

Willingdon Community Hub Library  
Forecast Income Expenses  
1st March 2024 to 28th February 2025

Income 2024/25	Forecast Bid	/	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Total	Forecast Bid	/	Actual v Forecast	Income 2024/25
Project Grants / Bids																			Project Grants / Bids
Sub Total	£0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	£0.00	£0.00		£0.00	Sub Total
Library Services																			Library Services
Lottery	£25.00		2.00	2.00	2.50	2.00	2.00	2.50	2.00	2.50	2.00	2.00	2.00	2.00	£25.50	£25.00		£0.50	Lottery
Books	£250.00		19.00	31.59	28.50	13.50	25.00	22.10	16.20	11.26	15.50	4.50	5.00	9.00	£201.15	£250.00		-£48.85	Books
Shop	£350.00		19.95	49.10	53.00	24.20	31.00	57.00	56.45	98.70	49.10	42.30	24.50	16.50	£521.80	£350.00		£171.80	Shop
Donations	£250.00		15.00		41.50	5.00	24.91	14.55	30.41	3.40	5.90	33.55	29.00	13.10	£216.32	£250.00		-£33.68	Donations
Photocopy/printing	£75.00		6.95	12.00	30.91	17.80	10.20	19.30	8.30	15.50	18.20	9.20	7.80	3.50	£159.66	£75.00		£84.66	Photocopy/printing
Tea/coffee	£750.00		67.75	127.10	91.40	90.25	83.95	130.60	33.90	92.50	69.00	87.50	91.10	91.00	£1,056.05	£750.00		£306.05	Tea/coffee
World of Books	£200.00			5.76	19.47	10.97	7.56	28.51		10.10	188.45	19.42	23.33	21.60	£335.17	£200.00		£135.17	World of Books
Sales of items	?				8.50										£8.50	£0.00		£8.50	Sales of items
Octopus credit	?											500.00			£500.00	£0.00		£500.00	Octopus credit
Parish Council	£1,350.00				789.00					789.50					£1,578.50	£1,350.00		£228.50	Parrish Council
BVA												220.00			£220.00	£0.00			
															£0.00	£0.00			
Sub Total	£3,250.00		130.65	227.55	1064.78	163.72	184.62	274.56	147.26	1023.46	348.15	918.47	182.73	156.70	£4,602.65	£3,250.00		£1,352.65	Sub Total
Clubs / Room Hire																			Clubs / Room Hire
Private Vaccination	£50.00														£0.00	£50.00		-£50.00	Private Vaccination
Hooe Manag. Team	£100.00		36.00								39.00				£75.00	£100.00		-£25.00	Hooe Manag. Team
French Club	£50.00														£0.00	£50.00		-£50.00	French Club
Knit & Natter	£550.00		50.80	45.00	66.90	58.50	65.20	38.50	58.00	66.00	65.85	22.00	53.30	87.50	£677.55	£550.00		£127.55	Knit & Natter
Art Club	£1,500.00		190.00	158.50	197.50	161.50	209.00	157.50	159.00	158.00	112.00	174.50	195.50	158.60	£2,031.60	£1,500.00		£531.60	Art Club
Walking Group	£400.00		45.60	32.30	31.50	27.50	22.60	46.50	38.80	67.75	29.50	25.50	52.40	50.60	£470.55	£400.00		£70.55	Walking Group
Games	£100.00		28.00	23.00	21.00	15.00	10.50	16.50	14.00	30.00	29.00	12.00	34.00	36.00	£269.00	£100.00		£169.00	Games
Book Club	£200.00		13.50	18.00	15.00	13.00	13.50		19.50	12.00	15.00	19.14	20.00	22.00	£180.64	£200.00		-£19.36	Book Club
Private Hire (Karate etc)	£500.00		120.00	60.00	40.00	20.00		40.00	60.00	20.00	20.00	20.00	60.00	40.00	£520.00	£500.00		£20.00	
Chess Club	£150.00		7.50	10.50	9.00	9.00	12.00	15.50	6.00	26.70	19.50	9.00	30.00	19.00	£173.70	£150.00		£23.70	Chess Club
J Koller (Pilates)	£0.00			144.00	144.00	0.00		288.00			252.00			216.00	£1,044.00	£0.00		£1,044.00	J Koller (Pilates)
Craft Stalls					5.00	5.00	5.00								£15.00	£0.00		£15.00	Craft Stalls
Scabble Club											30.00	14.00		40.00	£84.00				
Sub-Total	£3,600.00		491.40	491.30	529.90	309.50	337.80	314.50	623.30	420.45	611.85	296.14	445.20	669.70	£5,541.04	£3,600.00		£1,941.04	Sub-Total
Events																			Events
Charity Coffee Mornings	£300.00														£0.00	£300.00		-£300.00	Table Sale
Concert /Talks/Entertainment	£50.00			81.00	115.00		300.00								£496.00	£50.00		£446.00	Concert/Talks
Anniversary Garden Party	£200.00					611.68									£611.68	£200.00		£411.68	Anniversary Garden Party
Craft Fayre	£200.00							40.00		194.65					£234.65	£200.00		£34.65	Harvest Festival
Christmas Raffle /Wreath	£400.00							30.00				531.00			£561.00	£400.00		£161.00	Christmas Raffle
Firsy Aid Course	£0.00				90.00					90.00					£180.00	£0.00			
Quiz Afternoon														106.00	£106.00				
Sub-Total	£1,150.00		0.00	81.00	115.00	701.68	300.00	0.00	70.00	90.00	194.65	531.00	0.00	106.00	£2,189.33	£1,150.00		£1,039.33	Sub-Total
Total Income	£8,000.00		622.05	799.85	1709.68	1174.90	822.42	589.06	840.56	1533.91	1154.65	1745.61	627.93	932.40	£12,333.02	£8,000.00		£4,333.02	Total Income

