

WHICKHAM VOLUNTEER LIBRARY ASSOCIATION

England & Wales · Charity number 1178050

Details

Status Registered

Legal form CIO

Registered 2018-04-23

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

Contact

Address Wickham Volunteer Library
Wickham Library
9 St. Marys Green
Wickham
Newcastle Upon Tyne
NE16 4DN

Phone 01914336424

Email whickhamlibrary@gateshead.gov.uk

Website whickhamlibrary.co.uk

Activities

Objects: TO ADVANCE EDUCATION BY THE PROVISION OF A LIBRARY FACILITY AND SERVICE AND OTHER EDUCATIONAL COMMUNITY RESOURCES AND ACTIVITIES FOR THE INHABITANTS OF WHICKHAM AND SURROUNDING AREAS. TO FURTHER BENEFIT THE SAID INHABITANTS WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL RELIGIOUS OR ANY OTHER OPINIONS BY ASSOCIATING TOGETHER THE SAID INHABITANTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND OTHER ORGANISATIONS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION LEISURE TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE RESIDENTS. TO PROMOTE OTHER SUCH CHARITABLE PURPOSES AS MAY, FROM TIME TO TIME BE DETERMINED.

Activities: We operate a volunteer library at the heart of our local community.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

Geography

- Gateshead

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£62,023	£49,658	-	-
2024-03-31	£23,428	£29,449	-	-
2023-03-31	£30,802	£14,494	-	-
2022-03-31	£30,802	£14,494	-	-
2021-03-31	£48,847	£10,207	-	-

Trustees

Name	Role	Appointed
ALLAN EDWARD SHORT BSC MSC	Chair	2017-07-10
ALISON RICHARDSON		2018-07-04
ANNE MESSERE		2018-07-04
Andrew Summerson		2023-01-11
Angela Todd		2023-09-29
DAVID JOHNSON		2023-09-09
DENISE LORNA BENNETT		2023-12-06
Laura Catherine Bennett		2026-03-04
PATRICIA JANE CAMPION		2018-07-04
PETER THOMAS CRAIG		2018-07-04
Valentine Dunn		2026-03-04

WHICKHAM VOLUNTEER LIBRARY ASSOCIATION

England & Wales - Charity number 1178050

Accounts



WVLA

Whickham Volunteer
Library Association

WHICKHAM VOLUNTEER LIBRARY ASSOCIATION 2024 - 2025 ANNUAL REPORT



DATE	BORROWER'S
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Whickham Volunteer Library Association

9 St Mary's Green, Whickham,
Newcastle upon Tyne, NE16 4DN

website: www.whickhamlibrary.com

email: whickhamlibrary@gateshead.gov.uk

Telephone: 0191 4336424

CHARITY NUMBER: 1178050

LIBRARY CARD

Chair's Introduction

Our library has a lot to celebrate. As well as our core lending service, we continue to thrive as a community hub, with increasing numbers of groups and agencies using our rooms.

We remain a Warm Welcome hub, providing a safe, comfortable and welcoming space to anyone who wishes to come in, have a cup of tea, read a newspaper, have a chat, or simply relax in peace.

The 100% grant from the Energy Efficiency Scheme administered by Groundworks enabled us to change all lighting to LEDs and install cavity wall insulation. The work was successfully completed, and does seem to have decreased our energy costs as hoped.

The library now has a Governance subgroup to ensure that the library is managed in accordance with the Charity Commission regulations. This group's aim (along with all the trustees) is to steer the library in the right direction, and to assess and then ameliorate any risk factors that could possibly interfere with the library achieving its aims.

There is much that we would like to do to improve the library, but this takes time, planning and money. We will be replacing the old kitchen units in the near future, and are currently planning to paint the corridors and to improve our Community Room by installing better storage.

Our aim remains to make the library even more important to our community, always looking to invite more people of different ages to feel part of a group that meets within our building. The regular feedback we receive has shown us that we are much appreciated by our community.

Allan Short, WVLA Chair

Our Values

Community Focused – Accessible – Welcoming – Sustainable

Our Mission Statement

We are dedicated to providing, maintaining and enhancing a quality library service and resources for our community, ensuring a safe and inclusive space for all who visit.

Our Vision

To continue to grow the library as a community hub, and develop our services to meet our community's needs.

Our People

Trustees

Allan Short, Chair

Peter Craig, Vice Chair

Denise Bennett, Secretary

Alison Richardson, Vice Secretary

David Johnson, Treasurer

Jane Campion

Andy Summerson

Anne Messere

Jeff Bowe

Angela Todd

Volunteer Team



Our volunteers remain remarkably constant; they consistently, cheerfully arrive for their shift. We are in the enviable state of having a waiting list of people who would like to help. Without these willing volunteers there would be no library.

Working Groups

Activities (Jane Campion, Anne Messere, Eileen Bone, Alison Richardson, Angela Todd) organising and facilitating all activities associated with the library, including social events.

Buildings and future planning (Allan Short, Alison Richardson, Denise Bennett, Eileen Bone, Andy Summerson) responsible for any issues relating to the library building or equipment including health and safety.

Safeguarding (Alison Richardson, Peter Craig) developing safeguarding policy and practice.

Membership (Eileen Bone, Alison Richardson) organising the daily rotas and developing practices for the induction of new volunteers.

Finance and fund-raising (Allan Short, David Johnson, Jane Campion, Denise Bennett, Alison Richardson, Eileen Bone) responsible for ensuring WVLA's finances are on track for maintaining and improving the library as well as looking at funding opportunities and ensuring any criteria for grants are fulfilled.

Governance (Allan Short, David Johnson, Denise Bennett, Angela Todd, Alison Richardson) responsible for assisting the trustee group to ensure that the trustee board fulfils its legal, ethical and functional responsibilities.

The Year in Review

As well as lending books, our aim is to be a space for our local community to pursue other activities, making the library a community hub. We work to enable other groups to have a space to meet and develop, providing a facility for professional organisations and individuals to meet with clients, as well as setting up and running our own events and activities for local residents to participate in.

Our dedicated Activity group work tirelessly on organising events such as our Easter and Christmas Fairs, external events, for example the Book Quiz, and the extremely popular and well attended children's craft sessions - free events to welcome families into the library to play, craft, and explore our range of children's books. All these events are aimed at encouraging community participation and raising awareness of the library as a community hub as well as a provider of traditional lending services.

We celebrated the seventh anniversary of our founding as a volunteer run library in an article in the local newspaper, *The Journal*. As quoted in the article "the core of hard work and dedication from the original volunteers, most of whom are still very much involved, remains unchanged".

We remain a Warm Welcome hub, with a regular cohort of daily users, with numbers increasing when the weather gets colder. We also provide a safe space where children, who for various reasons do not attend school, can be taught by a personal tutor.

Our Regular Groups and Events	
Rhyme Time	Book Group
Knit'n'Natter	Citizen's Advice Bureau
U3A	Barclays Local
Children's Crafts	Book Sales
Craft Club	Easter and Christmas Fairs

Fundraising

While we do receive practical support from Gateshead Council, by way of books for loan, and use of their computer network, WVLA is entirely responsible for all the running costs of the library, a not insignificant amount.

