

Broomhill Community Trust

Registered Charity Number: 1176562

Broomhill Community Trust

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the 12 month period ended 31 December 2025

Broomhill Community Trust

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Broomhill Community Trust

Legal and administrative information for the 12 month period ended 31 December 2025

Charity number

1176562

Trustees

Judith Pitchforth

Chair

Elaine Nunn

Treasurer

Katharine Harbord

Kathleen Whittaker

Resigned 1st May 2025

Lindsey Beagles

Hari Hara Subramanian Raghuraman

Fiona Carr

Aline Yasmine

Principal address

Broomhill Community Library

10 Taptonville Road

Sheffield

S10 5BR

Broomhill Community Trust

Trustees' annual report

For the 12 month period ended 31 December 2025

The trustees submit their annual report and the financial statements for the 12 month period ended 31 December 2025

Structure Governance & Management

Broomhill Community Trust (BCT) is a community-based CIO (Charity number 1176562) run by volunteers which was registered in January 2018. The Trust took over the running of Broomhill Community Library after Broomhill Community Library Ltd ceased trading and was dissolved in 2023. The trust is governed by a Board of Trustees who meet on a monthly basis. Volunteers and Friends are eligible for membership of BCT. The trustees are elected by the membership at the Annual General Meeting.

Objects and activities

The charity's objects are:

- The advancement of education for public benefit in the district of Broomhill, Sheffield and the surrounding area through the provision of a community lending library and associated services.
- to further or benefit the residents of the area of benefit, without distinction of sex, sexual orientation, race, or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.
- for the benefit of the inhabitants of the area of benefit to provide or assist in the provision of facilities for recreation and other leisure time occupation in the interests of social welfare with the object of improving their conditions of life for the inhabitants of the area of benefit in particular but not exclusively by the conservation, promotion, support, assistance and improvement of the heritage of the library building and its gardens

Summary of the main activities undertaken for the public benefit

The trustees have had regard to the guidance issued by the Charity Commission on public benefit when planning their activities.

BCT was established to progress the development of the library building and restoration of its heritage garden. The Trust operates to raise funds for this development project through donations, grants and developed revenue streams. The aim is to develop the building and garden into a hub and green space for the benefit of the local community.

Our request to the Charities Commission for permission to make minor changes to update the wording of our objects was in the main accepted so the proposed changes were presented to the 2025 Annual General Meeting. The changes were to include the word 'heritage', the removal of the name 'Oriel House' and the replacement of 'preservation' by 'conservation'. The amended objects are given above.

BCT has continued to progress the plans for the development of the library building which will enable the work to be undertaken in phases. We recognise that it is highly unlikely that we will be awarded any grants that would enable the work to be done as a whole and the length of time that the

Trustees' annual report 2025- continued

library would be closed is felt to be unacceptable. Plans for both the building and the garden are now at RIBA Stage 3, which means that we can seek advice from professionals which will inform the likely costs of the changes.

Members and other volunteers have continued to clear the garden areas in preparation for future works.

BCT has continued to develop the range of activities available to members of the public during 2025 alongside the library offer.

Context

Broomhill Community Trust (BCT) was established as a Charitable Incorporated Organisation (CIO) in January 2018. Since then, BCT has operated to progress the development of the library building and its gardens towards a future sustainable community hub.

The library service in Broomhill is co-delivered by agreement between Sheffield City Council (SCC) and Broomhill Community Trust (BCT). The agreement with SCC Library Services operates in accordance with a Memorandum of Understanding (MoU), which is reviewed annually. The library continues to be staffed entirely by volunteers whilst the building and its gardens are owned by the local authority. Volunteers maintain the gardens around the building.

Activities during the year

Achievements and Current Operating Position

BCT currently has over 100 committed volunteers, who help to run the library and maintain its heritage gardens. We have maintained our opening hours at 33 hours per week, closing at 17.30 on weekdays to increase our range and offer of children's activities. During 2025 volunteers worked as library assistants for over 10,060 hours. Trustees spent over 4362 hours in managing and developing the library, with some of that work taking place at home. The number of people volunteering in our garden continues to grow – and they spent 800 hours over the year in doing so. Our grand total for volunteer hours is around 14,500 over the year. We have had over 44,800 visitors in the period covered by this report. The increase in library assistant hours reflects the recruitment and work done by the dedicated Children's Library Assistants, (CLAs) who are working in the Children's Library during opening hours. Some of the CLAs also lead activities.

