

# THE ARCHIBALD CORBETT COMMUNITY LIBRARY, ARTS AND HERITAGE CENTRE

England & Wales · Charity number 1171748

## Details

---

**Other names** THE CORBETT COMMUNITY CENTRE

**Status** Registered

**Legal form** Charitable company

**Company number** [10405126](#)

**Registered** 2017-02-22

**Register** [View on the Charity Commission register](#)

## Contact

---

**Address** The Corbett Community Library  
Torridon Road  
London  
SE6 1RQ

**Phone** 020 8378 5358

**Email** [info@corbettcommunity.org.uk](mailto:info@corbettcommunity.org.uk)

**Website** [www.corbettcommunity.org.uk](http://www.corbettcommunity.org.uk)

## Activities

---

**Objects:** THE CHARITY'S OBJECTS ARE:1.THE PROVISION OF A PUBLIC LIBRARY IN THE LONDON BOROUGH OF LEWISHAM;2.TO PROMOTE FOR THE BENEFIT OF THE RESIDENTS OF THE LONDON BOROUGH OF LEWISHAM THE PROVISION OF A PUBLIC LIBRARY FOR RECREATION AND OR OTHER LEISURE TIME OCCUPATION OF INDIVIDUALS WHO HAVE NEED OF SUCH FACILITIES BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABLEMENT, FINANCIAL HARDSHIP OR SOCIAL AND ECONOMIC CIRCUMSTANCES OR FOR THE PUBLIC AT LARGE IN THE INTERESTS OF SOCIAL WELFARE AND WITH THE OBJECT OF IMPROVING THE CONDITION OF LIFE OF THE SAID RESIDENTS;3.TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE LONDON BOROUGH OF LEWISHAM BY OPERATING AND MANAGING A LENDING LIBRARY AND ADVANCING EDUCATION IN LOCAL HISTORY AND HERITAGE AND THE LEGACY OF ARCHIBALD CORBETT;4.TO ADVANCE THE ARTS BY THE PROVISION OF PUBLIC ART DISPLAYS.

**Activities:** Provide public library in LB Lewisham and use building for recreation/ leisure use for people needing such facilities due to their youth, age, infirmity/disablement, financial hardship or social/economic

circumstances or general public in the interests of social welfare and to improve residents' condition of life. Advance education in local history, arts, heritage and legacy of Archibald Corbett

## Classification

---

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Education/training, Disability, Arts/culture/heritage/science, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, The General Public/mankind

## Geography

---

- Lewisham

## Finances

---

Period end	Income	Expenditure	Assets	Employees
2025-09-30	£106,424	£105,154	-	-
2024-09-30	£83,279	£92,043	-	-
2023-09-30	£103,894	£109,553	-	-
2022-09-30	£99,022	£101,567	-	-
2021-09-30	£152,679	£102,391	-	-
2020-09-30	£127,743	£100,497	-	-

## Trustees

Name	Role	Appointed
Ben Douglas Honeybone		2018-10-01
Cheryl Ann Johnson		2020-01-20
Helen Gina Marcelle		2022-07-05
JULIA BURKE		2017-02-20
Jacqueline Patricia Berry		2021-03-29
Jane Winifred Gillis		2018-10-01
Jennifer Owens		2022-07-05
Lynda Marie Miller		2019-01-31
PATRICIA ANN MERRY		2017-02-20
Paul Cooke		2025-05-19

**THE ARCHIBALD CORBETT COMMUNITY LIBRARY, ARTS AND HERITAGE CENTRE**

England & Wales - Charity number 1171748

---

# Accounts

---



**The Archibald Corbett Community Library, Arts and Heritage Centre  
Report and Accounts for the year ended 30<sup>th</sup> September 2025**

**Charity name: The Archibald Corbett Community Library, Arts and Heritage Centre**

**Charity registration number: 1171748**

**Company number: 10405126**

**Objectives and activities**

<p><b>Summary of the purposes of the charity as set out in its governing document</b></p>	<ol style="list-style-type: none"> <li>1. The provision of a public library in the London borough of Lewisham</li> <li>2. To promote for the benefit of the residents of the London borough of Lewisham the provision of a public library for recreation and or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said residents</li> <li>3. To advance the education of the public in the London borough of Lewisham by operating and managing a lending library and advancing education in local history and heritage and the legacy of Archibald Corbett.</li> <li>4. To advance the arts by the provision of public art displays.</li> </ol>
<p><b>Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.</b></p>	<p>The Archibald Corbett Community Library, Arts and Heritage Centre trading as The Corbett Community Centre was set up as a community business and started trading at the end of October 2016 to manage the previous Torridon Road Library and Children’s Centre buildings previously managed by Lewisham Council. In the financial year ending September 2025 it continued to deliver activities and services to meet the needs of the local community as identified by the charity’s four objectives. It has developed over 20 activities a week, with the majority delivered by volunteers, for parents and children aged 0 to 5, primary school aged children, secondary school children, families and for older people as well as delivering a library service. Activities include:</p> <ul style="list-style-type: none"> <li>• Story Time, Singing group and craft session, all for parents and children under 5 and Pilates for mums and babies.</li> <li>• A homework club for primary and secondary school children</li> <li>• Powerwave fitness, Hatha Yoga, Qigong, Pilates and Gentle Seated yoga for all ages</li> <li>• Writers group, meditation for adults, knit ‘n’ natter, Senior Pilates and dementia friendly activities for older people</li> <li>• Developing and delivering activities specifically in response to local residents’ needs such as Employability and Job Support sessions and Digital Drop-In to address the digital movement</li> <li>• Continuing to work in partnership with Lewisham Libraries Division to deliver national reading promotions to include the Summer Reading Challenge and working with two local Primary Schools delivering reading sessions to year groups</li> <li>• Acting as a centre for local groups to hold meetings and activities, including Bereavement Group, Catford Community Choir, Kids Vogue Superstars performing arts group and Councillors Surgery</li> </ul> <p>The centre also continues to offer two ESOL classes each week and three Online Support Services sessions to help residents fill in council and government forms online plus general drop in advice sessions.</p>

	The majority of activities are run by volunteers, under the supervision of two employees (a centre manager and their assistant), and are free or at a reduced fee to ensure inclusivity for those unable to afford making payments to attend. In return it asks for donations from those able to donate. In addition to donations for activities, the charity derives income from sales of donated second-hand books, photocopying and printing services, the hire of a main meeting room, small meeting room, donations from events and from individual donors which are eligible for the Gift Aid scheme.
<b>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</b>	The Trustees of the Archibald Corbett Community Library, Arts and Heritage Centre hereby confirm that they have taken full regard of the guidance on public benefit issued by the Charity Commission when exercising any powers or duties to which the guidance is relevant. In particular, the Trustees believe that the list of activities detailed above show complete accord and compliance with such guidance and are all examples of furthering the charity's purpose (as defined in the objects described above) for the public benefit.
<b>Contribution made by volunteers</b>	The Library, the Children's Centre and the majority of activities are run by over 40 volunteers a week and the average number of volunteer hours per month is around 540. The charity provides comprehensive training on all aspects of Library systems and management and continues with an active recruitment programme to enlist additional volunteers
<b>Policy on grant making</b>	The Charity has no policy on grant making as this does not form part of its current or planned future activity.

**Achievements and performance**

<b>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</b>	<b>Achievements and Performance in FY 2025</b>
	<p>The centre has now been fully developed as an essential community hub for the 20,000 residents on the Corbett Estate, Catford South ward and Hither Green. A five year business plan has been produced to ensure long term sustainability of the project. The following funding was secured in FY 2025:</p> <ul style="list-style-type: none"> <li>• £7,500 from Lewisham Council for Warm Welcome Fund and Household Fund number 6</li> <li>• £3,000 from NISA - Making A Difference Locally</li> <li>• £1,000 from Kondavil Welfare Fund</li> <li>• £500 from Marsh Charitable Trust</li> </ul> <p>The library has provided a space for regular markets to allow local artists and food preparers to promote and sell their products and provided a venue for Catford Arts Trail.</p> <ul style="list-style-type: none"> <li>• Other events included an Art Auction, Gallery SE6 monthly art launches and Quiz nights.</li> <li>• Financial trading sustainability was maintained in the year through continued hiring out of the playroom to Saplings, a Breakfast and After School Club, and the first floor office space to the Community Managed Libraries Peers Network both on rolling yearly contracts generating regular income. Additional income has been derived from hiring an office out to a local not-for-profit start up.</li> </ul>

<b>Achievements against objectives set</b>	In its ninth year of operation the charity has succeeded in achieving all the objectives set in its governing document and creating a platform for the future development and expansion of those objectives.
<b>Performance of fundraising activities against objectives set</b>	Fundraising activities were higher than the previous year, due to the successful Art Auction and Corbfest. We also started to host Gallery SE6, a local artist group, which brought in extra funds for the charity. The Friends' Scheme, which was launched in February 2023, has continued to bring in a high level of regular donations.
<b>Investment performance against objectives</b>	The Charity does not currently have an investment policy. All surplus cash is held in interest-bearing deposit accounts with less than 3 months' notice.

### Financial review

<b>Review of the charity's financial position at the end of the period</b>	In the year ended 30 September 2025 the charity had a turnover of £104,024 (2024 £83,279) with £98,524 (2024 £77,917) allocated to unrestricted funds and £5,500 (2024 £5,362) restricted for continued expenditure related to grant income. Expenditure on overheads was £98,323 (2024 £85,363) and on grant related projects £6,831 (2024 £6,680) showing a total expenditure of £105,154 (2024 £92,043). Expenditure is higher than the prior year which benefitted from a four year catch up in employment relief for employers' NI; this was partly offset by a charge for prior year gas usage which had been incorrectly invoiced in previous years. This gives a net income of £201 (2024 net expense £7,446) on unrestricted funds and an expense of £(1,331) (2024 £1,318) on restricted funds. Following the transfer of £9,113 of restricted funds into unrestricted funds, this leaves carried forward unrestricted and restricted funds of £97,856 (2024 £88,542) and £8,568 (2024 £19,012) respectively. A full set of accounts is attached to this report.
<b>Statement explaining the policy for holding reserves stating why they are held</b>	Any surpluses at the end of each year are held in reserve to be used in the following year to support the development of the charity and its trading activities. We aim to hold reserves to cover 90% of expected annual expenditure.
<b>Amount of reserves held</b>	£106,424 in total split £97,856 unrestricted and £8,568 restricted.
<b>Explanation of any uncertainties about the charity continuing as a going concern</b>	There are no uncertainties currently of the charity continuing as a going concern.

**Financial review continued**

<b>The charity's principal sources of funds (including any fundraising)</b>	The charity derives income from donations from activities, sales of donated secondhand books, photocopying and printing services, income from events and the hire of two meeting rooms and playroom. It also applies for grants where an appropriate fund becomes available.
<b>Investment policy and objectives including any social investment policy adopted</b>	The charity currently does not have an investment policy. It has adopted a social investment policy whereby the majority of its activities and services run by volunteers are free to ensure social inclusion of residents unable to pay to attend.
<b>A description of the principal risks facing the charity</b>	The principal risk facing the charity is if there was a sudden drop off in the number of volunteers needed to operate the library on a daily basis causing intermittent closures.

**Structure, governance and management**

<b>Description of charity's trusts:</b>	
<b>Type of governing document</b>	Memorandum and Articles of Association
<b>How is the charity constituted?</b>	Company Limited by Guarantee

**Reference and administrative details**

Charity name	The Archibald Corbett Community Library, Arts and Heritage Centre
Other name the charity uses	The Corbett Community Centre
Registered charity number	1171748
Charity's principal address	The Library, 105 Torridon Road, London SE6 1RQ

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>
1	Jacqueline Berry	Secretary	
2	Julia Burke		
3	Paul Cooke		Appointed 17 June 2025
4	Jane Gillis		
5	Ben Honeybone		
6	Cheryl Johnson		
7	Helen Marcelle		
8	Pat Merry	Chair	
9	Lynda Miller		
10	Gavin Moorhead		Resigned 18 February 2025
11	Jennifer Owens		

The directors of the Company are the trustees named above. No person (or body) is entitled to appoint any trustees.

No trustees hold any title to property belonging to the charity.

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details – N/A

### Statement of the Trustees' Responsibilities

The Trustees are required to prepare financial statements which give a true and fair view of the state of affairs of the Charity and of its income and expenditure for that period. In preparing these financial statements, the management committee are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.


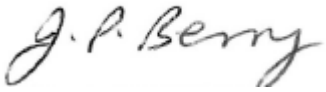
The Trustees are responsible for keeping proper records which disclose at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the organisation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

#### Signed on behalf of the charity's trustees/directors

	
Patricia Merry	Jacqueline Berry
Chair	Secretary

**Date** 12th May 2026

## Independent Examiner's Report

I report on the accounts of the Charity for the year ended 30 September 2025, which are set out on pages 8 to 16.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees 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;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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

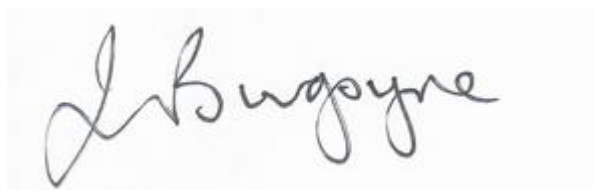
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect 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

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Julia Burgoyne (Mrs)

13 Butler's and Colonial Wharf  
London SE1 2PX

12th May 2026

**Statement of financial activities (including income and expenditure account)  
For the year ended 30 September 2025**

		<b>Unrestricted funds 2025</b>	<b>Restricted funds 2025</b>	<b>Total funds 2025</b>	<b>Unrestricted funds 2024</b>	<b>Restricted funds 2024</b>	<b>Total funds 2024</b>
	Notes	£	£	£	£	£	£
Donations and legacies	3	21,836	0	21,836	12,362	0	12,362
Charitable activities	4	59,965	5,500	65,465	55,582	5,362	60,944
Other trading activities	5	15,431	0	15,431	8,219	0	8,219
Investment income	6	1,292	0	1,292	1,754	0	1,754
<b>Total income</b>		<b>98,524</b>	<b>5,500</b>	<b>104,024</b>	<b>77,917</b>	<b>5,362</b>	<b>83,279</b>
Raising funds		22,831	0	22,831	13,013	0	13,013
Charitable activities		61,142	6,831	67,973	62,792	6,680	69,472
Other support costs		14,350	0	14,350	9,558	0	9,558
<b>Total expenditure</b>	7	<b>98,323</b>	<b>6,831</b>	<b>105,154</b>	<b>85,363</b>	<b>6,680</b>	<b>92,043</b>
Net income before and after tax		201	(1,331)	(1,130)	(7,446)	(1,318)	(8,764)
Transfers between funds	18	9,113	(9,113)	0	0	0	0
Net movements in funds		9,314	(10,444)	(1,130)	(7,446)	(1,318)	(8,764)
Total funds brought forward		88,542	19,012	107,554	95,988	20,330	116,318
Total funds carried forward		97,856	8,568	106,424	88,542	19,012	107,554

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derives from continuing activities.

THE ARCHIBALD CORBETT COMMUNITY LIBRARY ARTS AND HERITAGE CENTRE  
REPORT AND ACCOUNTS FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2025

**Balance Sheet**  
**As at 30<sup>th</sup> September 2025**

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Fixed assets							
Tangible assets	15	3,501	1,892	5,393	306	3,820	4,126
Total fixed assets		3,501	1,892	5,393	306	3,820	4,126
Current assets							
Debtors	16	16,395	0	16,395	23,623	0	23,623
Cash at bank and in hand		89,028	6,856	95,884	68,371	15,192	83,563
Total current assets		105,423	6,856	112,279	91,994	15,192	107,186
Liabilities							
Creditors falling due within one year	17	(11,068)	(180)	(11,248)	(3,758)	0	(3,758)
Net current assets		94,355	6,676	101,031	88,236	15,192	103,428
Total assets less current liabilities		97,856	8,568	106,424	88,542	19,012	107,554
Net assets		97,856	8,568	106,424	88,542	19,012	107,554
The funds of the charity							
Unrestricted income funds		97,856	0	97,856	88,542	0	88,542
Restricted income funds		0	8,568	8,568	0	19,012	19,012
Total charity funds		97,856	8,568	106,424	88,542	19,012	107,554

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies, subject to the small companies' regime and in accordance with FRS102 SORP.

The notes on pages 10 to 16 form part of these accounts

Signature of director authenticating accounts being sent to Companies House on behalf of all the trustees/directors



**Patricia Merry, Chair**  
**Date: 12th May 2026**

## **Notes on the accounts**

### **1 Accounting Policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### **a) Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Companies Act 2006 and the Charities Act 2011.

The Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The accounts present a true and fair view. No changes have been made to accounting policies or estimates in the year.

#### **b) Preparation of the accounts on a going concern basis**

The Charity reported a cash outflow of £12,322 for the year (FY24 outflow of £27,272).

The trustees are of the view that the charity is a going concern.

#### **c) Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance of provision of a specified service is deferred until the criteria for income recognition are met (see note 16).

#### **d) Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the services provided by volunteers is not recognised – the trustees' annual report includes more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity, which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### **e) Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

## **Notes on the accounts**

### **1 Accounting Policies (continued)**

#### **f) Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings: raising funds, charitable activities and other support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### **g) Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake fund raising or charitable activities. Support costs include back office costs, such as insurance, power and stationery. These costs have been allocated between cost of raising funds, charitable activities and other funds on a proportional basis as set out in note 7.

