



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/04/2022 Period start date To 31/03/2022 Period end date
Charity name: Rothwell Community Library Trust

Charity registration number: 1178745

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote, for the benefit of the residents of Rothwell and surrounding area or communities, the provision of a public library for recreation and other leisure time occupation of individuals and the public at large who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social or economic circumstances.
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	<p>Through the dedicated support, of around 30 volunteers, the following activities take place to meet the following purposes:</p> <p>Provision of a public library A full book lending service including a "click and collect" service during our opening hours. Help with bus pass and blue badge applications Access to computer terminals</p> <p>Activities and facilities for young people Childrens library area which includes a range of newly acquired toys. Weekly Ryme Time and under 5 sessions along with weekly session for parents and children who are home educated. Regular craft and child focussed activities in school holidays. A very active participation in the summer reading challenge with a volunteer introduction to the scheme rolled out to local schools ahead of the annual launch.</p> <p>Adult activities and facilities for adults Scrabble club, regular jigsaw completers, dementia group meetings, film nights, monthly coffee mornings, meeting point for local beaders. Dedicated warm space during winter months with additional drinks and food available but tea, coffee and other snacks available all year round.</p> <p>Outreach Visits from CAB, Council representative, Mental Health outreach worker – with access via prebooked appointments.</p>

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees confirm that that they are aware of the guidance and have taken it into account when considering the range of activities offered by the Trust. All of these are there to meet the charitable purpose of the Trust to benefit the community of Rothwell and the local area.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	No grants are made by the Trust
Policy on social investment including program related investment	Para 1.38	Not applicable
Contribution made by volunteers	Para 1.38	The volunteers are the only reason that the Trust was able to be set up in the first place – which then secured the future of Rothwell Community Library. Currently, the library is staffed, and run, entirely run by volunteers. In addition, the volunteers undertake fund raising activities and, along with the Trustees, seek to secure grants.
Other		

Achievements and Performance

	SORP reference	
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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	RCLT has ensured that the library has remained open throughout the year allowing free access to book lending to all in Rothwell and the local area. In addition, a wider range of activities and facilities have been offered to support the needs of the local community. The footfall has steadily increased throughout the year, to a current monthly average of 1450, confirming how important access to the library is. One area where it performs an important role is in supporting those who need help with the technology needed to access online forms, help with applications etc. There are many residents who cannot access the technology required at home and/or have difficulty in understanding how to do this. RCLT volunteers provide a vital source of help.
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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	In total, the funds of RCLT, as at the 31 March 2023, were £15,935 - allocated £5,212 to RCLT account held with the CAF bank and £10,723 held in the historic Friends of RCLT account with the MHBS.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We have set a low reserve of £2,000 because RCLT is not responsible for meeting any regular outgoings. RCLT is not the leaseholder or responsible for any utility charges. There are no employees so the £2,000 will be there just as a cushion in case of funding drying up to allow the children holiday activities to continue - the only activities that require funding. All other activities are either self-funding or covered by grants.
Amount of reserves held	Para 1.22	£2,000
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	

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	
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	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	CIO Foundation 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	Apart from the initial Trustees, the appointment for Trustees is for four years or less. Trustees are selected based on their interest, skills and knowledge - required for the effective administration of RCLT.

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	RCLT have an agreed Trustee induction pack.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	There are 7 current Trustees, of which 4 are also active volunteers who help run the library. The other 3 Trustees are not volunteers which means there is a good balance and 'challenge' element to the required governance responsibility. There is a Friends Committee which undertake the organisation of the volunteers and are responsible for dealing with the induction of new volunteers including completion of the necessary DRB checks and GDPR training. Going forward, post 31 March 2023, there will be closer working with a local Academy Trust (a Charitable Company) who are taking over the lease of the library building, from the local council. Children and young adults. from the schools and a college, run by the Academy will use the library building for work experience opportunities.
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Rothwell Community Library Trust
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Other name the charity uses	Friends of Rothwell Library
Registered charity number	1178745
Charity's principal address	Market Hill Rothwell Northamptonshire NN14 6EP

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	Kate Ley	Chair		
2	Linda Crossey	Secretary		
3	Maureen Hill			
4	Mark West	Treasurer (part year)		
5	Victoria Bell			
6	Ann Relf			
7	Christine Gordon-Smith	Treasurer (part year)	July 2022 onwards	
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Rothwell Community Library Trust

No (if any)
1178745

Receipts and payments accounts

CC16a

For the period
from

Period start date
4/1/2022

To

Period end date
3/31/2023

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donation	500	-	-	500	-
Interest received	4	-	-	4	-
Other	283	-	-	283	-
RTC grant	-	1,000	-	1,000	-
NNC grant	-	950	-	950	-
ANPR grant	-	1,150	-	1,150	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	787	3,100	-	3,887	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	787	3,100	-	3,887	-
A3 Payments					
Bank fees	73	-	-	73	-
Insurance	283	-	-	283	-
Other	79	-	-	79	-
Computer	-	1,000	-	1,000	-
Warm space	-	599	-	599	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	435	1,599	-	2,034	379
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	435	1,599	-	2,034	379
Net of receipts/(payments)	352	1,501	-	1,853	379
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	3,359	-	-	3,359	-
Cash funds this year end	3,711	1,501	-	5,212	379

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds		-	-	-
		-	-	-
		-	-	-
	Total cash funds	3,711	1,501	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	