

Earlsdon
Carnegie Community Library

**Earlsdon Carnegie Community Library
Trustees' Report and Accounts
for the year ended 31 March 2023**

Charity number: 1180063

Earlsdon Carnegie Community Library

Trustees' Report and Financial Statements for the year ended 31 March 2023

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Earlsdon Carnegie Community Library
Trustees' Report for the year ended 31 March 2023

Reference and Administrative details

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates (other than initial appointment)
Julie Rubidge	Chair	
Ann Wheatley	Treasurer	
Helen Spence	Secretary	Retired 17 November 2022
Rita Adams	Vice Chair	
Alan Blundy		Retired 17 November 2022
Graham Moffat		
Kim Armstrong		
Perm Ghag		Appointed 14 July 2022 Resigned 30 October 2023
Brian Fawcus		Appointed 27 September 2022
Zara Turner		Appointed 27 September 2022

Charity Number

The charity was registered with the Charity Commission for England and Wales as a Foundation Charitable Incorporated Organisation (CIO), number 1180063 on 24 September 2018.

Registered and principal address:

Earlsdon Carnegie Community Library
Earlsdon Avenue North
Coventry
CV5 6FZ

Telephone number:

024 76977947

Website and Social Media Sites:

www.earlsdonlibrary.org.uk
[Facebook.com/earlsdoncommunitylibrary](https://www.facebook.com/earlsdoncommunitylibrary)
[Twitter.com/earlsdonL](https://twitter.com/earlsdonL)
[Instagram.com/earlsdoncommunitylibrary](https://www.instagram.com/earlsdoncommunitylibrary)

Emails:

admin@earlsdonlibrary.org.uk
events@earlsdonlibrary.org.uk
fundraising@earlsdonlibrary.org.uk
recruitment@earlsdonlibrary.org.uk

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Bankers

Lloyds Bank plc
PO Box 1000
Andover
BX1 1LT

Accountants

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Holdsworth Accounting Services Ltd
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Coventry
CV5 8EF
www.HoldsworthAccountingServices.co.uk

Alex Langlands
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27 Ridgeway Avenue
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Trustees' Report for the year ended 31 March 2023

Introduction

Earlsdon library is an Edwardian branch library in a suburb of Coventry, built in 1913 with funding from Andrew Carnegie. It sits in a prominent position at the heart of the Earlsdon community, next to the local primary school. In 2018, when the library was threatened with closure, a group of volunteers formed a charity – Earlsdon Carnegie Community Library (ECCL) – and began managing it as a community library. To secure a lease from Coventry City Council, ECCL needed to reimagine the library layout to provide a multi-use community space and become a cultural hub. ECCL needed the building to operate not only as a library but also host events and rent space to provide an income. In 2020, with the vision of a committed volunteer, the library space was reinvented, uncovering the hidden beauty and symmetry of the Edwardian building and creating a flexible events space. Our lovely library now revels in her Edwardian charms. The symmetry has been revealed, original features rediscovered and brought out of hiding.

With a focus on inclusion and reaching out to the wider community, particularly those suffering both physical and digital exclusion, we offer a wide range of activities, free of charge. From Creative Kindness on Mondays to the Digital skills drop in on Mondays, we try to support people's mental and physical health. Storytime, Rhymetime and Saturday activities such as Craft workshop, Lego Club and Gamezone, offer carers and children a calm yet stimulating place to come and relax and read. We are proud to be a safe space on the high street and are a registered Place of Welcome – offering hot drinks and biscuits free of charge and enabling visitors to stay all day to use our facilities, including access to toilets, computers and books, or the chance to just simply be.

The trustees present their annual report together with the financial statements of Earlsdon Carnegie Community Library (ECCL) for the year ended 31 March 2023. The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011, and Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The trustees wish to record their thanks to all the volunteers for their dedication and commitment in helping the community library to overcome what proved to be a very challenging couple of years. The trustees also express their appreciation of the invaluable support from local residents and businesses and Coventry City Council Library Services, all of whom help to keep the library operating for the benefit of the local community.

Earlsdon Carnegie Community Library

Trustees' Report for the year ended 31 March 2023

Objectives:

The objectives of Earlsdon Carnegie Community Library are:

1. To advance the education of the public of Earlsdon, Chapelfields and surrounding areas in Coventry by the provision of a community library, to be known as Earlsdon Carnegie Community Library for the benefit of the said residents.
2. To promote, for the benefit of residents of Earlsdon, Chapelfields and surrounding areas in Coventry, the provision of the said library for recreation and/or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said residents.