#### **h) Operating leases**

The charity classifies the lease of printing and photocopying equipment as operating leases; the title to the equipment remains with the lessor and will be returned to the lessor at conclusion of the lease. The photocopier is held under a rolling five year lease. Rental charges are charged on a straight line basis over the term of the lease.

#### **i) Tangible fixed assets**

Individual fixed assets costing £250 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Fixtures and fittings – over 4 years

Computers and film equipment – over 3 years

Under the terms of the premises management and library services agreements, the main building and all library fixtures, books and equipment remain the property of Lewisham Council. Therefore these items are not reflected in these accounts.

#### **j) Stock**

Stock is included at the lower of cost or net realisable value. Stock consists of donated items of books and other secondhand goods. It is not possible to estimate the net realisable value of these items, so stock is carried at cost, which is £nil. Upon sale of donated items, the cash received is shown within income from other trading activities.

#### **k) Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Prepayments are valued at the amount prepaid net of any trade discounts due.

#### **l) Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### **m) Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

## Notes on the accounts

### 1 Accounting Policies (continued)

#### n) Financial instruments

The charity has no financial assets and financial liabilities except for those stated above.

#### 2 Legal status of the Trust

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

#### 3 Income from donations and legacies

The income from donations and legacies of £21,836 (FY24 £12,362) is all unrestricted and comprises:

	2025	2024
	£	£
Hadley Trust	0	2,000
Lewisham Council - Household fund	2,500	0
Lewisham Council - Community Toilets	125	0
Marsh Community Trust	500	0
Kondavil Welfare Trust	1,000	0
NISA - Making a Difference Locally	3,000	0
General donations	5,297	4,749
Friends Scheme	7,543	4,432
Gift aid	1,871	1,181
	<u>21,836</u>	<u>12,362</u>

The Trust benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

#### 4 Income from charitable activities

The income from charitable activities of £65,465 (FY24 £60,944) included £59,965 (FY24 £55,582) of unrestricted funds and £5,500 (FY24 £5,362) of restricted funds. Included within restricted funds are the following grants:

	2025	2024
	£	£
Lewisham Council - Warm Welcome Fund	5,000	5,362
Private donor for community afternoon tea	500	0
	<u>5,500</u>	<u>5,362</u>

#### 5 Income from other trading activities

Income from other trading activities is all unrestricted and includes funds raised from events, the sale of second-hand books and other donated items.

#### 6 Investment income

Investment income comprises interest earned on funds held on deposit with the bank. This is all treated as unrestricted.

## Notes on the accounts

### 7 Expenses and support costs

Expenses split between direct costs and allocated support costs are set out below:

	Unrestricted funds £	Restricted funds £	2025 Total funds £	Unrestricted funds £	Restricted funds £	2024 Total funds £
<b>Raising funds</b>						
Direct costs	4,093	0	4,093	1,165	0	1,165
Allocated support costs	18,738	0	18,738	11,848	0	11,848
	<u>22,831</u>	<u>0</u>	<u>22,831</u>	<u>13,013</u>	<u>0</u>	<u>13,013</u>
<b>Charitable activities</b>						
Direct costs	9,685	6,831	16,516	9,523	6,680	16,203
Allocated support costs	51,457	0	51,457	53,269	0	53,269
	<u>61,142</u>	<u>6,831</u>	<u>67,973</u>	<u>62,792</u>	<u>6,680</u>	<u>69,472</u>
<b>Other support costs</b>						
Direct costs	0	0	0	0	0	0
Allocated support costs	14,350	0	14,350	9,558	0	9,558
	<u>14,350</u>	<u>0</u>	<u>14,350</u>	<u>9,558</u>	<u>0</u>	<u>9,558</u>
<b>Total</b>						
Direct costs	13,778	6,831	20,609	10,688	6,680	17,368
Allocated support costs	84,545	0	84,545	74,675	0	74,675
	<u>98,323</u>	<u>6,831</u>	<u>105,154</u>	<u>85,363</u>	<u>6,680</u>	<u>92,043</u>

Total support costs relate to staff costs, general office costs, building cleaning and maintenance and insurance. These have been allocated to the three main expense categories based upon the proportional analysis of related income streams.

### 8 Net income / expenditure for the year

This is stated after charging:

	2025 £	2024 £
Operating leases	2,197	2,167
Depreciation	2,279	4,296
Independent examiner fees	0	0

## Notes on the accounts

### 9 Staff costs

The Charity employs two members of staff to run the day-to-day operations. The pension costs reflect payments made into a defined contribution fund operated by the government workplace pension scheme NEST. The Charity claims Employment Relief against Employers' National Insurance. The first claim was made in 2024 where the claim for prior years has been shown as a separate line in the staff cost note below.

	2025	2024
	£	£
Wages and salaries	54,798	49,810
Social security costs	0	0
Pension costs	1,270	1,014
Employment relief for prior years	0	(14,580)
	<u>56,068</u>	<u>36,244</u>

### 10 Trustee and volunteer costs and expenses

No trustees or volunteers were paid for their normal on-going services during the year.

During the year no volunteers were paid (FY24 none).

### 11 Donated goods and services

The library services and all activities provided by the charity are run by volunteers, under the supervision of the managers. Details of their contribution can be found in the trustees' report. No contribution is booked within the accounts. Donated goods such as secondhand books are not recognised in the accounts until point of sale, at which point they are reported within income from other trading activities.

### 12 Related party transactions

During the year, there have been no related party transactions.

### 13 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

### 14 Government Grants

During 2025, the Charity received £2,500 from Lewisham Council Household Fund and £5,000 under the Warm Welcome Fund.

During 2024 the Charity received £5,362 from Lewisham Council under the Warm Welcome Fund.

**Notes on the accounts**

**15 Tangible fixed assets**

	Computer equipment £	Fixtures and fittings £	Total £
<b>Cost</b>			
As at 1 October 2023	9,350	4,726	14,076
Additions	0	0	0
As at 30 September 2024	9,350	4,726	14,076
Additions	3,546	0	3,546
As at 30 September 2025	12,896	4,726	17,622
<b>Depreciation</b>			
As at 1 October 2023	4,587	1,067	5,654
Charge for the year	3,120	1,176	4,296
As at 30 September 2024	7,707	2,243	9,950
Charge for the year	1,103	1,176	2,279
As at 30 September 2025	8,810	3,419	12,229
<b>Net book value</b>			
As at 1 October 2023	4,763	3,659	8,422
As at 30 September 2024	1,643	2,483	4,126
As at 30 September 2025	4,086	1,307	5,393
Memo: Included above is net book value on restricted assets of:			
As at 30 September 2024	1,643	2,177	3,820
As at 30 September 2025	639	1,253	1,892

**16 Debtors**

	Total funds 2025 £	Total funds 2024 £
Trade debtors	7,115	6,340
Prepayments and accrued income	1,455	1,159
Taxation and social security	7,825	16,125
Total debtors	16,395	23,623

Note: Due to the employment relief allowance claimed for prior years, the balance with HMRC is currently a debtor.

## Notes on the accounts

### 17 Creditors falling due within one year

	Total funds 2025 £	Total funds 2024 £
Trade creditors	5,109	2,095
Accruals and deferred income	6,139	1,663
Taxation and social security	0	0
Total creditors	<u>11,248</u>	<u>3,758</u>

Accruals and deferred income include £4,663 (FY24 £933) of deferred income for cash received in advance for hire of library space for periods after the accounting year end.

### 18 Charity funds

Movement in charity funds is shown on page 8 and analysis of restricted income and expenditure is provided in notes 4 and 7.

During the year, £9,113 (FY24 £nil) of restricted funds were reclassified as unrestricted, following the completion of the relevant funding schemes.

### 19 Post balance sheet events

There have been no events between the balance sheet date and the signing of these accounts which relate to conditions that arose after the end of the reporting period that would impact on the understanding of these accounts.

---

# Accounts

---



**The Archibald Corbett Community Library, Arts and Heritage Centre  
Report and Accounts for the year ended 30<sup>th</sup> September 2024**

**Charity name: The Archibald Corbett Community Library, Arts and Heritage Centre**

**Charity registration number: 1171748**

**Company number: 10405126**

**Objectives and activities**

<p><b>Summary of the purposes of the charity as set out in its governing document</b></p>	<ol style="list-style-type: none"> <li>1. The provision of a public library in the London borough of Lewisham</li> <li>2. To promote for the benefit of the residents of the London borough of Lewisham the provision of a public library for recreation and or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said residents</li> <li>3. To advance the education of the public in the London borough of Lewisham by operating and managing a lending library and advancing education in local history and heritage and the legacy of Archibald Corbett.</li> <li>4. To advance the arts by the provision of public art displays.</li> </ol>
<p><b>Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.</b></p>	<p>The Archibald Corbett Community Library, Arts and Heritage Centre trading as The Corbett Community Centre was set up as a community business and started trading at the end of October 2016 to manage the previous Torridon Road Library and Children’s Centre buildings previously managed by Lewisham Council. In the financial year ending September 2024 it continued to deliver activities and services to meet the needs of the local community as identified by the charity’s four objectives. It has developed over 20 activities a week, with the majority delivered by volunteers, for parents and children aged 0 to 5, primary school aged children, secondary school children, families and for older people as well as delivering a library service. Activities include:</p> <ul style="list-style-type: none"> <li>• Story Time, Singing group and craft session, all for parents and children under 5 and Pilates for mums and babies.</li> <li>• A homework club for primary and secondary school children</li> <li>• Powerwave fitness, Hatha Yoga, Qigong, Pilates and Gentle Seated yoga for all ages</li> <li>• Writers group, meditation for adults, knit ‘n’ natter, Senior Pilates and dementia friendly activities for older people</li> <li>• Developing and delivering activities specifically in response to local residents’ needs such as Employability and Job Support sessions and Digital Drop-In to address the digital movement</li> <li>• Continuing to work in partnership with Lewisham Libraries Division to deliver national reading promotions to include the Summer Reading Challenge and working with two local Primary Schools delivering reading sessions to year groups</li> <li>• Acting as a centre for local groups to hold meetings and activities, including Bereavement Group, Catford Community Choir, Kids Vogue Superstars performing arts group and Councillors Surgery</li> </ul> <p>The centre also continues to offer two ESOL classes each week and three Online Support Services sessions to help residents fill in council and government forms online plus general drop in advice sessions.</p>

	The majority of activities are run by volunteers, under the supervision of two employees (a centre manager and their assistant), and are free or at a reduced fee to ensure inclusivity for those unable to afford making payments to attend. In return it asks for donations from those able to donate. In addition to donations for activities, the charity derives income from sales of donated second-hand books, photocopying and printing services, the hire of a main meeting room, small meeting room, donations from events and from individual donors which are eligible for the Gift Aid scheme.
<b>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</b>	The Trustees of the Archibald Corbett Community Library, Arts and Heritage Centre hereby confirm that they have taken full regard of the guidance on public benefit issued by the Charity Commission when exercising any powers or duties to which the guidance is relevant. In particular, the Trustees believe that the list of activities detailed above show complete accord and compliance with such guidance and are all examples of furthering the charity's purpose (as defined in the objects described above) for the public benefit.
<b>Contribution made by volunteers</b>	The Library, the Children's Centre and the majority of activities are run by over 40 volunteers a week and the average number of volunteer hours per month is around 540. The charity provides comprehensive training on all aspects of Library systems and management and continues with an active recruitment programme to enlist additional volunteers
<b>Policy on grant making</b>	The Charity has no policy on grant making as this does not form part of its current or planned future activity.

### Achievements and performance

<b>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</b>	<p><b>Achievements and Performance in FY 2024</b></p> <p>The centre has now been fully developed as an essential community hub for the 20,000 residents on the Corbett Estate, Catford South ward and Hither Green. A five year business plan has been produced to ensure long term sustainability of the project. The following funding was secured in FY 2024:</p> <ul style="list-style-type: none"> <li>• £5,362 from Lewisham Council for Warm Welcome Fund</li> <li>• £2,000 from The Hadley Trust</li> </ul> <p>The library has provided a space for regular markets to allow local artists and food preparers to promote and sell their products and provided a venue for Catford Arts Trail.</p> <ul style="list-style-type: none"> <li>• Other events included Quiz nights.</li> <li>• Financial trading sustainability was maintained in the year through continued hiring out of the playroom to Saplings, a Breakfast and After School Club, and the first floor office space to the Community Managed Libraries Peers Network both on rolling yearly contracts generating regular income. Additional income has been derived from hiring an office out to a local not-for-profit start up.</li> </ul>
	<b>Achievements against objectives set</b>

<p><b>Performance of fundraising activities against objectives set</b></p>	<p>Fundraising activities were lower than the previous year, due to the timing of the events such as the art auction, which was moved to later in the calendar year. The Friends' Scheme, which was launched in February 2023, has continued to bring in a high level of regular donations.</p>
<p><b>Investment performance against objectives</b></p>	<p>The Charity does not currently have an investment policy.</p>

**Financial review**

<p><b>Review of the charity's financial position at the end of the period</b></p>	<p>In the year ended 30 September 2024 the charity had a turnover of £83,279 (2023 £103,894) with £77,917 (2023 £80,429) allocated to unrestricted funds and £5,362 (2023 £23,465) restricted for continued expenditure related to grant income.                  Expenditure on overheads was £85,363 (2023 £103,311) and on grant related projects £6,680 (2023 £6,242) showing a total expenditure of £92,043 (2023 £109,553). Expenditure is down against the prior year due to two main factors: Employment relief for employers' NI for the current and prior four years has been offset against expenses; this has been partly offset by a charge for prior year gas usage which had been incorrectly invoiced in previous years,                  This gives a net expense of £(7,446) (2023 expense of £22,882) on unrestricted funds and an expense of £(1,318) (2023 income of £17,223) on restricted funds.                  Carried forward unrestricted and restricted funds were £88,542 (2023 £95,988) and £19,012 (2023 £20,330) respectively. A full set of accounts is attached to this report.</p>
<p><b>Statement explaining the policy for holding reserves stating why they are held</b></p>	<p>Any surpluses at the end of each year are held in reserve to be used in the following year to support the development of the charity and its trading activities.</p>
<p><b>Amount of reserves held</b></p>	<p>£107,554 in total split £88,542 unrestricted and £19,012 restricted.</p>
<p><b>Explanation of any uncertainties about the charity continuing as a going concern</b></p>	<p>There are no uncertainties currently of the charity continuing as a going concern.</p>

**Financial review continued**

<b>The charity's principal sources of funds (including any fundraising)</b>	The charity derives income from donations from activities, sales of donated secondhand books, photocopying and printing services, income from events and the hire of two meeting rooms and playroom. It also applies for grants where an appropriate fund becomes available.
<b>Investment policy and objectives including any social investment policy adopted</b>	The charity currently does not have an investment policy. It has adopted a social investment policy whereby the majority of its activities and services run by volunteers are free to ensure social inclusion of residents unable to pay to attend.
<b>A description of the principal risks facing the charity</b>	The principal risk facing the charity is if there was a sudden drop off in the number of volunteers needed to operate the library on a daily basis causing intermittent closures.

**Structure, governance and management**

<b>Description of charity's trusts:</b>	
<b>Type of governing document</b>	Memorandum and Articles of Association
<b>How is the charity constituted?</b>	Company Limited by Guarantee

**Reference and administrative details**

Charity name	The Archibald Corbett Community Library, Arts and Heritage Centre
Other name the charity uses	The Corbett Community Centre
Registered charity number	1171748
Charity's principal address	The Library, 105 Torridon Road, London SE6 1RQ

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>
1	Jacqueline Berry	Chair until 24 June 2024/ Secretary from 24 June 2024	Resigned from Board 24 June 2024
2	Julia Burke		
3	Jane Gillis		
4	Ben Honeybone		
5	Cheryl Johnson		
6	Helen Marcelle		
7	Pat Merry	Chair from 24 June 2024	
8	Lynda Miller		
9	Gavin Moorhead		Resigned 18 February 2025
10	Jennifer Owens		
11	Desmond Reid		Resigned 24 June 2024
12	Alison Strawbridge	Secretary until 24 June 2024	Resigned as Secretary 24 June 2024

The directors of the Company are the trustees named above. No person (or body) is entitled to appoint any trustees.

No trustees hold any title to property belonging to the charity.

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details – N/A

### Statement of the Trustees' Responsibilities

The Trustees are required to prepare financial statements which give a true and fair view of the state of affairs of the Charity and of its income and expenditure for that period. In preparing these financial statements, the management committee are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.