As a result, fundraising is permanently at the forefront of our planning. We have an ongoing display of pre-loved books for sale, donated by members of the local community. We also have a display sales table within the library, with crafts made by volunteers or craft groups meeting in the library.

Our major fundraising event for the year was an extremely popular Quiz Night (book-themed of course!). During this year the library has also received money from a 5-day sponsored walk in Scotland, and from a volunteer's son who ran the Great North Run on behalf of the library.

Our Easter and Christmas Fairs are well-attended by the community, generating a welcoming and busy atmosphere, as well as much-needed funds. A shared coffee morning hosted by Fellside Methodist Church was a particularly successful affair - as well as raising a significant sum, it also allowed us to get out into the community to promote our services.



Recently set up by our dedicated Treasurer is our Friends of Whickham Library scheme, encouraging well-wishers who would like to support us to do so by way of financial donations. Also promoted is our membership of easyfundraising, whereby online shoppers can nominate us as a charity to receive commission from their purchases.



The spaces in our library are themselves of value in raising revenue - we have rooms available for rental, whether hourly, daily or longer term, and work is underway to improve facilities to make them more attractive to potential users.

A poster for easyfundraising. At the top, it says 'We've signed up to easyfundraising' with the WVLA logo. Below that, it explains: 'Whickham Volunteer Library Association are now registered with easyfundraising. You can raise FREE donations for us every time you shop online. Over 7,000 brands will donate to us when you use easyfundraising to shop with them - at no extra cost to yourself!'. It then lists 'How it Works' in three steps: 1. Visit [easyfundraising.org.uk](https://www.easyfundraising.org.uk); 2. Sign up and search for us (Select Whickham Volunteer Library Association as your cause); 3. Shop and donate (Everytime you make a purchase we will receive a donation). At the bottom, it provides contact information: 'For more information about easyfundraising and how it works, visit their website at <https://www.easyfundraising.org.uk/how-it-works/>'. The footer contains: 'Whickham Volunteer Library Association, 9 Front Street, Whickham, Newcastle upon Tyne, NE16 4DN. Tel: 0191 433 6424, email: whickhamlibrary@gateshead.gov.uk, Website: www.whickhamlibrary.com, Charity Registration Number: 1178050'.

Future Plans and Challenges

In order to safeguard the future of Whickham Library we are striving to increase the use of the building as a Community Hub, as well as to continue with the provision of our core business of lending books. To do this we have created plans to improve the public spaces, to make our library more attractive to use, and to improve the flexibility of the main library space.

As well as being a large meeting space for groups our Community Room is our main storage and workplace area. To enable it to function as an attractive and serviceable room for meetings, we have planned an enclosed storage solution. This, together with refurbishment of the corridor leading to the room, and a newly installed kitchen, will make for a professional-looking and marketable space, essential for our future plans, whether to increase rental income or increase rent-free use by community organisations.

There are also plans to turn our main library lending area into a substantial, attractive, multi-use and flexible space. We went from functioning simply as a library to being a volunteer-led community space, which means that redesign of the library to better accommodate and expand activities for the community is necessary.

Our improvement plans clearly require finance, and so the necessary fundraising is a substantial challenge, involving the sourcing of grants. Fundraising is a continuous challenge in any event. Barclays Bank, since the closure of their local branch, have been renting space in the library for their Local Hub. This rental is a substantial part of our income and given recent trends in banking is not guaranteed going forward. The trustees are alive to this issue and have started looking at different revenue streams to try and mitigate any potential loss should this agreement end.

In common with other volunteer-run services, we need to maintain our relationship with our volunteers, as well as ensure sustainability by continuing to attract new volunteers; in particular we are working to develop a “bank” of people who are willing to help out at events and activities, of particular value in relation to fundraising. In addition, while we have a dedicated trustee board, we continue to work to identify any additional skills which would be useful in our future plans, and whether it will be necessary to recruit to fill any gaps identified.

Annual Accounts

1st April 2024 – 31st March 2025

Treasurer's Remarks


In the year ended 31st March 2025 we showed a surplus of £12,365.59, which is a combination of some one-off income streams including a VAT refund from our energy suppliers, Gift Aid recovery from HMRC and a claw back from Barclays bank in reference to their use of the library as a banking hub.

The trustees continue to look at additional income streams and have identified the potential for hiring out our rooms to commercial users (community groups will remain free of charge), together with our Friends of Whickham Library initiative which is covered in more detail in this report.

Our running costs are ahead of expectation due mainly to the cleaning service from Gateshead Council being backdated and therefore covering a two-year period. To try and mitigate some of this cost the trustees have reduced the hours on the new contract.

We anticipate that the energy efficiency measures we have introduced will not only reduce our carbon footprint but will, over the coming years, help reduce our energy costs.

David Johnson, WVLA Treasurer



WHAT WVLA IS

Our library is not just a place to borrow books...

- ... It's a shared community space for many diverse groups. We also host one off events for the whole family, such as Christmas & Easter Fairs.
- ... It's a spot where you can access our computers and printer copier, with helpful staff available to assist.
- ... It's an accessible friendly hub for our very popular Rhyme Time Sessions, great for your baby or toddler's development.
- ... Once a week it transforms into a cinema, showing both classics and new releases at our Wednesday Movie Matinées.
- ... It's also a relaxing spot to read and enjoy a coffee, have your pick of books and newspapers in our welcoming Library Lounge.

...It's so much more

WVLA
Whickham Volunteer
Library Association

just returned

FRIENDS OF
WVLA

0191 433 6424
WHICKHAMLIBRARY@GATESHEAD.GOV.UK
WWW.WHICKHAMLIBRARY.COM
Charity Registration Number 1178090

Charity Name Whickham Volunteer Library Association

Charity No: 1178050

Registered Office:

9, St Mary's Green
Whickham
Newcastle upon Tyne
NE16 4DN

Trustees:

Allan Short (Chair)	
Eileen Bone (Secretary)	Resigned September 2024
Alison Richardson (Joint Secretary)	appointed October 2024
Denise S Bennett (Joint Secretary)	appointed October 2024
Christopher Ord (Treasurer)	Resigned April 2024
David Johnson (Treasurer)	
Peter Craig	
Amelia Ord	Resigned April 2024
Jeff Bowe	
Patricia Jane Campion	
Anne Messere	
Angela Todd	
Andrew Summerson	

Independent Examiner:

Paul Coulthard
100 Augustus Park Way
Dinnington
Newcastle upon Tyne
NE13 7FJ

Bankers:

Lloyds Bank Plc
PO Box 1000
Andover
Hampshire
BX1 1LT

Epworth Investment Management Ltd
9 Bonhill Street
London
EC2A 4PE

Whickham Volunteer Library Association

1st April 2024 to 31st March 2025

	£	2023-24 £
Receipts		
Donations	1897.99	1300.00
Library Income	19005.00	14920.00
Grants	17436.30	3802.25
Other Income	5472.86	471.23
Room Hire	15922.50	2600.00
Interest	2288.45	334.77
	<u>62023.10</u>	<u>23428.25</u>
 Expenditure		
Running costs	28639.64	18716.66
Office & General Expenditure	20674.07	10537.14
Governance	344.80	196.00
	<u>49658.51</u>	<u>29449.80</u>
 Excess of income over expenditure	<u>12364.59</u>	-6021.55