ECCL's vision is to ensure the long-term, sustainable provision of library services, educational and social activities for the local community. ECCL aims to work positively with Coventry City Council, library volunteers, the local community and all other stakeholders in a manner that is fair, open, accessible and transparent. Whilst providing a range of services for the diverse needs of our community, ECCL aims to reach out in particular to isolated and vulnerable people and seeks to promote links and activities to support community cohesion and to reduce digital exclusion.

ECCL's community library activities include:

- maintaining free access to an appropriate range of books and materials
- maintaining access to public computers and seeking ways to help people in the community who may be digitally excluded
- training and supporting volunteers to manage library services and events
- operating a second hand bookshop, selling donated books that have not been added to the lending stock
- ensuring the library can be safely opened and operated
- offering a range of free activities to encourage and support particular user groups to access this library (e.g. Storytime and Rhymetime for preschool children, primary school visits)
- communicating with the local community about what the library offers, what activities and events they would like to see, and seeking to engage with vulnerable groups.

ECCL's recreation and social welfare activities include:

- events organised by ECCL that serve the dual purpose of enriching the lives of the community and providing sources of income to sustain the library (e.g. music events, creative writing course, chess club)
- allowing local groups to use the library in opening hours (e.g. language groups, Knit and Natter)
- renting out the library space outside of opening hours for recreational and educational activities (e.g. Tai Chi, Earlsdon film club).

Earlsdon Carnegie Community Library

Trustees' Report for the year ended 31 March 2023

Summary of Main Activities and achievements

In setting objectives and planning activities the trustees have given full consideration to general guidance published by the Charity Commission relating to public benefit, and to the specific objects of the charity.

In June 2022 it was formally announced that the library had been honoured with receiving the Queen's Award for Voluntary Service (QAVS) in recognition, in the words of the citation, of its achievements in 'reaching out to the [community's] diverse population, offering cultural enrichment and addressing isolation.' The trustees will seek to take advantage of the opportunities opened up by the Award to enhance the sustainability of the library and further expand its activities as a community hub to help meet the needs of the local community.

Library Activities

Library Building reconfiguration.

Earlsdon Carnegie Library is a much-loved and architecturally distinguished locally listed building. Since 2021 the library building has been reconfigured in a manner consistent with the architectural heritage of the building so as to create a much-needed venue in the locality for community events and room hire. The resulting major internal refurbishment has created a Reading Room, Art Gallery and events space with décor more redolent of the library's Edwardian origins.

The Trustees wish to re-iterate what was mentioned in the 2022 Report that these developments could not have been achieved without both the input of AWD Restoration combined with the essential generous underpinning financial support from a Coventry City Council Transition Fund provided as part of the Connecting Communities Phase 2 Programme.

Library Operations

The library, with its stock of around 10,500 books, has traditionally been very well used. The trustees are pleased to note that, post-pandemic, library membership and use of the premises has now fully recovered and indeed in certain areas of activity is continuing to grow. As at 31 March 2023, the library had 4,860 members including 2,887 adults, 1,707 children (under 15), 194 senior citizens and 63 disabled or housebound members. Pleasingly this represented an increase in total membership of approximately 24% on the pre-pandemic 3,940 figure. Equally pleasing is that the number of book issues at 34,809 almost doubled the total for the year ending 31 March 2022 (17,945). A similar picture is evident with computer usage where the number of user sessions was 6,607 compared with 3,592 the previous year.

As a community library Earlsdon Library no longer receives new book stock from Coventry Library Services (CLS) but the loss is mitigated to some degree by an agreement whereby CLS carries out a quarterly refresh of the current book stock. The refresh does, though, include a proportion of recently published – within the previous two years - book stock. This

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shortfall in new book stock is further mitigated by a policy introduced by the trustees during the previous reporting year of adding to the library book stock new and recently published books (ECCL Books), either donated to the library or purchased with Library funds.

In this regard, the trustees wish to record their appreciation of the decision by CLS to continue to integrate the ECCL book stock within its full range of services. This significantly minimises any administrative hurdles and removes the need for a distinct borrowing system to be established. A further illustration of this support is their agreement to purchase books on our behalf at commercially discounted rates where we are able to provide funds for this purpose. Fortunately, the current financial position of the library has meant that the trustees were able to expend £6,119 during the year and able to set aside a similarly designated fund of £6,000 for book purchases during the 2023/2024 financial year. The combination of book purchases and donations meant that 968 books (637 purchased and 331 donated) were added to the total book stock during the year. To that number can be added 50 dual language children's books purchased from a £500 donation from the local Co-operative supermarket. This purchase reflected the recognition by trustees of the increasing diversity amongst the children's membership of the library.

