



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

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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