



BURGESS ROAD LIBRARY MANAGEMENT TEAM CIO

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2025

Charity registration number: 1182097

Burgess Road Library, Burgess Road, Southampton, SO16 3HF

Objectives and Activities

The advancement of education for the benefit of the local community in Southampton by the provision of a library service including:

(a) resources, training, and classes that will develop and improve life skills, such as literacy, numeracy and citizenship;

(b) computer and other support facilities;

(c) activities aimed at developing children's vocabulary and literacy skills.

Our opening hours and regular activities are:

Monday - 10am-5pm Full library service

Wednesday - 12-5pm Full library service

Friday - 10am-4pm Full library service

- 10.45-11.15am Rhyme Time – *Sing along activity for the children*

Saturday - 11.30am-1.30pm Full library service

- 11.45am-12.45pm Story Time – *Story reading for children of all ages*

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives that have been set.

Achievements and Performance

Over the course of the year, Burgess Road Library welcomed 24,247 visitors, and facilitated 11,371 issues (loans of library resources), making it the busiest community library in Southampton. Both figures are broadly in line with previous year's performance, showing stabilisation post-Covid.

We have seen a marked increase year on year in demand for public computers within the library, with number of hours used up to 1,002 from 764 in the previous year. There is a spike in the year aligning with the commencement of the new academic term, suggesting this demand is in part driven by our proximity to local schools and the university.

Our team of volunteers continues to work to ensure the library is a welcoming and useful community resource, running weekly Rhyme Time and Story Time sessions, seasonal colouring and craft activities, and participating in The Reading Agency's annual Summer Reading Challenge. We ran 45 sessions over the year, attended by 407 people from the local community.

Financial Review

The Charity is in a healthy financial state with sufficient funds to purchase items against the grants received and cover day-to-day expenses. In the opinion of the Trustees, the Charity needs to hold minimal reserves due to the nature of its funding and its low regular outgoings. £500 in reserves is considered a prudent amount at this time. There are no fund deficits nor any concern about the Charity continuing as a going concern.

Structure, Governance and Management

Burgess Road Library Management Team CIO is a Charitable Incorporated Organisation made up at present by five Trustees (details below), who are the members of the Charity. The governing document is a Foundation Constitution; the Charity was entered onto the Register of Charities on 18 February 2019.

The Charity has a licence agreement with Christ Church Southampton to uphold and carry out their contract with Southampton City Council pertaining to the running of a community library in the Burgess Road Library.

Trustees are appointed by the existing Trustees having regard to the skills, knowledge and experience needed for the effective administration of the Charity.

Trustees as at 31 March 2025:

Rebekah Jeffery (Chair)
Diane Tindall (Treasurer)
Chris Beddoe (Volunteer Coordinator)
Aaron Duke
Keith Dennis
Jenny Halcrow

Declarations

The Trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the Charity's Trustees:



Rebekah Jeffery
Chair & Trustee

31 January 2026



Diane Tindall
Treasurer

31 January 2026

BURGESS ROAD LIBRARY MANAGEMENT TEAM CIO

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
RECEIPTS AND PAYMENTS ACCOUNT				
Receipts				
Donations (note 3a)	25	-	25	23
Charitable activities (note 3b)	805	-	805	621
Sundry Receipts	54	-	54	25
	884	-	884	669
Payments				
Charitable activities (note 3c)	763	0	763	2,106
Excess of Receipts over payments	121	0	121	(1,437)
Cash funds at start of year	3,930	323	4,253	5,690
Cash funds at end of year	4,051	323	4,374	4,253

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 MARCH 2025

Cash Funds				
Bank current account	3,959	323	4,282	3,981
Cash in hand	92	-	92	272
	4,051	323	4,374	4,253
Other Monetary Assets				
None	-	-	-	-
Assets retained for the charity's own use (note 2)				
Liabilities				
None	-	-	-	-

The attached notes form part of these financial statements

Approved by the Trustees and signed on their behalf



Rebekah Jeffery (Chairman of Trustees)



Diane Tindall (Treasurer and Trustee)

BURGESS ROAD LIBRARY MANAGEMENT TEAM CIO

FINANCIAL STATEMENTS FOR THE YEAR ENDED TO 31 MARCH 2025

NOTES

1 The financial statements of the charity have been prepared based on the format suggested by the Charity Commission using the Receipts and Payments basis.

2 Assets recognised but not valued in the Statement of Assets and Liabilities include various items used at the Library. Examples include bookcases, tables, chairs, sofas, bean bags, and rugs.

3 Receipts and Payments analysis

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
Receipts				
a Donations				
Donations	25	0	25	23
Gift Aid tax recovered	-	-	-	-
	<u>25</u>	<u>0</u>	<u>25</u>	<u>23</u>
b Charitable activities				
Book, drink and other sales	34	0	34	81
Fines	164	0	164	120
Printing	607	0	607	420
	<u>805</u>	<u>0</u>	<u>805</u>	<u>621</u>
Payments				
c Charitable activities				
Furniture and Equipment	0	0	0	1,567
TV Licence	175	0	175	159
Volunteers' expenses	0	0	0	0
Craft materials and activities	0	0	0	83
Admin	553	0	553	249
Sundry	35	0	35	48
	<u>763</u>	<u>0</u>	<u>763</u>	<u>2,106</u>