

FRIENDS OF WOODBRIDGE LIBRARY

England & Wales · Charity number 1176811

Details

Status Registered

Legal form CIO

Registered 2018-01-24

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

Contact

Address C/o Woodbridge Library
New Street
Woodbridge

Phone 01394446510

Email friendsofwoodbridgelibrary@gmail.com

Activities

Objects: TO ADVANCE THE EDUCATION OF THE PUBLIC BY PROMOTING THE USE OF WOODBRIDGE LIBRARY FOR THE BENEFIT OF THE RESIDENTS OF WOODBRIDGE AND THE SURROUNDING AREA.

Activities: Friends of Woodbridge Library organise events and activities in accordance with our charitable objectives and raise funds in support of these objectives. Music, theatre and literature-based events are held throughout the year aimed at both adult and children in the local community.

Classification

- **How:** Provides Services, Other Charitable Activities
- **What:** Education/training, Arts/culture/heritage/science, Recreation, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- Suffolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£11,475	£20,583	-	-
2024-03-31	£13,338	£3,569	-	-
2023-03-31	£11,537	£2,585	-	-
2022-03-31	£2,240	£3,563	-	-
2021-03-31	£660	£1,214	-	-

Trustees

Name	Role	Appointed
Anne Gartley		2018-04-19
Barbara De Vita		2022-09-16
Christine Webber		2019-06-14
Dr Maurice Brenner		2026-01-29
Gregory Simon Walsh		2024-10-25
HELEN LOUISE SCRIVENER		2019-06-14
Jill Norma Whitehead		2024-10-25
John Farren Whitehead		2024-10-25

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01.04.24

To 31.03.25

Charity name: Friends of Woodbridge Library (FOWL)

Charity registration number: 1176811

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The charitable objectives are to advance the education of the public by promoting the use of Woodbridge Library for the benefit of the residents of Woodbridge and the surrounding areas.
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.	Para 1.17 and 1.19	FOWL organises events and activities in accordance with its charitable objectives, and raises funds to support these. Music, art, drama and literature base events are held during the year aimed at both adults and children in the local community.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees comply with their statutory obligations and show due regard to the commission's public benefit guidance in exercising their powers and duties to which the guidance is relevant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	FOWL volunteers make a significant contribution to the success of our numerous fund raising events throughout the year as well as supporting Library events such as the Reading Quest.

Other		

Achievements and Performance

	SORP reference	
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.	Para 1.20	These events are welcomed by the public and from comments received state that attending and participating is beneficial to their well-being. Our newsletter is circulated to our 300+ members containing information regarding FOWL activities and fundraising initiatives, as well as an invitation to forthcoming public events

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	For the financial year under review, we have generated income of £4,246.69 through hosting events both at lunchtime and evenings. These events are run and managed by the FOWL Events Group. Feedback from those attending these events has shown that they not only raise awareness of FOWL and its activities but also contributes to the wellbeing of attendees. During the year under review we completed the refurbishment of the children's library following our successful fundraising activities.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	With no ongoing financial commitments FOWL has no policy for holding reserves. However, adequate funds will always be in place to cover any committed expenditure.
Amount of reserves held	Para 1.22	£18,476.71
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The principal sources of income for this financial year have been donations (£398.53), as well as fundraising events (above) and a grant of £1,000 from Woodbridge Town Council.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	The inability to raise funds by holding fundraising events would be a significant risk that would impact upon those using the Library.
Other		

Structure, Governance and Management

Description of charity's trusts:		none
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are generally elected at Annual General Meetings. Occasionally a trustee may be co-opted with agreement of current trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Friends of Woodbridge Library
Other name the charity uses	FOWL
Registered charity number	1176811
Charity's principal address	Woodbridge Library New Street Woodbridge, Suffolk IP12 1DT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	John Whitehead	Chair	Elected Oct 2024	
2	Anne Gartley	Secretary	Co-opted Jan 2025	
3	Barbara De Vita	Treasurer		
4	Sally Bull			
5	Greg Walsh	Chair, Events Committee	Elected Oct 2024	
6	Christine Webber			
7	Jill Whitehead		Elected Oct 2024	
8	Helen Scrivener			Suffolk Libraries
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	none
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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