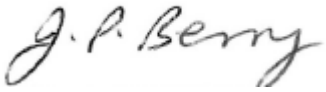
The Trustees are responsible for keeping proper records which disclose at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the organisation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

### Signed on behalf of the charity's trustees/directors

	
Patricia Merry	Jacqueline Berry
Chair	Secretary

**Date**

6th May 2025

## Independent Examiner's Report

I report on the accounts of the Charity for the year ended 30 September 2024, which are set out on pages 8 to 16.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees 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;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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

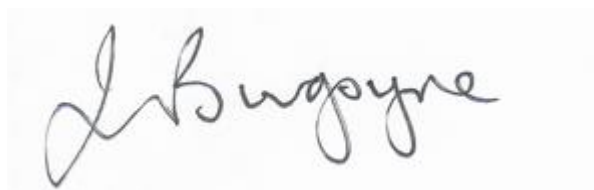
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect 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

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Julia Burgoyne (Mrs)

13 Butler's and Colonial Wharf  
London SE1 2PX

6th May 2025

**Statement of financial activities (including income and expenditure account)  
For the year ended 30 September 2024**

		<b>Unrestricted funds 2024</b>	<b>Restricted funds 2024</b>	<b>Total funds 2024</b>	<b>Unrestricted funds 2023</b>	<b>Restricted funds 2023</b>	<b>Total funds 2023</b>
	Notes	£	£	£	£	£	£
Donations and legacies	3	12,362	0	12,362	19,030	0	19,030
Charitable activities	4	55,582	5,362	60,944	46,833	23,465	70,298
Other trading activities	5	8,219	0	8,219	13,433	0	13,433
Investment income	6	1,754	0	1,754	1,133	0	1,133
<b>Total income</b>		<b>77,917</b>	<b>5,362</b>	<b>83,279</b>	<b>80,429</b>	<b>23,465</b>	<b>103,894</b>
Raising funds		13,013	0	13,013	25,296	0	25,296
Charitable activities		62,792	6,680	69,472	61,498	6,242	67,740
Other support costs		9,558	0	9,558	16,517	0	16,517
<b>Total expenditure</b>	7	<b>85,363</b>	<b>6,680</b>	<b>92,043</b>	<b>103,311</b>	<b>6,242</b>	<b>109,553</b>
Net income before and after tax		(7,446)	(1,318)	(8,764)	(22,882)	17,223	(5,659)
Transfers between funds	18	0	0	0	4,211	(4,211)	0
Net movements in funds		(7,446)	(1,318)	(8,764)	(18,671)	13,012	(5,659)
Total funds brought forward		95,988	20,330	116,318	114,659	7,318	121,977
Total funds carried forward		<b>88,542</b>	<b>19,012</b>	<b>107,554</b>	<b>95,988</b>	<b>20,330</b>	<b>116,318</b>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derives from continuing activities.

THE ARCHIBALD CORBETT COMMUNITY LIBRARY ARTS AND HERITAGE CENTRE  
REPORT AND ACCOUNTS FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2024

**Balance Sheet**  
**As at 30<sup>th</sup> September 2024**

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Fixed assets							
Tangible assets	15	306	3,820	4,126	558	7,864	8,422
Total fixed assets		306	3,820	4,126	558	7,864	8,422
Current assets							
Debtors	16	23,623	0	23,623	4,216	0	4,216
Cash at bank and in hand		68,371	15,192	83,563	98,369	12,466	110,835
Total current assets		91,994	15,192	107,186	102,585	12,466	115,051
Liabilities							
Creditors falling due within one year	17	(3,758)	0	(3,758)	(7,155)	0	(7,155)
Net current assets		88,236	15,192	103,428	95,430	12,466	107,896
Total assets less current liabilities		88,542	19,012	107,554	95,988	20,330	116,318
Net assets		88,542	19,012	107,554	95,988	20,330	116,318
The funds of the charity							
Unrestricted income funds		88,542	0	88,542	95,988	0	95,988
Restricted income funds		0	19,012	19,012	0	20,330	20,330
Total charity funds		88,542	19,012	107,554	95,988	20,330	116,318

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies, subject to the small companies' regime and in accordance with FRS102 SORP.

The notes on pages 10 to 16 form part of these accounts

Signature of director authenticating accounts being sent to Companies House on behalf of all the trustees/directors



**Patricia Merry, Chair**  
**Date: 6th May 2025**

## **Notes on the accounts**

### **1 Accounting Policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### **a) Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Companies Act 2006 and the Charities Act 2011.

The Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The accounts present a true and fair view. No changes have been made to accounting policies or estimates in the year.

#### **b) Preparation of the accounts on a going concern basis**

The Charity reported a cash outflow of £27,272 for the year (FY23 outflow of £2,707).

The trustees are of the view that the charity is a going concern.

#### **c) Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance of provision of a specified service is deferred until the criteria for income recognition are met (see note 16).

#### **d) Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the services provided by volunteers is not recognised – the trustees' annual report includes more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity, which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### **e) Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

## **Notes on the accounts**

### **1 Accounting Policies (continued)**

#### **f) Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings: raising funds, charitable activities and other support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### **g) Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake fund raising or charitable activities. Support costs include back office costs, such as insurance, power and stationery. These costs have been allocated between cost of raising funds, charitable activities and other funds on a proportional basis as set out in note 6.

#### **h) Operating leases**

The charity classifies the lease of printing and photocopying equipment as operating leases; the title to the equipment remains with the lessor and will be returned to the lessor at conclusion of the lease. The photocopier is held under a rolling five year lease. Rental charges are charged on a straight line basis over the term of the lease.

#### **i) Tangible fixed assets**

Individual fixed assets costing £250 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Fixtures and fittings – over 4 years

Computers and film equipment – over 3 years

Under the terms of the premises management and library services agreements, the main building and all library fixtures, books and equipment remain the property of Lewisham Council. Therefore these items are not reflected in these accounts.

#### **j) Stock**

Stock is included at the lower of cost or net realisable value. Stock consists of donated items of books and other secondhand goods. It is not possible to estimate the net realisable value of these items, so stock is carried at cost, which is £nil. Upon sale of donated items, the cash received is shown within income from other trading activities.

#### **k) Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### **l) Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### **m) Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**Notes on the accounts**

**1 Accounting Policies (continued)**

**n) Financial instruments**

The charity has no financial assets and financial liabilities except for those stated above.

**2 Legal status of the Trust**

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

**3 Income from donations and legacies**

The income from donations and legacies of £12,362 (FY23 £19,030) is all unrestricted and comprises:

	2024	2023
	£	£
Hadley Trust	2,000	0
Co-Op Local Community Scheme	0	1,640
Lewisham Council - Winter Fuel Support	0	5,000
Lewisham Council - Warm Welcome Fund	0	4,000
General donations	4,749	4,330
Friends Scheme	4,432	3,247
Gift aid	1,181	813
	<u>12,362</u>	<u>19,030</u>

The Trust benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

**4 Income from charitable activities**

The income from charitable activities of £60,944 (FY23 £70,298) included £55,582 (FY23 £46,883) of unrestricted funds and £5,362 (FY23 £23,465) of restricted funds. Included within restricted funds are the following grants:

	2024	2023
	£	£
Bespoke Windows - for notice board		3,717
London & Quadrant - for computers		4,998
The Albert Hunt Trust - for mental health training		2,000
Good Things Foundation- "Digital Inclusion Capability Grant"		4,000
The London Community Foundation - "Together for London"		8,750
Lewisham Council - Warm Welcome Fund	5,362	
	<u>5,362</u>	<u>23,465</u>

**5 Income from other trading activities**

Income from other trading activities is all unrestricted and includes funds raised from events, the sale of second-hand books and other donated items.

**6 Investment income**

Investment income comprises interest earned on funds held on deposit with the bank. This is all treated as unrestricted.

## Notes on the accounts

### 7 Expenses and support costs

Expenses split between direct costs and allocated support costs are set out below:

	2024			2023		
	Unrestricted funds £	Restricted funds £	Total funds £	Unrestricted funds £	Restricted funds £	Total funds £
<b>Raising funds</b>						
Direct costs	1,165	0	1,165	3,716	0	3,716
Allocated support costs	11,848	0	11,848	21,580	0	21,580
	<u>13,013</u>	<u>0</u>	<u>13,013</u>	<u>25,296</u>	<u>0</u>	<u>25,296</u>
<b>Charitable activities</b>						
Direct costs	9,523	6,680	16,203	8,392	6,242	14,634
Allocated support costs	53,269	0	53,269	53,106	0	53,106
	<u>62,792</u>	<u>6,680</u>	<u>69,472</u>	<u>61,498</u>	<u>6,242</u>	<u>67,740</u>
<b>Other support costs</b>						
Direct costs	0	0	0	0	0	0
Allocated support costs	9,558	0	9,558	16,517	0	16,517
	<u>9,558</u>	<u>0</u>	<u>9,558</u>	<u>16,517</u>	<u>0</u>	<u>16,517</u>
<b>Total</b>						
Direct costs	10,688	6,680	17,368	12,108	6,242	18,350
Allocated support costs	74,675	0	74,675	91,203	0	91,203
	<u>85,363</u>	<u>6,680</u>	<u>92,043</u>	<u>103,311</u>	<u>6,242</u>	<u>109,553</u>

Total support costs relate to staff costs, general office costs, building cleaning and maintenance and insurance. These have been allocated to the three main expense categories based upon the proportional analysis of related income streams.

### 8 Net income / expenditure for the year

This is stated after charging:

	2024 £	2023 £
Operating leases	2,167	2,131
Depreciation	4,296	7,923
Independent examiner fees	0	0

**Notes on the accounts**

**9 Staff costs**

The Charity employs two members of staff to run the day-to-day operations. The pension costs reflect payments made into a defined contribution fund operated by the government workplace pension scheme NEST. In September 2024, the Charity claimed Employment Relief against Employers' National Insurance for the current year and previous four years. The claim for prior years has been shown as a separate line in the staff cost note below.

	2024	2023
	£	£
Wages and salaries	49,810	52,427
Social security costs	0	4,766
Pension costs	1,014	1,113
Employment relief for prior years	(14,580)	0
	<u>36,244</u>	<u>58,306</u>

**10 Trustee and volunteer costs and expenses**

No trustees or volunteers were paid for their normal on-going services during the year.

During the year no volunteers were paid (FY23 one was paid £225) for providing coverage for employees on a number of weekends. This was outside the volunteers' normal on-going services and the board agreed that they should be paid accordingly.

**11 Donated goods and services**

The library services and all activities provided by the charity are run by volunteers, under the supervision of the managers. Details of their contribution can be found in the trustees' report. No contribution is booked within the accounts. Donated goods such as secondhand books are not recognised in the accounts until point of sale, at which point they are reported within income from other trading activities.

**12 Related party transactions**

During the year, there have been no related party transactions.

**13 Corporation Taxation**

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

**14 Government Grants**

During 2024 the Charity received £5,362 from Lewisham Council under the Warm Welcome Fund.

During 2023, the Charity received £5,000 from Lewisham Council under the Winter Pressure Funding initiative and £4,000 under the Warm Welcome Fund.

## Notes on the accounts

### 15 Tangible fixed assets

	Computer equipment £	Fixtures and fittings £	Total £
Cost			
As at 1 October 2022	8,169	23,779	31,948
Additions	2,114	3,717	5,831
Write off of fully depreciated assets	(933)	(22,770)	(23,703)
As at 30 September 2023	9,350	4,726	14,076
Additions	0	0	0
Write off of fully depreciated assets	0	0	0
As at 30 September 2024	9,350	4,726	14,076
Depreciation			
As at 1 October 2022	2,794	18,640	21,434
Charge for the year	2,726	5,197	7,923
Write off of fully depreciated assets	(933)	(22,770)	(23,703)
As at 30 September 2023	4,587	1,067	5,654
Charge for the year	3,120	1,176	4,296
Write off of fully depreciated assets	0	0	0
As at 30 September 2024	7,707	2,243	9,950
Net book value			
As at 1 October 2022	5,375	5,139	10,514
As at 30 September 2023	4,763	3,659	8,422
As at 30 September 2024	1,643	2,483	4,126
Memo: Included above is net book value on restricted assets of:			
As at 30 September 2023	4,763	3,101	7,864
As at 30 September 2024	1,643	2,177	3,820

### 16 Debtors

	Total funds 2024 £	Total funds 2023 £
Trade debtors	6,340	2,673
Prepayments and accrued income	1,159	1,543
Taxation and social security	16,125	0
Total debtors	23,623	4,216

Note: Due to the employment relief allowance claimed for the previous four years, the balance with HMRC is a debtor.

## Notes on the accounts

### 17 Creditors falling due within one year

	Total funds 2024 £	Total funds 2023 £
Trade creditors	2,095	2,194
Accruals and deferred income	1,663	1,432
Taxation and social security	0	3,529
<b>Total creditors</b>	<b><u>3,758</u></b>	<b><u>7,155</u></b>

Accruals and deferred income include £933 (FY23 £975) of deferred income for cash received in advance for hire of library space for periods after the accounting year end.

### 18 Charity funds

Movement in charity funds is shown on page 8 and analysis of restricted income and expenditure is provided in notes 4 and 7.

During the year, £nil (FY23 4,211) of restricted funds were reclassified as unrestricted, following the completion of the relevant funding schemes.

### 19 Post balance sheet events

In September 2024, the Charity claimed Employment Relief against Employers' National Insurance for the current year and previous four years. This was accepted by HMRC in October 2024 and has been recognised as an asset in the accounts.

There have been no other events between the balance sheet date and the signing of these accounts which relate to conditions that arose after the end of the reporting period that would impact on the understanding of these accounts.

**THE ARCHIBALD CORBETT COMMUNITY LIBRARY, ARTS AND HERITAGE CENTRE**

England & Wales - Charity number 1171748

---

# Accounts

---



**The Archibald Corbett Community Library, Arts and Heritage Centre  
Report and Accounts for the year ended 30<sup>th</sup> September 2023**

**Charity name: The Archibald Corbett Community Library, Arts and Heritage Centre**

**Charity registration number: 1171748**

**Company number: 10405126**

**Objectives and activities**

<p><b>Summary of the purposes of the charity as set out in its governing document</b></p>	<ol style="list-style-type: none"> <li>1. The provision of a public library in the London borough of Lewisham</li> <li>2. To promote for the benefit of the residents of the London borough of Lewisham the provision of a public library for recreation and or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said residents</li> <li>3. To advance the education of the public in the London borough of Lewisham by operating and managing a lending library and advancing education in local history and heritage and the legacy of Archibald Corbett.</li> <li>4. To advance the arts by the provision of public art displays.</li> </ol>
<p><b>Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.</b></p>	<p>The Archibald Corbett Community Library, Arts and Heritage Centre trading as The Corbett Community Centre was set up as a community business and started trading at the end of October 2016 to manage the previous Torrison Road Library and Children’s Centre buildings previously managed by Lewisham Council. In the financial year ending September 2023 it continued to deliver activities and services to meet the needs of the local community as identified by the charity’s four objectives. It has developed over 20 activities a week, with the majority delivered by volunteers, for parents and children aged 0 to 5, primary school aged children, secondary school children, families and for older people as well as delivering a library service. Activities include:</p> <ul style="list-style-type: none"> <li>• Story Time, Singing group and craft session, all for parents and children under 5 and Pilates for mums and babies.</li> <li>• A homework club for primary and secondary school children</li> <li>• Powerwave fitness, Hatha Yoga, Qigong, and Gentle Seated yoga for all ages</li> <li>• Writers group, meditation for adults, knit ‘n’ natter, Senior Pilates and dementia friendly activities for older people</li> <li>• Developing and delivering activities specifically in response to local residents’ needs such as Employability and Job Support sessions and Tea and Tech to address the digital movement</li> <li>• Continuing to work in partnership with Lewisham Libraries Division to deliver national reading promotions to include the Summer Reading Challenge and working with two local Primary Schools delivering reading sessions to year groups</li> <li>• Acting as a centre for local groups to hold meetings and activities, including Slimming World, The Village London (a parent support hub), Kids Vogue Superstars performing arts group and Councillors Surgery</li> </ul> <p>The centre also continues to offer three ESOL classes each week and two Online Support Services sessions to help residents fill in council and government forms online plus general drop in advice sessions.</p>

	The majority of activities are run by volunteers, under the supervision of two employees (a centre manager and their assistant), and are free or at a reduced fee to ensure inclusivity for those unable to afford making payments to attend. In return it asks for donations from those able to donate. In addition to donations for activities, the charity derives income from sales of donated second-hand books, photocopying and printing services, the hire of a main meeting room, small meeting room, donations from events and from individual donors which are eligible for the Gift Aid scheme.
<b>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</b>	The Trustees of the Archibald Corbett Community Library, Arts and Heritage Centre hereby confirm that they have taken full regard of the guidance on public benefit issued by the Charity Commission when exercising any powers or duties to which the guidance is relevant. In particular, the Trustees believe that the list of activities detailed above show complete accord and compliance with such guidance and are all examples of furthering the charity's purpose (as defined in the objects described above) for the public benefit.
<b>Contribution made by volunteers</b>	The Library, the Children's Centre and the majority of activities are run by over 40 volunteers a week and the average number of volunteer hours per month is around 540. The charity provides comprehensive training on all aspects of Library systems and management and continues with an active recruitment programme to enlist additional volunteers
<b>Policy on grant making</b>	The Charity has no policy on grant making as this does not form part of its current or planned future activity.

### Achievements and performance

<b>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</b>	<p><b>Achievements and Performance in FY 2023</b></p> <p>The centre has now been fully developed as an essential community hub for the 20,000 residents on the Corbett Estate, Catford South ward and Hither Green. A five year business plan has been produced to ensure long term sustainability of the project. The following funding was secured in FY 2023:</p> <ul style="list-style-type: none"> <li>• £1,640 from the Co-Op Local Community Scheme.</li> <li>• £5,000 from Lewisham Council for Winter Fuel Support</li> <li>• £4,000 from Lewisham Council for Warm Welcome Fund</li> <li>• £3,717 from Bespoke Windows for outside notice board</li> <li>• £4,000 from Good Things Foundation</li> <li>• £4,998 from London &amp; Quadrant for computers</li> <li>• £8,750 from The London Community Foundation</li> <li>• £2,000 from The Albert Hunt Trust</li> </ul> <p>The library has provided a space for regular markets to allow local artists and food preparers to promote and sell their products and provided a venue for Catford Arts Trail.</p> <ul style="list-style-type: none"> <li>• Other events included an Art Auction, where local artists donated works for auction, Musicals Night, featuring local amateur group ArtForm, Wreath Making Night and Quiz nights.</li> <li>• Financial trading sustainability was maintained in the year through continued hiring out of the playroom to Saplings, a Breakfast and After School Club, and the first floor office space to the Community</li> </ul>
--	--

	Managed Libraries Peers Network both on rolling yearly contracts generating regular income. Additional income has been derived from hiring an office out to a local artist.
<b>Achievements against objectives set</b>	In its seventh year of operation the charity has succeeded in achieving all the objectives set in its governing document and creating a platform for the future development and expansion of those objectives.
<b>Performance of fundraising activities against objectives set</b>	Fundraising activities have increased in the year with the successful launch of our Friends' Scheme in February 2023. We continue to hold events during the year such as craft fairs, a musicals night, art auction, quiz nights and other events to raise funds for the Charity.
<b>Investment performance against objectives</b>	The Charity does not currently have an investment policy.