Whickham Volunteer Library Association

1st April 2024 to 31st March 2025

	Note	2023-24
Running Costs		
Electric	3592.64	10463.53
Gas	3440.54	5153.08
Smart Meter	300.00	40.00
Website	392.24	282.16
Recharge to Ghd MBC	5511.99	1579.53
Cleaning Costs	15083.79	
Licences	202.00	1098.36
Maintenance	116.44 28639.64	<u>100.00</u>
		<u>18716.66</u>
 Office & general expenses	146.44	
News Papers	1829.30	1526.11
Wash Room	304.17	
Petty cash	0.00	43.02
Misc expenditure	161.94	
Coffee, Tea, biscuits etc	2158.83	2213.93
Capital expenditure	137.09	6754.08
Grant expenditure	15936.30 20674.07	<u>10537.14</u>
 Governance		
Insurance	344.80	96.00
Accountancy	0.00 344.80	100.00
	<u>49658.51</u>	<u>196.00 29449.80</u>

Whickham Volunteer Library Association

1st April 2024 to 31st March 2025

Balance Sheet

	Notes	£	2023-24 £
Receipts			
Donations	1	1897.99	1300.00
Library Takings	2	19005.00	14920.00
Grants	3	17436.30	3802.25
Other Income	4	5472.86	471.23
Room Hire	5	15922.50	2600.00
Interest		2288.45	334.77
		<u>62023.10</u>	<u>23428.25</u>
Expenditure			
Running costs		28639.64	18716.66
Office & General Expenditure		20674.07	10537.14
Governance		344.80	196.00
		<u>49658.51</u>	<u>29449.80</u>
Excess of income over income		<u>12364.59</u>	<u>-6021.55</u>
Balance Brought Forward		62633.74	68655.29
Income	62023.10		23428.25
Expenditure	49658.51		29449.80
		<u>12364.59</u>	
		<u>74998.33</u>	<u>62633.74</u>
Current Account	12469.31		22614.60
Epworth cash Fund	62500.00		40000.00
Cash	29.02		19.14
	<u>74998.33</u>		<u>62633.74</u>

Whickham Volunteer Library Association

Notes to the accounts for the year ended 31st March 2025

Note

1. This includes donations via Gift Aided Giving and other donation platforms
2. This includes Book sales, printing and photocopying together with fundraising events held throughout the year.
3. Grant income from VCSE Energy Efficiency Scheme, Gateshead Council Warm Space scheme and the Local Community Grant.
4. This includes Polling station fees, Gift Aid reclaim, VAT refund together with book sales outside of the library setting.
5. Charges for the use of rooms by business and local authority groups.



Section A Independent Examiner's Report

**Report to the trustees/
members of**

Whickham Volunteer Library Association

**On accounts for the year
ended**

31st March 2025

**Charity no
(if any)**

1178050

Set out on pages

1 - 4

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:

[Signature]

Date:

22/10/25

Name:

PAUL E. COULTHARD

**Relevant professional
qualification(s) or body
(if any):**

CIMA

Address:

100 AUGUSTA PARK WAY
DINNINGTON
NEWCASTLE UPON TYNE NE13 7FJ

Whickham Volunteer Library Association



Why visit us?

- Books! Borrow them or buy them
- Free WiFi and computer use
- Printing and photocopying
- Friendly atmosphere
- Child-friendly activities
- Spaces for groups to use
- Comfy lounge
- Warm Welcome space
- Tea, coffee and biscuits
- Wednesday film matinée
- And more!



When we're open:

- Monday, Tuesday 9 - 5
- Wednesday 9 - 1
- Thursday 9 - 7
- Friday 9 - 4
- Saturday 9 - 1

Contact Details

Telephone: 0191 4336424
 email: whickhamlibrary@gateshead.gov.uk
 website: www.whickhamlibrary.com
 Charity Registration Number: 1178050



BECOME A FRIEND OF WHICKHAM LIBRARY

WHAT IT INVOLVES

Since 2017 Whickham Library has been operated by volunteers.

Everyone in the library is unpaid, giving their time and effort to keep the library open. As a charity, we rely on the community's help and financial support. Gateshead Council provide books and tech support, but the library pays all bills to keep the doors open.

If you'd like to help to keep Whickham Library open, but can't volunteer, then you can give valuable support by donating money.

You can do this by donating: a one off amount, an annual amount, or a monthly amount. All will be gratefully received. WVLA can claim gift aid on donations, which increases the value by 25%.

Become a Friend, make regular donations, and help us keep this valuable space open.

WVLA WILL:

- Update you with our latest news via our newsletter
- Invite you to an annual Friends evening
- Give you advance notice of upcoming events, like author visits, fairs, quizzes

For more information about becoming a Friend contact us at

OUR DETAILS

Lloyds Bank
 Sort code 30 - 99 - 50
 Account number 23179662

Please quote your full name when making payment

whickhamlibrary@gateshead.gov.uk
 Donation forms are available from the library.



Our library here in Whickham is amazing. Thanks to all volunteers.

I go with my grandchildren every week, they love the library. The volunteers are pleasant and always make time for the little ones. The Gruffalo carpet is a great favourite. We are lucky in Whickham to have such dedicated volunteers running a much loved library.

Thank you to you all, it's my favourite place

Whickham is very lucky to have such a wonderful library.

Had a lovely time at crafts this morning. Thank you to the volunteers for all their hard work!

Best book shop ever

We're a Warm Welcome Space for everyone



NOTICEBOARD

Whickham volunteers celebrate importance of local libraries on anniversary

By Emily Gray 11:26, 20 JUL 2024



Whickham Volunteer Library Association -Volunteer staff celebrating seven years since opening (Image: David Richardson)

A library run by volunteers in Gateshead has taken part in anniversary celebrations.

Whickham Volunteer Library Association (WVLA) celebrated the seventh year of operation on Wednesday, July 10, highlighting the important role volunteers play in keeping local libraries at the heart of communities.

SIGN UP to our e-newsletter

GET OUR LATEST NEWS AND INFO ABOUT UPCOMING EVENTS VIA EMAIL

Sign up online: <http://eepurl.com/jyTOEI> or complete details below and hand in to the library

EMAIL: WHICKHAMLIBRARY@GATESHEAD.GOV.UK
 WEBSITE: WWW.WHICKHAMLIBRARY.COM

Privacy Notice
 We will only use your contact details to send you library information, not for any other purpose, or give them to anyone else.

SIGN UP TO OUR E-NEWSLETTER

We'll send you news information about the library, and upcoming events. We won't use your contact details for any other purpose, or give them to anyone else.

