



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	April	2021		31	March	2022

## Section A Reference and administration details

<b>Charity name</b>	Moorland Road Community Library
<b>Other names charity is known by</b>	MRCL
<b>Registered charity number (if any)</b>	1179729
<b>Charity's principal address</b>	Moorland Road Community Library
	Moorland Road
	Bath
<b>Postcode</b>	BA2 3PL

### 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	Elizabeth Hearn	Chair		
2	Jill Carr	Secretary		
3	Jeanette Cook	Treasurer		
4	Ann Robins		1/4/20-3/3/21	
5	Joshua Hale			
6				
7				
8				
9				
10				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### 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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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	The governing document is a memorandum
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Apart for the first trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

All trustees are provided with a copy of The Essential Trustee (CC3), Safeguarding Duties for Charity Trustees and the Charity Trustee Welcome Pack. All Trustees are DBS checked and have made appropriate declarations of eligibility. All Trustees are familiar with our constitution.

The Trustees of the Charity are responsible for policy decisions, fund raising, liaison with our local Council and other bodies and our volunteers. The Trustees are also responsible for the day to day running of the charity.

The principal risks faced by the charity are insufficient funding to keep the Library open and/or an insufficient number of volunteers. We are constantly looking for fundraising opportunities and actively seek to recruit new volunteers. Our recruitment and retention of volunteers is managed by the Trustees who work hard to ensure that all opportunities for finding volunteers are maximised.

Covid restrictions continued to severely impact our operations but in April 2021 the library re-opened for a limited door service and in July 2021 we were delighted to fully re-open the Library to the public.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The objects of this charity are:

- the advancement of education for the benefit of the public, in particular but not exclusively, in the area of Moorland Road, Bath and the surrounding area, by the provision of a community lending library and associated services
- the promotion for the benefit of the public, in particular but not exclusively, in the Moorland Road area of Bath and the surrounding area, without distinction of sex, sexual orientation, race or of political, religious or other opinion, by associating together the said residents and local authorities, voluntary and other organisations, in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Despite covid restrictions, we have continued to operate and open Moorland Road Community Library for use by the general public as much as we could within the restrictions as laid down by the Government. As the national picture changed we took a cautious approach to returning safely to normal operations.

On reopening, library users frequently expressed delight at our return and gratitude for our continued service. The Library provides a much valued local service within the community and we are determined to keep it accessible to everyone.

Volunteering at the Library especially benefits the volunteers coming out of lockdowns by bringing a sense of purpose, reducing social isolation and improving individuals' mental health.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Charity does not make grants

The Charity does not invest in other charities or projects

No financial contributions were made by volunteers

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

The Library has survived a global pandemic and we are delighted that it is still seen as a welcoming and vibrant part of the community that is accessible to everyone. It has been a lifeline to many people during a time of isolation and anxiety.

Our management committee of Trustees is still in place and is still overseeing the running of the library.

This year we have been concentrating on recovery:

- Lifting restrictions in the building to allow safe public access.
- Acknowledging that we have lost 50% of our volunteers
- Strengthening the remaining volunteer team through support and confidence building
- Actively recruiting new volunteers in a slow and steady way

Despite the problems caused by covid, our book loans show that we are making steady progress towards reaching our pre-pandemic level of activity: 17,431 book loans in 2021-22

Our second book stock is going from strength to strength and we now have over 1800 books. We are continuing to use our own catalogue and database for the new book stock and to train our volunteers.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

No reserves are held as at 31/3/2021

**Details of any funds materially in deficit**

N/A

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The principal source of funds are:

- Grants provided by the Local Community Infrastructure Levy (CIL). This is the last payment from CIL after 3 years' funding.
- Fundraising- small grants from charitable donors including Local giving, Arnold Clark, Medlock Trust, Waitrose and the Co-op. grants from local businesses and small donations from the public.
- Fundraising by our volunteers: providing a Census Support Service and regular stewarding at local running races

All funds are used to support the running costs of the Library and, when possible, to reach out to our community through a series of events and regular sessions. Our services are free to all members of the public.

We have no investments.

## Section F

## Other optional information

## Section G

## Declaration

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**

ELIZABETH HEARN	JILL CARR	
CHAIR	SECRETARY	

## Section G

## Declaration

The Trustees declare that they have approved the trustees' report above.

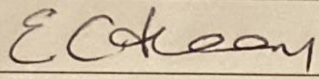
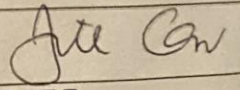
Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary,  
Chair etc)

Date

	
ELIZABETH HEARN	JILL CARR
CHAIR	SECRETARY
11/1/23	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name	No (if any)
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## Receipts and payments accounts

For the period from	Period start date 4/1/2021	To	Period end date 3/31/2022
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
<b>A1 Receipts</b>				
BANES Community Investment Levy	4,000		-	4,000
Donations	5,941	2,385	-	8,326
BANES Council			-	-
			-	-
			-	-
			-	-
			-	-
	-	-	-	-
<b>Sub total</b> (Gross income for AR)	9,941	2,385	-	12,326
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-
<b>Total receipts</b>	9,941	2,385	-	12,326
<b>A3 Payments</b>				
IT Expenses	22		-	22
Covid proofing	308		-	308
Books	145		-	145
operatingexpenses	4,898		-	4,898
Software licences			-	-
Insurance			-	-
Stationery			-	-
Facilities management	12		-	12
Local Giving registration			-	-
Volunteers, refreshments & functions	172		-	172
Thank you gifts	173		-	173
Carpet			-	-
		-	-	-
<b>Sub total</b>	5,730	-	-	5,730
<b>A4 Asset and investment purchases, (see table)</b>				
Fixtures and Fittings	348		-	348
IT Equipment			-	-
<b>Sub total</b>	348	-	-	348
<b>Total payments</b>	6,078	-	-	6,078
<b>Net of receipts/(payments)</b>	3,863	2,385	-	6,248
<b>A5 Transfers between funds</b>	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	-
<b>Cash funds this year end</b>	3,863	2,385	-	6,248

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B1 Cash funds</b>	Bank Account	30,574	2,385
		-	-
		-	-
	<b>Total cash funds</b>	<b>30,574</b>	<b>2,385</b>
	(agree balances with receipts and payments account(s))	Agreement Error	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
<b>B2 Other monetary assets</b>		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	Details	Fund to which asset belongs	Cost (optional)
<b>B3 Investment assets</b>			-
			-
			-
			-
			-

	Details	Fund to which asset belongs	Cost (optional)
<b>B4 Assets retained for the charity's own use</b>			-
			-
			-
			-
			-
			-
			-
			-
			-
			-

	Details	Fund to which liability relates	Amount due (optional)
<b>B5 Liabilities</b>	Owed to trustees	Unrestricted	-
	Owed to Solicitor	Unrestricted	-
			-
			-
			-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name

CC16a



Last year  
to the nearest £

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**Endowment  
funds**  
to nearest £

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OK

**Endowment  
funds**  
to nearest £

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**Current value  
(optional)**

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**Current value  
(optional)**

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**When due  
(optional)**


Date of  
approval