John Whitehead

Full name(s)

John Whitehead

Position (eg
Secretary, Chair, etc)

Chair

Date

12/08/2025

FRIENDS OF WOODBRIDGE LIBRARY
Charity Registration N: 11768111
Financial Report @ 31st March 2025

Income and Expenditure

Income	April 2024-March 2025		April 2023-March 2024	
Evening Events including sales of refreshments	£	3,597.54	£	1,350.97
Luncheon Concerts (donations)	£	649.15	£	733.85
Hot Drinks Sales	£	113.95	£	140.00
BT Donations, Grants, HMRC refund of Gift Aid on donations	£	6,233.16	£	9,735.01
Cheque/Cash Donations to include sales of donated items	£	398.53	£	818.28
Raffles, competitions	£	479.00	£	530.00
FOWL merchandise/misc	£	4.00	£	30.00
Total Income	£	11,475.33	£	13,338.11
Expenditure				
Events Costs	£	2,155.26	£	392.31
Projects - Children's Library	£	14,635.98	£	2,620.00
Projects - Daisy donation, Summer Reading Quest, Water machine, Digital Life Skills course, Newspaper Subscription, Urn	£	1,081.85	£	319.25
Drinks supplies	£	144.14	£	197.27
FOWL costs - Stationery items	£	43.74	£	40.00
Gift Aid repayment	£	2,500.00		
Petty cash	£	22.18		
Total Expenditure	£	20,583.15	£	3,568.83

Balance Sheet

Assets				
In bank	£	18,389.68	£	27,484.32
Petty cash	£	78.03	£	100.21
Total Assets	£	18,467.71	£	27,584.53

2024 Balance	£	27,584.53
Income	£	11,475.33
Expenditure	£	20,583.15
Total Assets	£	18,476.71

Examined and found correct, subject to:
(1) small (£9) difference between reserves calculated from I/E, and actual cash, lies almost certainly within petty cash.
(2) reconciliation of reserves 2024 to 2025 is

b/f 12,509.34
"excess expense" 9,107.32
3,401.52
write back provision 15,074.98
18,476.50

Lindsay Damm
20/09/25

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01.04.23

To 32.03.24

Charity name: Friends of Woodbridge Library (FOWL)

Charity registration number: 1176811

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The charitable objectives are to advance the education of the public by promoting the use of Woodbridge Library for the benefit of the residents of Woodbridge and the surrounding areas.
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.	Para 1.17 and 1.19	FOWL organises events and activities in accordance with its charitable objectives, and raises funds to support these. Music, art, drama and literature base events are held during the year aimed at both adults and children in the local community.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees comply with their statutory obligations and show due regard to the commission's public benefit guidance in exercising their powers and duties to which the guidance is relevant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

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Achievements and Performance

	SORP reference	
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.	Para 1.20	These events are welcomed by the public and from comments received state that attending and participating is beneficial to their well-being. Our newsletter is circulated to our 300+ members containing information regarding FOWL activities and fundraising initiatives, as well as an invitation to forthcoming public events

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	For the financial year under review, we have generated income of £2,615 through hosting events both at lunchtime and evenings. These events are run and managed by the FOWL Events Group. Feedback from those attending these events has shown that they not only raise awareness of FOWL and its activities but also contributes to the wellbeing of attendees. During the year under review we successfully reached our target of raising £20,000 to cover the refurbishment of the children's library. This sum was in the main raised by generous donations from local supporters as well as income from events and general fundraising activities by both FOWL and Woodbridge Library staff.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	With no ongoing financial commitments FOWL has no policy for holding reserves. However, adequate funds will always be in place to cover any expenditure.
Amount of reserves held	Para 1.22	£12,509.34
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The principal sources of income for this financial year has been donations and grants towards the refurbishment of the Children's Section of the Library, as well as fundraising events.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	The inability to raise funds by holding fundraising events would be a significant risk that would impact upon those using the Library.

