



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 April 2023 Period start date To 31 March 2024 Period end date

Charity name: Earls Barton Library & Community Centre

Charity registration number:1184350

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Provision of a public library plus related community activities for recreation and/or other leisure time occupations for the benefit of the residents of Earls Barton and the surrounding area.
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.	Para 1.17 and 1.19	In addition to being a volunteer-run library facility for the benefit of Earls Barton and the surrounding villages, our community centre continues to generate income through its many additional activities, We run a film club twice monthly and hold monthly coffee mornings and an annual quiz night. We received a significant portion of our income through the hire of the community space to a variety of organisations – local ukelele groups, mah-jong group, art group, yoga group, Spanish Lessons and music therapy to an 8-year-old autistic girl We have streaming equipment to facilitate Earls Barton Talks Books, which hosts a series of author events. This equipment is available for hire for private events, as is our overhead projector, screen and sound equipment, including microphones We have internal and external CCTV to help improve the safety of our volunteers and library users. Externally, we have an INPOST automated parcel machine, which is extremely well used.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity	Para 1.18	Our trustees have been issued with all guidance notes as issued by the Charity Commission on public benefit. This information is revised annually.

Commission on public benefit		
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not Applicable.
Policy on social investment including program related investment	Para 1.38	Not Applicable.
Contribution made by volunteers	Para 1.38	We have approximately 39 active volunteers who are fully involved in the day to day running of this Community Managed Library. These are supported by a strong management team drawn from the volunteers together with a number of small sub-committees which take responsibility for different aspects of our work.
Other		Not applicable

Achievements and Performance

	SORP reference	
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.	Para 1.20	Our major achievement and Investment of £15,000 was the installation of a new air conditioning/heating system. This provided a warm, comfortable environment during the winter and will be of real benefit during the summer months as our building is largely glass with a flat roof and becomes extremely uncomfortable if it is hot outside. We have introduced a Thursday afternoon activity welcoming anyone who would like to pursue their own craft with like-minded individuals. Extremely well attended, this provides a safe and secure environment for numerous single, widowed and disabled individuals who would otherwise be isolated in their own homes.

		We have invested nearly £3000 from our reserves to provide a dropped kerb enabling safer passage from our car park for our disabled and elderly users, Our in-house gardening team has used some of our reserves to extend our garden area and keep it seasonally planted. To assist with this, a secure lockup unit on a slabbed base has been installed at a cost of £3000. Although the recently refurbished WC is not fully compliant as a disabled facility due to its size; it is accessible for a wheelchair and also provides baby changing facilities We continue to offer free of charge • Collection point for donations to a local food bank • Recycling point for various items • Free English lessons to Ukrainian and other refugee students. We ran and facilitated an extremely successful Summer Reading Challenge which involves visiting several local schools to promote the project. We run various children's events throughout the year. Once a week, we offer IT Training and support for anyone struggling with phones/tablets and laptops. Our new office facility is being used free of charge, by our local PCSO who holds a monthly surgery. Also, on an ad-hoc basis, by our local MP. Northants Blind Association run a quarterly clinic in our car park.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Although we are a Community Managed Library, we are acknowledged as part of the statutory provision for the county, which means that we must meet certain Key Performance Indicators (KPIs) as laid down by the library service. We have, for the fourth year running, met all of these, successfully increasing: - - Our footfall - Book borrowing - General use of the library
Performance of fundraising		As above. Our film clubs and coffee mornings have

activities against objectives set	Para 1.41	been enhanced by our investment and thus attendance at these has increased significantly with donations to match,
Investment performance against objectives	Para 1.41	Not applicable.
Other		Not applicable

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	For this year, we are showing a loss of £12,571.08 on income of £25,012.08. This is due to the strategic decision of the trustees to allow us to spend £26,153 on the projects referred to elsewhere in this report. Our income includes a final Section 106 payment of £6,266.92. Adjusting for these exceptional items a surplus of £7,306 which we consider to have been an excellent result Our reserves stood at £7,409.48 at year end. Our financial position is strong, and we remain cash generative.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Charity's policy for reserves is that these will be reinvested to improve and enhance our amenities. This year we have undertaken our major projects already referred to and additionally have: - - Spent £5500 on external redecoration of the building. - £2000 on updating and improving our Fire Panel and related equipment following a Fire Inspection Review
Amount of reserves held	Para 1.22	£7,409
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	The charity is properly constituted, well supported by Earls Barton Parish Council, and has no issues about continuing as a going concern