Volunteers

The charity is wholly dependent on the unstinting efforts of approximately 70 active volunteers for the operation of the library service and all the other activities which take place in the building. The majority of the volunteers are front-of-house staff dealing directly with customers whilst other volunteers play key roles in communications with customers and the public, in events organisation and in fund-raising. Some of our more experienced volunteers act as shift leaders, at least one of whom will normally be on duty whenever the building is open to the public, to advise and offer support to less experienced and/or less confident volunteers. The charity provides comprehensive training on all aspects of Library systems and management. The average number of volunteer hours worked per month is between 600 – 700, depending on the range of activities offered at the library.

The trustees are mindful of the need more generally to continually review the number of volunteers and also of the importance of recruiting and training new volunteers. A significant consideration for the trustees in this regard is the wish to achieve where possible a greater diversity in terms of age and ethnicity amongst the volunteers and an active volunteer recruitment policy is in place.

The trustees would like to commend all our volunteers for their dedication and hard work. It is remarkable, and all down to volunteers, that Earlsdon Library is able to offer such wide-ranging services, without paid staff.

Public Computers

The 14 public computers and the printer/photocopier are still maintained by Coventry City Council and are very well used by members of the public, either through their city council library cards or by being admitted on a 'guest ticket' arrangement. Some people without the

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use of their own computer or printer facilities use the library computers for very important tasks, such as applying for jobs or benefits online.

The charges for use of the printing / photocopier facility continue to provide an important source of income for the library. The library has a Wi-fi service available free to users.

Library Bookshop

A continuing feature of the operation of the library has been the support offered by local residents in the form of many donations of books for us either to add to our book stock or to sell. This provides the charity with an important source of income. In an extension of the Bookshop activity, donated books that cannot be sold within a reasonable timeframe are sold on to one of the companies specialising in this area of economic activity. The sole exception to this is that the trustees have approved an annual donation to the charity Crisis of otherwise surplus book stock. In addition to books, a range of cards, seasonal and otherwise, are sold to raise funds.

Communications

The trustees are conscious of the need to maintain regular communication with library users and the local community more generally. A significant boost to our efforts in this area came with successful funding bids in early 2020 and September 2021 to support the development of the library's role as a community hub, with a focus on social, cultural, learning and digital inclusion activities and initiatives. The award enabled us to contract a Community Engagement Co-ordinator who continues to play a key role in ensuring that the library is a welcoming and inclusive space for all sectors of the local community.

In addition to the library website, Facebook, Instagram and Twitter, the communications strategy has involved occasional local radio interviews and the publication of both current library news and a 'library reflections' page by well-known local author Chris Arnot in the monthly Earlsdon Echo. The library's Social Media presence has continued to grow under the guidance of our Community Engagement Co-ordinator, as at 31 March 2023 we had 2,164 followers of our Facebook page, 675 Twitter followers and 643 on Instagram. We also have 152 people on our mailing list.

Education and social welfare

User Groups and children's activities

The library provides a venue and facilities for meetings of various groups. These include Knit and Natter, Spanish and French language conversation groups who meet weekly and two 'book club' reading groups who meet monthly. The Coventry German Circle meets monthly as does the Earlsdon Film Club with its well-supported film showings. New innovations during the year include a weekly Tai Chi session, a popular Creative Kindness Group and a weekly Digital Skills drop-in session. Another innovation was provided by a widely read local author, Caz Frear, who ran a very popular Creative Writing course.

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The library also hosts monthly surgeries for our three local councillors. The library's location in the heart of Earlsdon makes it a suitable community focal point and the library continues to act as a collection point for the Coventry Food Bank.

A Storytime/Stay and Play session is held every Tuesday, and a Rhymetime/Stay and Play session is held every Thursday, both for pre-school children. For older children, Saturday morning opening enables the library to host a variety of regular monthly events. These include Junior Lego Construction, Craft activity workshops and a Read to Sophie session, our listening dog, and Gamezone offers both electronic and board games to over 8s and is funded by the local Rotary Club. A new and popular activity introduced after school on Thursdays is a Chess Club for ages 8-11 under the tutelage of an experienced local Chess player. The library Children's Team successfully ran a Summer Reading scheme and a Summer Writing Competition.

Education

The library has developed close links with three local primary schools: All Souls Catholic Primary School, Earlsdon Primary School and Hearsall Community Academy.

Arrangements are in place for regular visits from the schools for educational purposes both during regular opening hours and also when the library is closed to the public on Friday mornings.

Community Engagement Developments

As mentioned above, a significant development in supporting the development of the library as a community hub was contracting a Community Engagement Co-ordinator in 2020, funded initially by the National Lottery Awards for All scheme.