First Name: Surname:

Email:

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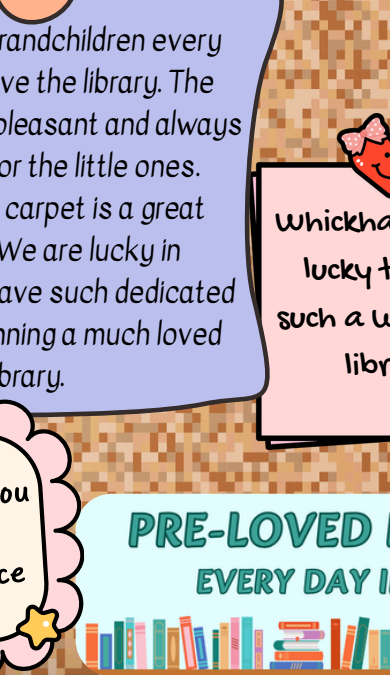
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TOP 5 THINGS TO KNOW ABOUT WHICKHAM VOLUNTEER LIBRARY

- 1 WE'RE ALL VOLUNTEERS**
 Everyone at work in the library is an unpaid volunteer, giving their time and effort to keep Whickham Library open.
- 2 WHERE WE ARE**
 In the middle of the village, 9 Front Street
WHEN WE'RE OPEN
 Mon & Tues 9am - 5pm
 Wed 9am - 1pm
 Thurs 9am - 7pm
 Fri 9am - 4pm
 Sat 9am - 1pm
- 3 WE'RE NOT JUST ABOUT BOOKS**
 The library is here for your reading needs, but we're also here for the community.
 Use our computers and printer/copier. Visit Rhyme Time for babies & toddlers. Come to our Wednesday Movie Matinées. Relax in our Library Lounge. Read a newspaper. a cup of tea or coffee, and a biscuit.
- 4 WE HAVE SPACES TO HIRE**
 Our Community Room, our Library Lounge, and office space. Get in touch to find out more.
- 5 WE'RE A CHARITY AND WE NEED TO RAISE FUNDS TO STAY OPEN**
 Our building still belongs to Gateshead Council, who maintain it, and supply us with books, with the IT system, and with help and advice - but we're responsible for the day to day costs of the library.
 We raise funds by:
 Book sales of donated books
 Fairs and events
 Donations
 Room hire
 Applying for grants
 Please support us in any way you can.



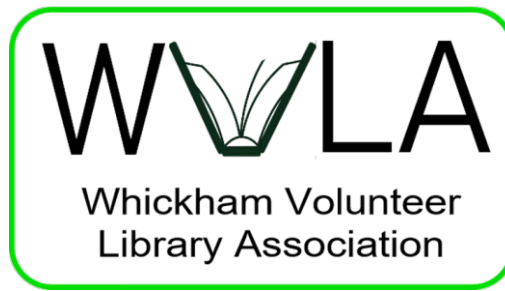
PRE-LOVED BOOKS FOR SALE EVERY DAY INSIDE THE LIBRARY



WHICKHAM VOLUNTEER LIBRARY ASSOCIATION

England & Wales - Charity number 1178050

Accounts



Charity Commission Number 1178050

Annual Report 2023/24



Whickham Volunteer Library Association

Draft Annual Report for 2023/2024

Whickhamlibrary@gateshead.gov.uk

Chair's Introduction

Now in our 8th year, Whickham Volunteer Library Association (WVLA) continues to grow and evolve into a popular resource and meeting place for our community. Although lending books and providing free access to computers are still our core purpose, we have a steady stream of people coming to the library to make use of the comfortable surroundings to read, chat and make themselves refreshments. More about our groups using the library later in the report.

Our 'Warm Space' is available all the hours the library is open which is longer than anywhere else in the neighbourhood. The refurbished lounge and meeting room are being increasingly used by a wide range of community groups and local charities.



We have been successful in obtaining an 100% grant from Groundworks to make our building more energy efficient. As a result of this, we are changing all our lights to LED lighting and having cavity insulation installed. We anticipate significant reduction in our energy costs and our carbon footprint as a result of this.

We had plans to start refurbishing the main body of the library this year but, unfortunately, we have had to temporarily shelve these because of financial constraints, largely due to greatly increased energy costs.

However, because of our vigorous fundraising, we do believe once our energy saving changes occur that we will be able to re-commence planning improvements to the main library in the next few months.

We very much look forward to continue developing the library, making it an ever increasingly resource for our community.

Allan Short, Chair

Operational Structure and Governance

Whickham Volunteer Library Association continues to operate under a constitution approved by the Charity Commission. The provision of a core community library service is done in accordance with a Service Provision Agreement with Gateshead Council.



We maintain a good relationship with Gateshead Library Service who continue to provide us with books for loan. The system to request new books and to add donated books to our stock works well.

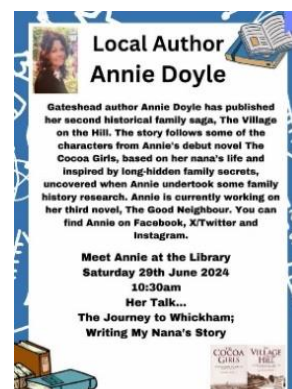
In the past year, we hosted a talk with local author, Annie Doyle which was well attended, we also have regular fortnightly visits with the Citizen Advice Bureau and are holding a drop-in session with a local solicitor on Wills, Lasting Power of Attorney, Property Protection Trusts and Home Trusts which may be repeated if the response is good.

We also host regular mental health and wellbeing “drop-ins”.

Our Trustees come from a range of professional backgrounds including health, education, engineering, the charitable sector and finance and includes a local Councillor. Trustees are guided on charity rules and regulations by advice from the Charity Commission and advice from other sources.

These are our current Trustees as at October 2024:

Allan Short	Chair
Denise Bennett	Secretary
Peter Craig	Vice-Chair
Alison Richardson	Safeguarding
David Johnson	Treasurer
Jane Campion	Trustee
Anne Messere	Trustee
Andy Summerson	Trustee
Jeff Bowe	Trustee
Angela Todd	Trustee



Our website and Facebook page together with a library newsletter via Mailchimp continue to keep our community in the know. The reaction is always very positive. A few comments are shown below:

- 'Billy had a lovely time this morning. Thank you to all the volunteers for all their hard work.'
- 'I go with my grandchildren (3&4) every week, they love the library. The volunteers are pleasant and always make time for the little ones. The Gruffalo carpet is a great favourite. We are lucky in Whickham to have such dedicated volunteers running a much-loved library'.
- Annie Doyle (local author) – 'Whickham is very lucky to have such a wonderful library. I am looking forward to visiting it at the end of the month to talk about my novels and my writing journey'.
- 'Fantastic effort, 7 years.'
- 'Thank you to you all, it's my favourite place'.
- 'I came and bought lots of interesting gifts and cakes and thoroughly enjoyed it. I'm looking forward to next years. Fantastic of Whickham Belles WI for donating their time and takings to our wonderful library.' (Christmas Fair).
- Thank you to everyone, we had a great time. The kids especially liked the Tombola, Crafts and Goats.

The Association has eight working groups to support the development of our work in the library:

1. **Activities** (Jane Champion, Anne Messere, Eileen Bone, Alison Richardson, Denise Bennett, Angela Todd) organising and facilitating all activities associated with the library, including social events.
2. **Buildings and future planning** (Allan Short, Alison Richardson, Denise Bennett, Eileen Bone, Andy Summerson) responsible for any issues relating to the library building or equipment including health and safety.
3. **Safeguarding** (Alison Richardson, Peter Craig) developing safeguarding policy and practice.
4. **Membership** (Eileen Bone, Alison Richardson) organising the daily rotas and developing practices for the induction of new volunteers.
5. **Website** (Sarah Rowan, Denise Bennett) to keep the information on our website up to date.
6. **Fund-raising** (Allan Short, David Johnson, Jane Champion, Denise Bennett, Alison Richardson, Eileen Bone) looking at funding opportunities and ensuring any criteria for the grants are fulfilled.
7. **Finance** (Allan Short, David Johnson, Denise Bennett, Eileen Bone, Alison Richardson) responsible for ensuring WVLA's finances are on track for maintaining and improving the library.
8. **Governance** (Allan Short, David Johnson, Denise Bennett, Angela Todd, Alison Richardson) responsible for assisting the trustee group to ensure that the board fulfils its legal, ethical and functional responsibilities.

