |  |                                    | -                                |                                 |
|   |  |                                    | -                                |                                 |
| Signed by one or two trustees on behalf of all the trustees | Signature  | Print Name                         | Date of approval                 |                                 |
|   |  | C Ward                             | 07/09/2022                       |                                 |
|   |  |                                    |                                  |                                 |