A further award in November 2022 of £9,984 from the National Lottery Community Fund has enabled us to continue to support the role of the Community Engagement Co-ordinator and to expand this Social Welfare aspect of our charitable work. As a local library it is vital that we make our space as inclusive as possible to everyone in the community, particularly during times of national crisis. The funding will help us build strong relationships in and across vulnerable communities who are not currently catered for through changing and adapting our services to meet differing needs. For instance, the award has enabled us to register as a Warm Welcome venue, to recruit skilled volunteers to support with IT usage and generally to make the library as accessible as possible to all in the community.

Events and fund-raising

The events space at the library enabled us to successfully run a number of music 'gigs' which fulfilled the dual purpose of raising funds for the library whilst providing an important outlet for local singers, poets and bands. We were able to operate a small, licensed bar at most of these events with the co-operation of Coventry City Council Licensing Department in approving applications for Temporary Event Notices. The input of our Community Engagement Co-ordinator was invaluable both as regards the staging of the events and building the essential links with the local music community. We hope that these initiatives will contribute to our future financial stability as well as enhancing the use of the library premises

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as a recognised community hub for the area. A popular innovation has been the 'Behind the Book' events where authors introduce their work to readers.

The trustees are grateful that during and after the pandemic individual donors continued their financial commitment via Standing Orders and Give as You Live. Also, as shown in our accounts, we were fortunate to receive a number of very generous single donations both from local people and businesses.

Links with other Community Managed Libraries

The library has drawn on the experience of some of the earliest community managed libraries and has joined the Community Managed Libraries Peer Network as an active participant. These links enable us to learn from the experience of other community-managed and volunteer led libraries across the country.

Structure, Governance and Management

The charity's activities are governed by a Board of Trustees which currently meets on a quarterly basis, although the frequency and timing of meetings is kept under regular review. Other than those trustees appointed at the formation of the charity, trustees are appointed initially for a period of three years. Two of the original Trustee Board, Helen Spence and Alan Blundy, retired from the Board in 2022 whilst maintaining their important roles in the management team. The opportunity was taken to expand the diversity and knowledge base of the board by recruiting three new trustees with a varied range of community involvement and commercial experience. The membership of the Trustee Board is reviewed annually.

The Board of Trustees is responsible for making all strategic decisions and overseeing their implementation. Day to day management is delegated to a management team comprising a core group of volunteers who meet monthly and report back to the Trustee Board. An aspect of the delegated management structure is that separate teams have been created for events management and fund-raising, financial administration, legal monitoring and compliance, communications including social media design and maintenance (website, Twitter, Instagram and Facebook presence), children's library, bookshop and library stock management, volunteer recruitment and management.

The Board of Trustees and Coventry City Council originally entered into a non-repairing lease on the library building on 25 September 2019 scheduled to expire on 31 March 2021. In part reflecting the impact of Covid 19 on ECCL's plans, the Council readily agreed to extend the lease on the then existing terms for a further 12 months until 31 March 2022. In March 2022, the Council and ECCL agreed the terms of a new lease to last until 31 March 2025. This has given ECCL both a greater degree of certainty over its medium-term future and enabled our focus to turn more towards ensuring the longer-term sustainability of the organisation. This arrangement is part of the City Council 'Connecting Communities' programme under which Earlsdon Library has transitioned to a fully community led library and community hub. Under the terms of the lease the Council still retains overall

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responsibility for repair, maintenance and insurance of the library building whilst ECCL takes responsibility for a portion of the utilities' costs and, where applicable, Business Rates.

Under a Memorandum of Understanding, also originally entered into on 25 September 2019, Coventry City Council continue to provide and maintain without charge existing IT equipment including public computers, a broadband link, access to the Council's library management system and inter-library delivery network. Lending from the library is on the same terms and conditions as apply to Council libraries. The Memorandum of Understanding was also extended on the same terms until 31 March 2025.

The trustees have drafted and adopted a range of appropriate codes and policies including:

- Trustee Code of Conduct
- Volunteer Recruitment, Induction and Training Policy
- Volunteer Code of Conduct
- Equality and Diversity Policy
- Safeguarding Policy
- Data Protection and Privacy Policy
- Health and Safety Policy
- Room Hire Policy
- Complaints Policy

The trustees use the Three Rings volunteer management system for rota and other management purposes.

A Risk Register is maintained and the trustees review this on a bi-annual basis to assess the major risks to which the charity may be exposed and ensure that controls are in place to mitigate exposure to the risks. Regard is had to governance measures, financial risks and operational matters with a particular reference to the critical issues of recruitment and retention of volunteers and, of increasing importance, an effective communications strategy. Financial risks are also considered both in the context of an annual review of a Reserves Policy (see page 14 below) and the implementation of an annual Financial Controls review.

The charity has insurance cover for public and volunteer liability (£10 million), stock loss and trustee indemnity. The charity's funds are held in an account protected by the Financial Services Compensation Scheme.

