



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' annual report (including Directors' report) for the period

From: 01/05/2024 **Period start date To: Period end date** 30/04/2025

Charity name: Kesgrave Library Community Group

Charity registration number:1183711

Objectives and activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>1.To maintain the pre-established Suffolk Library known as Kesgrave Library (the 'Library') for the benefit of the public;</p> <p>2.To promote the Library for the benefit of the public by the maintenance of the Library;</p> <p>3.To advance education by the maintenance of the Library;</p> <p>4.To support library staff in Suffolk including at the Library;</p> <p>5.To promote the use of libraries in general for the benefit of the public.</p>
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.	1.17 and 1.19	<p>5. To promote the use of libraries in general for the benefit of the public by:-</p> <p>a) developing co-operation between libraries and their communities;</p> <p>b) facilitating communication between local people and their local library;</p> <p>c) encouraging the use of the libraries by under-represented groups;</p> <p>d) helping to recruit and organise volunteers for specific purposes to support the Library;</p> <p>e) fundraising, obtaining sponsorship and donations;</p> <p>f) helping to safeguard the future of libraries and develop innovations in service delivery.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The Trustees had regard to the guidance issued by the Charity Commission on public benefit, discussed and reviewed the setting up of the Constitution. This was agreed on 29/05/2019 at the 2018/2019 AGM.</p>

Achievements and performance

<p>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.</p>	<p>Para 1.20</p> <p>The Library has had significant impact on users of Kesgrave Library, the local community and in developing children's literacy.</p> <p>The Outreach Project: These sessions were so successful in its original year that local schools and nurseries asked for visits and story sessions to continue, arranging with staff for visits to the library and to visit classes on site at schools for story telling sessions and introductions to the Library. Through seeking grants and fundraising, KLCG has been able to sustain the Project covering the costs of staff to make visits and host groups coming to the Library. (1,2,3,5,a,b,c,f)</p> <p>100 Club: The monthly fundraising stream called 'The Hundred Club' continues. This fundraising stream is used to support the library in the purchase of equipment, prizes and to pay for additional staffing for activities which promote the Library for the community e.g. The Summer Reading Quest Outreach sessions for local schools, nurseries and clubs. These sessions explain how the Quest works and inspire enthusiasm for children to take part. Regular raffles are used to support towards applications for grants. (1,2,3,4,5 a,b,c,f)</p> <p>SPARK: January 2024 Grant paid to KLCG to replace the worn children's area rug and to purchase a selection of games for the newly created and popular Stay and Play sessions. These sessions are to help reduce social isolation and increase mental well-being for those caring for young children. (2,3,4,5)</p> <p>SCC- March 2023 -Outreach Grant This is paid back to KLCG after the group has paid the original cost. It supports Outreach Sessions within the community for class visits both to schools and to the Library. (1,2,3,4,5,a,b,c,f)</p> <p>ESDC-Activities Grant – September 2024 To enable the Library to provide a variety of additional activities over and above their core offer during school holidays. These free sessions help reduce social isolation and ensure inclusivity without cost being a barrier. (1,2,3,4,5,a,b,c,f,)</p> <p>SPARK: February 2025 Successful bid for a Grant towards replacement of the worn seating stools in the Children's area and to purchase a wider range of craft materials for sessions over the Easter holidays. The stools ensure that the Library remains a comfortable and welcoming space and the craft sessions help to reduce social isolation and ensure inclusivity. (2,3,4,5)</p>
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		<p>Rushmere St Andrew Parish Council: February 2025</p> <p>Contribution paid to KLCG towards the replenishment of our stock of literacy and numeracy educational games. These games are very popular for families to enjoy in the library as well as borrowing as a library loan for play at home. These games help to increase literacy and numeracy and encourage social such as turn taking and sharing. (2,3,4,5)</p> <p>Through promoting the Library in the community, Kesgrave Library again achieved the highest number of participants in Suffolk for the Summer Reading Quest. 381 registered with 1221 children enjoying the free arts and craft activities relating to the Quest's theme.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>5.To promote the use of libraries in general for the benefit of the public:</p> <p>a) Developing cooperation between libraries and their communities.</p> <p>15 visits were completed from 01/05 – 02/09/2024 to schools and by group / classes to the library.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>5.To promote the use of libraries in general for the benefit of the public:</p> <p>Sponsorship of walk from Kesgrave Library visiting 7 other Libraries in Ipswich for Suffolk Libraries Day 2024, in aid of the charity, Suffolk Libraries.</p>

Financial review

Review of the charity's financial position at the end of the period	Para 1.21	Balance £3,223.66
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>ESDC - £495.00</p> <p>SPARKS- £437.91</p> <p>Rushmere St Andrew PC - £350.00</p> <p>Trustees aim to keep a level of reserves to cover one year of normal expenditure.</p>
Amount of reserves held	Para 1.22	£3.223.66
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	N/A

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	Monthly 100 Club Sale of sundries Grants Events Raffles Fundraising activities – sponsored walk in 2024 and book shelves in local shop providing donations, both in support of Suffolk Libraries.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	None

Structure, governance and management

Description of charity's trusts:		
Type of governing document: for example, trust deed , memorandum and articles of association etc	Para 1.25	Small Charity Constitution
How is the charity constituted? for example limited company , unincorporated association , CIO	Para 1.25	Chartered Incorporated Organisation
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	The Charity shall be managed by a committee of trustees who are appointed as follows: 1) Up to 7 trustees at the Annual General Meeting (AGM) of the Charity; 2) The Library manager or staff member.

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	Induction process and policy for new Trustees – issued by Suffolk Libraries May 2017 Data protection policy, Kesgrave Library Community Group, agreed 2018.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity of Kesgrave Library Community Group is part of Suffolk Libraries, a Community Benefit Society, (formerly Industrial and Provident Society for the benefit of the Community.) (Suffolk Libraries maintained the Contract for delivering a Library Service until 31/05/25.)

Relationship with any related parties	Para 1.51	None
Other		

Reference and administrative details

Charity name	Kesgrave Library Community Group
Other name the charity uses	KLCCG
Registered charity number	1183717
Charity's principal address	c/o Kesgrave Library, Kinsey House, Kays Close, Kesgrave. 1P5 2HL

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	Gemma Southwood		From 11/10/17	
2	Elizabeth Ditton	Chair and Secretary	From 11/10/17	
3	Margaret Lusher	Treasurer	From 11/10/17	

Corporate trustees – names of the directors at the date the report was approved

Director name	N/A
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Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year
	N/A

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Exemptions from disclosure

Reason for non-disclosure of key personnel details

None

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>M.K.Lusher</i>	<i>Elizabeth M. Ditton</i>
Full name(s)	Margaret Kamiland Lusher	Elizabeth Margaret Ditton
Position	Treasurer	Chair and Secretary
Date	18/02/2026	

**Independent examiner's report to the trustees of Kesgrave Library Community Group
on accounts for the year ended 30 April 2025
Charity no 1183717**

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity for the year ended 30 April 2025.

As the charity trustees of the charity, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act")

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Name: Celia Comber

Address: 7 Quantock Close, Rushmere St Andrew, Ipswich, IP5 1AS

Date: 9 December 2025