### Financial review

<b>Review of the charity's financial position at the end of the period</b>	In the year ended 30 September 2023 the charity had a turnover of £103,894 (2022 £99,022) with £80,429 (2022 £64,497) allocated to unrestricted funds and £23,465 (2022 £34,525) restricted for continued expenditure related to grant income. Expenditure on overheads was £103,311 (2022 £37,673) and on grant related projects £6,242 (2022 £63,894) showing a total expenditure of £109,553 (2022 £101,567). This gives a net expense of £(22,882) (2022 income of £26,824) on unrestricted funds and an income of £17,223 (2022 expense of £(29,369)) on restricted funds. Carried forward unrestricted and restricted funds were £95,988 (2022 £114,659) and £20,330 (2022 £7,318) respectively. A full set of accounts is attached to this report.
<b>Statement explaining the policy for holding reserves stating why they are held</b>	Any surpluses at the end of each year are held in reserve to be used in the following year to support the development of the charity and its trading activities.
<b>Amount of reserves held</b>	£116,318 in total split £95,988 unrestricted and £20,330 restricted.
<b>Explanation of any uncertainties about the charity continuing as a going concern</b>	There are no uncertainties currently of the charity continuing as a going concern.

### Financial review continued

THE ARCHIBALD CORBETT COMMUNITY LIBRARY ARTS AND HERITAGE CENTRE  
 REPORT AND ACCOUNTS FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2023

<b>The charity's principal sources of funds (including any fundraising)</b>	The charity derives income from donations from activities, sales of donated secondhand books, photocopying and printing services, income from events and the hire of two meeting rooms and playroom. It also applies for grants where an appropriate fund becomes available.
<b>Investment policy and objectives including any social investment policy adopted</b>	The charity currently does not have an investment policy. It has adopted a social investment policy whereby the majority of its activities and services run by volunteers are free to ensure social inclusion of residents unable to pay to attend.
<b>A description of the principal risks facing the charity</b>	The principal risk facing the charity is if there was a sudden drop off in the number of volunteers needed to operate the library on a daily basis causing intermittent closures.

**Structure, governance and management**

<b>Description of charity's trusts:</b>	
<b>Type of governing document</b>	Memorandum and Articles of Association
<b>How is the charity constituted?</b>	Company Limited by Guarantee

**Reference and administrative details**

Charity name	The Archibald Corbett Community Library, Arts and Heritage Centre
Other name the charity uses	The Corbett Community Centre
Registered charity number	1171748
Charity's principal address	The Library, 105 Torridon Road, London SE6 1RQ

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

**Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year
--	--------------	-----------------	-----------------------------------

THE ARCHIBALD CORBETT COMMUNITY LIBRARY ARTS AND HERITAGE CENTRE  
 REPORT AND ACCOUNTS FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2023

1	Jacqueline Berry	Chair	
2	Julia Burke		
3	Jane Gillis		
4	Ben Honeybone		
5	Jessica Jesuthas		Resigned 30 September 2023
6	Cheryl Johnson		
7	Helen Marcelle		
8	Pat Merry		
9	Lynda Miller		
10	Gavin Moorhead		
11	Jennifer Owens		
12	Desmond Reid		
13	Alison Strawbridge	Secretary	

The directors of the Company are the trustees named above. No person (or body) is entitled to appoint any trustees.

No trustees hold any title to property belonging to the charity.

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details – N/A

### Statement of the Trustees' Responsibilities

The Trustees are required to prepare financial statements which give a true and fair view of the state of affairs of the Charity and of its income and expenditure for that period. In preparing these financial statements, the management committee are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

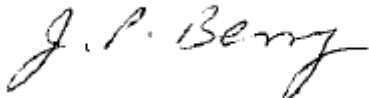

The Trustees are responsible for keeping proper records which disclose at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the organisation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

### Signed on behalf of the charity's trustees/directors

	
---	---

Jacqueline Berry	Alison Strawbridge
------------------	--------------------

Chair	Secretary
-------	-----------

Date 

19 April 2024
---------------

## Independent Examiner's Report

I report on the accounts of the Charity for the year ended 30 September 2023, which are set out on pages 8 to 15.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees 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;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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:

(1) which gives me reasonable cause to believe that in any material respect 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

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Julia Burgoyne (Mrs)

13 Butler's and Colonial Wharf  
London SE1 2PX

19 April 2024

**Statement of financial activities (including income and expenditure account)  
For the year ended 30 September 2023**

	Notes				Restated		Restated
		Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
		2023	2023	2023	2022	2022	2022
		£	£	£	£	£	£
Donations and legacies	3	19,030	0	19,030	10,729	0	10,729
Charitable activities	4	46,833	23,465	70,298	41,884	34,525	76,409
Other trading activities	5	13,433	0	13,433	11,884	0	11,884
Investment income	6	1,133	0	1,133	0	0	0
<b>Total income</b>		<b>80,429</b>	<b>23,465</b>	<b>103,894</b>	<b>64,497</b>	<b>34,525</b>	<b>99,022</b>
Raising funds		25,296	0	25,296	6,777	0	6,777
Charitable activities		61,498	6,242	67,740	25,927	63,894	89,821
Other support costs		16,517	0	16,517	4,969	0	4,969
<b>Total expenditure</b>	7	<b>103,311</b>	<b>6,242</b>	<b>109,553</b>	<b>37,673</b>	<b>63,894</b>	<b>101,567</b>
Net income before and after tax		(22,882)	17,223	(5,659)	26,824	(29,369)	(2,545)
Transfers between funds	18	4,211	(4,211)	0	0	0	0
<b>Net movements in funds</b>		<b>(18,671)</b>	<b>13,012</b>	<b>(5,659)</b>	<b>26,824</b>	<b>(29,369)</b>	<b>(2,545)</b>
Total funds brought forward		114,659	7,318	121,977	87,835	36,687	124,522
<b>Total funds carried forward</b>		<b>95,988</b>	<b>20,330</b>	<b>116,318</b>	<b>114,659</b>	<b>7,318</b>	<b>121,977</b>

Restatement: 2022 unrestricted funds have been restated to reclassify £2,292 of event expenditure to Raising Funds from Charitable Activities.

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derives from continuing activities.

THE ARCHIBALD CORBETT COMMUNITY LIBRARY ARTS AND HERITAGE CENTRE  
REPORT AND ACCOUNTS FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2023

**Balance Sheet**

**As at 30<sup>th</sup> September 2023**

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Fixed assets							
Tangible assets	15	558	7,864	8,422	5,033	5,481	10,514
Total fixed assets		558	7,864	8,422	5,033	5,481	10,514
Current assets							
Debtors	16	4,216	0	4,216	3,123	0	3,123
Cash at bank and in hand		98,369	12,466	110,835	111,256	1,837	113,093
Total current assets		102,585	12,466	115,051	114,379	1,837	116,216
Liabilities							
Creditors falling due within one year	17	(7,155)	0	(7,155)	(4,753)	0	(4,753)
Net current assets		95,430	12,466	107,896	109,626	1,837	111,463
Total assets less current liabilities		95,988	20,330	116,318	114,659	7,318	121,977
Net assets		95,988	20,330	116,318	114,659	7,318	121,977
The funds of the charity							
Unrestricted income funds		95,988	0	95,988	114,659	0	114,659
Restricted income funds		0	20,330	20,330	0	7,318	7,318
Total charity funds		95,988	20,330	116,318	114,659	7,318	121,977

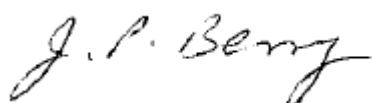
The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies, subject to the small companies' regime and in accordance with FRS102 SORP.

The notes on pages 10 to 15 form part of these accounts

Signature of director authenticating accounts being sent to Companies House on behalf of all the trustees/directors



**Jacqueline Berry, Chair**  
**Date: 19 April 2024**

## **Notes on the accounts**

### **1 Accounting Policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### **a) Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Companies Act 2006 and the Charities Act 2011.

The Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The accounts present a true and fair view. No changes have been made to accounting policies or estimates in the year.

#### **b) Preparation of the accounts on a going concern basis**

The Charity reported a cash outflow of £2,707 for the year (FY22 outflow of £1,549).

The trustees are of the view that the charity is a going concern.

#### **c) Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance of provision of a specified service is deferred until the criteria for income recognition are met (see note 16).

#### **d) Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the services provided by volunteers is not recognised – the trustees' annual report includes more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity, which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### **e) Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

## **Notes on the accounts**

### **1 Accounting Policies (continued)**

#### **f) Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings: raising funds, charitable activities and other support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### **g) Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake fund raising or charitable activities. Support costs include back office costs, such as insurance, power and stationery. These costs have been allocated between cost of raising funds, charitable activities and other funds on a proportional basis as set out in note 6.

#### **h) Operating leases**

The charity classifies the lease of printing and photocopying equipment as operating leases; the title to the equipment remains with the lessor and will be returned to the lessor at conclusion of the lease. The photocopier is held under a rolling five year lease. Rental charges are charged on a straight line basis over the term of the lease.

#### **i) Tangible fixed assets**

Individual fixed assets costing £250 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Fixtures and fittings – over 4 years

Computers and film equipment – over 3 years

Under the terms of the premises management and library services agreements, the main building and all library fixtures, books and equipment remain the property of Lewisham Council. Therefore these items are not reflected in these accounts.

#### **j) Stock**

Stock is included at the lower of cost or net realisable value. Stock consists of donated items of books and other secondhand goods. It is not possible to estimate the net realisable value of these items, so stock is carried at cost, which is £nil. Upon sale of donated items, the cash received is shown within income from other trading activities.

#### **k) Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### **l) Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### **m) Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

## Notes on the accounts

### 1 Accounting Policies (continued)

#### n) Financial instruments

The charity has no financial assets and financial liabilities except for those stated above.

#### 2 Legal status of the Trust

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

#### 3 Income from donations and legacies

The income from donations and legacies of £19,030 (FY22 £10,729) is all unrestricted. This includes:

- £1,640 from the Co-Op Local Community Scheme.
- £5,000 from Lewisham Council for Winter Fuel Support
- £4,000 from Lewisham Council for Warm Welcome Fund
- £4,330 donations provided by individuals, including those collected at our activities, which are all free of charge to participants (FY22 £3,332), and funds from a sponsored climb of Mount Snowdon;
- £3,247 raised through donations into our Friends Scheme, which was launched in February 2023; and
- £813 gift aid receipts (FY22 £332).

The Trust benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

#### 4 Income from charitable activities

The income from charitable activities of £70,298 (FY22 £76,409) included £46,833 (FY22 £41,884) of unrestricted funds and £23,465 (FY22 £34,525) of restricted funds. Included within restricted funds are the following grants:

- £3,717 provided by Bespoke Windows to fund the purchase of a notice board for the library
- £4,998 from London & Quadrant to fund the purchase of new computers for the main library
- £2,000 from The Albert Hunt Trust to fund mental health training for the volunteers
- £4,000 from Good Things Foundation as part of the "Digital Inclusion Capability Grant"
- £8,750 from The London Community Foundation as part of the "Together for London" programme to provide support towards alleviating exclusion and disadvantage through the provision of a warm welcome space, digital support services and provision of subsidised music lessons and craft activities.

(FY22 included: £34,525 from The National Lottery Community Fund as the final instalment in their three year funding commitment to the library)

#### 5 Income from other trading activities

Income from other trading activities is all unrestricted and includes funds raised from the sale of second hand books and other donated items.

#### 6 Investment income

Investment income comprises interest earned on funds held on deposit with the bank. This is all treated as unrestricted.

**Notes on the accounts**

**7 Expenses and support costs**

Expenses allocated to fund raising include £3,716 (FY22 restated £2,292) direct costs for marketing and other fund-raising costs and allocated support costs of £21,580 (FY22 £4,485).

Expenses allocated to charitable activities include £8,392 (FY22 restated £8,417) direct costs for computers, photocopier and printer within the library and allocated support costs of £53,106 (FY22 £17,511). Restricted expenses of £6,242 (FY22 £63,894) relate to costs incurred in relation to the restricted income in note 4, including depreciation on assets purchased with this income. In 2022, all staff costs were treated as restricted, as part of the National Lottery Community Fund. Following the completion of this funding, from 2023 onwards, staff costs are shown within unrestricted funds.

Other expenses of £16,517 (FY22 £4,969) are allocated support costs only.

Total support costs included in the expense categories above were £91,203 (FY22 £26,965). These relate to staff costs, general office costs, building cleaning and maintenance and insurance. These have been allocated to the three main expense categories based upon the proportional analysis of related income streams.

**8 Net income / expenditure for the year**

This is stated after charging:

	2023	2022
	£	£
Operating leases	2,131	2,167
Depreciation	7,923	8,457
Independent examiner fees	0	0

**9 Staff costs**

The Charity employs two members of staff to run the day to day operations whose costs were funded through the grant provided by the National Lottery Community Fund in FY22 and were treated as part of restricted funds. For FY23 these have been funded from unrestricted funds. The pension costs reflect payments made into a defined contribution fund operated by the government workplace pension scheme NEST.

	2023	2022
	£	£
Wages and salaries	52,427	46,565
Social security costs	4,766	4,117
Pension costs	1,113	1,022
	<u>58,306</u>	<u>51,704</u>

**10 Trustee and volunteer costs and expenses**

No trustees or volunteers were paid for their normal on-going services during the year.

During the year one volunteer was paid £225 (FY22 two were paid £1,170) for providing coverage for employees on a number of weekends. This was outside the volunteers' normal on-going services and the board agreed that they should be paid accordingly.

## Notes on the accounts

### 11 Donated goods and services

The library services and all activities provided by the charity are run by volunteers, under the supervision of the managers. Details of their contribution can be found in the trustees' report. No contribution is booked within the accounts. Donated goods such as secondhand books are not recognised in the accounts until point of sale, at which point they are reported within income from other trading activities.

### 12 Related party transactions

During the year, there have been no related party transactions.

### 13 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

### 14 Government Grants

During 2023, the Charity received £5,000 from Lewisham Council under the Winter Pressure Funding initiative and £4,000 under the Warm Welcome Fund. (During 2022, the Charity received £4,000 from Lewisham Council under the government Covid-19 support grants and £1,250 to support Creative Change and Black History Month.)

### 15 Tangible fixed assets

	Computer equipment £	Film equipment £	Fixtures and fittings £	Total £
Cost				
As at 1 October 2021	7,527	6,311	25,096	38,934
Additions	6,602	0	1,010	7,612
Write off of fully depreciated assets	(5,960)	(6,311)	(2,327)	(14,598)
As at 30 September 2022	8,169	0	23,779	31,948
Additions	2,114	0	3,717	5,831
Write off of fully depreciated assets	(933)	0	(22,770)	(23,703)
As at 30 September 2023	9,350	0	4,726	14,076
Depreciation				
As at 1 October 2021	6,327	6,311	14,937	27,575
Charge for the year	2,427	0	6,030	8,457
Write off of fully depreciated assets	(5,960)	(6,311)	(2,327)	(14,598)
As at 30 September 2022	2,794	0	18,640	21,434
Charge for the year	2,726	0	5,197	7,923
Write off of fully depreciated assets	(933)	0	(22,770)	(23,703)
As at 30 September 2023	4,587	0	1,067	5,654
Net book value				
As at 1 October 2021	1,200	0	10,159	11,359
As at 30 September 2022	5,375	0	5,139	10,514
As at 30 September 2023	4,763	0	3,659	8,422
Memo: Included above is net book value on restricted assets of:				
As at 30 September 2022	5,120	0	361	5,481
As at 30 September 2023	4,763	0	3,101	7,864

## Notes on the accounts

### 16 Debtors

	Total funds 2023 £	Total funds 2022 £
Trade debtors	2,673	1,218
Prepayments and accrued income	<u>1,543</u>	<u>1,905</u>
Total debtors	<u>4,216</u>	<u>3,123</u>

### 17 Creditors falling due within one year

	Total funds 2023 £	Total funds 2022 £
Trade creditors	2,194	1,255
Accruals and deferred income	1,432	2,576
Taxation and social security	3,529	922
Total creditors	<u>7,155</u>	<u>4,753</u>

Accruals and deferred income include £975 (FY22 £1,226) of deferred income for cash received in advance for hire of library space for periods after the accounting year end.

### 18 Charity funds

Movement in charity funds is shown on page 8 and analysis of restricted income and expenditure is provided in notes 4 and 7.

During the year, £4,211 (FY22 Nil) of restricted funds were reclassified as unrestricted, following the completion of the relevant funding schemes.