The charity is registered with Give as You Live for donation purposes. The charity is recognised by HMRC for Gift Aid purposes and is registered with Coventry City Council to conduct small lotteries under the provisions of the Gambling Act 2005.

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Finance

Financial Review

The Charity's gross income for the reporting year ending 31 March 2023 was £51,381, with expenditure amounting to £41,671. Income exceeded expenditure in the 2022-23 financial year due to earmarked donations received in 2022-23 to be spent in 2023-24 and successful fundraising and income generation. On the advice of our accountant and our independent examiner, the Trustee Board decided to change our accounting reporting for the current year from a Receipts and Payments basis to an Accrual accounting basis. The Trustees believe that this will mitigate in the future against costs appearing in the wrong financial reporting year whilst also enhancing our reporting practices. The charity's total net assets after deduction of current liabilities currently stand at £62,797. The allocation between restricted, unrestricted and designated funds is shown in the notes to the attached accounts.

The Statement of Financial Position on page 18 shows that at 31 March 2023, the charity was holding £62,797 of which £7,366 was restricted funds and £55,431 unrestricted funds. Of the unrestricted funds, £24,650 had been designated by the Trustees for future expenditure on: book purchases to improve and diversify the library's book stock, contracting additional time for the Community Engagement Coordinator role in 2023-24, business rates and utility costs. The remaining £30,781 unrestricted funds are free reserves.

The charity's financial position on 31 March 2023 reflects the commitment of Coventry City Council to cover most of the library's running costs for the term of the non-repairing lease on the building which expires on 31 March 2025. ECCL has taken on responsibility for any due proportion of Business Rates and a share of the utilities' costs rising to £1,500 in the final year of the lease. Trustees are conscious that the terms of any future lease could be different and may require increased expenditure by ECCL.

The trustees receive quarterly financial reports and, in compliance with Charity Commission guidance on Internal Financial Control for charities (CC8), conduct an annual review of financial controls. As mentioned on page 12 of the Report and as an additional financial control, a Risk Register is maintained and fully reviewed half-yearly. The charity has no policy on grant making as this does not form part of its current or planned future activity.

The charity does not hold any funds as a custodian trustee.

The charity does not currently have an investment policy other than, where appropriate, to retain unrestricted funds in a secure interest-bearing account.

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Reserves Policy

In keeping with good business practice and to meet the expectations of the Charities Commission (Charity Commission Guidance - CC19) that the charity will act with reasonable care and skill and ensure that it is accountable to its beneficiaries, it is the policy of Earlsdon Carnegie Community Library (ECCL) to maintain a reserves fund.

The trustees have assessed ECCL's financial risks and reviewed the stability of our sources of income and our future expenditure commitments. When considering the financial impact of risks, we have based our assessment on the level of reserves required to provide short term cover until long term solutions could be found.

It is therefore ECCL policy to hold reserves comprising unrestricted cash funds to enable it to cover any unforeseen operational costs and to provide the trustees with time to take action if income should fall below expectations, so that ECCL can continue to provide an effective library service and community hub. The trustees' current policy is to build, over an appropriate operational period, sufficient reserves to support the day-to-day operation of ECCL for a period of 6 months. This policy and the appropriate level of reserves are currently reviewed half-yearly.

Earlsdon Library: Plans for the Future

The trustees' main aim for the future is to maintain and, wherever possible, improve the range of library services and educational and social activities available for the local community. The provision will continue to include free access to an expanding book stock and public access to computers, supplemented by a range of other activities that will serve the dual purpose of enriching the lives of the community and providing sources of income to sustain the library in the future.

As indicated previously (above, page 7), the trustees will seek in particular to take advantage of the opportunities opened up by the award of the QAVS to enhance the sustainability of the library and further expand its activities as a community hub to help meet the needs of the local community.

The trustees are well aware that all these plans hinge critically, of course, on our ability to ensure continuity of income and extensive engagement with and support of our local community. With those objectives in mind the trustees appointed three new trustees during 2022-23 to broaden the knowledge and experience of the Board of Trustees.

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Trustees' Report for the year ended 31 March 2023

Statement of Trustees' Responsibilities

As charity trustees of Earlsdon Carnegie Community Library we are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and best practice advice.

The Trustees are required to prepare financial statements which give a true and fair view of the state of affairs of the Charity and of its income and expenditure for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping proper records which disclose at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the organisation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Provision of information to the independent examiner

Each of the persons who are trustees at the time when this trustees' report is approved have confirmed that:

So far as each trustee is aware, there is no relevant financial information of which the independent examiner is unaware.

Each trustee has taken all the steps that ought to have been taken as a trustee in order to be aware of any information needed by the CIO's independent examiner in connection with preparing their report and to establish that the CIO's independent examiner is aware of that information.