Volunteering

The Association continues to be fortunate in the quality and quantity of people who have volunteered. Due to the skill, enthusiasm and commitment of our volunteers we have continued to offer an excellent service at the heart of our local community.

All new volunteers complete an application process, provide proof of identity and address and complete an induction programme, including “on the job” training. All volunteers are required to be familiar with our policies or procedures on Health and Safety, Safeguarding, Data Protection and ICT usage.

All volunteers are welcome to take part in our regular meetings and can raise any issues which may be of concern to them or make suggestions for the development and improvement of our library. Volunteers are encouraged to join our working group structure and to contribute to library activities and events.

We were celebrated in the local press this year, when the Journal printed an article about our volunteers and our efforts to ensure that Whickham Library remains open for use by the community.

We currently have 10 Trustees and continue to consider succession planning to ensure this group reflects the many and varied skills, knowledge and experience required by our organisation.



Activities & Events



The Summer Reading Challenge

The return of this popular event was welcomed by our younger readers with 88 children taking part and 41 completing the whole challenge. It was wonderful to see so many children using the library again.



Children's Activities

Rhyme Time (3 sessions per week), Primary School and Nursery Visits, Christmas Fair, Easter Fair, Summer Fair and Halloween.



Activities for all

Author talks and book signing, Quiz Night, Film Afternoons and Evenings.



Book Sales

Thank you to those in our community who donated books to the library to be sold to raise funds. The quality was great and we appreciate the time taken to bring them to the library.

We held five book sales throughout the summer months which were a hit with the local residents who refreshed their home libraries.

Groups and sessions being held at the library

Art Group	Whickham Writers	U3A Quiz Group
Knitters	U3A Theatre Group	U3A Book Groups x 3
Derwent Valley History Group	U3A Literature Group	U3A Culture Group
Library Book Club	U3A Crafting Group	U3A Genealogy Group
NHS	Citizens Advice Bureau	Barclays Hub
Rhyme Time x 3	Tutoring for schoolchildren	Dementia Cafe

Donations and Funding

In order to secure the future of the library we have a need to raise funds. We do this in a variety of ways, and are currently actively fund-raising by:

1. Room hire charges
2. Charging for events such as Rhyme Time and craft activities
3. Selling second hand books and jigsaws
4. Handmade cards, and crafts
5. Donations
6. Raffles
7. Special events and fayres
8. Friends of WVLA

A group of intrepid walkers took on the Dales Way Walk (just under 90 miles), two of whom were library volunteers to raise funds for the library. The walk was done over 6 days (23rd – 29th May). Michael Richardson, a son of one of our Trustees took part in the Great North Run on behalf of our library. A huge thank you to them all.

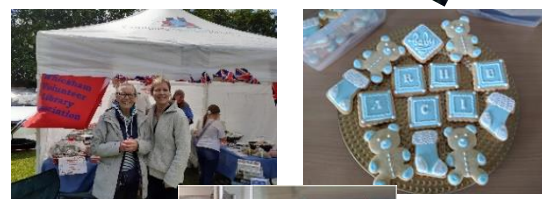
To support our local community and raise awareness of the library activities we took a stall at the Chase Park Summer Fair. It was lovely to see so many local people enjoying the park and stopping to chat about the library.

The Friends of WVLA scheme was set up to enable financial contributions to be made by members of the community. In return the Friends will be updated with our news via a Friends newsletter, with advance notice of upcoming events, and invited to an annual meeting.

The Future

As we move forward into our next year of operation we will continue to work with all the volunteers on the development the library and increase our community involvement which establishes priorities, actions and activities which reflect the objectives of our organisation.

We will continue to provide the core library services to the best of our ability. We are always striving to increase the library's involvement in the community which is reflected in our organisation's objectives.



BECOME A FRIEND OF WHICKHAM LIBRARY

Since 2017 Whickham Library has been operated by volunteers.

Everyone in the library is unpaid, giving their time and effort to keep the library open. As a charity, we rely on the community's help and financial support. Gateshead Council provide books and tech support, but the library pays all bills to keep the doors open.

Become a Friend, make regular donations, and help us keep this valuable space open.

For more information about becoming a Friend, contact us at whickhamlibrary@gateshead.gov.uk.

WHAT IT INVOLVES

If you'd like to help to keep Whickham Library open, but can't volunteer, then you can give valuable support by donating money.

You can do this by donating a one off amount, an annual amount, or a monthly amount. All will be gratefully received. WVLA can claim gift aid on donations, which increases the value by 25%.

WVLA WILL:

- Keep you updated with our latest news via our Friends newsletter
- Invite you to an annual Friends evening
- Give you advance notice of upcoming events, like author visits, fairs, quizzes

Donation forms are available from the library.

OUR DETAILS

Lloyds Bank
Sort code 30-99-50
Account number 23179662

Please quote your full name when making payments

Annual Accounts 1st April 2023 to 31st March 2024

In the year ended 31st March 2023 our expenditure exceeded our income by £6021.55 with energy costs representing over 53% of our total costs. To try and mitigate some of these costs the trustees have successfully applied for grant funding to replace the existing lighting with Led units and install Cavity Wall thermal insulation.

In an effort to increase our income the charity has also registered with HMRC which will facilitate the reclaim of Gift Aid on donations made by individuals and there are plans in place to set up a "Friends of Whickham Library" to encourage people to give financially to support the charity either as a one off or on a regular basis.

During the year we have also developed and improved the facilities within the lounge area which has been well received by our users and allowed us to offer additional activities for our community.

David Johnson, Treasurer

Whickham Volunteer Library Association

1st April 2023 to 31st March 2024

	Notes	
Receipts		£
Donations	1	1300.00
Library Takings	2	14920.00
Grants		3802.25
Other Income		471.23
Room Hire	3	2600.00
Interest		<u>334.77</u>
		<u><u>23428.25</u></u>
Expenditure		
Running Costs	4	18716.66
Office & General Expenditure	5	10537.14
Governance	6	<u>196.00</u>
		<u><u>29449.80</u></u>
Excess of expenditure over income		<u><u>-6021.55</u></u>
Balance Brought Forward		68655.29
Income	23428.25	
Expenditure	29449.80	
		<u><u>-6021.55</u></u>
		<u><u>62633.74</u></u>
Current Account	22614.60	
Epworth Cash Fund	40000.00	
Cash	<u>19.14</u>	
		<u><u>62633.74</u></u>

Whickham Volunteer Library Association

Notes to the accounts for the year ended 31st March 2024

1	<p>This includes Donations received via Gift Aid Giving £1200</p>
2	<p>This includes Book sales, printing and photocopying together with Easter Fayre £588 Christmas Fayre £844 Race Night £450</p>
3	Room hire agreement with Barclays Bank Plc
4	<p>This includes Electricity £10463.53 Gas £5153.08 Gateshead MBC re-charge £1579.53 Website support £282.16 Licences £1098.36 Maintenance £100 Small items and miscellaneous costs</p>
5	<p>This includes News Papers £1526.11 Coffee, Tea, Biscuits etc £2213.93 Community Room £6754.08</p>
6	<p>This includes Insurance £96 Accountancy fees £100</p>



libdata - To exit full screen, press Esc
**CHARITY COMMISSION
 FOR ENGLAND AND WALES**

**Independent examiner's
 report on the accounts**

Section A Independent Examiner's Report

**Report to the trustees/
 members of** Whickham Volunteer Library Association

**On accounts for the year
 ended** 31st March 2024 **Charity no
 (if any)** 1178050

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 03 2024

**Responsibilities and
 basis of report** As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").


I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
 examiner's statement** I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:  **Date:** 20-11-24

Name: PAUL E COULTHARD.