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Expenditure 2024/25	Forecast / Bid	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Total	Forecast / Bid	Actual v Forecast	Expenditure 2022/23
<b>Grant Funded Expenditure</b>																	<b>Grant Funded Expenditure</b>
Audio Visual Equip	£1,000.00													£0.00	£1,000.00	-£1,000.00	Audio Visual Equip
Roofing (Part funded by PC)		1215.00												£1,215.00	£0.00	£1,215.00	Roofing (Part funded by PC)
Account to Account Transfer														£0.00	£0.00		
<b>Sub-Total</b>	<b>£1,000.00</b>	<b>1215.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>£1,215.00</b>	<b>£1,000.00</b>	<b>£215.00</b>	<b>Sub-Total</b>
<b>Utility Expenditure</b>																	<b>Utility Expenditure</b>
1&1 Internet	£300.00	26.95	26.95	26.95	26.95	26.95	26.95	26.95	26.95	26.95	46.15	26.95	26.95	£342.60	£300.00	£42.60	1&1 Internet
B T Group	£850.00	69.95	75.48	75.48	75.89	75.48	75.89	75.89	75.89	75.84	75.89	79.68	76.52	£907.88	£850.00	£57.88	B T Group
Insurance	£675.00									645.40				£645.40	£675.00	-£29.60	Insurance
Octopus Energy	£375.00	253.77										101.06	293.14	£647.97	£375.00	£272.97	Octopus Energy
Castle Water	£75.00					6.51	13.56	8.82	8.69	8.82	8.69	13.56	8.82	£77.47	£75.00	£2.47	Castle Water
<b>Sub-Total</b>	<b>£2,275.00</b>	<b>350.67</b>	<b>102.43</b>	<b>102.43</b>	<b>102.84</b>	<b>108.94</b>	<b>116.40</b>	<b>111.66</b>	<b>111.53</b>	<b>757.01</b>	<b>130.73</b>	<b>221.25</b>	<b>405.43</b>	<b>£2,621.32</b>	<b>£2,275.00</b>	<b>£346.32</b>	<b>Sub-Total</b>
<b>Admin. Expenditure</b>																	<b>Admin. Expenditure</b>
Books	£300.00	63.12					63.12			59.17	54.95		49.96	£290.32	£300.00	-£9.68	Books
Capital Equipment & Servicing	£1,500.00	25.00	25.00	582.43		120.00	413.99	1057.42		180.00	56.00	199.99		£2,659.83	£1,500.00	£1,159.83	Capital Equipment & Servicing
Catering consumables	£600.00	41.00	62.95	54.49	65.84	50.15	54.78	65.58	35.43	30.99	19.10	66.19	100.39	£646.89	£600.00	£46.89	Catering consumables
Garden Consumables/Gazebo	£450.00	5.79		52.71	10.00	30.00							132.80	£231.30	£450.00	-£218.70	Garden Consumables
Office Supplies	£300.00	439.98		161.45	96.14		12.61					152.06	17.79	£880.03	£300.00	£580.03	Office Supplies
Events Consumables	£500.00			9.00	100.00	62.10		9.00	77.92	106.08		449.35	11.50	£824.95	£500.00	£324.95	Events Consumables
First Aid Course for Volunteers	£0.00			360.00										£360.00	£0.00	£360.00	First Aid Course for Volunteers
Anniversary Garden Party	£50.00				73.32									£73.32	£50.00	£23.32	Anniversary Garden Party
Sundry Expenses/shop clients						25.00		40.00					7.00	£72.00	£0.00	£72.00	Sundry Expenses/shop clients
Donations to Charity				7.50				20.00						£27.50	£0.00	£27.50	Donations to Charity
<b>Sub-Total</b>	<b>£3,700.00</b>	<b>574.89</b>	<b>87.95</b>	<b>1227.58</b>	<b>345.30</b>	<b>287.25</b>	<b>544.50</b>	<b>1192.00</b>	<b>113.35</b>	<b>376.24</b>	<b>130.05</b>	<b>867.59</b>	<b>319.44</b>	<b>£6,066.14</b>	<b>£3,700.00</b>	<b>£2,366.14</b>	<b>Sub-Total</b>
<b>Total Expenditure</b>	<b>£6,975.00</b>	<b>2140.56</b>	<b>190.38</b>	<b>1358.26</b>	<b>448.14</b>	<b>396.19</b>	<b>660.90</b>	<b>1303.66</b>	<b>224.88</b>	<b>1133.25</b>	<b>260.78</b>	<b>1088.84</b>	<b>724.87</b>	<b>£9,902.46</b>	<b>£6,975.00</b>	<b>£2,927.46</b>	<b>Total Expenditure</b>
<b>Income Over Expenditure</b>	<b>£1,025.00</b>	<b>-1518.51</b>	<b>609.47</b>	<b>351.42</b>	<b>£726.76</b>	<b>£426.23</b>	<b>-£71.84</b>	<b>-£463.10</b>	<b>£1,309.03</b>	<b>£21.40</b>	<b>£1,484.83</b>	<b>-£460.91</b>	<b>£207.53</b>	<b>£2,430.56</b>	<b>£1,025.00</b>	<b>£1,405.56</b>	<b>Income Over Expenditure</b>