Other		
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Structure, Governance and Management

Description of charity's trusts:		none
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association , CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are generally elected at Annual General Meetings. Occasionally a trustee may be co-opted with agreement of current trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Friends of Woodbridge Library
Other name the charity uses	FOWL
Registered charity number	1176811
Charity's principal address	Woodbridge Library New Street Woodbridge, Suffolk IP12 1DT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Kay Yule	President & Chair		
2	Anne Gartley	Secretary		
3	Barbara De Vita	Treasurer		
4	Tracy Rogers			
5	Jane Lynam	Chair, Events Committee		
6	Christine Webber			
7	Sally Bull			
8	Helen Scrivener			Suffolk Libraries
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20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

Kay Yule

Full name(s)

Kay Yule

Position (eg
Secretary, Chair, etc)

Chair

Date

13/08/2024

FRIENDS OF WOODBRIDGE LIBRARY

Charity Registration N: 1176811
Financial Report @ 31st March 2024
Income and Expenditure

	April 2023-March 2024	April 2022 - March 2023
Income		
Books, DVDs, Craft Sale etc.	£-	£885.99
Cash Donations	£818.28	£540.60
Cheque & bank transfer Donations	£8,735.01	£5,645.00
Evening events (inc SumUp)	£1,350.97	£2,273.00
FOWL Merchandise	£30.00	£30.00
Grants	£1,000.00	£600.00
Hot Drink sales	£140.00	£185.43
Lunchtime events	£733.85	£697.67
Raffle	£530.00	£447.00
SumUp Receipts (Evening Events)	N/A	£233.27
Total Income	£13,338.11	£11,537.96
Cheque/BACS Expenditure		
Children's Library Renovation Project	£2,620.00	
Drinks Supplies	£165.29	£219.40
Events	£392.31	£434.01
Furniture, Equipment and Installation Costs	£0.00	£1,494.68
Goods/Services Purchased	£128.44	£235.70
Summer reading challenge	£190.81	
Water Cooler Contract	£0.00	£123.69
Cash Expenditure		
Drinks Supplies	£31.98	£23.25
Petty Cash	£40.00	£54.29
Total Expenditure	£3,568.83	£2,585.02

Balance Sheet

	April 2023-March 2024	April 2022 - April 2023
Assets		
In Bank	£27,484.32	£17,767.12
Petty Cash	£100.00	£38.20
Cash not banked		£7.72
Total Assets	£27,584.32	£17,813.04
Minus Children's Library Renovation Project	£0.00	-£9,000.00
Liabilities		
Uncleared cheques	£0.00	£0.00
Unpaid Invoices	-£15,074.98	£0.00
Other Current Liabilities	£0.00	£0.00
Total Liabilities	-£15,074.98	£0.00
Net reserves	£12,509.34	£8,813.04

Examined, and found correct

[Signature] (L. J. H. DANN)

HIGHFIELD COTTAGE
MELTON ROAD
WOODBIDGE
IP12 1NL

15/07/24

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01.04.22

To 32.03.23

Charity name: Friends of Woodbridge Library (FOWL)

Charity registration number: 1176811

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The charitable objectives are to advance the education of the public by promoting the use of Woodbridge Library for the benefit of the residents of Woodbridge and the surrounding areas.
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.	Para 1.17 and 1.19	FOWL organises events and activities in accordance with its charitable objectives, and raises funds to support these. Music, art, drama and literature base events are held during the year aimed at both adults and children in the local community.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees comply with their statutory obligations and show due regard to the commission's public benefit guidance in exercising their powers and duties to which the guidance is relevant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

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Achievements and Performance

	SORP reference	
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.	Para 1.20	A series of evening events were held during the period which included a talk with author Rose Gann, a quiz night and a poetry reading with various poets presenting. Musical evenings with a local folk band and a jazz group were also held and our successful spring fashion show was supported by local businesses. As well as evening events, lunchtime musical events were held and proved extremely popular. These events are welcomed by the public and from comments received seem beneficial to their well-being. Our newsletter is circulated to our 200+ members containing information regarding FOWL activities and fundraising initiatives.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	For the financial year under review, events income has grown to around £3,500 thanks to the tireless efforts of our hard-working Events Team. There has been a further benefit from these events, the promotion of a greater awareness of the aims of FOWL and our commitment to the refurbishment of the children's library, which has lead to greater levels of donations this year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	With no ongoing financial commitments FOWL has no policy for holding reserves. However, adequate funds will always be in place to cover any expenditure.
Amount of reserves held	Para 1.22	£17,767.00
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The principal sources of income for this financial year remain fundraising events, plus income from donations and grants.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	The inability to raise funds by holding fundraising events would be a significant risk.
Other		