**Relevant professional
 qualification(s) or body
 (if any):** CIMA.

Address: 100 AUGUSTA PARK WAY
 DINNINGTON
 NEWCASTLE NE10 7FJ

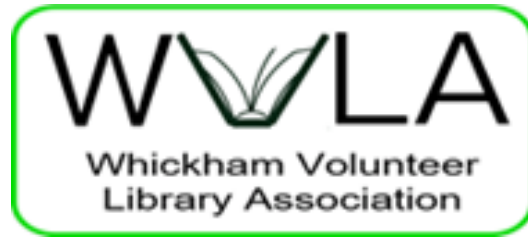
And finally... our Christmas Fair



WHICKHAM VOLUNTEER LIBRARY ASSOCIATION

England & Wales - Charity number 1178050

Accounts



Charity Commission Number 1178050



Annual Report 2022/23

Whickham Volunteer Library Association

Draft Annual Report for 2022/2023

Whickhamlibrary@gateshead.gov.uk

Chair's Introduction

Now in our 7th year, Wickham Volunteer Library Association (WVLA) is going from strength to strength. All Covid restrictions, including the screens have gone, making the volunteer librarians seem less remote.

We really feel that over the last year, we have greatly increased our presence within the community and we have many groups now meeting in the library.

Last year's refurbishment of the community room into the Library Lounge, a comfortable, warm space, has been highly successful and the library lounge is being used as a nice place to relax and it is where we show our weekly films. This film afternoon is popular amongst some of our elderly population and each film is eagerly anticipated.



This year, we completely refurbished our large storeroom so that we now have a meeting room with a conference table. We were again extremely fortunate to have the furniture for this room donated by Virgin Money. It is now used by an increasing number of groups.



We have also enhanced the exterior of the library to make it more visible. We now have a large illuminated sign and signposts on the village green. New window decals conceal the unsightly grills and the front of the library looks so much better.



Now that we have completed the work on our two community rooms, we are turning our attention to improving the main library. We are hoping to change the outdated fixed reception desk in a way to provide a modern welcome area. This would also enable us to create a large space in which to hold larger events such as ceilidhs, music nights etc.

Poems & folk music in the Lounge



Fundraising is an ongoing activity. Our craft fairs have become increasingly popular, especially the children's' activities. We recently held a race night which was well received and profitable. Our donated books and jigsaws are permanently on display for sale and this provides regular income.

Last Winter, we were part of the Gateshead Warm Space Initiative. This was to provide a safe, warm space where residents of Whickham and the surrounding area could spend time in the company of others. We provide free refreshments and biscuits and we have continued this through the warmer months. We will be continuing this initiative throughout this winter.

Allan Short, Chair

Operational Structure and Governance

Whickham Volunteer Library Association continues to operate under a constitution approved by the Charity Commission. The provision of a core community library service is done in accordance with a Service Provision Agreement with Gateshead Council.



Even with all our success at engaging the community, we have not forgotten our core principle of providing a library service.

We maintain a good relationship with Gateshead Library Service who continue to provide us with books for loan. The system to request new books and to add donated books to our stock work well.

In the past year, we have held successful talks with a local author, Colin Youngman and also a local poet, Roger Harvey.



**HOW HAPPY
WERE THE
MORNINGS**



Poems by Roger Harvey

A man's passionate life, a poet's acute vision: it's all here in this superb collection brought together from Roger Harvey's long career as a widely published poet. Breadth of subject, mastery of technique and relentless honesty stir every human emotion to make these poems accessible, enjoyable and unforgettable.

**HOW HAPPY WERE THE
MORNINGS**
A Tweedsett book

twedsettbooks@twedsett.com
ISBN 9780959736255

Buy direct from Amazon UK

Our Trustees come from a range of professional backgrounds including health, education, engineering, the charitable sector and finance and includes three local Councillors. Trustees are guided on charity rules and regulations by advice from the Charity Commission and advice from other sources. These are our current Trustees as at October 2023

Trustees

Allan Short	Chair
Eileen Bone	Secretary
Peter Craig	Vice-Chair
Christopher Ord	Trustee
Alison Richardson	Safeguarding
David Johnson	Treasurer
Jane Campion	Trustee
Anne Messere	Trustee
Amelia Ord	Trustee
Andy Summerson	Trustee
Jeff Bowe	Trustee
Angela Todd	Trustee

Our web site and Facebook page continue to spread library news and we have now set up a 'mailchimp' to advertise up and coming library events.

The reaction is very positive. A few comments are shown below:

- 'Thank you for helping me this morning, the work you all do to keep the library open is greatly appreciated'.
- '...Love the library, the volunteers are lovely. My grandchildren go weekly'.
- 'Happy 6th Anniversary to all the volunteers. Well done on an amazing job'.
- (On our poetry and folk night) 'What a good night, I really enjoyed it'.
- (Craft Day) 'Thanks for a lovely time this morning, we all had a great time'.
- 'Love the books for sale at the library, it is the best book shop for miles'.

The Association has 6 working groups to support the development of our work in the library:

1. **Activities** (Jane Campion, Anne Messere, Eileen Bone, Alison Richardson) organising and facilitating all activities associated with the library, including social events.
2. **Buildings and future planning** (Allan Short, Christopher Ord, Alison Richardson, Denise Bennett, Anne Messere, Eileen Bone, Peter Craig) responsible for any issues relating to the library building or equipment including health and safety.
3. **Safeguarding** (Alison Richardson, Peter Craig) developing safeguarding policy and practice.
4. **Membership** (Eileen Bone, Alison Richardson) organising the daily rotas and developing practices for the induction of new volunteers.
5. **Website** (Eileen Bone, Alison Richardson) to keep the information on our website up to date.
6. **Fund-raising** (Allan Short, Christopher Ord, Jane Campion, Denise Bennett, Alison Richardson, Eileen Bone, Peter Craig) Looking at funding opportunities and ensuring any criteria for the grants are fulfilled.

Volunteering

The Association continues to be fortunate in the quality and quantity of people who have volunteered. Due to the skill, enthusiasm and commitment of our volunteers we have continued to offer an excellent service at the heart of our local community.

All new volunteers complete an application process, provide proof of identity and address and complete an induction programme, including "on the job" training. All volunteers are required to be familiar with our policies or procedures on Health and Safety, Safeguarding, Data Protection and ICT usage.

All volunteers are welcome to take part in our regular meetings and can raise any issues which may be of concern to them or make suggestions for the development and improvement of our library. Volunteers are encouraged to join our working group structure and to contribute to library activities and events.