Declaration

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

Signed on behalf of the Board of Trustees:

Signature:

Full name: GRAHAM JOHN MOFFAT

Position: TRUSTEE

Date

25/1/2024

EARLSDON CARNEGIE COMMUNITY LIBRARY
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
YEAR ENDED 31 MARCH 2023

I report on the financial statements of the charity for the year ended 31 March 2023.

Respective responsibilities of trustees and examiner

The Trustees are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

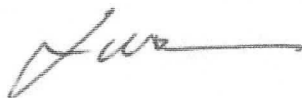
Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....
L M Howson MAAT
Independent Examiner

Dated 31st January 2024

Finansure Limited, 2 Sheppard Street, Brymbo, Wrexham, LL11 5FF

Earlsdon Carnegie Community Library

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 MARCH 2023

	Note	Unrestricted funds £	Restricted funds £	Totals 2023 £	Totals 2022 <i>Restated</i> £
INCOME FROM					
Donations	2	14,332	5,404	19,736	9,919
Charitable activities	3	17,147	9,102	26,249	18,316
Other trading activities	4	5,396	-	5,396	3,366
TOTAL INCOMING RESOURCES		<u>36,875</u>	<u>14,506</u>	<u>51,381</u>	<u>31,601</u>
EXPENDITURE ON					
Charitable activities	5	27,341	9,778	37,119	21,090
Raising funds	7	4,552	-	4,552	580
TOTAL EXPENDITURE		<u>31,893</u>	<u>9,778</u>	<u>41,671</u>	<u>21,670</u>
NET INCOME / (EXPENDITURE) FOR THE YEAR		4,982	4,728	9,710	9,931
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>50,449</u>	<u>2,638</u>	<u>53,087</u>	<u>43,156</u>
Total funds carried forward	12	<u>55,431</u>	<u>7,366</u>	<u>62,797</u>	<u>53,087</u>

The charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing.

The notes on pages 20 to 27 form part of these financial statements.

Earlsdon Carnegie Community Library

STATEMENT OF FINANCIAL POSITION

31 MARCH 2023

	Note	2023 £	2022 <i>Restated</i> £
FIXED ASSETS			
Tangible assets	9	<u>12,173</u>	<u>10,988</u>
CURRENT ASSETS			
Debtors	10	1,261	589
Stock		424	-
Cash at bank and in hand		59,751	54,975
		<u>61,436</u>	<u>55,564</u>
CREDITORS			
Amounts falling due within one year	11	(10,812)	(13,465)
NET CURRENT ASSETS		<u>50,624</u>	<u>42,099</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		62,797	53,087
NET ASSETS		<u>62,797</u>	<u>53,087</u>
FUNDS			
Unrestricted funds:			
General fund		30,781	33,778
Designated funds		24,650	16,671
		<u>55,431</u>	<u>50,449</u>
Restricted funds:		7,366	2,638
TOTAL FUNDS	12	<u>62,797</u>	<u>53,087</u>

The trustees are satisfied that the charity is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the accounts for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

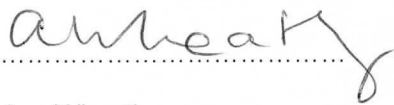
The trustees acknowledge their responsibility for:

- (i) complying with the requirements of the Act with respect to accounting records and the preparation of accounts;

- (ii) preparing accounts which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its net incoming or outgoing resources for the financial year in accordance with the requirements of the Act relating to financial statements, so far as applicable to the charity.

These financial statements have been prepared in accordance with the provisions for companies subject to the small companies' regime, and with the Financial Reporting Standard 102.

These financial statements were approved by the Board of Trustees on 25 January 2024 and are signed on their behalf by:

A handwritten signature in dark ink, appearing to read 'Ann Wheatley', written over a dotted line.

Ann Wheatley

The notes on pages 20 to 27 form part of these financial statements.

Earlsdon Carnegie Community Library

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

1. ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared under the historical cost convention, and in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities (effective 1 January 2019)" (FRS 102), the Charities Act, the Companies Act and applicable accounting standards. Under Financial Reporting Standard 102 (FRS 102), the charity is exempt from the requirement to prepare a cash flow statement on the grounds of its size.

The trustees have assessed whether the use of going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charitable company to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of the approval of these financial statements. The trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

The charity is a public benefit entity. The financial statements are presented in sterling.

In the year ended 31 March 2023, the charity adopted the accruals method of accounting for the first time, having previously used the Receipts and Payments method. The prior year figures have been restated using the accruals basis.

Organisation status

The charity is a charitable incorporated organisation (CIO), registered on 24 September 2018.

Fund accounting

Unrestricted funds are general funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. Investment income and gains are allocated to the appropriate fund.