### 19 Post balance sheet events

The Company has challenged the content of a gas bill received in January 2024, which includes a catch-up charge of approximately £9,000 for underestimated bills over the past three years, following the replacement of the previous meter. To date, no evidence has been provided to support the final meter reading so no provision has been made in these accounts. If evidence is provided, then the Company will request the unit pricing to be reduced to reflect the average price over the period in which the underestimation took place.

There have been no other events between the balance sheet date and the signing of these accounts which relate to conditions that arose after the end of the reporting period that would impact on the understanding of these accounts.

**THE ARCHIBALD CORBETT COMMUNITY LIBRARY, ARTS AND HERITAGE CENTRE**

England & Wales - Charity number 1171748

---

# Accounts

---



**The Archibald Corbett Community Library, Arts and Heritage Centre  
Report and Accounts for the year ended 30<sup>th</sup> September 2022**

**Charity name: The Archibald Corbett Community Library, Arts and Heritage Centre**

**Charity registration number: 1171748**

**Company number: 10405126**

**Objectives and activities**

<p><b>Summary of the purposes of the charity as set out in its governing document</b></p>	<ol style="list-style-type: none"> <li>1. The provision of a public library in the London borough of Lewisham</li> <li>2. To promote for the benefit of the residents of the London borough of Lewisham the provision of a public library for recreation and or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said residents</li> <li>3. To advance the education of the public in the London borough of Lewisham by operating and managing a lending library and advancing education in local history and heritage and the legacy of Archibald Corbett.</li> <li>4. To advance the arts by the provision of public art displays.</li> </ol>
<p><b>Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.</b></p>	<p>The Archibald Corbett Community Library, Arts and Heritage Centre trading as The Corbett Community Centre was set up as a community business and started trading at the end of October 2016 to manage the previous Torridon Road Library and Children’s Centre buildings previously managed by Lewisham Council. In the financial year ending September 2022 it continued to deliver activities and services to meet the needs of the local community as identified by the charity’s four objectives. It has developed over 20 activities a week, with the majority delivered by volunteers, for parents and children aged 0 to 5, primary school aged children, secondary school children, families and for older people as well as delivering a library service. Activities include:</p> <ul style="list-style-type: none"> <li>• Story Time, Singing group and craft session, all for parents and children under 5 and Pilates for mums and babies.</li> <li>• A homework club for primary and secondary school children</li> <li>• Community Yoga, Hatha Yoga, Qigong, and Gentle Seated yoga for all ages</li> <li>• Writers group, meditation for adults, knit ‘n’ natter and dementia friendly activities for older people</li> <li>• Developing and delivering activities specifically in response to local residents’ needs such as Employability and Job Support sessions and Tea and Tech to address the digital movement</li> <li>• Continuing to work in partnership with Lewisham Libraries Division to deliver national reading promotions to include the Summer Reading Challenge and working with two local Primary Schools delivering reading sessions to year groups</li> <li>• Acting as a centre for local groups to hold meetings and activities, including Slimming World, The Village London (a parent support hub) and Councillors Surgery</li> </ul> <p>The centre also continues to offer three ESOL classes each week and two Online Support Services sessions to help residents fill in council and government forms online plus general drop in advice sessions.</p>

	The majority of activities are run by volunteers, under the supervision of two employed managers, and are free or at a reduced fee to ensure inclusivity for those unable to afford making payments to attend. In return it asks for donations from those able to donate. In addition to donations for activities, the charity derives income from sales of donated second-hand books, photocopying and printing services, the hire of a main meeting room, small meeting room, donations from events and from individual donors which are eligible for the Gift Aid scheme.
<b>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</b>	The Trustees of the Archibald Corbett Community Library, Arts and Heritage Centre hereby confirm that they have taken full regard of the guidance on public benefit issued by the Charity Commission when exercising any powers or duties to which the guidance is relevant. In particular, the Trustees believe that the list of activities detailed above show complete accord and compliance with such guidance and are all examples of furthering the charity's purpose (as defined in the objects described above) for the public benefit.
<b>Contribution made by volunteers</b>	The Library, the Children's Centre and the majority of activities are run by over 40 volunteers a week and the average number of volunteer hours per month is around 540. The charity provides comprehensive training on all aspects of Library systems and management and continues with an active recruitment programme to enlist additional volunteers
<b>Policy on grant making</b>	The Charity has no policy on grant making as this does not form part of its current or planned future activity.

### Achievements and performance

<b>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</b>	<p><b>Achievements and Performance in FY 2021/2022</b></p> <p>The centre has now been fully developed as an essential community hub for the 20,000 residents on the Corbett Estate, Catford South ward and Hither Green. A five year business plan has been produced to ensure long term sustainability of the project. The following funding was secured in FY 2021/22:</p> <ul style="list-style-type: none"> <li>• £34,525 from the Lottery Community Fund, as the final instalment of the £210,000 three year grant which commenced in May 2019.</li> <li>• £1,815 from the Co-Op Local Community Scheme.</li> <li>• £4,000 from Lewisham Council under the government Covid-19 support grants.</li> <li>• £1,250 from Lewisham Council to support Creative Change and Black History Month</li> </ul> <p>The library has provided a space for regular markets to allow local artists and food preparers to promote and sell their products and provided a venue for Catford Arts Trail.</p> <ul style="list-style-type: none"> <li>• Other events included a Musicals Night, featuring local amateur group ArtForm, Wreath Making Night, Ring Making Night, Quiz nights and weekly life drawing classes.</li> <li>• The 'Management of Public Spaces' training programme was completed, for volunteers and long term unemployed people, as part of the National Lottery Community Fund grant programme. We ran three cohorts during the year for a total of 27 attendees.</li> </ul>
--	--

	<ul style="list-style-type: none"> <li>Financial trading sustainability was maintained in the year through continued hiring out of the playroom to Saplings, a Breakfast and After School Club, and the first floor office space to a schools and family support service both on rolling yearly contracts generating regular income. Additional income has been derived from hiring an office out to a local artist.</li> </ul>
<b>Achievements against objectives set</b>	<p>In its sixth year of operation the charity has succeeded in achieving all the objectives set in its governing document and creating a platform for the future development and expansion of those objectives.</p> <p>In 2019 the Corbett Community Library was awarded £210,000 by the National Lottery Community Fund for the development of the Library into a sustainable community hub. The grant was originally for a period of three years until May 2022 payable in 6 half yearly instalments. The term of the grant was extended to reflect delays caused by the pandemic. Monitoring reports are required at the end of the first year followed by 6 monthly progress reports. The Library has now issued monitoring reports to cover the extended period of the grant up to 30 September 2022. These have been formally approved by the Lottery confirming the Library has achieved the outputs and outcomes stated in the grant agreement.</p>
<b>Performance of fundraising activities against objectives set</b>	<p>Fundraising activities have increased in the year but income has been down slightly, due to delays caused by the slow return to full operating capability following Covid-19 restrictions. However, we have obtained funding through the Covid-19 government grant support scheme which has replaced lost income.</p>
<b>Investment performance against objectives</b>	<p>The Charity does not currently have an investment policy.</p>

### Financial review

<b>Review of the charity's financial position at the end of the period</b>	<p>In the year ended 30 September 2022 the charity had a turnover of £99,022 (2021 £152,679) with £64,497 (2021 £77,006) allocated to unrestricted funds and £34,525 (2021 £75,673) restricted for continued expenditure related to grant income. Expenditure on overheads was £37,673 (2021 £32,129) and on grant related projects £63,894 (2021 £70,262) showing a total expenditure of £101,567 (2021 £102,391). This gives a net income of £26,824 and an expense of £(29,369) (2021 income of £44,877 and £5,411) on unrestricted and restricted funds respectively. Carried forward unrestricted and restricted funds were £114,659 (2021 £87,835) and £7,318 (2021 £36,687) respectively. A full set of accounts is attached to this report.</p>
<b>Statement explaining the policy for holding reserves stating why they are held</b>	<p>Any surpluses at the end of each year are held in reserve to be used in the following year to support the development of the charity and its trading activities.</p>
<b>Amount of reserves held</b>	<p>£121,977 in total split £114,659 unrestricted and £7,318 restricted.</p>

**Financial review continued**

<b>Explanation of any uncertainties about the charity continuing as a going concern</b>	There are no uncertainties currently of the charity continuing as a going concern.
<b>The charity's principal sources of funds (including any fundraising)</b>	The charity derives income from donations from activities, sales of donated secondhand books, photocopying and printing services, income from events and the hire of two meeting rooms and playroom. It also applies for grants where an appropriate fund becomes available.
<b>Investment policy and objectives including any social investment policy adopted</b>	The charity currently does not have an investment policy. It has adopted a social investment policy whereby the majority of its activities and services run by volunteers are free to ensure social inclusion of residents unable to pay to attend.
<b>A description of the principal risks facing the charity</b>	The principal risk facing the charity is if there was a sudden drop off in the number of volunteers needed to operate the library on a daily basis causing intermittent closures.

**Structure, governance and management**

<b>Description of charity's trusts:</b>	
<b>Type of governing document</b>	Memorandum and Articles of Association
<b>How is the charity constituted?</b>	Company Limited by Guarantee

**Reference and administrative details**

Charity name	The Archibald Corbett Community Library, Arts and Heritage Centre
Other name the charity uses	The Corbett Community Centre
Registered charity number	1171748
Charity's principal address	The Library, 105 Torridon Road, London SE6 1RQ

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>
1	Pat Merry	Chair (until 26 April 2022)	
2	Jacqueline Berry	Chair (from 26 April 2022)	
3	Julia Burke		
4	Jane Gillis		
5	Ben Honeybone		
6	Jessica Jesuthas		Appointed 5 July 2022
7	Cheryl Johnson		
8	Helen Marcelle		Appointed 5 July 2022
9	Lynda Miller		
10	Gavin Moorhead		Appointed 5 July 2022
11	Jennifer Owens		Appointed 5 July 2022
12	Desmond Reid		
13	Alison Strawbridge	Secretary (from 5 July 2022)	Appointed 5 July 2022
14	Peter Ranken	Secretary (until 5 July 2022)	Resigned 5 July 2022
15	Sophie Martin		Resigned 26 August 2022

The directors of the Company are the trustees named above. No person (or body) is entitled to appoint any trustees.

No trustees hold any title to property belonging to the charity.

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details – N/A

### Statement of the Trustees' Responsibilities

The Trustees are required to prepare financial statements which give a true and fair view of the state of affairs of the Charity and of its income and expenditure for that period. In preparing these financial statements, the management committee are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

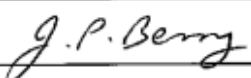

The Trustees are responsible for keeping proper records which disclose at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the organisation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

#### Signed on behalf of the charity's trustees/directors

<b>Signatures</b>		
<b>Full names</b>	Jacqueline Berry	Alison Strawbridge
<b>Position</b>	Chair	Secretary
<b>Date</b>	12 June 2023	

## Independent Examiner's Report

I report on the accounts of the Charity for the year ended 30 September 2022, which are set out on pages 8 to 15.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees 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;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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:

(1) which gives me reasonable cause to believe that in any material respect 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

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Julia Burgoyne (Mrs)

13 Butler's and Colonial Wharf  
London SE1 2PX

12 June 2023

**Statement of financial activities (including income and expenditure account)  
 For the year ended 30 September 2022**

		Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Donations and legacies	3	10,729	0	10,729	36,809	0	36,809
Charitable activities	4	41,884	34,525	76,409	34,731	75,673	110,404
Other trading activities	5	11,884	0	11,884	5,466	0	5,466
<b>Total income</b>		<b>64,497</b>	<b>34,525</b>	<b>99,022</b>	<b>77,006</b>	<b>75,673</b>	<b>152,679</b>
Raising funds		4,485	0	4,485	11,408	0	11,408
Charitable activities		28,219	63,894	92,113	19,037	70,262	89,299
Other support costs		4,969	0	4,969	1,684	0	1,684
<b>Total expenditure</b>	<b>6</b>	<b>37,673</b>	<b>63,894</b>	<b>101,567</b>	<b>32,129</b>	<b>70,262</b>	<b>102,391</b>
Net income before and after tax		26,824	(29,369)	(2,545)	44,877	5,411	50,288
Transfers between funds	18	0	0	0	0	0	0
Net movements in funds		26,824	(29,369)	(2,545)	44,877	5,411	50,288
Total funds brought forward		87,835	36,687	124,522	42,958	31,276	74,234
<b>Total funds carried forward</b>		<b>114,659</b>	<b>7,318</b>	<b>121,977</b>	<b>87,835</b>	<b>36,687</b>	<b>124,522</b>

The statement of financial activities includes all gains and losses recognised in the year.  
 All income and expenditure derives from continuing activities.

THE ARCHIBALD CORBETT COMMUNITY LIBRARY ARTS AND HERITAGE CENTRE  
REPORT AND ACCOUNTS FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2022

**Balance Sheet**  
**As at 30<sup>th</sup> September 2022**

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Fixed assets							
Tangible assets	14	5,033	5,481	10,514	9,506	1,853	11,359
Total fixed assets		5,033	5,481	10,514	9,506	1,853	11,359
Current assets							
Debtors	15	3,123	0	3,123	1,882	0	1,882
Cash at bank and in hand		111,256	1,837	113,093	79,916	34,834	114,750
Total current assets		114,379	1,837	116,216	81,798	34,834	116,632
Liabilities							
Creditors falling due within one year	16	(4,753)	0	(4,753)	(3,469)	0	(3,469)
Net current assets		109,626	1,837	111,463	78,329	34,834	113,163
Total assets less current liabilities		114,659	7,318	121,977	87,835	36,687	124,522
Net assets		114,659	7,318	121,977	87,835	36,687	124,522
The funds of the charity							
Unrestricted income funds		114,659	0	114,659	87,835	0	87,835
Restricted income funds		0	7,318	7,318	0	36,687	36,687
Total charity funds		114,659	7,318	121,977	87,835	36,687	124,522

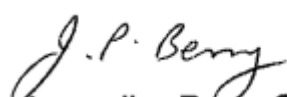
The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies, subject to the small companies' regime and in accordance with FRS102 SORP.

The notes on pages 10 to 15 form part of these accounts

Signature of director authenticating accounts being sent to Companies House on behalf of all the trustees/directors

  
**Jacqueline Berry, Chair**  
**Date: 12 June 2023**

## **Notes on the accounts**

### **1 Accounting Policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### **a) Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Companies Act 2006 and the Charities Act 2011.

The Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The accounts present a true and fair view. No changes have been made to accounting policies or estimates in the year.

#### **b) Preparation of the accounts on a going concern basis**

The Charity reported a cash outflow of £1,549 for the year (FY21 inflow £52,732).

The trustees are of the view that the charity is a going concern.

#### **c) Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance of provision of a specified service is deferred until the criteria for income recognition are met (see note 16).

#### **d) Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the services provided by volunteers is not recognised – the trustees' annual report includes more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity, which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### **e) Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

## **Notes on the accounts**

### **1 Accounting Policies (continued)**

#### **f) Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings: raising funds, charitable activities and other support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### **g) Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake fund raising or charitable activities. Support costs include back office costs, such as insurance, power and stationery. These costs have been allocated between cost of raising funds, charitable activities and other funds on a proportional basis as set out in note 6.

#### **h) Operating leases**

The charity classifies the lease of printing and photocopying equipment as operating leases; the title to the equipment remains with the lessor and will be returned to the lessor at conclusion of the lease. The photocopier is held under a five year lease. Rental charges are charged on a straight line basis over the term of the lease.

#### **i) Tangible fixed assets**

Individual fixed assets costing £100 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Fixtures and fittings – over 4 years

Computers and film equipment – over 3 years

Under the terms of the premises management and library services agreements, the main building and all library fixtures, books and equipment remain the property of Lewisham Council. Therefore these items are not reflected in these accounts.

#### **j) Stock**

Stock is included at the lower of cost or net realisable value. Stock consists of donated items of books and other secondhand goods. It is not possible to estimate the net realisable value of these items, so stock is carried at cost, which is £nil. Upon sale of donated items, the cash received is shown within income from other trading activities.

#### **k) Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### **l) Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### **m) Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

## Notes on the accounts

### 1 Accounting Policies (continued)

#### n) Financial instruments

The charity has no financial assets and financial liabilities except for those stated above.

#### 2 Legal status of the Trust

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

#### 3 Income from donations and legacies

The income from donations and legacies of £10,729 (FY21 £36,809) is all unrestricted. This includes:

- £1,815 from the Co-Op Local Community Scheme;
- £4,000 from Lewisham Council under the government Covid-19 support grants;
- £1,250 from Lewisham Council to support Creative Change and Black History Month;
- £3,332 donations provided by individuals, including those collected at our activities, which are all free of charge to participants; and
- £332 gift aid receipts (FY21 £nil).

The Trust benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

#### 4 Income from charitable activities

The income from charitable activities of £76,409 (FY21 £110,404) included £41,884 (FY21 £34,731) of unrestricted funds and £34,525 (FY21 £75,673) of restricted funds. Included within restricted funds are the following grants:

- £34,525 from The National Lottery Community Fund. This represents the final six month instalment of a three year grant of £210,000, which provided funding for the recruitment of a manager and volunteer coordinator to further develop the Charity and establish new income streams to ensure its continued sustainability after the funding period has elapsed. This grant has been recognised on a cash basis as payments are subject to approval of update reports

(FY21 included: £70,675 from The National Lottery Community Fund and £4,998 from London & Quadrant to purchase computers for public use in the library.)