We currently have 12 Trustees and continue to consider succession planning to ensure this group reflects the many and varied skills, knowledge and experience required by our organisation.

Activities & Events



The Summer Reading Challenge

The return of this popular event was welcomed by our younger readers with 88 children taking part and 41 completing the whole challenge. It was wonderful to see so many children using the library again.



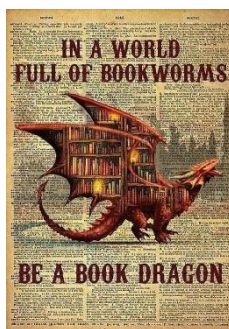
Children's Activities

Christmas Fair, Easter Fair, Teddy Bears Picnic and Halloween.



Activities for all

Poetry Reading, Book Signing, Race Night, Frets and Fiddles, Film Afternoons and Evenings.



Book Sales

Thank you to those in our community who donated books to the library. The quality was great and we appreciate the time taken to bring them to the library.

We held 5 book sales throughout the summer months which were a hit with the local residents who refreshed their home libraries.

Groups and sessions being held at the library

Art Group	Whickham Writers	U3A Quiz group
Knitters	U3A Theatre Group	U3A Book Groups x 3
Derwent Valley History Grp	U3A Literature Group	U3A Technology Group
Derwent Valley – Join me	Derwent Valley U3A Knitting	Active Families North East
NHS	CAB	Barclays Bank Hub
Rhyme Time x 3	Tutoring for schoolchildren	

Donations and Funding

In order to secure the future of the library we have a need to raise funds. We do this in a variety of ways and are currently actively fund-raising by:

1. Room hire charges
2. Charging for events such as Rhyme Time and craft activities
3. Selling second hand books and jigsaws
4. Handmade cards and bookmarks
5. Donations
6. Raffles

A big thank you goes to the Co-op for choosing us this year as one of their three local charities, this fund raiser is now completed and the local community raised £1,322.83 which will be reflected in next year's funds.

Virgin Money deserve a huge thank you for all the furniture they donated to the library as does our local Tesco store for supplying teas, coffee and biscuits

The Future

As we move forward into our next year of operation, we will continue to work with all the volunteers on the development of the library, increase our community involvement and establish priorities, actions and activities reflecting the objectives of our organisation.

We will continue to provide the core library services to the best of our ability. We are always striving to increase the library's involvement in the community which is reflected in our organisation's objectives.

Whickham Volunteer Library Association

Income and Expenditure accounts for the year ending 31 March 2023

Income	This Year	Last Year
Book Sales	£5,814.55	£3,592.33
Printing	£2,098.65	£1,594.90
Display	£1,503.00	£819.25
Donations	£2,481.66	£2,088.55
Warm Spaces	£638.01	
Events	£1,886.40	£359.10
Other Income	£650.00	
GMBC Funding	£1,310.00	£22,310.00
Amazon Smile	£21.82	£30.74
Office Rent	£3,900.00	
Bank Interest	£146.25	£6.67
Total Income	£20,450.34	£30,801.54

Expenditure	This Year	Last Year
Activities	£0.00	£539.88
GMBC	£1,033.73	£6,112.01
Children's Area	£3,484.96	£0.00
Furniture	£6,600.79	£0.00
Equipment	£6,608.00	£31.43
Building Development	£0.00	£0.00
Energy	£10,588.65	£7,084.32
Wix (Website)	£136.80	£141.01
Office	£3,032.63	£285.10
Accountancy	£50.00	£50.00
Maintenance	£3,279.47	£250.00
Total Expenditure	£34,815.03	£14,493.75
Deficit/Surplus for the Year	<u>-£14,364.69</u>	<u>£16,307.79</u>

Represented By	This Year	Last Year
Current Account	£7,912.15	£14,756.04
Deposit Account	£60,710.98	£68,149.10
Cash in Hand	£32.16	£114.84
Bank and Cash In Hand	<u>£68,655.29</u>	<u>£83,019.98</u>
Balance Brought Forward	£83,019.98	£66,712.19
Current Deficit	<u>-£14,364.69</u>	£16,307.79
Retained Funds	<u>£68,655.29</u>	<u>£83,019.98</u>

Statement from the Independent Examiner

I have examined the accounts of Whickham Volunteer Library Association for the period 1st April 2022 to March 31st 2023

I am satisfied that the accounts are an accurate record of the affairs of the Association during this period

However, I am concerned that an unauthorised payment of £2197.71 to Newday was paid from the Current Account on 21/11/22. The treasurer had to take urgent action to retrieve this money which was refunded on 12/12/2022.

I am given to understand that the payment was instigated by an authorised signatory to the account to pay a personal bill. This person was apparently slow to admit the "error" he had made.

I would therefore point out to trustees that under Charity Commission rules, this incident must be reported when the annual submission is made to the Charity Commission.

Trustees have a responsibility to safeguard WVLA funds from misuse and fraud. I would strongly recommend that they review authorised signatories and procedures for approving payments from WVLA funds.

Signed



David Rolfe
Independent Examiner
2 Coleridge Gardens, Dipton, Co Durham, DH9 9LH

The trustees of Whickham Volunteer Library Association note the concerns raised by the Independent Examiner.

The incident was reported to trustees by the Treasurer as being resolved via email on 12th December 2022 and was discussed in detail at the next regular trustee meeting on Wednesday 11th January 2023.

Trustees have agreed that the unauthorised payment was shown to be an error by one of the trustees who did not realise their mistake until alerted by their bank. Once alerted, they acted swiftly to work with the Treasurer in order to rectify the error.

Trustees do not agree that the person responsible was slow to admit the error that was made. The apparent delay and the reason for it was accepted by the remaining trustees as a genuine mistake. This error was corrected as soon as practicable and the Charity did not suffer any financial loss or damage to its reputation.

Since the incident, trustees have reviewed the authorised signatories and their procedures for approving payments from WVLA funds. Payments continue to be made on a dual basis and all other financial processes are deemed fit for purpose. No further action is therefore necessary at this time.

In terms of the accounts for the period 1st April 2022 to 31st March 2023, trustees note that the Independent Examiner has reported "I am satisfied that the accounts are an accurate record of the affairs of the Association during this period."



WHICKHAM VOLUNTEER LIBRARY ASSOCIATION

England & Wales - Charity number 1178050

Accounts



Charity Commission Number 1178050



Annual Report 2022/23

Whickham Volunteer Library Association

Draft Annual Report for 2022/2023

Whickhamlibrary@gateshead.gov.uk

Chair's Introduction

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Allan Short, Chair

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MORNINGS**



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A man's passionate life, a poet's acute vision: it's all here in this superb collection brought together from Roger Harvey's long career as a widely published poet. Breadth of subject, mastery of technique and relentless honesty stir every human emotion to make these poems accessible, enjoyable and unforgettable.