There were 4,383 registered active borrowers at Broomhill Community Library at the end of December 2025: Children under 5: 276; 5-15 yrs: 978 Young Adult: 74; Adult: 3055. This is a drop of around 1000 from last year mainly because SCC has increased diligence and removed non-borrowers from the Library Management System. The best way of judging performance is actually via book loan numbers, computer usage and attendance at activities.

The number of SCC books issued at Broomhill Community Library in 2025 was 60,097 made up from 40,583 adult print items and 19,514 of children's books. We started issuing our own books, known as BLOB (Broomhill Library's Own Books), in the Children's Library in February and by the end of December 2025 we had issued 3163 of BLOB. Our grand total number of books issued in 2025 was 63,260, which is an increase of 16.5% over the year. We now have over 1700 books on the BLOB catalogue. Most of the BLOB were donated to the library by our users and we are grateful to them for their kind generosity and the excellent quality of their donations.

During the year we have offered author-led evenings, where local authors have made presentations about their books, which have been wide ranging from a book about Anglo Indians to escaping from wartime Czechoslovakia. We will continue this project in the coming year and plan to make their books available for sale as a service to the community.

Trustees' annual report 2025- continued

In response to changes in the local offer, we have partnered with Hallam Art Group and provide an outlet for their artists' own cards which have proved very popular – the range is changed frequently and the cards are modestly priced.

BCT continues to provide free computer use and Wi-fi for library users, together with scanning and printing facilities. We have noticed a marked increase in the number of people coming in to print documents over the past year, which was reflected in the number of toner cartridges we used! Printing helps us in our fundraising efforts together with grants, donations, rental income, and fundraising events.

Donations come from book sales, recycling and activities as well as from individuals and groups. Gift Aid is claimed on eligible donations received and we have now benefitted from the HMRC Gift Aid Small Donations Scheme which enables us to recover tax paid on anonymous small voluntary donations.

We continue to be a 'Warm Space' for people, offering tea/coffee and newspapers as well as our book stock for people to use. Activities for both children and adults continue to thrive, with the offer ranging from crafts to conversation groups for people for whom English is not their first language. A shared reading group started in the autumn, led by two volunteers who had received specialised training.

Once again BCT put on standalone events such as the Heritage Open Days and a Welcoming Cultures Picnic, the latter being funded by a grant from the Council's Local Area Committee. We celebrated World Book Day in March by giving away books to children who came in to the library. The ever popular quarterly bumper Book Sales in the library raised funds, along with the Children's Toy and Clothing Sale at Christmas. In 2025 we held a fund raising concert, with a performance by the Steel City Concert Band which raised £950.

We have expanded our provision in terms of providing activities for wellness, with a social gardening project, *Spring into Wellness* and a *Winter Wellness* event. More activities are planned for 2026 to help to support people in maintaining a healthy lifestyle.

Governance

The trustees continue to meet on a monthly basis. Kathy Whittaker, a long-standing trustee and supporter of Broomhill Community Library retired in May, and we are grateful for her work as trustee since the inception of the charity and its precursor, Broomhill Community Library Ltd..

In 2025 we finalised our Business Plan for 2025-2030 and regularly reviewed and updated the goals and tasks we need to achieve the Plan. We have reviewed and revised our Safeguarding Children & Vulnerable Adults policy, Financial Procedures policy and Unusual Circumstances policy this year as part of our cycle.

Groups continue to meet to develop the work of the charity, notably the Communications Group which is now using professional software to produce adverts for events. Credit is due to all the volunteers who have upskilled in order to achieve their high standard. We now have a Fundraising Group which is promoting the library and seeking grants to enable us to improve our offer to the community.

Building and Garden Development

Most of the focus in 2025 was in developing the plans that should enable the charity to adapt the building in phases, subject to funding and landlord's approval. Plans for the garden now enable the project to be done in phases, with hard landscaping being the first part of the work. The Expression of Interest to the NLHF was put on hold because of the uncertainty surrounding whether we would need a lease to make even small adaptations to the building and garden. Discussions with Sheffield City Council are ongoing.

Trustees' annual report 2025- continued

Events and activities

Events and activities are focussed around our three strands of Learning, Heritage and Well-being. BCT participated in the Heritage Open Days in September, with free events provided by volunteers and the library was also used as a venue for 'outside events'. The events were popular and illustrated how much we need to increase our available space for such activities. We also supported the Great Big Green Week.

