



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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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

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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)

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
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IP12 1NL

15/07/24