Structure, Governance and Management

Description of charity's trusts:		none
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are generally elected at Annual General Meetings. Occasionally a trustee may be co-opted with agreement of current trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Friends of Woodbridge Library
Other name the charity uses	FOWL
Registered charity number	1176811
Charity's principal address	Woodbridge Library New Street Woodbridge, Suffolk IP12 1DT

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee
1	Tim Cornford	Chair		
2	Kay Yule	President		
3	Anne Gartley	Treasurer	Up to Sept 2022	
		Secretary	October 2022 onwards	
4	Barbara De Vita	Treasurer	October 2022 onwards	
5	Tracy Rogers	Secretary	Up to Sept 2022	
6	Lisa Railton Jones	Events Chair		
7	Jane Lynam			
8	Christine Webber			
9	Sally Bull			
10	Helen Scrivener			Suffolk Libraries
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Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

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Declarations

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

Signed on behalf of the
charity's trustees

Signature(s)		
Full name(s)	Tim Cornford	
Position (eg Secretary, Chair, etc)	Chair	

Date

FRIENDS OF WOODBRIDGE LIBRARY

Charity registration N: 1176811

Financial Report @ 31st March 2023

2022-2023 Income and Expenditure

	April 2021 - March 2022		April 2022 - March 2023	
Cash Income				
Books, DVDs, Craft Sale etc.	£	12.43		£885.99
Donations	£	390.39	£	540.60
Evening events	£	1,660.96	£	2,273.00
FOWL Merchandise	£	40.50	£	30.00
Lunchtime events			£	697.67
Raffle			£	447.00
Tea/Coffee sales	£	135.76	£	185.43
Other Income				
Cheque & bank transfer				
Donations			£	5,645.00
Grants			£	600.00
SumUp Receipts (Evening Events)			£	233.27
Total income	£	2,240.04	£	11,537.96
Cheque Expenditure				
Events	£	784.85	£	434.01
Goods/Services Purchased	£	477.64		£235.70
Furniture, Equipment and Installation Costs	£	2,301.00	£	1,494.68
Water Cooler Contract			£	123.69
Drinks Supplies	£	-		£219.40
Cash Expenditure				
Drinks Supplies				£23.25
Petty Cash	£	-	£	54.29
Total Expenditure		£3,563.49	£	2,585.02

	Balance Sheet	
	April 2021 - March 2022	April 2022 - April 2023
Assets		
In Bank	£ 8,888.57	£ 17,767.12
Petty Cash	£ 92.49	£ 38.20
Cash not banked		£ 7.72
Total Assets	£ 8,981.06	£ 17,813.04
Minus amount ring-fenced for the Children's Library Renovation Project, of which £2,000 from FOWL reserves.		-£ 9,000.00
Liabilities		
Uncleared cheques	£ 120.96	£0.00
Unpaid Invoices		£0.00
Other Current Liabilities		£0.00
Total Liabilities	£ 120.96	£0.00
Net reserves	£ 8,860.10	£ 8,813.04

HIGHFIELD COTTAGE
MELTON ROAD
WOODBRIDGE
IP12 1NL

Examined and found correct Lindsay Darn 2/7/23

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01.04.2021 To 31.03.2022

Charity name: Friends of Woodbridge Library (FOWL)

