



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees

Charity Name

Friends of Whitburn Library

On accounts for the year  
ended

31st August 2024

Charity no  
(if any)

1174421

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2024.

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

K. [Signature]

Date:

12/6/25

Name:

Kate Stephenson

Relevant professional  
qualification(s) or body  
(if any):

Association of Accounting Technicians.  
AAT.

Address:

138 Westcoast Road

South Shields Tyne & Wear

NE33 3PF

## Section B

### Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



## Receipts and payments accounts

CC16a

For the period  
from

1/9/2023

To

31/8/2024

### Section A Receipts and payments

	Unrestricted to the nearest £	Restricted to the nearest £	Endowment to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Grants	32,960	-	-	32,960	3,559
Donations	799	-	-	799	3,047
Fundraising Activities	9,392	-	-	9,392	9,776
Refreshment and Product Sales	1,688	-	-	1,688	486
Fundraising	483	-	-	483	1,991
Room Hire	860	-	-	860	604
Photocopying/Misc	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for</b>	<b>46,181</b>	<b>-</b>	<b>-</b>	<b>46,181</b>	<b>19,463</b>
<b>A2 Asset and investment sales,</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>46,181</b>	<b>-</b>	<b>-</b>	<b>46,181</b>	<b>19,463</b>
<b>A3 Payments</b>					
Facilities Improvements and Maintenance	27,855	-	-	27,855	12,684
Costs of Fundraising Activities	2,001	-	-	2,001	3,166
Costs of Refreshment and Product Sales	306	-	-	306	231
Photocopying/Stationery/Misc	478	-	-	478	60
Building/Cleaning/Security Costs	1,207	-	-	1,207	1,115
Utilities	8,512	-	-	8,512	7,957
Insurance	524	-	-	524	457
IT	2,499	-	-	2,499	1,614
Bank Charges	101	-	-	101	100
<b>Sub total</b>	<b>43,484</b>	<b>-</b>	<b>-</b>	<b>43,484</b>	<b>27,384</b>
<b>A4 Asset and investment</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>43,484</b>	<b>-</b>	<b>-</b>	<b>43,484</b>	<b>27,384</b>
<b>Net of receipts/(payments)</b>	<b>2,697</b>	<b>-</b>	<b>-</b>	<b>2,697</b>	<b>- 7,921</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>27,283</b>	<b>-</b>	<b>-</b>	<b>27,283</b>	<b>35,204</b>
<b>Cash funds this year end</b>	<b>29,980</b>	<b>-</b>	<b>-</b>	<b>29,980</b>	<b>27,283</b>

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

Categories	Details	Unrestricted to nearest £	Restricted to nearest £	Endowment to nearest £
<b>B1 Cash funds</b>				
	Cash at Bank	29,980	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>29,980</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Details			
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

		Fund to which asset belongs	Cost (optional)	Current value (optional)
	Details			
B4 Assets retained for the charity’s own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

		Fund to which	Amount due	When due
	Details			
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on	Signature	Print Name	Date of

Friends of Whitburn Library  
Registered Charity Number 1174421  
Annual Report & Financial Statement 2023-2024

Friends of Whitburn Library  
Legal and Administrative information

Name:	Friends of Whitburn Library
Charity number:	1174421
Trustees	J Warren (Acting Chair) H Larcombe (Treasurer) J Lucas (Acting Secretary) C Collinge
Governing Document:	The charity operates under its governance document as a Charitable Incorporated Organisation, registered 30th August 2017
Address:	Hedworth Terrace Whitburn Tyne and Wear SR6 7EN
Bank:	Reliance Bank Ltd Faith House 23-24 Lovat Lane London EC3R 8EB

## **Friends of Whitburn Library**

### **Trustees Report**

Friends of Whitburn Library completed its 7<sup>th</sup> year of operation as a Charitable Incorporated Organisation on 31<sup>st</sup> August 2024 and is governed by the constitution dated 30th August 2017.

#### **1. Objectives and activities**

1.1 The objectives of the CIO are;

- i) To advance the education of the public in Whitburn by the running and management of a community library for the benefit of the said residents and within which to educate the public about the history and heritage of Whitburn through educational displays and other such means as the trustees deem fit;
- ii) To promote for the benefit of the residents of Whitburn and its environs the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their 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 objective of improving the condition of life of the said inhabitants.