Trustees Meeting March 17<sup>th</sup> 2025 9.30

Venue: Willingdon Community Hub

## **Annual Report**

### **Management Group Report**

Over the past year we have continued to refurbish the Hub as necessary and have now completed all the rooms and garden. The back room was fully refurbished and affords coat hanging and safe storage for the volunteers, storage space for the clubs and labelled storage space for new library books. Gina Pellett has taken on the responsibility of managing the library business and works on a Monday to undertake cataloguing of new books and recycling of old ones.

A lighting review was undertaken and updated after safe treatment of some asbestos in the electrical fuse cupboard and kitchen area.

New blinds have been fitted to the two remaining windows which now provides the hub with a complete set. All the internal windows have been cleaned by an external contractor.

The summer fete to celebrate the Hubs 5<sup>th</sup> birthday was a great success. Attractions included Morris Men dancers and live music from Paul Watson of the Watson Brothers. The event raised £611.00

The Hub also hosted a University of Brighton volunteer student who completed 65hrs of volunteering as part of her Masters degree in Health Promotion. She developed and ran a mindfulness course for the Hub and volunteers. She was extremely well received and liked by the volunteers and visitors to the Hub. AM has agreed to be involved with the University for the academic year 2024/5. We also continue to support DoE students and school students who request volunteering experience.