Charity registration number: 1176811

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The charitable object of the CIO is to advance the education of the public by promoting the use of Woodbridge Library for the benefit of the residents of Woodbridge and the surrounding area.
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.	Para 1.17 and 1.19	The Friends of Woodbridge Library organises events and activities in accordance with its charitable objectives, and raises funds in support of these objectives. Music, drama, art, and literature-based events are held throughout the year aimed at both adult and children in the local community. The trustees comply with their statutory obligations and show due regard to the commission's public benefit guidance in exercising their powers and duties to which the guidance is relevant.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have taken the commission's public benefit guidance into account wherever relevant.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	

Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
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.	Para 1.20	FOWL Events in 2021/22 were able to resume in July 2021, albeit cautiously, with careful following of COVID restrictions. In July we put on an open-air concert held in Elmhurst Park. Tickets were free to enable as many members of the public to attend as possible. The performance given by a local band in a safe outdoor space was enjoyed by all. Our Autumn programme of evening events included a concert by a local Ukulele Band; Poetry Reading by two local poets; and a Sinister Story Reading event. During the start of 2022 we put on a talk about the Women of Sutton Hoo, and a centenary talk about Ernest Shackleton. Our audience numbers steadily improved as time went on. The beneficial social gathering of the audiences increased the notable sense of wellbeing gained from our activities. FOWL circulated (to 200+ members) an informative monthly newsletter about FOWL activities and other

		newsworthy matters.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		Financial procedures reviewed as required

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	For the financial year under review, whilst our activities were impacted by Covid-19 restrictions, this year we were fortunately able to generate income through the energetic and commitment of the FOWL Events Group whose hard work and efforts brought in almost £2,000. These events have proved to be an excellent re-starting of the work of the Events Group and I know that next year's report will reflect their increased fundraising activities. Although our income generation was lower than previous years, we did purchase some replacement shelving for the children's area as well as a new coffee machine. The latter is popular with library users (as well as generating much needed income). Whilst during this financial year our expenditure has exceeded our income, we felt very strongly that we should continue to support the general work of the library and acknowledge the contribution of the Manager and her staff who have kept the library open during difficult times.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	FOWL has no ongoing financial commitments and therefore no policy for holding reserves. However, we will always ensure that we have adequate funds to cover any expenditure.
Amount of reserves held	Para 1.22	£8,790
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Our principal source of income remains funding raising events.
Investment policy and		n/a

objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	Loss of fund raising income generation
Other		n/a

Structure, Governance and Management

Description of charity's trusts:		none
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Generally elected by members at Annual General Meeting. Occasionally a trustee may be co-opted with agreement of current trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<i>We have never submitted additional information</i>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<i>We have never submitted additional information</i>
Relationship with any related parties	Para 1.51	<i>We have never submitted additional information</i>
Other		<i>We have never submitted additional information</i>

Reference and Administrative details

Charity name	Friends of Woodbridge Library
Other name the charity uses	FOWL
Registered charity number	1176811

Charity's principal address	Woodbridge Library New Street Woodbridge, Suffolk IP12 1DT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Tim Cornford	Chair		
2	Kay Yule	President		
3	Anne Gartley	Treasurer		
4	Tracy Rogers	Secretary		
5	Lisa Railton Jones			
6	Jane Lynam			
7	Christine Webber			
8	Sally Bull			
9	Helen Scrivener			Suffolk Libraries
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees - names of the directors at the date the report was approved

Director name		
	n/a	

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
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	n/a	

1232

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s) Tim Cornford

Full name(s) Tim Cornford

Position (eg Secretary,
Chair, etc) Chair

Date 07/01/2023

FRIENDS OF WOODBRIDGE LIBRARY

Charity Registration No: 1176811

Financial Report @ 31st March 2022

Income and Expenditure

	April 2021 – March 2022	April 2020 – March 2021
Income		
Grants	-	300
Donations	£390.39	360
Events	£1,660.96	-
Books, DVDs & Jigsaws	£12.43	-
FOWL Merchandise	£40.50	-
Tea/Coffee Sales	£135.76	-
Total Income	£2,240.04	£660.00
Expenditure		
Events	£784.85	
Goods & Services Purchased	£477.64	1,214.11
Furniture & Equipment Purchased	£2,301	-
Administration & Promotion	-	-
Petty Cash	-	-
Total Expenditure	£3,563.49	£1,214.11
Balance Sheet		
	April 2021 – March 2022	April 2020 – March 2021
Assets		
Cash in Bank	£8,888.57	9,994.62
Petty Cash	£72.51	118.95
Total Assets	£8,961.08	£10,113.57
Liabilities		
Uncleared cheques	£170.96	0
Unpaid Invoices	0	0
Other Current Liabilities	0	0
Total Liabilities	0	0
Net Reserves	£8,790.12	£10,113.57