**HOW HAPPY WERE THE
MORNINGS**
A Tweedsett book

twedsettbooks@twedsett.com
ISBN 9780959736255

Buy direct from Amazon UK

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Trustees

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Peter Craig	Vice-Chair
Christopher Ord	Trustee
Alison Richardson	Safeguarding
David Johnson	Treasurer
Jane Campion	Trustee
Anne Messere	Trustee
Amelia Ord	Trustee
Andy Summerson	Trustee
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4. **Membership** (Eileen Bone, Alison Richardson) organising the daily rotas and developing practices for the induction of new volunteers.
5. **Website** (Eileen Bone, Alison Richardson) to keep the information on our website up to date.
6. **Fund-raising** (Allan Short, Christopher Ord, Jane Campion, Denise Bennett, Alison Richardson, Eileen Bone, Peter Craig) Looking at funding opportunities and ensuring any criteria for the grants are fulfilled.

Volunteering

The Association continues to be fortunate in the quality and quantity of people who have volunteered. Due to the skill, enthusiasm and commitment of our volunteers we have continued to offer an excellent service at the heart of our local community.

All new volunteers complete an application process, provide proof of identity and address and complete an induction programme, including "on the job" training. All volunteers are required to be familiar with our policies or procedures on Health and Safety, Safeguarding, Data Protection and ICT usage.

All volunteers are welcome to take part in our regular meetings and can raise any issues which may be of concern to them or make suggestions for the development and improvement of our library. Volunteers are encouraged to join our working group structure and to contribute to library activities and events.

We currently have 12 Trustees and continue to consider succession planning to ensure this group reflects the many and varied skills, knowledge and experience required by our organisation.

Activities & Events



The Summer Reading Challenge

The return of this popular event was welcomed by our younger readers with 88 children taking part and 41 completing the whole challenge. It was wonderful to see so many children using the library again.



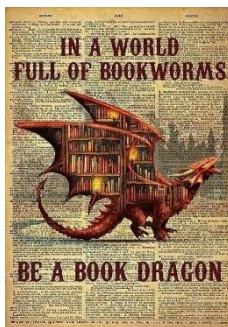
Children's Activities

Christmas Fair, Easter Fair, Teddy Bears Picnic and Halloween.



Activities for all

Poetry Reading, Book Signing, Race Night, Frets and Fiddles, Film Afternoons and Evenings.



Book Sales

Thank you to those in our community who donated books to the library. The quality was great and we appreciate the time taken to bring them to the library.

We held 5 book sales throughout the summer months which were a hit with the local residents who refreshed their home libraries.

Groups and sessions being held at the library

Art Group	Whickham Writers	U3A Quiz group
Knitters	U3A Theatre Group	U3A Book Groups x 3
Derwent Valley History Grp	U3A Literature Group	U3A Technology Group
Derwent Valley – Join me	Derwent Valley U3A Knitting	Active Families North East
NHS	CAB	Barclays Bank Hub
Rhyme Time x 3	Tutoring for schoolchildren	

Donations and Funding

In order to secure the future of the library we have a need to raise funds. We do this in a variety of ways and are currently actively fund-raising by:

1. Room hire charges
2. Charging for events such as Rhyme Time and craft activities
3. Selling second hand books and jigsaws
4. Handmade cards and bookmarks
5. Donations
6. Raffles

A big thank you goes to the Co-op for choosing us this year as one of their three local charities, this fund raiser is now completed and the local community raised £1,322.83 which will be reflected in next year's funds.

Virgin Money deserve a huge thank you for all the furniture they donated to the library as does our local Tesco store for supplying teas, coffee and biscuits

The Future

As we move forward into our next year of operation, we will continue to work with all the volunteers on the development of the library, increase our community involvement and establish priorities, actions and activities reflecting the objectives of our organisation.

We will continue to provide the core library services to the best of our ability. We are always striving to increase the library's involvement in the community which is reflected in our organisation's objectives.

Whickham Volunteer Library Association

Income and Expenditure accounts for the year ending 31 March 2023

Income	This Year	Last Year
Book Sales	£5,814.55	£3,592.33
Printing	£2,098.65	£1,594.90
Display	£1,503.00	£819.25
Donations	£2,481.66	£2,088.55
Warm Spaces	£638.01	
Events	£1,886.40	£359.10
Other Income	£650.00	
GMBC Funding	£1,310.00	£22,310.00
Amazon Smile	£21.82	£30.74
Office Rent	£3,900.00	
Bank Interest	£146.25	£6.67
Total Income	£20,450.34	£30,801.54

Expenditure	This Year	Last Year
Activities	£0.00	£539.88
GMBC	£1,033.73	£6,112.01
Children's Area	£3,484.96	£0.00
Furniture	£6,600.79	£0.00
Equipment	£6,608.00	£31.43
Building Development	£0.00	£0.00
Energy	£10,588.65	£7,084.32
Wix (Website)	£136.80	£141.01
Office	£3,032.63	£285.10
Accountancy	£50.00	£50.00
Maintenance	£3,279.47	£250.00
Total Expenditure	£34,815.03	£14,493.75
Deficit/Surplus for the Year	<u>-£14,364.69</u>	<u>£16,307.79</u>

Represented By	This Year	Last Year
Current Account	£7,912.15	£14,756.04
Deposit Account	£60,710.98	£68,149.10
Cash in Hand	£32.16	£114.84
Bank and Cash In Hand	<u>£68,655.29</u>	<u>£83,019.98</u>
Balance Brought Forward	£83,019.98	£66,712.19
Current Deficit	<u>-£14,364.69</u>	£16,307.79
Retained Funds	<u>£68,655.29</u>	<u>£83,019.98</u>

Statement from the Independent Examiner

I have examined the accounts of Whickham Volunteer Library Association for the period 1st April 2022 to March 31st 2023

I am satisfied that the accounts are an accurate record of the affairs of the Association during this period

However, I am concerned that an unauthorised payment of £2197.71 to Newday was paid from the Current Account on 21/11/22. The treasurer had to take urgent action to retrieve this money which was refunded on 12/12/2022.

I am given to understand that the payment was instigated by an authorised signatory to the account to pay a personal bill. This person was apparently slow to admit the "error" he had made.

I would therefore point out to trustees that under Charity Commission rules, this incident must be reported when the annual submission is made to the Charity Commission.

Trustees have a responsibility to safeguard WVLA funds from misuse and fraud. I would strongly recommend that they review authorised signatories and procedures for approving payments from WVLA funds.

Signed



David Rolfe
Independent Examiner
2 Coleridge Gardens, Dipton, Co Durham, DH9 9LH

The trustees of Whickham Volunteer Library Association note the concerns raised by the Independent Examiner.

The incident was reported to trustees by the Treasurer as being resolved via email on 12th December 2022 and was discussed in detail at the next regular trustee meeting on Wednesday 11th January 2023.

Trustees have agreed that the unauthorised payment was shown to be an error by one of the trustees who did not realise their mistake until alerted by their bank. Once alerted, they acted swiftly to work with the Treasurer in order to rectify the error.

Trustees do not agree that the person responsible was slow to admit the error that was made. The apparent delay and the reason for it was accepted by the remaining trustees as a genuine mistake. This error was corrected as soon as practicable and the Charity did not suffer any financial loss or damage to its reputation.

Since the incident, trustees have reviewed the authorised signatories and their procedures for approving payments from WVLA funds. Payments continue to be made on a dual basis and all other financial processes are deemed fit for purpose. No further action is therefore necessary at this time.

In terms of the accounts for the period 1st April 2022 to 31st March 2023, trustees note that the Independent Examiner has reported "I am satisfied that the accounts are an accurate record of the affairs of the Association during this period."