#### 5 Income from other trading activities

Income from other trading activities is all unrestricted and includes funds raised from the sale of second hand books and other donated items.

#### 6 Expenses and support costs

Expenses allocated to fund raising include £nil (FY21 £69) direct costs for marketing and other fund-raising costs and allocated support costs of £4,485 (FY21 £11,339).

Expenses allocated to charitable activities include £10,709 (FY21 £8,338) direct costs for computers, photocopier and printer within the library and allocated support costs of £17,511 (FY21 £10,699). Restricted expenses of £63,894 (FY21 £70,262) relate to costs incurred in relation to the restricted income in note 4, including staff costs set out in note 8, and depreciation on assets purchased with this income.

Other expenses of £4,969 (FY21 £1,684) are allocated support costs only.

Total support costs included in the expense categories above were £26,965 (FY21 £23,722). These relate to general office costs, building cleaning and maintenance and insurance. These have been allocated to the three main expense categories based upon the proportional analysis of related income streams.

## Notes on the accounts

### 7 Net income / expenditure for the year

This is stated after charging:

	2022	2021
	£	£
Operating leases	2,167	2,131
Depreciation	8,457	6,665
Independent examiner fees	0	0

### 8 Staff costs

The Charity employs two managers to run the day to day operations whose staff costs are funded through the grant provided by the National Lottery Community Fund and are treated as part of restricted funds. The pension costs reflect payments made into a defined contribution fund operated by the government workplace pension scheme NEST.

	2022	2021
	£	£
Wages and salaries	46,565	48,721
Social security costs	4,117	4,290
Pension costs	1,022	1,087
	<u>51,704</u>	<u>54,098</u>

### 9 Trustee and volunteer costs and expenses

No trustees or volunteers were paid for their normal on-going services during the year.

During the year two volunteers were paid £1,170 (FY21 one was paid £370) for providing coverage for the managers on a number of weekends. This was outside the volunteers' normal on-going services and the board agreed that they should be paid accordingly.

### 10 Donated goods and services

The library services and all activities provided by the charity are run by volunteers, under the supervision of the managers. Details of their contribution can be found in the trustees' report. No contribution is booked within the accounts. Donated goods such as secondhand books are not recognised in the accounts until point of sale, at which point they are reported within income from other trading activities.

### 11 Related party transactions

During the year, there have been no related party transactions.

## Notes on the accounts

### 12 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

### 13 Government Grants

During the year, the Charity received £4,000 from Lewisham Council under the government Covid-19 support grants and £1,250 to support Creative Change and Black History Month.

In 2021 the Charity received £31,613 from Lewisham Council: £19,613 under the Government Covid-19 Business Support Grant, Retail, Hospitality and Leisure Grant Fund. This grant provided support for ongoing costs of running the charity during the lockdown and under Tier 2 and Tier 3 restrictions; and £12,000 for a Covid Restart Grant.

### 14 Tangible fixed assets

	Computer equipment £	Film equipment £	Fixtures and fittings £	Total £
<b>Cost</b>				
As at 1 October 2020	6,185	6,311	25,096	37,592
Additions	1,342	0	0	1,342
As at 30 September 2021	7,527	6,311	25,096	38,934
Additions	6,602	0	1,010	7,612
Write off of fully depreciated assets	(5,960)	(6,311)	(2,327)	(14,598)
As at 30 September 2022	8,169	0	23,779	31,948
<b>Depreciation</b>				
As at 1 October 2020	5,726	6,311	8,873	20,910
Charge for the year	601	0	6,064	6,665
As at 30 September 2021	6,327	6,311	14,937	27,575
Charge for the year	2,427	0	6,030	8,457
Write off of depreciated assets	(5,960)	(6,311)	(2,327)	(14,598)
As at 30 September 2022	2,794	0	18,640	21,434
<b>Net book value</b>				
As at 1 October 2020	459	0	16,223	16,682
As at 30 September 2021	1,200	0	10,159	11,359
As at 30 September 2022	5,375	0	5,139	10,514
Memo: Included above is net book value on restricted assets of:				
As at 30 September 2021	634	0	1,219	1,853
As at 30 September 2022	5,120	0	361	5,481

## Notes on the accounts

### 15 Debtors

	Total funds 2022 £	Total funds 2021 £
Trade debtors	1,218	341
Prepayments and accrued income	<u>1,905</u>	<u>1,541</u>
Total debtors	<u>3,123</u>	<u>1,882</u>

### 16 Creditors falling due within one year

	Total funds 2022 £	Total funds 2021 £
Trade creditors	1,255	976
Accruals and deferred income	2,576	1,310
Taxation and social security	922	1,183
Total creditors	<u>4,753</u>	<u>3,469</u>

Accruals and deferred income include £1,226 (FY21 £844) of deferred income for cash received in advance for hire of library space for periods after the accounting year end.

### 17 Charity funds

Movement in charity funds is shown on page 8 and analysis of restricted income and expenditure is provided in notes 4 and 6.

### 18 Post balance sheet events

There have been no events between the balance sheet date and the signing of these accounts which relate to conditions that arose after the end of the reporting period that would impact on the understanding of these accounts.

**THE ARCHIBALD CORBETT COMMUNITY LIBRARY, ARTS AND HERITAGE CENTRE**

England & Wales - Charity number 1171748

---

# Accounts

---



**The Archibald Corbett Community Library, Arts and Heritage Centre  
Report and Accounts for the year ended 30<sup>th</sup> September 2021**

**Charity name: The Archibald Corbett Community Library, Arts and Heritage Centre**

**Charity registration number: 1171748**

**Company number: 10405126**

**Objectives and activities**

<p><b>Summary of the purposes of the charity as set out in its governing document</b></p>	<ol style="list-style-type: none"> <li>1. The provision of a public library in the London borough of Lewisham</li> <li>2. To promote for the benefit of the residents of the London borough of Lewisham the provision of a public library for recreation and or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said residents</li> <li>3. To advance the education of the public in the London borough of Lewisham by operating and managing a lending library and advancing education in local history and heritage and the legacy of Archibald Corbett.</li> <li>4. To advance the arts by the provision of public art displays.</li> </ol>
<p><b>Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.</b></p>	<p>The Archibald Corbett Community Library, Arts and Heritage Centre trading as The Corbett Community Centre was set up as a community business and started trading at the end of October 2016 to manage the previous Torrison Road Library and Children’s Centre buildings previously managed by Lewisham Council. In the financial year ending September 2021 it continued to deliver activities and services to meet the needs of the local community as identified by the charity’s four objectives. It has developed over 20 activities a week, all delivered by volunteers, for parents and children aged 0 to 5, primary school aged children, secondary school children, families and for older people as well as delivering a library service. Activities include:</p> <ul style="list-style-type: none"> <li>• Story Time, Singing group and craft session, all for parents and children under 5</li> <li>• A homework club for primary and secondary school children</li> <li>• Postural Yoga and gentle seated yoga for all ages</li> <li>• Writers, reading, meditation and board games groups for adults, knit ‘n’ natter, Elevenses and dementia friendly activities for older people</li> <li>• Developing and delivering activities specifically in response to local residents’ needs such as Clean Air campaigning sessions and Mindful Mondays mindfulness sessions</li> <li>• Continuing to work in partnership with Lewisham Libraries Division to deliver national reading promotions to include the Summer Reading Challenge and working with two local Primary Schools delivering reading sessions to year groups</li> <li>• Acting as a centre for local groups to hold meetings and activities, including Slimming World, The Village London (a parent support hub) and Catford Life Drawing</li> </ul> <p>The centre also continues to offer ESOL classes, CV support and Online Support Services to help residents fill in council and government forms online plus general drop in advice sessions.</p>

	All activities are run by volunteers, under the supervision of two employed managers, and are free to ensure inclusivity for those unable to afford making payments to attend. In return it asks for donations from those able to donate. In addition to donations for activities, the charity derives income from sales of donated second hand books, photocopying and printing services, the hire of a main meeting room, small meeting room, donations from events and from individual donors which are eligible for the Gift Aid scheme.
<b>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</b>	The Trustees of the Archibald Corbett Community Library, Arts and Heritage Centre hereby confirm that they have taken full regard of the guidance on public benefit issued by the Charity Commission when exercising any powers or duties to which the guidance is relevant. In particular, the Trustees believe that the list of activities detailed above show complete accord and compliance with such guidance and are all examples of furthering the charity's purpose (as defined in the objects described above) for the public benefit.
<b>Contribution made by volunteers</b>	The Library, the Children's Centre and all activities are run by over 40 volunteers a week and the average number of volunteer hours per month is around 880 during normal circumstances. The charity provides comprehensive training on all aspects of Library systems and management and continues with an active recruitment programme to enlist additional volunteers
<b>Policy on grant making</b>	The Charity has no policy on grant making as this does not form part of its current or planned future activity.

### Achievements and performance

<b>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</b>	<p><b>Achievements and Performance in FY 2020/2021</b></p> <p>The centre has now been fully developed as an essential community hub for the 20,000 residents on the Corbett Estate, Catford South ward and Hither Green. A five year business plan has been produced to ensure long term sustainability of the project. The following funding was secured in FY 2020/21:</p> <ul style="list-style-type: none"> <li>• £70,675 from the Lottery Community Fund, as part of the £210,000 three year grant which commenced in May 2019.</li> <li>• £4,998 from London &amp; Quadrant to purchase computers for public use in the library.</li> <li>• £1,346 from the Co-Op Local Community Scheme.</li> <li>• £31,613 from Lewisham Council under the government Covid-19 support grants.</li> <li>• £1,590 from Rushey Green Covid Restart grant</li> </ul> <p>The library has provided a space for regular markets to allow local artists and food preparers to promote and sell their products and provided a venue for Catford Arts Trail.</p> <ul style="list-style-type: none"> <li>• Other events included a Painting Night, Ring Making Night and weekly life drawing classes.</li> <li>• The 'Management of Public Spaces' training programme has continued to run successfully, for volunteers and long term unemployed people, as part of the National Lottery Community Fund</li> </ul>
--	--

THE ARCHIBALD CORBETT COMMUNITY LIBRARY ARTS AND HERITAGE CENTRE  
 REPORT AND ACCOUNTS FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2021

	<p>grant programme. We ran four cohorts during the year for a total of 27 attendees.</p> <ul style="list-style-type: none"> <li>Financial trading sustainability was maintained in the year through continued hiring out of the playroom to Saplings, a Breakfast and After School Club, and the first floor office space to a schools and family support service both on rolling yearly contracts generating regular income. Additional income has been derived from hiring an office out to a local artist.</li> </ul>
<b>Achievements against objectives set</b>	<p>In its fifth year of operation the charity has succeeded in achieving all the objectives set in its governing document and creating a platform for the future development and expansion of those objectives.</p> <p>The Corbett Community Library was awarded £210,000 by the National Lottery Community Fund for the development of the Library into a sustainable community hub. The grant is for a period of three years from June 2019 to May 2022 payable in 6 half yearly instalments beginning May 30th 2019. Monitoring reports are required at the end of the first year followed by 6 monthly progress reports. To date the Library has issued monitoring reports to cover the first 2 years of the grant up to 30th May 2021. These have been formally approved by the Lottery confirming the Library is achieving the outputs and outcomes stated in the grant agreement.</p>
<b>Performance of fundraising activities against objectives set</b>	<p>The targets set in the forecast income and expenditure for activity and event donations have not been met, due to the impact of Covid-19 restrictions. However, we have obtained substantial funding through the Covid-19 government grant support scheme which has replaced lost income.</p>
<b>Investment performance against objectives</b>	<p>The Charity does not currently have an investment policy</p>

**Financial review**

<b>Review of the charity's financial position at the end of the period</b>	<p>In the year ended 30 September 2021 the charity had a turnover of £152,679 (2020 £127,743) with £77,006 (2020 £56,768) allocated to unrestricted funds and £75,673 (2020 £70,975) restricted for continued expenditure related to grant income. Expenditure on overheads was £32,129 (2020 £35,678) and on grant related projects £70,262 (2020 £64,819) showing a total expenditure of £102,391 (2020 £100,497). This gives a net income of £44,877 and £5,411 (2020 £21,090 and £6,156) on unrestricted and restricted funds respectively. Carried forward unrestricted and restricted funds were £87,835 (2020 £42,958) and £36,687 (2020 £31,276) respectively. A full set of accounts is attached to this report.</p>
<b>Statement explaining the policy for holding reserves stating why they are held</b>	<p>Any surpluses at the end of each year are held in reserve to be used in the following year to support the development of the charity and its trading activities.</p>
<b>Amount of reserves held</b>	<p>£124,522 in total split £87,835 unrestricted and £36,687 restricted.</p>

<b>Reasons for holding zero reserves</b>	The charity would only consider holding zero at such time where cashflow dictates the need for reserves to be used to maintain a credit bank balance.
<b>Explanation of any uncertainties about the charity continuing as a going concern</b>	There are no uncertainties currently of the charity continuing as a going concern.
<b>The charity's principal sources of funds (including any fundraising)</b>	The charity derives income from donations from activities, sales of donated secondhand books, photocopying and printing services, income from events and the hire of two meeting rooms and playroom. It also applies for grants where an appropriate fund becomes available.
<b>Investment policy and objectives including any social investment policy adopted</b>	The charity currently does not have an investment policy. It has adopted a social investment policy whereby all its activities and services run by volunteers are free to ensure social inclusion of residents unable to pay to attend.
<b>A description of the principal risks facing the charity</b>	The principal risk facing the charity is if there was a sudden drop off in the number of volunteers needed to operate the library on a daily basis causing intermittent closures.

#### Structure, governance and management

<b>Description of charity's trusts:</b>	
<b>Type of governing document</b>	Memorandum and Articles of Association
<b>How is the charity constituted?</b>	Company Limited by Guarantee

#### Reference and administrative details

Charity name	The Archibald Corbett Community Library, Arts and Heritage Centre
Other name the charity uses	The Corbett Community Centre
Registered charity number	1171748
Charity's principal address	The Library, 105 Torridon Road, London SE6 1RQ

#### Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>
1	Pat Merry	Chair (until 26 April 2022)	
2	Peter Ranken	Secretary	
3	Jacqueline Berry	Chair (from 26 April 2022)	Appointed 29 March 2021
4	Julia Burke		
5	Jane Gillis		
6	Ben Honeybone		
7	Cheryl Johnson		
8	Sophie Martin		
9	Lynda Miller		
10	Desmond Reid		Appointed 29 March 2021
11	Jacques Rouyer Guillet		Resigned 16 September 2021

The directors of the Company are the trustees named above. No person (or body) is entitled to appoint any trustees.

No trustees hold any title to property belonging to the charity.

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details – N/A

### Statement of the Trustees' Responsibilities

The Trustees are required to prepare financial statements which give a true and fair view of the state of affairs of the Charity and of its income and expenditure for that period. In preparing these financial statements, the management committee are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

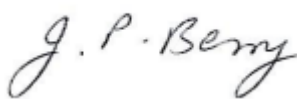

The Trustees are responsible for keeping proper records which disclose at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the organisation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

### Signed on behalf of the charity's trustees/directors

<b>Signatures</b>		
<b>Full names</b>	Jacqueline Berry	Peter Ranken
<b>Position</b>	Chair	Secretary

**Date** 28 May 2022

## Independent Examiner's Report

I report on the accounts of the Charity for the year ended 30 September 2021, which are set out on pages 8 to 15.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees 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;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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:

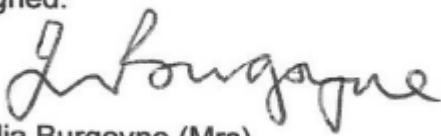
(1) which gives me reasonable cause to believe that in any material respect the requirements:

- 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

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Julia Burgoyne (Mrs)

**Statement of financial activities (including income and expenditure account)  
 For the year ended 30 September 2021**

		<b>Unrestricted funds 2021</b>	<b>Restricted funds 2021</b>	<b>Total funds 2021</b>	<b>Unrestricted funds 2020</b>	<b>Restricted funds 2020</b>	<b>Total funds 2020</b>
	Notes	£	£	£	£	£	£
Donations and legacies	3	36,809	0	36,809	30,175	0	30,175
Charitable activities	4	34,731	75,673	110,404	21,537	70,975	92,512
Other trading activities	5	5,466	0	5,466	5,056	0	5,056
<b>Total income</b>		<b>77,006</b>	<b>75,673</b>	<b>152,679</b>	<b>56,768</b>	<b>70,975</b>	<b>127,743</b>
Raising funds		11,408	0	11,408	13,606	0	13,606
Charitable activities		19,037	70,262	89,299	19,792	64,819	84,611
Other support costs		1,684	0	1,684	2,280	0	2,280
<b>Total expenditure</b>	6	<b>32,129</b>	<b>70,262</b>	<b>102,391</b>	<b>35,678</b>	<b>64,819</b>	<b>100,497</b>
<b>Net income before and after tax</b>		<b>44,877</b>	<b>5,411</b>	<b>50,288</b>	<b>21,090</b>	<b>6,156</b>	<b>27,246</b>
Transfers between funds	18	0	0	0	0	0	0
<b>Net movements in funds</b>		<b>44,877</b>	<b>5,411</b>	<b>50,288</b>	<b>21,090</b>	<b>6,156</b>	<b>27,246</b>
<b>Total funds brought forward</b>		<b>42,958</b>	<b>31,276</b>	<b>74,234</b>	<b>21,868</b>	<b>25,120</b>	<b>46,988</b>
<b>Total funds carried forward</b>		<b>87,835</b>	<b>36,687</b>	<b>124,522</b>	<b>42,958</b>	<b>31,276</b>	<b>74,234</b>

The statement of financial activities includes all gains and losses recognised in the year.  
 All income and expenditure derives from continuing activities.

