



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)

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

Date	
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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