Adults' activities

Book Groups (monthly)
Coffee, Cake and Chat (weekly)
Crafternoons (occasional)
Creative Writing (fortnightly)
Garden Blitz (weekly)
Litter Pick (monthly)
Shared Reading (weekly)
Well-being walks (fortnightly)
Yarning (fortnightly)

Children's weekly activities

Baby Self-weigh (NHS lead)
Babytime
Crafty Kids Club (CKC)
Friday Fun
Stay and Play
Tea, Talk and Tots

Financial review

At the end of another successful year, BCT had an operating surplus of £8,930.

In view of the potential opportunity to apply for NLHF funding, which requires 10% match funding, the Trustees agreed to designate £10,000 from general funds to the Development Project. This will also cover any professional fees for which external funding is more difficult to secure.

During 2025, BCT secured grant funding of £5,161. This included £2,121 from the Co-op community fund, £1,050 from LAC for our Wellness programme, £1,000 from Central LAC for the Welcome Cultures picnic and £990 from South West LAC for the Social Gardening project.

In 2025, our fundraising events and book sales raised £5,883, which is almost £2,000 more than the previous year. BCT received £4,571 in donations (including Gift Aid) alongside our regular income streams such as room hire, printing charges and recycling.

Operating expenditure of £8,856 was well within budget. However, most of the total spend during 2025 related to professional fees (Architects and Landscape Architect) which was required to produce RIBA Stage 3 plans for the building development and garden restoration projects. The cost of this work was £18,174, funded from our designated funds and a residual grant.

The charity's policy on reserves

As part of the annual financial review, the Trustees agreed to increase the minimum reserve to £4,000 in line with the current level of annual commitments. As at 31 December 2025, BCT had free reserves (general fund cash after transfers) of £7,789.

In addition £66,499 was held in designated funds (see note 4 to the accounts).

The level of reserves and designated funds will be regularly reviewed by the Trustees as options for the development project are explored.

Looking to the future

The current method of funding the library is reviewed annually, although the Library Service has indicated that there may be some changes ahead, but no decisions have yet been made. Sheffield City Council continues to value the work that we do, as voiced by one of our local councillors at the 2024 AGM who cited the library building as the only secular safe space in Broomhill.


Trustees' annual report 2025- continued

We are continuing to explore the options of developing the building to make it more user friendly and appropriate for the 21st century. We would like to change the Children's Library by removing the spiral staircase which is impractical. This would create more space for activities and book stock. However the process is taking longer than we hoped as our discussions with SCC continue.

We have found Volunteer Action Sheffield very helpful when we seek new volunteers. We will continue to invest in our volunteers in terms of training and extending our offer to the public. We are still seeking to widen our board of trustees to expand our base of expertise and have regard for the requirements of the Charities Commission regarding boards of trustees. We are also looking to expand our staff of volunteers to reflect a diverse range of people from our community, building on contacts made through our activities. We have involved more volunteers who wish to be involved in 'background' short term projects which have enabled us to broaden our offer. We are grateful for the increase in expertise particularly in terms of social media as our online presence is starting to grow.

BCT will continue to organise events for both community engagement and fund raising. We plan to take part in the Sheffield Environment Week in June and the Heritage Open Days in September.

Approved by the board of trustees on 13 April 2026 and signed on their behalf by:



Judith Pitchforth
Chair

Broomhill Community Trust

Receipts and payments accounts

For the 12 month period ending 31st December 2025

Receipts	Notes	Unrestricted Funds	Restricted Funds	Total 2025	Unrestricted Funds	Restricted Funds	Total 2024
		£	£	£	£	£	£
Grants	2		5,161	5,161		5,883	5,883
Donations		4,571		4,571	2,397		2,397
legacies				-	13,804		13,804
Fundraising events		5,883		5,883	3,917		3,917
Charitable activities - library printing charges, room hire		5,261	-	5,261	4,902		4,902
Business rates reimbursed		2,071		2,071	2,071		2,071
Bank interest received		1,000		1,000	1,025		1,025
Total receipts		18,786	5,161	23,947	28,116	5,883	33,999
Payments							
Fundraising events costs		645	-	645			-
Charitable activities		1,430	2,585	4,015	1,762	752	2,514
Advertising and marketing		120	330	450	196	90	286
Insurance		553		553	489		489
Business rates		2,071		2,071	2,071		2,071
IT equipment and software		1,519		1,519	1,171		1,171
Printing, postage & stationery		800	95	895	755		755
Equipment		709	785	1,494	568	6	574
Furniture, fixtures & fittings		246	508	754	4,411	174	4,585
Book stock		25		25	91		91
Professional fees		17,535	780	18,315	775	2,340	3,115
Services			500	500	517		517
Grounds maintenance		600	2,493	3,093	897	95	992
Training				-	95		95
Accountancy fee		570		570	-		-
Subscriptions		540		540	-		-
part repayment of legacy		-		-	405		405
Total Payments		27,363	8,076	35,439	14,203	3,457	17,660
Net Receipts/payments		-8,577	-2,915	-11,492	13,913	2,426	16,339
Transfers					35	-35	-
Net movement after transfers		-8,577	-2,915	-11,492	13,948	2,391	16,339
Reconciliation of funds							
Cash funds brought forward		82,818	10,081	92,899	68,870	7,690	76,560
Cash held on behalf of others	5	47		47	-		-
Cash funds carried forward		74,288	7,166	81,454	82,783	10,116	92,899