AM responded to a request by the BBC to explore the experiences of young adults who use the Hub. Three of the young adult volunteers and DoE students were invited to participate and contributed to a programme that was on air on Tuesday 3<sup>rd</sup> September. There was also a parallel production by BBC South East. The programme attracted a lot of interest and many of our volunteers phoned into to express their delight at being able to have and enjoy the Library Hub. A journal article has been written for publication.

The hub continues to be very popular with the community and all the clubs and activities are well supported. We have again provided support to Willingdon Primary School with their reading provision by hosting library introductory and reading sessions for the reception years. We will continue this work and continue to host sessions throughout the year on request. We have also maintained our links with the

Brownie groups who use the Hub and gardens to undertake reading and gardening badges.

An award of £220 from Wealden Warm Spaces Fund has enabled us to purchase a new AV projector, which compliments the new AV screen purchased by the Hub earlier this year. This completes our AV equipment provision.

We are very aware and grateful for the support that local businesses and groups offer the Hub. We are particularly grateful for gifts and vouchers that are donated to support our raffle events. All contributors are thanked via letters or through our social media pages.

### **Volunteers and general Update**

We continue to have a constant and reliable group of volunteers who are committed to running the hub. There are approximately 40 volunteers who attend on a regular basis and 30 others that attend less frequently. We welcome and actively recruit new volunteers for all areas of the Hub. The Hub continues to provide community services, clubs, and is an essential meeting place for all residents of Willingdon and Jevington Parish. The Hub has an excellent symbiotic relationship with the Parish Council and also ESCC. We are supported by ESCC in our book purchases and we also support the ESCC annual Summer Reading Challenge. At the commencement of the year we chose 3 different charities Children with Cancer, East Sussex Wildlife Trust and Macmillan to showcase their work at our monthly coffee mornings. All proceeds from these events are donated to the chosen charity.

We regularly review our book stock and sell old stock and unwanted donations to World Books.

We recognise the importance and value of our volunteers and work hard to support them and meet their needs. We offer regular training, including a first aid course, feedback and update sessions and once a year take them to lunch to thank them for their continued support and hard work.

### **Clubs Update -**

The following clubs regularly meet and details are available on the events tab on our webpage. The clubs include: Art, Book club, computer clinic, chess, scrabble, rhyme time, games, gardening club and the extremely popular knit and natter group. The Knit and Natter group also donate some of their products to be sold in the shop. The Chess club is also growing in popularity. All the clubs have good membership. French club has temporarily suspended. Games club now has 8 members.

Private hire of hall: Pilates classes run 2 evenings and 1 morning a week, and two gentlemen rent the hub to practice their Korean Martial Art techniques during the winter months.

### **Events Update Linda**

Events for 2024 included:

Jan 27 <sup>th</sup>	Hospice Coffee Morning
Jan 29 <sup>th</sup>	Volunteer lunch - Red Lion
Feb 24 <sup>th</sup>	Willingdon Park Manor Volunteering stand and coffee morning

April 3rd	Easter Egg Hunt, coffee morning
April 13 <sup>th</sup>	Jacque Concert
April 27 <sup>th</sup>	Decoupage workshop
May 18 <sup>th</sup>	Mary Rose Talk Mr Eric Huke
June 8 <sup>th</sup>	Hub 5 <sup>th</sup> year Anniversary Garden Party
July 27 <sup>th</sup>	East Sussex Wildlife Trust coffee morning
Aug 31 <sup>st</sup>	Willingdon Flower Club coffee morning
Sept 28 <sup>th</sup>	Macmillan coffee morning
Oct	The Wildlife Trust coffee morning
Nov 16 <sup>th</sup>	Christmas craft Fayre
Nov 30 <sup>th</sup>	Children with Cancer Charity coffee morning
Dec 7 <sup>th</sup>	Wreath making workshop*
Dec 12 <sup>th</sup>	Parish council carols
Dec 14 <sup>th</sup>	Christmas Raffle Draw Coffee morning
Jan 2025	Volunteer Lunch Red Lion
Feb 2025	Quiz

\*The wreath making course was particularly successful and will be run again.