THE ARCHIBALD CORBETT COMMUNITY LIBRARY ARTS AND HERITAGE CENTRE  
REPORT AND ACCOUNTS FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2021

**Balance Sheet**  
**As at 30<sup>th</sup> September 2021**

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Fixed assets							
Tangible assets	14	9,506	1,853	11,359	14,285	2,397	16,682
Total fixed assets		9,506	1,853	11,359	14,285	2,397	16,682
Current assets							
Debtors	15	1,882	0	1,882	1,713	0	1,713
Cash at bank and in hand	16	79,916	34,834	114,750	33,421	28,879	62,300
Total current assets		81,798	34,834	116,632	35,134	28,879	64,013
Liabilities							
Creditors falling due within one year	17	(3,469)	0	(3,469)	(6,461)	0	(6,461)
Net current assets		78,329	34,834	113,163	28,673	28,879	57,552
Total assets less current liabilities		87,835	36,687	124,522	42,958	31,276	74,234
Net assets		87,835	36,687	124,522	42,958	31,276	74,234
The funds of the charity							
Unrestricted income funds		87,835	0	87,835	42,958	0	42,958
Restricted income funds		0	36,687	36,687	0	31,276	31,276
Total charity funds		87,835	36,687	124,522	42,958	31,276	74,234

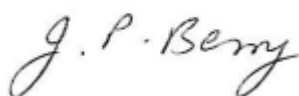
The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies, subject to the small companies' regime and in accordance with FRS102 SORP.

The notes on pages 10 to 15 form part of these accounts

Signature of director authenticating accounts being sent to Companies House on behalf of all the trustees/directors



**Jacqueline Berry, Chair**  
**Date: 28 May 2022**

## **Notes on the accounts**

### **1 Accounting Policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### **a) Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Companies Act 2006 and the Charities Act 2011.

The Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The accounts present a true and fair view. No changes have been made to accounting policies or estimates in the year.

#### **b) Preparation of the accounts on a going concern basis**

The Charity reported a cash inflow of £52,732 for the year (FY20 inflow £22,682).

The trustees are of the view that the charity is a going concern.

#### **c) Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance of provision of a specified service is deferred until the criteria for income recognition are met (see note 17).

#### **d) Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the services provided by volunteers is not recognised – the trustees' annual report includes more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity, which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### **e) Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

## **Notes on the accounts**

### **1 Accounting Policies (continued)**

#### **f) Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings: raising funds, charitable activities and other support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### **g) Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake fund raising or charitable activities. Support costs include back office costs, such as insurance, power and stationery. These costs have been allocated between cost of raising funds, charitable activities and other funds on a proportional basis as set out in note 6.

#### **h) Operating leases**

The charity classifies the lease of printing and photocopying equipment as operating leases; the title to the equipment remains with the lessor and will be returned to the lessor at conclusion of the lease. The photocopier is held under a five year lease. Rental charges are charged on a straight line basis over the term of the lease.

#### **i) Tangible fixed assets**

Individual fixed assets costing £100 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Fixtures and fittings – over 4 years

Computers and film equipment – over 3 years

Under the terms of the premises management and library services agreements, the main building and all library fixtures, books and equipment remain the property of Lewisham Council. Therefore these items are not reflected in these accounts.

#### **j) Stock**

Stock is included at the lower of cost or net realisable value. Stock consists of donated items of books and other secondhand goods. It is not possible to estimate the net realisable value of these items, so stock is carried at cost, which is £nil. Upon sale of donated items, the cash received is shown within income from other trading activities.

#### **k) Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### **l) Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### **m) Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

## Notes on the accounts

### n) Financial instruments

The charity has no financial assets and financial liabilities except for those stated above.

### 2 Legal status of the Trust

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

### 3 Income from donations and legacies

The income from donations and legacies of £36,809 (FY20 £30,175) is all unrestricted. This includes £1,346 from the Co-Op Local Community Scheme, £31,613 from Lewisham Council under the government Covid-19 support grants and £1,590 from Rushey Green Covid Restart grant.

The other donations are provided by individuals, including those collected at our activities and events, which are all free of charge to participants. Gift aid receipts of £nil (FY20 £1,767) are included within donations.

The Trust benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

### 4 Income from charitable activities

The income from charitable activities of £110,404 (FY20 £92,512) included £34,731 (FY20 £21,537) of unrestricted funds and £75,673 (FY20 £70,975) of restricted funds. Included within restricted funds are the following grants:

- £70,675 from The National Lottery Community Fund. This represents two six-monthly instalments of a three year grant of £210,000, which provides funding for the recruitment of a manager and volunteer coordinator to further develop the Charity and establish new income streams to ensure its continued sustainability after the funding period has elapsed. This grant is being recognised on a cash basis as payments are subject to approval of update reports
- £4,998 from London & Quadrant to purchase computers for public use in the library.

(FY20 included: £70,475 from The National Lottery Community Fund and £500 from Groundwork (Tesco Bags of Help Covid-19 Community Fund) to support the establishment of a door step chat scheme for vulnerable or isolated members of the community.)

### 5 Income from other trading activities

Income from other trading activities is all unrestricted and includes funds raised from the sale of second hand books and other donated items.

### 6 Expenses and support costs

Expenses allocated to fund raising include £69 (FY20 £nil) direct costs for marketing and other fund-raising costs and allocated support costs of £11,339 (FY20 £13,606).

Expenses allocated to charitable activities include £8,338 (FY20 £10,081) direct costs for computers, photocopier and printer within the library and allocated support costs of £10,699 (FY20 £9,711). Restricted expenses of £70,262 (FY20 £64,819) relate to costs incurred in relation to the restricted income in note 4, including staff costs set out in note 8, and depreciation on assets purchased with this income.

Other expenses of £1,684 (FY20 £2,280) are allocated support costs only.

Total support costs included in the expense categories above were £23,722 (FY20 £25,597). These relate to general office costs, building cleaning and maintenance and insurance. These have been allocated to the three main expense categories based upon the proportional analysis of related income streams.

## Notes on the accounts

### 7 Net income / expenditure for the year

This is stated after charging:

	2021	2020
	£	£
Operating leases	2,131	2,167
Depreciation	6,665	8,905
Independent examiner fees	0	0

### 8 Staff costs

The Charity employs two managers to run the day to day operations whose staff costs are funded through the grant provided by the National Lottery Community Fund and are treated as part of restricted funds. The pension costs reflect payments made into a defined contribution fund operated by the government workplace pension scheme NEST.

	2021	2020
	£	£
Wages and salaries	48,721	47,720
Social security costs	4,290	4,183
Pension costs	1,087	1,060
	<u>54,098</u>	<u>52,963</u>

### 9 Trustee and volunteer costs and expenses

No trustees or volunteers were paid for their normal on-going services during the year.

During the year one volunteer was paid £370 (FY20 £775) for providing coverage for the managers on a number of weekends. This was outside the volunteer's normal on-going services and the board agreed that they should be paid accordingly.

(In FY20 another volunteer was paid £1,500 for the completion of specific project work which had started in the previous year.)

### 10 Donated goods and services

The library services and all activities provided by the charity are run by volunteers, under the supervision of the managers. Details of their contribution can be found in the trustees' report. No contribution is booked within the accounts. Donated goods such as secondhand books are not recognised in the accounts until point of sale, at which point they are reported within income from other trading activities.

### 11 Related party transactions

During the year, there have been no related party transactions.

## Notes on the accounts

### 12 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

### 13 Government Grants

During the year, the Charity received £31,613 from Lewisham Council: £19,613 under the Government Covid-19 Business Support Grant, Retail, Hospitality and Leisure Grant Fund. This grant provides support for ongoing costs of running the charity during the lockdown and under Tier 2 and Tier 3 restrictions; and £12,000 for a Covid Restart Grant.

In 2020 the Charity received £25,000 from Lewisham Council under the Government Covid-19 Business Support Grant, Retail, Hospitality and Leisure Grant Fund. This grant provides support for ongoing costs of running the charity, which was unable to provide activities or run events during lockdown.

### 14 Tangible fixed assets

	Computer equipment £	Film equipment £	Fixtures and fittings £	Total £
Cost				
As at 1 October 2019	5,960	6,311	24,376	36,647
Additions	225	0	720	945
As at 30 September 2020	6,185	6,311	25,096	37,592
Additions	1,342	0	0	1,342
As at 30 September 2021	7,527	6,311	25,096	38,934
Depreciation				
As at 1 October 2019	4,481	4,900	2,624	12,005
Charge for the year	1,245	1,411	6,249	8,905
As at 30 September 2020	5,726	6,311	8,873	20,910
Charge for the year	601	0	6,064	6,665
As at 30 September 2021	6,327	6,311	14,937	27,575
Net book value				
As at 1 October 2019	1,479	1,411	21,752	24,642
As at 30 September 2020	459	0	16,223	16,682
As at 30 September 2021	1,200	0	10,159	11,359
Included above is net book value on restricted assets of:				
As at 30 September 2020	290	0	2,107	2,397
As at 30 September 2021	634	0	1,219	1,853

## Notes on the accounts

### 15 Debtors

	Total funds 2021 £	Total funds 2020 £
Trade debtors	341	801
Prepayments and accrued income	<u>1,541</u>	<u>912</u>
Total debtors	<u>1,882</u>	<u>1,713</u>

### 16 Cash at bank and in hand

At the start of the year, the charity held £377 of funds on behalf of local association, the Neighbourhood Forum, which it paid out as instructed by them. At the end of the year, the balance of funds was nil. No income or expenditure has been recorded in the charity's accounts as it is effectively acting as an agent for the association.

### 17 Creditors falling due within one year

	Total funds 2021 £	Total funds 2020 £
Trade creditors	976	4,234
Accruals and deferred income	1,310	791
Taxation and social security	1,183	1,059
Funds held for other charities	<u>0</u>	<u>377</u>
Total creditors	<u>3,469</u>	<u>6,461</u>

Accruals and deferred income include £844 (FY20 £551) of deferred income for cash received in advance for hire of library space for periods after the accounting year end.

### 18 Charity funds

Movement in charity funds is shown on page 8 and analysis of restricted income and expenditure is provided in notes 4 and 6.

### 19 Post balance sheet events

There have been no events between the balance sheet date and the signing of these accounts which relate to conditions that arose after the end of the reporting period that would impact on the understanding of these accounts.

**THE ARCHIBALD CORBETT COMMUNITY LIBRARY, ARTS AND HERITAGE CENTRE**

England & Wales - Charity number 1171748

---

# Accounts

---



**The Archibald Corbett Community Library, Arts and Heritage Centre  
Report and Accounts for the year ended 30<sup>th</sup> September 2020**

**Charity name: The Archibald Corbett Community Library, Arts and Heritage Centre**

**Charity registration number: 1171748**

**Company number: 10405126**

**Objectives and activities**

<p><b>Summary of the purposes of the charity as set out in its governing document</b></p>	<ol style="list-style-type: none"> <li>1. The provision of a public library in the London borough of Lewisham</li> <li>2. To promote for the benefit of the residents of the London borough of Lewisham the provision of a public library for recreation and or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said residents</li> <li>3. To advance the education of the public in the London borough of Lewisham by operating and managing a lending library and advancing education in local history and heritage and the legacy of Archibald Corbett.</li> <li>4. To advance the arts by the provision of public art displays.</li> </ol>
<p><b>Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.</b></p>	<p>The Archibald Corbett Community Library, Arts and Heritage Centre trading as The Corbett Community Centre was set up as a community business and started trading at the end of October 2016 to manage the previous Torridon Road Library and Children’s Centre buildings previously managed by Lewisham Council. In the financial year ending September 2020 it continued to deliver activities and services to meet the needs of the local community as identified by the charity’s four objectives. It has developed over 20 activities a week, all delivered by volunteers, for parents and children aged 0 to 5, primary school aged children, secondary school children, families and for older people as well as delivering a library service. Activities include:</p> <ul style="list-style-type: none"> <li>• Baby Bounce, Story Time and Stories and Rhymes, a French speaking musical playgroup, a music making group, Stay and Play and a colouring club, all for parents and children under 5</li> <li>• A homework club and arts and crafts activities for primary and secondary school children</li> <li>• A health visitor baby clinic for parents and babies</li> <li>• Hatha Yoga and gentle seated yoga for all ages</li> <li>• Writers, reading, reminiscence, meditation and board games groups for adults, knit ‘n’ natter and dementia friendly activities for older people</li> <li>• Developing and delivering activities specifically in response to local residents’ needs such as Clean Air campaigning sessions and Mindful Mondays mindfulness sessions</li> <li>• Continuing to work in partnership with Lewisham Libraries Division to deliver national reading promotions to include the Summer Reading Challenge and working with two local Primary Schools delivering reading sessions to year groups</li> <li>• Acting as a centre for local groups to hold meetings and activities, including Slimming World and the Women’s Institute, and as a venue for community police information sessions and local Councillors’ meetings</li> </ul>

	<p>The centre also continues to offer ESOL classes, digital inclusion support through the Learn My Way programme and a Digital Learning Zone to help residents fill in council and government forms online plus general drop in advice sessions.</p> <p>All activities are run by volunteers and are free to ensure inclusivity for those unable to afford making payments to attend. In return it asks for donations from those able to donate. In addition to donations for activities, the charity derives income from sales of donated second hand books, photocopying and printing services, the hire of a meeting room and playroom, donations from events and from individual donors which are eligible for the Gift Aid scheme.</p> <p><b>Covid-19</b></p> <p>As a result of the onset of Covid-19 the Library was closed to the public during lockdown from the end of March through to the beginning of July and new services were developed to ensure the Centre and Library maintained contact with local residents to include setting up a dedicated You Tube channel delivering Storytime sessions and gentle seated yoga classes. On re-opening in July a social distancing service began to provide Online support services, click and collect book lending, book bundles, essential PC use and ESOL classes plus a number of selected activities to include a new doorstep befriending service.</p> <p>We have followed Government guidelines at all times, investing in protective equipment and developing ways of operating to reduce risk to our managers, volunteers and members of the public whilst on our premises.</p>
<p><b>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</b></p>	<p>The Trustees of the Archibald Corbett Community Library, Arts and Heritage Centre hereby confirm that they have taken full regard of the guidance on public benefit issued by the Charity Commission when exercising any powers or duties to which the guidance is relevant. In particular, the Trustees believe that the list of activities detailed above show complete accord and compliance with such guidance and are all examples of furthering the charity's purpose (as defined in the objects described above) for the public benefit.</p>
<p><b>Contribution made by volunteers</b></p>	<p>The Library, the Children's Centre and all activities are run by over 50 volunteers a week and the average number of volunteer hours per month is around 880 during normal circumstances. However, under Government restrictions due to the Covid-19 pandemic, we have reduced the hours worked by volunteers considerably and have ensured that those wishing to continue to help us during times of government restriction do so safely. The charity provides comprehensive training on all aspects of Library systems and management and continues with an active recruitment programme to enlist additional volunteers</p>
<p><b>Policy on grant making</b></p>	<p>The Charity has no policy on grant making as this does not form part of its current or planned future activity.</p>

**Achievements and performance**

<p><b>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</b></p>	<p><b>Achievements and Performance in FY 2019/2020</b></p> <p>The centre has now been fully developed as an essential community hub for the 20,000 residents on the Corbett Estate, Catford South ward and Hither Green. A five year business plan has been produced to ensure long term sustainability of the project. The following funding was secured in FY 2019/20:</p> <ul style="list-style-type: none"> <li>• £70,475 from the Lottery Community Fund, as part of the £210,000 three year grant which commenced in May 2019.</li> <li>• £500 from Tesco Groundwork to provide door-step chats for isolated local residents.</li> <li>• £25,000 from Lewisham Council under the government COVID-19 support grant.</li> </ul> <p>The performing arts space was used to put on a sell-out concert performance of "Tell me on a Sunday" and provided a venue for the Catford Film LGBTQ night.</p> <ul style="list-style-type: none"> <li>• Other events included a Wasteless market, promoting recycling and ecologically friendly goods, Harry Potter themed night, quiz night and a Spring craft fair</li> <li>• This financial year saw the creation of the 'Management of Public Spaces', a training programme for up to 60 volunteers and long term unemployed people as part the National Lottery Community Fund grant programme running from September 2020 through to June 2022.</li> <li>• Financial trading sustainability was maintained in the year through continued hiring out of the playroom to Saplings, a Breakfast and After School Club, and the first floor office space to a schools and family support service both on rolling yearly contracts generating regular income. Additional income has been derived from hiring an office out to a local artist.</li> </ul>
<p><b>Achievements against objectives set</b></p>	<p>In its fourth year of operation the charity has succeeded in achieving all the objectives set in its governing document and creating a platform for the future development and expansion of those objectives.</p> <p>The Corbett Community Library was awarded £210,000 by the National Lottery Community Fund for the development of the Library into a sustainable community hub. The grant is for a period of three years from June 2019 to May 2022 payable in 6 half yearly instalments beginning May 30th 2019. Monitoring reports are required at the end of the first year followed by 6 monthly progress reports. To date the Library has issued a first year report followed by a six monthly report to cover the first 18 months of the grant up to 30th November 2020. These have been formally approved by the Lottery confirming the Library is achieving the outputs and outcomes stated in the grant agreement.</p>
<p><b>Performance of fundraising activities against objectives set</b></p>	<p>The targets set in the forecast income and expenditure for activity and event donations have not been met, due to the impact of COVID-19 restrictions. However, we have obtained substantial funding through the Covid-19 government grant support scheme which has replaced lost income.</p>
<p><b>Investment performance against objectives</b></p>	<p>The Charity does not currently have an investment policy</p>

**Financial review**

<b>Review of the charity's financial position at the end of the period</b>	In the year ended 30 September 2020 the charity had a turnover of £127,743 (2019 £111,064) with £56,768 (2019 £64,083) allocated to unrestricted funds and £70,975 (2019 £46,981) restricted for continued expenditure related to grant income. Expenditure on overheads was £35,678 (2019 £55,116) and on grant related projects £64,819 (2019 £46,104) showing a total expenditure of £100,497(2019 £101,220). This gives a net income of £21,090 and £6,156 (2019 £8,967 and £877) on unrestricted and restricted funds respectively. Carried forward unrestricted and restricted funds were £42,958 (2019 £21,868) and £31,276 (2019 £25,120) respectively. A full set of accounts is attached to this report.
<b>Statement explaining the policy for holding reserves stating why they are held</b>	Any surpluses at the end of each year end are held in reserve to be used in the following year to support the development of the charity and its trading activities.
<b>Amount of reserves held</b>	£74,234 in total split £42,958 unrestricted and £31,276 restricted.
<b>Reasons for holding zero reserves</b>	The charity would only consider holding zero at such time where cashflow dictates the need for reserves to be used to maintain a credit bank balance.
<b>Explanation of any uncertainties about the charity continuing as a going concern</b>	There are no uncertainties currently of the charity continuing as a going concern. See note 19 on page 15 regarding the impact of COVID-19.
<b>The charity's principal sources of funds (including any fundraising)</b>	The charity derives income from donations from activities, sales of donated secondhand books, photocopying and printing services, income from events and the hire of two meeting rooms and playroom. It also applies for grants where an appropriate fund becomes available.
<b>Investment policy and objectives including any social investment policy adopted</b>	The charity currently does not have an investment policy. It has adopted a social investment policy whereby all its activities and services run by volunteers are free to ensure social inclusion of residents unable to pay to attend.
<b>A description of the principal risks facing the charity</b>	The principal risk facing the charity is if there was a sudden drop off in the number of volunteers needed to operate the library on a daily basis causing intermittent closures.