1.2 The activities of the CIO are focused in the area of;

- i) Education and training
- ii) Arts/culture/heritage/science
- iii) Recreation
- iv) The advancement of health and reduction of social isolation
- v) Provides opportunities to support the vulnerable and those with a disability.
- vi) Economic/community development/ employment
- vii) Other charitable purposes

### 1.3 Who the charity helps

- i) Children and young people
- ii) Elderly and/or vulnerable people
- iii) People with disabilities
- iv) The public

### 1.4 How the charity helps

- i) Provides buildings/facilities and spaces
- ii) Provides services
- iii) Provides advocacy/advice/information
- iv) Provides an increasing range of recreational activities

## **2. Main achievements during the year**

2.1 The library continues to operate under the management of the trustees and is well supported by volunteers who provide a range of support for the community. Recruitment of both trustees and volunteers remain strong. The trustees meet monthly to review the success of the library and plan its development.

2.2 Volunteers operate on a rota basis to welcome visitors who require books or other services, some provide specialist support e.g., IT expertise and French conversation. Others arrange activities for groups who meet regularly or raise funds through activities such as coffee mornings. Without our volunteers the library would not be such a vibrant and welcoming place.

2.3 The community managed library continues to receive support from the local council in the form of new stock (books), access to the library management software and inter-library loans service, with support and advice from its employees.

2.4 In order to fund activities, resources, running costs and maintenance of the building our volunteers and trustees work hard to raise funds. This is done through donations, fundraising events/activities and through grant applications.

2.5 The library has continued to provide services in the form of book borrowing, advice, access to computers and printing facilities.

2.6 After the receipt of Catherine Cookson Foundation Grant we were able to replace the old library windows. This, along with the new heating system controls implemented earlier in the year, substantially reduced the heating costs.

2.7 Volunteers have continued to provide support for extra activities. These are,

- i) Reading groups
- ii) Pilates classes
- iii) Knitting groups
- iv) Conversational French
- v) A weekly music night
- vi) Monthly talks on a wide range of subjects by local experts.
- vii) Wine tasting
- viii) Local secondary school children were based in the library to help support the completion of the Duke of Edinburgh scheme
- ix) Arts and craft sessions were available to younger children during school holidays

2.8 New fundraising activities have been added.

- i) Book sales; selling donated books at quarterly events
- ii) Acapella Choir Group
- iii) Dementia Café Support group
- iv) Daytime Disco Dance events

2.9 Community services



- i) Local councillor surgeries
- ii) Cuppa with a copper. The opportunity to have informal chats with the local community police officers

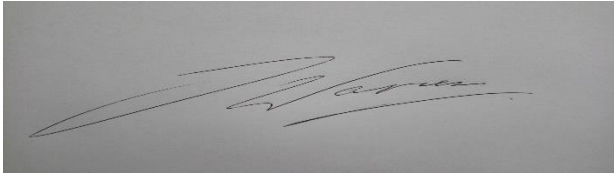
### **3. Risks**

3.1 The trustees are aware of the challenges that we face with financial and operational risks which include but are not limited to;

- i) Developing sustainable income streams to meet the costs associated with opening and operating an ageing building.
- ii) Planning for the replacement of a building which is not environmentally friendly and will come to the end of its useful life within the terms of the lease.
- iii) The identification and access to funding/grants to support the introduction of activities and provide capital improvements to the building.
- iv) The trustees are aware of the need to plan for the future by considering the role of community libraries, adaption their roster of activities, and considering the future of the building. It is intended to commence a review process in FY 24/25, in July of 2024 we began a process recruitment of new trustees to the board in order to facilitate these discussions.
- v) After successfully dealing with a number of disagreements disputes between volunteers the trustees are confident that our procedures for managing disputes and complaints are robust. However, we aware of the need to review these processes and procedures regularly.
- vi) Succession planning for trustees and volunteers.

3.2 The trustees are confident that these challenges will be met with the continuing support of volunteers and the wider community.

Signed on behalf of the Trustees Dr Jonathan Warren

A handwritten signature in black ink, appearing to read 'Jonathan Warren', is written on a light-colored background.

Signed

**Notes**

No Trustees or persons connected to the charity received any remuneration during the year

The charity has no employees.

There are no debtors/creditors at the end of the accounting year.