Examined and found correct
 L. J. H. DANN 13/08/2022

HIGHFIELD COTTAGE
 MELTON ROAD
 WOODBRIDGE
 IP12 1NL

Accounts



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	04	2020		31	03	2021

Section A Reference and administration details

Charity name Friends of Woodbridge Library

Other names charity is known by FOWL

Registered charity number (if any) 1176811

Charity's principal address Woodbridge Library

New Street

Woodbridge, Suffolk

Postcode IP12 1DT

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Helen Scrivener			Suffolk Libraries IPS
2	Kay Yule	Chair		
3	Henning Sieverts	Vice Chair		
4	Anne Gartley	Treasurer		
5	Tracy Rogers	Secretary		
6	Jane Lynam			
7	Tim Cornford			
8	Sally Bull			
9	Christine Webber			
10	Lisa Railton Jones			
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Generally elected by members at General Meetings. Occasionally, a trustee may be co-opted with agreement of current trustees

Additional governance issues (Optional information)

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

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

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Section C Objectives and activities

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

The charitable object of the CIO is to advance the education of the public by promoting the use of Woodbridge Library for the benefit of the residents of Woodbridge and the surrounding area.

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

The Friends of Woodbridge Library organises events and activities in accordance with its charitable objectives, and raises funds in support of these objectives. Music, drama, art, and literature-based events are held throughout the year aimed at both adult and children in the local community. The trustees comply with their statutory obligations and show due regard to the commission's public benefit guidance in exercising their powers and duties to which the guidance is relevant.

Additional details of objectives and activities (Optional information)

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

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

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Events in 2020/21 were cancelled due to COVID.

FOWL supported Suffolk Libraries Day March 2021 devising a walking Treasure Trail around Woodbridge which invited participants to note local landmarks. Completed entries were entered into a prize draw and donations requested for Suffolk Libraries. The Trail was very popular and continues to be available at the library for those wanting an interesting walk around Woodbridge with donations invited for FOWL

FOWL circulated (to 200+ members) an informative monthly newsletter about FOWL activities and other newsworthy matters.

Section E

Financial review

Brief statement of the charity's policy on reserves

As the charity has no regular operating costs and expends funds only from net cash balances, we have no requirement to maintain any particular level of reserves.

Details of any funds materially in deficit

n/a

Further financial review details (Optional information)

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

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

Section F Other optional information**Section G Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Henning Sieverts	
Position (eg Secretary, Chair, etc)	Vice Chair	
Date		

FRIENDS OF WOODBRIDGE LIBRARY
Financial Report as @ 31st March 2021
Income and Expenditure

	April 2020 - March 2021	April 2019 - March 2020
Income		
Grants	300	2,050.00
Donations	360	770.06
Events	-	3773.91
Books, DVDs & Jigsaws	-	761.50
FOWL Merchandise	-	83.50
Tea/Coffee Sales	-	470.76
Total Income	£660.00	£7,909.73
Expenditure		
Events		714.75
Children's Services		34.20
Goods & Services Purchased	1,214.11	1,016.34
Furniture & Equipment Purchased	-	7,600.84
Administration & Promotion	-	114.00
Petty Cash	-	100.00
Total Expenditure	£1,214.11	£9,580.13
	Balance Sheet	
	April 2020 - March 2021	April 2019 - March 2020
Assets		
Cash in Bank	9,994.62	10,548.73
Petty Cash	118.95	118.95
Total Assets	£10,113.57	£10,667.68
Liabilities		
Uncleared cheques	0	0
Unpaid Invoices	0	0
Other Current Liabilities	0	0
Total Liabilities	0	0
Net Reserves	£10,113.57	£10,667.68