Incoming resources

All income is recognised once the charity has entitlement to the income, it is probable (more likely than not) that the income will be received and the amount of the income receivable can be measured reliably.

Earlsdon Carnegie Community Library

NOTES TO THE FINANCIAL STATEMENTS

(Continued)

YEAR ENDED 31 MARCH 2023

There has been no offsetting of assets and liabilities, or income and expenses.

Grants and donations are only included in the SoFA when the general income recognition criteria are met. In the case of performance related grants, income is only to be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met.

Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Assets are capitalised where they can be used for more than one year and cost over £1,000. Book stock has also been capitalised.

Depreciation is calculated to write off the cost of fixed assets over their expected useful lives, and is provided on the following bases:

- Fixtures & Fittings (F&F) 20% straight line
- Book Stock 20% straight line

Earlsdon Carnegie Community Library

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

2. DONATIONS

	Unrestricted funds £	Restricted funds £	2023 Total Funds £	2022 Restated £
Donations	12,602	5,404	18,006	8,443
Clubs, Activities and Groups	1,730		1,730	1,476
	<u>14,332</u>	<u>5,404</u>	<u>19,736</u>	<u>9,919</u>

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds £	Restricted funds £	2023 Total Funds £	2022 Restated £
Grants – Awards	-	9,102	9,102	4,087
Coventry City Council Transition Fund	-	-	-	1,393
Computer hire, photocopying & printing	2,705	-	2,705	1,611
Library tickets, reservations, fines & talking books	1,271	-	1,271	1,093
Events	7,906	-	7,906	5,591
Library bookshop sales	5,265	-	5,265	4,541
	<u>17,147</u>	<u>9,102</u>	<u>26,249</u>	<u>18,316</u>

4. OTHER TRADING ACTIVITIES

	Unrestricted funds £	Restricted funds £	2023 Total Funds £	2022 Restated £
Sale of merchandise & greetings cards	1,633	-	1,633	1,414
Coffee shop sales	500	-	500	258
Room hire	1,790	-	1,790	824
Books sold online or for recycling	1,473	-	1,473	870
	<u>5,396</u>	<u>-</u>	<u>5,396</u>	<u>3,366</u>

Earlsdon Carnegie Community Library

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

5. COSTS OF ACTIVITIES IN FURTHERANCE OF THE CHARITY'S PURPOSES

Activity or project	Activities undertaken directly		Support costs (note 6)	Total 2023	Total 2022 Restated
	Unrestricted funds	Restricted funds	Unrestricted funds		
	£		£	£	£
Awards for All grant expenditure	-	3,364	-	3,364	9,342
National Lottery grant expenditure		5,738		5,738	
Transition Fund expenditure	-	-	-	-	710
Warm bank stock	-	677	-	677	-
Other expenditure	3,775	-	-	3,775	2,096
Office costs	-	-	10,210	10,210	4,075
ECCL Fundraising & Comms Contractor	6,001	-	-	6,001	-
ECCL CEC expenditure	3,640	-		3,640	1,852
Depreciation			3,715	3,715	3,015
TOTAL	13,416	9,778	13,925	37,119	21,090

6. ANALYSIS OF SUPPORT COSTS

	Unrestricted funds £	Restricted funds £	2023 Total Funds £	2022 Restated £
Depreciation	3,715	-	3,715	3,015
Office costs	5,296	-	5,296	3,478
Contribution to Utilities	2,113	-	2,113	-
Training	1,982	-	1,982	-
Insurance	569	-	569	597
Independent examiner's fee	250	-	250	-
	<u>13,925</u>	<u>-</u>	<u>13,925</u>	<u>7,090</u>

Earlsdon Carnegie Community Library

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

7. ANALYSIS OF COSTS INCURRED IN RAISING FUNDS

	Unrestricted funds £	Restricted funds £	2023 Total Funds £	2022 Restated £
Advertising/Promotional	281	-	281	20
Bar & coffee shop stock and stock shrinkage	956	-	956	25
Merchandise costs including greeting cards	1,315	-	1,315	535
ECCL Fundraising & Comms Contractor	2,000	-	2,000	-
	<u>4,552</u>	<u>-</u>	<u>4,552</u>	<u>580</u>

8. TRANSACTIONS WITH TRUSTEES

The total donations made to the charity by trustees without conditions during the year was £240 (2022: £180).

No incidental expenses were incurred by trustees in carrying out their trustee duties (2022: £Nil). No expenses were incurred by trustees for services provided to the charity in the year, either by reimbursement of the trustee or by direct payment to a third party (2022: £Nil).