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	Any revenue raised by library services, remain with the Charity. Our main income streams are generated through hiring of space and related activities.
Investment policy and objectives including any social investment policy adopted	Para 1.46	We look to protect our reserves by switching funds to interest bearing accounts.
A description of the principal risks facing the charity	Para 1.46	Our principal risk is our reliance on the continued health and welfare of our Senior Managers. This has been highlighted twice during the last two years by the loss of two Senior Volunteers/Managers Another risk is our ability to continue to recruit and retain volunteers. Additionally, we rely on the services provided by the Unitary Authority who run the library service across both North and West Northamptonshire. A planned disaggregation of this service causes some concern. The Unitary Authority is now run by Reform and we have no knowledge to date of their plans for the Library Service.
Other		Not applicable

Structure, Governance and Management

Description of charity's trusts:		Not applicable
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association , CIO)	Para 1.25	CIO
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	We try to have a mix of trustees from different elements of the local community i.e. Teacher and Governor of local school, Parish Councillors, Library Volunteers, Local Magazine Editor, Financial and Health & Safety Experts.

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	Trustees' induction documents sent to all trustees
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Not applicable
Relationship with any related parties	Para 1.51	Earls Barton Parish Council are the formal leaseholders under a 25-year lease. We continue to work with them at all times.
Other		Not applicable

Reference and Administrative details

Charity name	Earls Barton Library & Community Centre
Other name the charity uses	
Registered charity number	1184350
Charity's principal address	Earls Barton Library & Community Centre 27 Broad Street Earls Barton Northamptonshire NN6 0ND

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	Geoff Adams	Chairman		
2	Robert Watts	Treasurer		
3	Carolyn Palôt-Watts	Secretary		
4	Nicholas Chapman			
5	Iona Flanagan			
6	Hilary Hillman			
7	Claire Poole			
8	Dean Smith			
9	Stephen Watkins			
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	NIL
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

Additional information (optional)

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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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

Carolyn Lesley Palôt-Watts

Carolyn Lesley Palôt-Watts	
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Position (eg Secretary,
Chair, etc)

Secretary

Secretary	
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Date

24 July 2024

24 July 2024

EARLS BARTON LIBRARY AND COMMUNITY CENTRE

INCOME AND EXPENDITURE ACCOUNT - 1 April 2024 to 31 March 2025

INCOME

Activities (<i>Ukulele, M-J, Scrabble</i>)	£2,917.00
Sales (<i>Cards, Books, Jigsaws</i>)	£1,477.55
Fines	£336.18
Printing/Copying	£422.25
General Donations	£1,549.60
Friends Donations	£286.00
	£6,988.58

Other Income Lines

Author Events	£1,373.00
CoffeeMornings/Craft events	£2,208.70
Film Club	£1,665.90
Quiz Night	£396.00
Book Sales - Ziffit/World of Books	£476.10
Section 106 Residual (£1130.00 + £5136,92)	£6,266.92
Room Hire	£4,431.25
InPost hosting	£969.18
Bank Interest Received	£236.45

£25,012.08

Bank Balance - 1 April 20244	£794.38
Business Money Manager Account - 1 April 24	£10,623.96
CAF 60 Day Notice Account. Shawbrook Bank 1 April 24	£8,038.42
Cash held at 1 April 2024	£523.80

Surplus/Loss brought down

-£12,571.08

£7,409.48

EXPENDITURE

Sundry Purchases (cash + non-cash payments)	£6,089.17
EBTB Author Costs (cash and non-cash)	£298.00
	£6,387.17

Service Contracts

Newflame Limited	£2,080.40
Saxon Blinds	£65.00
Scorpion Security	£60.00
Wellingborough Doors	£115.20
Virgin Media	£561.60

£2,882.20

Dropped Kerb £2886 + Library Redecoration £5424	£8,310.00
Cleaning	£1,192.00
Design and Printing - (£155.88+)	£155.88
Slabbing and Shed Project	£2,820.00
Air ConditioningHeating £13200 + Electrics £1120.80 + £692.40)	£15,013.20
Licences (MPLC & PPL/PRS and Zoom)	£651.12
Bank Charges	£108.45
Sumup Card Reader Charges	£63.14

Sub-total

£37,583.16

Surplus/Loss Carried down

-£12,571.08

£25,012.08

Balances as at 31 March 2025

Business Bank Account	£800.44
Business Money Manager Account	£6,354.44
Cash held	£254.60

£7,409.48

BOB WATTS

Treasurer

JAMES CAFFERKEY

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DATE

DATE



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's report
on the accounts**

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Earls Barton Library and Community Centre

**On accounts for the year
ended**

31st March 2025

**Charity no
(if any)**

1184350

Set out on page

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2025**

**Responsibilities and
basis of report**

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

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

**Independent
examiner's statement**

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

Signed:

Date:

3rd June 2025

Name:

JAMES CAFFERKEY

**Relevant professional
qualification(s) or body
(if any):**

ICAEW

Address:

60 Midland Road

Wellingborough
Northants

NN8 1LU

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).