



Whickham Volunteer
Library Association

WHICKHAM VOLUNTEER LIBRARY ASSOCIATION 2024 - 2025 ANNUAL REPORT

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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.



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 Matinees.
- ... 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

FRIENDS OF WVLA

0191 433 8424
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	100.00
			<u>18716.66</u>
 Office & genaral 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</u> 29449.80

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	14970.00
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:

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

whickhamlibrary@gateshead.gov.uk
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 payment



We're a Warm Welcome Space for everyone

NOTICEBOARD

Warm Welcome Spaces

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: _____

Enter _____

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.



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.

GET OUR NEWSLETTER

We send out an e-bulletin to update people about what's happening in the library. Sign up here:

<http://eepurl.com/jyTOEI>

Whickham Volunteer Library Association
9 Front Street, Whickham, Newcastle upon Tyne, NE16 4DN

Tel: 0191 433 6111

email: whickhamlibrary@gateshead.gov.uk



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

PRE-LOVED BOOKS FOR SALE
EVERY DAY INSIDE THE LIBRARY