Earlsdon Carnegie Community Library

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

9. FIXED ASSETS

	Fixtures & Fittings £	Book Stock £	Total £
Cost			
At 1 April 2022	11,499	5,077	16,576
Additions	-	4,900	4,900
Disposals	-	-	-
At 31 March 2023	11,499	9,977	21,476
Depreciation			
At 1 April 2022	4,048	1,540	5,588
Charge for year	2,300	1,415	3,715
Disposals	-	-	-
At 31 March 2023	6,348	2,955	9,303
Net book value			
At 31 March 2023	5,151	7,022	12,173
At 31 March 2022	7,451	3,537	10,988

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted funds £	Restricted funds £	2023 Total Funds £	2022 Restated £
Prepayments	661	-	661	569
Other debtors	600	-	600	20
	<u>1,261</u>	<u>-</u>	<u>1,261</u>	<u>589</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted funds £	Restricted funds £	2023 Total Funds £	2022 Restated £
Trade creditors	1,122	-	1,122	-
Accruals and deferred income	1,100	8,590	9,690	13,465
	<u>2,222</u>	<u>8,590</u>	<u>10,812</u>	<u>13,465</u>

Deferred income includes income received in the period of £8,590 (2022: £5,738) which relates to services to be provided during the financial year ended 31 March 2024.

Earlsdon Carnegie Community Library

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

12. STATEMENT OF FUNDS

	At 1 April 2022 £	Income £	Expenditure £	Transfers £	At 31 March 2023 £
Unrestricted funds:					
General reserve	33,778	36,875	(21,282)	(18,590)	30,781
Designated funds	16,671		(10,611)	18,590	24,650
Total Unrestricted funds	50,449	36,875	(31,893)	-	55,431
Restricted funds:					
National Lottery Grant (CEC Role)	-	5,738	(5,738)	-	-
Awards for All grant (CEC Role)	-	3,364	(3,364)	-	-
Coventry City Council Bursary	2,638	-	-	-	2,638
Earmarked Donations	-	5,404	(676)	-	4,728
Total Restricted funds	2,638	14,506	(9,778)	-	7,366
Total funds	53,087	51,381	(41,671)	-	62,797

Comparatives for movement in funds

	At 1 April 2021 £	Income £	Expenditure £	Transfers £	At 31 March 2022 £
Unrestricted funds:					
General reserve	34,312	27,515	(12,328)	(15,721)	33,778
Designated funds				16,671	16,671
Total Unrestricted funds	34,312	27,515	(12,328)	950	50,449
Restricted funds:					
National Lottery Award (CEC Role)	5,256	-	(5,256)	-	-
National Lottery Grant (CEC Role)	-	4,086	(4,086)	-	-
National Lottery Fund (Computer Chairs)	950	-	-	(950)	-
Coventry City Council Bursary	2,638	-	-	-	2,638
Total Restricted funds	8,844	4,086	(9,342)	(950)	2,638
Total funds	43,156	31,601	(21,670)	-	53,087

Earlsdon Carnegie Community Library

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

The general reserve represents the free funds of the charity which are not designated for particular purposes. Designated funds comprise unrestricted funds which the trustee board have designated at year end for spend in the following financial year as follows:

	2023 £	2022 £
Book purchases	6,000	10,000
Additional support for the Community Engagement Coordinator	16,000	4,600
Business Rates Provision	1,650	1,571
Utility costs payable to Coventry City Council	1,000	500
	<u>24,650</u>	<u>16,671</u>

13. RECONCILIATION FROM RECEIPTS AND PAYMENTS TO ACCRUALS BASIS

On 1 April 2022, the charity adopted the accruals method of accounting, and the accounts have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities (effective 1 January 2019)" (FRS 102). In applying the principles of FRS 102 the prior year figures have been restated.

The movement is the restatement of the figures for the year ended 31 March 2022 is as follows:

	2022 Net of Income & Expenditure £	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total Funds £
Opening balances per prior year accounts on Receipts & Payments Basis	24,090	39,774	15,201	54,975
<i>Adjustments to opening balances</i>				
Assets capitalised		14,248	-	14,248
Depreciation		(2,574)	-	(2,574)
Prior year prepayments		597	-	597
<i>Adjustments to 2021/22 balances</i>				
Assets capitalised	2,329	2,329	-	2,329
Depreciation	(3,015)	(3,015)	-	(3,015)
Movement in prepayments	(28)	(28)	-	(28)
Debtors	20	20	-	20
Accruals	(7,727)	(1,852)	(5,875)	(7,727)
Deferred income	(5,738)		(5,738)	(5,738)
Transfer between funds to correct for error in prior year		950	(950)	-
2021/22 figures restated under accruals basis	<u>9,931</u>	<u>50,449</u>	<u>2,638</u>	<u>53,087</u>