**Structure, governance and management**

<b>Description of charity's trusts:</b>	
<b>Type of governing document</b>	Memorandum and Articles of Association
<b>How is the charity constituted?</b>	Company Limited by Guarantee

**Reference and administrative details**

Charity name	The Archibald Corbett Community Library, Arts and Heritage Centre
Other name the charity uses	The Corbett Community Centre
Registered charity number	1171748
Charity's principal address	The Library, 105 Torridon Road, London SE6 1RQ

**Funds held as custodian trustees on behalf of others**

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

**Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Pat Merry	Chairperson	
2	Peter Ranken	Secretary	
3	Julia Burke		
4	Jane Gillis		
5	Ben Honeybone		
6	Cheryl Johnson		
7	Sophie Martin		
8	Lynda Miller		
9	Mekor Newman		Resigned on 21 September 2020
10	Jacques Rouyer Guillet		

The directors of the Company are the trustees named above. No person (or body) is entitled to appoint any trustees.

No trustees hold any title to property belonging to the charity.

**Exemptions from disclosure**

Reason for non-disclosure of key personnel details – N/A

**Statement of the Trustees' Responsibilities**

The Trustees are required to prepare financial statements which give a true and fair view of the state of affairs of the Charity and of its income and expenditure for that period. In preparing these financial statements, the management committee are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.



The Trustees are responsible for keeping proper records which disclose at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the organisation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Declarations**

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

**Signed on behalf of the charity's trustees/directors**

<b>Signatures</b>		
<b>Full names</b>	Pat Merry	Peter Ranken
<b>Position</b>	Chair	Secretary

**Date** 14 March 2021

## Independent Examiner's Report

I report on the accounts of the Charity for the year ended 30 September 2020, which are set out on pages 8 to 15.

### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees 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;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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:

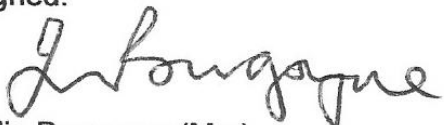
(1) which gives me reasonable cause to believe that in any material respect the requirements:

- 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

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Julia Burgoyne (Mrs)

13 Butler's and Colonial Wharf  
London SE1 2PX

14 March 2021

**Statement of financial activities (including income and expenditure account)  
For the year ended 30 September 2020**

		<b>Unrestricted funds 2020</b>	<b>Restricted funds 2020</b>	<b>Total funds 2020</b>	<b>Unrestricted funds 2019</b>	<b>Restricted funds 2019</b>	<b>Total funds 2019</b>
	Notes	£	£	£	£	£	£
Donations and legacies	3	30,175	0	30,175	27,807	0	27,807
Charitable activities	4	21,537	70,975	92,512	31,186	46,981	78,167
Other trading activities	5	5,056	0	5,056	5,090	0	5,090
<b>Total income</b>		<b>56,768</b>	<b>70,975</b>	<b>127,743</b>	<b>64,083</b>	<b>46,981</b>	<b>111,064</b>
Raising funds		13,606	0	13,606	19,144	0	19,144
Charitable activities		19,792	64,819	84,611	32,468	46,104	78,572
Other support costs		2,280	0	2,280	3,504	0	3,504
<b>Total expenditure</b>	6	<b>35,678</b>	<b>64,819</b>	<b>100,497</b>	<b>55,116</b>	<b>46,104</b>	<b>101,220</b>
<b>Net income before and after tax</b>		<b>21,090</b>	<b>6,156</b>	<b>27,246</b>	<b>8,967</b>	<b>877</b>	<b>9,844</b>
Transfers between funds	18	0	0	0	3,855	(3,855)	0
<b>Net movements in funds</b>		<b>21,090</b>	<b>6,156</b>	<b>27,246</b>	<b>12,822</b>	<b>(2,978)</b>	<b>9,844</b>
<b>Total funds brought forward</b>		<b>21,868</b>	<b>25,120</b>	<b>46,988</b>	<b>9,046</b>	<b>28,098</b>	<b>37,144</b>
<b>Total funds carried forward</b>		<b>42,958</b>	<b>31,276</b>	<b>74,234</b>	<b>21,868</b>	<b>25,120</b>	<b>46,988</b>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derives from continuing activities.

THE ARCHIBALD CORBETT COMMUNITY LIBRARY ARTS AND HERITAGE CENTRE  
REPORT AND ACCOUNTS FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2020

**Balance Sheet**  
**As at 30<sup>th</sup> September 2020**

	Notes	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Fixed assets							
Tangible assets	14	14,285	2,397	16,682	18,842	5,800	24,642
Total fixed assets		14,285	2,397	16,682	18,842	5,800	24,642
Current assets							
Debtors	15	1,713	0	1,713	2,652	0	2,652
Cash at bank and in hand	16	33,421	28,879	62,300	22,286	19,320	41,606
Total current assets		35,134	28,879	64,013	24,938	19,320	44,258
Liabilities							
Creditors falling due within one year	17	(6,461)	0	(6,461)	(21,912)	0	(21,912)
Net current assets		28,673	28,879	57,552	3,026	19,320	22,346
Total assets less current liabilities		42,958	31,276	74,234	21,868	25,120	46,988
Net assets		42,958	31,276	74,234	21,868	25,120	46,988
The funds of the charity							
Unrestricted income funds		42,958	0	42,958	21,868	0	21,868
Restricted income funds		0	31,276	31,276	0	25,120	25,120
Total charity funds		42,958	31,276	74,234	21,868	25,120	46,988

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies, subject to the small companies' regime and in accordance with FRS102 SORP.

The notes on pages 10 to 15 form part of these accounts

Signature of director authenticating accounts being sent to Companies House on behalf of all the trustees/directors



**Pat Merry, Chairman**  
**Date: 14 March 2021**

## **Notes on the accounts**

### **1 Accounting Policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### **a) Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Companies Act 2006 and the Charities Act 2011.

The Charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The accounts present a true and fair view. No changes have been made to accounting policies or estimates in the year.

#### **b) Preparation of the accounts on a going concern basis**

The Charity reported a cash inflow of £22,682 for the year (FY19 inflow £8,246).

The trustees are of the view that the charity is a going concern.

#### **c) Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance of provision of a specified service is deferred until the criteria for income recognition are met (see note 17).

#### **d) Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the services provided by volunteers is not recognised – the trustees' annual report includes more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity, which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### **e) Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

## **Notes on the accounts**

### **1 Accounting Policies (continued)**

#### **f) Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings: raising funds, charitable activities and other support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### **g) Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake fund raising or charitable activities. Support costs include back office costs, such as insurance, power and stationery. These costs have been allocated between cost of raising funds, charitable activities and other funds on a proportional basis as set out in note 6.

#### **h) Operating leases**

The charity classifies the lease of printing and photocopying equipment and the coffee machine as operating leases; the title to the equipment remains with the lessor and will be returned to the lessor at conclusion of the lease. The photocopier and the coffee machine are held under a five year and two year lease respectively. Rental charges are charged on a straight line basis over the term of the lease.

#### **i) Tangible fixed assets**

Individual fixed assets costing £100 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Fixtures and fittings – over 4 years

Computers and film equipment – over 3 years

Under the terms of the premises management and library services agreements, the main building and all library fixtures, books and equipment remain the property of Lewisham Council. Therefore these items are not reflected in these accounts.

#### **j) Stock**

Stock is included at the lower of cost or net realisable value. Stock consists of donated items of books and other secondhand goods. It is not possible to estimate the net realisable value of these items, so stock is carried at cost, which is £nil. Upon sale of donated items, the cash received is shown within income from other trading activities.

#### **k) Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### **l) Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### **m) Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

## Notes on the accounts

### n) Financial instruments

The charity has no financial assets and financial liabilities except for those stated above.

### 2 Legal status of the Trust

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

### 3 Income from donations and legacies

The income from donations and legacies of £30,175 (FY19 £27,807) is all unrestricted. This includes £25,000 from Lewisham Council under the government COVID-19 support scheme for general expenses. The other donations are provided by individuals, including those collected at our activities and events, which are all free of charge to participants. Gift aid receipts of £1,767 (FY19 £4,546) are included within donations.

The Trust benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

### 4 Income from charitable activities

The income from charitable activities of £92,512 (FY19 £78,167) included £21,537 (FY19 £31,186) of unrestricted funds and £70,975 (FY19 £46,981) of restricted funds. Included within restricted funds are the following grants:

- £70,475 from The National Lottery Community Fund. This represents two six-monthly instalments of a three year grant of £210,000, which provides funding for the recruitment of a manager and volunteer coordinator to further develop the Charity and establish new income streams to ensure its continued sustainability after the funding period has elapsed. This grant is being recognised on a cash basis as payments are subject to approval of update reports
- £500 from Groundwork (Tesco Bags of Help COVID-19 Community Fund) to support the establishment of a door step chat scheme for vulnerable or isolated members of the community.

(FY19 included: £34,325 from The National Lottery Community Fund; £5,000 from the Foyle Foundation to pay for an arts coordinator to set up the performing arts space; and £7,970 from L&Q to purchase additional mobile shelving and black out blinds which were used to create the performing arts space.)

### 5 Income from other trading activities

Income from other trading activities is all unrestricted and includes funds raised from the sale of second hand books and other donated items.

### 6 Expenses and support costs

Expenses allocated to fund raising include £nil (FY19 £nil) direct costs for marketing and other fund-raising costs and allocated support costs of £13,606 (FY19 £19,144).

Expenses allocated to charitable activities include £10,081 (FY19 £10,998) direct costs for computers, photocopier and printer within the library and allocated support costs of £9,711 (FY19 £21,470). Restricted expenses of £64,819 (FY19 £46,104) relate to costs incurred in relation to the restricted income in note 4, including staff costs set out in note 8, and depreciation on assets purchased with this income.

Other expenses are allocated support costs only.

Total support costs included in the expense categories above were £25,597 (FY19 £44,118). These relate to general office costs, building cleaning and maintenance and insurance. These have been allocated to the three main expense categories based upon the proportional analysis of related income streams.

## Notes on the accounts

### 7 Net income / expenditure for the year

This is stated after charging:

	2020	2019
	£	£
Operating leases	2,167	2,732
Depreciation	8,905	5,689
Independent examiner fees	0	0

### 8 Staff costs

During the year the Charity employed two managers to run the day to day operations. The managers were employed from June 2020 and their staff costs are funded through the grant provided by the National Lottery Community Fund and are treated as part of restricted funds. The pension costs reflect payments made into a defined contribution fund operated by the government workplace pension scheme NEST.

	2020	2019
	£	£
Wages and salaries	47,720	13,625
Social security costs	4,183	1,086
Pension costs	1,060	258
	<u>52,963</u>	<u>14,969</u>

### 9 Trustee and volunteer costs and expenses

No trustees or volunteers were paid for their normal on-going services during the year.

In FY20 one volunteer was paid £775 for providing coverage for the managers on a number of weekends. This was outside the volunteer's normal on-going services and the board agreed that they should be paid accordingly. Another volunteer was paid £1,500 for the completion of specific project work which had started in the previous year.

(In FY19 two projects were performed during the year which were led by two volunteers, who were each paid for the specific project work, as these went beyond the normal on-going services. The total amount paid out was £30,894 (£17,394 out of unrestricted funds and £13,500 out of restricted funds). One of the volunteers then donated £10,000 back to the library so that they did not personally benefit from the transaction.)

### 10 Donated goods and services

The library services and all activities provided by the charity are run by volunteers, under the supervision of the managers. Details of their contribution can be found in the trustees' report. No contribution is booked within the accounts. Donated goods such as secondhand books are not recognised in the accounts until point of sale, at which point they are reported within income from other trading activities.

### 11 Related party transactions

During the year, there have been no related party transactions other than the project work explained in note 9.

## Notes on the accounts

### 12 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

### 13 Government Grants

During the year the Charity received £25,000 from Lewisham Council under the Government Covid-19 Business Support Grant, Retail, Hospitality and Leisure Grant Fund. This grant provides support for ongoing costs of running the charity, which was unable to provide activities or run events during lockdown.

In 2019 the Charity received £320 from Lewisham Council's Positive Ageing Council towards the running of the Monday dementia-friendly meetings.

### 14 Tangible fixed assets

	Computer equipment £	Film equipment £	Fixtures and fittings £	Total £
<b>Cost</b>				
As at 1 October 2018	5,960	6,311	4,041	16,312
Additions	0	0	20,335	20,335
As at 30 September 2019	5,960	6,311	24,376	36,647
Additions	225	0	720	945
As at 30 September 2020	6,185	6,311	25,096	37,592
<b>Depreciation</b>				
As at 1 October 2018	2,501	2,800	1,015	6,316
Charge for the year	1,980	2,100	1,609	5,689
As at 30 September 2019	4,481	4,900	2,624	12,005
Charge for the year	1,245	1,411	6,249	8,905
As at 30 September 2020	5,726	6,311	8,873	20,910
<b>Net book value</b>				
As at 1 October 2018	3,459	3,511	3,026	9,996
As at 30 September 2019	1,479	1,411	21,752	24,642
As at 30 September 2020	459	0	16,223	16,682
Included above is net book value on restricted assets of:				
As at 30 September 2019	1,394	1,411	2,995	5,800
As at 30 September 2020	290	0	2,107	2,397

**Notes on the accounts**

**15 Debtors**

	Total funds 2020 £	Total funds 2019 £
Trade debtors	801	1,666
Prepayments and accrued income	<u>912</u>	<u>986</u>
Total debtors	<u>1,713</u>	<u>2,652</u>

**16 Cash at bank and in hand**

During the year, the charity accepted funds on behalf of local associations, the Neighbourhood Forum and the Abbotshall Healthy Lifestyle Centre, and paid related expenditure as instructed by them. No income or expenditure has been recorded in the charity's accounts as it is effectively acting as an agent for the associations. At the end of the year, the charity holds £377 (2019 £2,420) of cash on behalf of the Neighbourhood Forum, which is shown on the balance sheet, and a matching creditor has been set up for this amount. There is no net balance of funds pertaining to the association on the charity's balance sheet.

**17 Creditors falling due within one year**

	Total funds 2020 £	Total funds 2019 £
Trade creditors	4,234	16,940
Accruals and deferred income	791	1,491
Taxation and social security	1,059	1,061
Funds held for other charities	<u>377</u>	<u>2,420</u>
Total creditors	<u>6,461</u>	<u>21,912</u>

Accruals and deferred income include £551 (FY19 £396) of deferred income for cash received in advance for hire of library space for periods after the accounting year end.

**18 Charity funds**

Movement in charity funds is shown on page 8 and analysis of restricted income and expenditure is provided in notes 4 and 6.

(During 2019 £3,855 was transferred from restricted to unrestricted funds. This relates to the outstanding balance on grant income from previous years which is no longer subject to spending restrictions.)

**19 Post balance sheet events**

Due to the ongoing situation regarding COVID-19, the library has had to modify opening hours and restrict the level of activities that it can provide. We continue to work to safeguard our staff and volunteers whilst finding alternative ways to support the local community during this difficult time.

There have been no other events between the balance sheet date and the signing of these accounts which relate to conditions that arose after the end of the reporting period that would impact on the understanding of these accounts.