Broomhill Community Trust

Statement of assets and liabilities

For the 12 month period ending 31st December 2025

	General Funds	Designated funds	Restricted Funds	Total	2025	Total 2024
	£	£	£		£	£
Cash assets						
Current account	7,789	13,100	7,166		28,055	33,851
Savings account		53,399			53,399	59,048
	7,789	66,499	7,166		81,454	92,899


Assets retained for charity's own use

				Current value 2025	value 2024
	£	£	£	£	£
IT equipment				585	1,752
Furniture, fixtures & fittings				3,487	1,477
	£ -	£ -	-	4,072	3,229

	Notes	£	£	£	2025 £	2024 £
Debtors						
					-	
					-	
					-	
					-	
Total debtors		-	-	-	-	0

	5	£	£	£	2025 £	2024 £
Liabilities						
Accountancy fee						570
SCC		47			47	
Sheffield university Live project			261		261	
		47	261	-	308	570

Approved by the Board of Trustees on the 13th April 2026 and signed on their behalf by:-



Signed
Judith Pitchforth
Chairperson

Broomhill Community Trust

Notes to the accounts

For the 12 month period ending 31st December 2025

1 Notes on the preparation of the accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the charity during the financial year. In this context, "cash" includes cash equivalents, eg bank accounts where cash can be readily withdrawn to pay for debts as they become due.

Unrestricted funds comprise of general funds and designated funds. General funds are expendable at the discretion of the Trustees in furtherance of the objectives of the charity.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

2 Grants

	Unrestricted Funds	Restricted Funds	Total 2025	Unrestricted Funds	Restricted Funds	Total 2024	
	£	£	£	£	£	£	£
Sheffield City Council Local Area Committee	-	3,040	3,040	-	495	495	
Gardens Trust			-		2,400	2,400	
South Yorkshire Community Foundation	-		-	-	2,688	2,688	
Sheffield University Roots & Futures			-		300	300	
Co op Community Fund		2,121	2,121			-	
		5,161	5,161	0	5,883	5,883	

3 Restricted Funds

	Brought Forward	Receipts	Payments	Transfers	Carried Forward
SCC - Pocket Parks (MHCLG) - garden	3442	-	-	-	3,442
Memorial plaques & benches	416			-	416
Sheffield University- Roots & Cultures	356	-	79	-	277
Sheffield Town Trust - fees	780		780	-	-
Gardens Trust	2,400		2,228		172
SYCF - Social Gardening	2,688		2,688		-
Sheffield City Council Local Area Committee - Wellness		1,050	935		115
Sheffield City Council Local Area Committee - Welcome					
Cultures Picnic		1,000	1,000		-
Sheffield City Council Local Area Committee - Social Gardening 2		990	-		990
Co op Community Fund		2,121	367		1,754
	10,082	5,161	8,077	-	7,166

Details of the main restricted projects can be found in the Trustees annual report.

Broomhill Community Trust

Notes to the accounts

For the 12 month period ending 31st December 2025

4 Designated funds

	Brought Forward	Receipts	Payments	Transfers	Carried Forward
Development project	69,793	1,000	17,394	10,000	63,399
Library costs	4,214	-	1,114	-	3,100
	74,007	1,000	18,508	10,000	66,499

As noted in the Trustees annual report, the Trustees have designated £10,000 from unrestricted reserves to the building and development project.

Library costs

The Trustees have agreed that Residual Funds transferred from BCL (Broomhill Community Library Ltd) in 2022 are designated to running the library.

5 Liabilities

BCT acts as an agent for SCC, and collects income on their behalf. During the year, £736 was collected and £689 was paid to SCC. The balance carried forward is shown as a liability of £47.

6 Trustees remuneration

No trustees received remuneration or out of pocket expenses during the financial year.

7 Related Party transactions

There were no related party transactions during the year