

COMMUNITY MANAGED LIBRARIES NATIONAL PEER NETWORK

England & Wales · Charity number 1184488

Details

Status Registered

Legal form CIO

Registered 2019-07-18

Register [View on the Charity Commission register](#)

Contact

Address The Corbett Community Library
103-105 Torridon Road
London
SE6 1RQ

Phone 02086704389

Email info@communitylibrariesnetwork.org

Website <https://communitylibrariesnetwork.org/>

Activities

Objects: THE OBJECTS OF THE CIO ARE THE PROMOTION OF THE EFFICIENCY AND EFFECTIVENESS AND THE EFFECTIVE USE OF CHARITABLE RESOURCES OF COMMUNITY LIBRARIES FOR THE BENEFIT OF THE PUBLIC IN PARTICULAR BUT NOT EXCLUSIVELY BY: 1. PROVIDING AND CO-ORDINATING THE EFFECTIVE USE OF WORKSHOPS, CONFERENCES AND TRAINING ACTIVITIES; 2. PROVIDING SUPPORT TO ASSIST IN THE GOOD GOVERNANCE AND PRACTICE OF COMMUNITY LIBRARIES IN THE DELIVERY OF SERVICES 3. PROVIDING A FORUM FOR SHARED LEARNING AND NETWORKING

Activities: The promotion of the efficiency and effectiveness and the effective use of charitable resources of community libraries for the public benefit: Providing and co-ordinating the effective use of workshops, conferences and training activities Providing support to assist in the good governance and practice of community libraries in the delivery of services Providing a forum for shared learning

Classification

- **How:** Acts As An Umbrella Or Resource Body
- **What:** Education/training
- **Who:** Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Throughout England

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£118,166	£97,111	-	-
2024-03-31	£122,728	£90,524	-	-
2023-03-31	£79,490	£37,954	-	-
2022-03-31	£150	£0	-	-
2021-03-31	£2,500	£2,545	-	-

Trustees

Name	Role	Appointed
SUSAN JANE KERR	Chair	2025-07-18
Benjamin John Gould		2025-07-18
Christopher John Lawrey CLARKE		2019-07-18
Jeremy Clynes		2020-03-17
Margaret Adjaye		2024-11-14
Peter Ranken MBE		2023-07-06
Sarah Marissa Clothier		2024-11-14
Susan Elizabeth Wills		2020-03-17

Accounts



**Community Managed Libraries National Peer Network
Report and Financial Statements
for the year ended 31 March 2025**

Charity name: Community Managed Libraries National Peer Network
Charity Registration Number: [1184488](#)

Objectives and Activities

The purposes of the Charity as set out in its governing document

The promotion of the efficiency and effectiveness and the effective use of charitable resources of community managed libraries for the benefit of the public, in particular but not exclusively by:

- Providing and co-ordinating the effective use of workshops, conferences and training activities
- Providing support to assist in the good governance and practice of community libraries in the delivery of services
- Providing a forum for shared learning and networking

The main activities in relation to those purposes for the public benefit

The Community Managed Libraries National Peer Network (CMLNPN) was formed in 2017 by Upper Norwood Library Trust (UNLT), in collaboration with the Arts Council, Locality and Libraries Connected with funding from Power to Change. CMLNPN received additional funding from Power to Change in October 2018, to formalise, develop and grow the Network. In 2019 the Network formalized its legal status as a Charitable Incorporated Organisation (CIO). The Charity was granted permission by Power to Change to transfer the remaining balance of funds from the 2018 grant, amounting to £10,253, to unrestricted funds to be spent in meeting any costs incurred by the Charity in meeting its charitable objectives that the trustees deemed appropriate.

Our Vision

To help community managed libraries thrive in their communities.

We want community managed libraries to:

- be aware of, and able to grasp, opportunities such as funding and advice
- provide mutual support and learning
- operate as effectively as possible, to make them sustainable in the long term

Our Governance

The Network is run by a volunteer trustee board supported by other dedicated volunteers from the Community Managed Library (CML) sector. Together they are working with the Network Manager and Regional Network Co-ordinators to create a sustainable network. Trustees are fully committed to building an organisation which achieves its charitable objectives by helping CMLs to be successful, which includes supporting them in regional meetings and events and liaising on a national level, building relationships and communications with CMLs and a wide range of sector agencies and organisations including Libraries Connected, The Arts Council, Department of Culture Media and Sport and many others.

Measuring Success

CMLNPN maintains various methods of impact and evaluation to ensure that achievements are measured against funding milestones, board and sector expectations and the needs of CMLs and their stakeholders.

National Lottery – Funding Milestones

The Network's activities timeline and budget are set against pre-agreed milestones with our principal funder, National Lottery, through the 'Growing Great Ideas' programme. This includes:

- Operations and business development
- Development of regional networks
- Events, training and guidance
- Membership scheme
- Community hub development
- Stakeholder and sector development
- Advocacy
- Educational and product development

Progress is maintained and monitored through quarterly funder meetings and progress reports.

Quarterly Network Manager Reports

The Network Manager prepares quarterly reports outlining progress against funding milestones as well as additional areas of business development and support for CMLs. Reports are scrutinised by CMLNPN trustees and updates informing the reports are shared with members through monthly network meetings, newsletters and the website.

Evaluation Framework

Regular surveys and polls of CMLs are undertaken to gather insights and data, informing future support and training & guidance requirements. CMLNPN also maintains a community library dataset to aid with targeted support and to track successes and learning, for example from successful fundraising or community hub development activities.

Achievements and Performance in 2024-25

CMLNPN entered the third year of three-and-a-half-year funding from the National Lottery 'Growing Great Ideas' programme, enabling the implementation of a business plan to build on the work carried out in the first year. Year three of funding has focused on continued and increased support of our CML member organisations, increasing training and guidance resources, developing new partnerships and creating more detailed research and analysis of the impact of community hubs.

Community Managed Library Dataset

The Community Managed Library dataset audits and tracks community libraries across England & Wales, and is continually monitored and updated by the CMLNPN team. 53 additional CMLs were added to the dataset in 2024-25. Additional information was gathered monitoring status of CMLs, activities & services, financial data and staff/volunteer numbers.

CMLNPN also started using the CML dataset to track CMLs in priority areas,

particularly for funding purposes. This now includes Arts Council England (ACE) Priority Places, Government Priority Places, Indices of Deprivation (including education, employment and health data) and Plan for Neighbourhoods areas.

Engagement and Communication

Regular monthly Network Meetings continue to be held online, open to all trustees, staff, volunteers and supporters from community libraries and the wider sector. Meetings feature guest speakers from related organisations and from featured CMLs, and help to encourage collaborative discussion and foster new connections. Additional catch-up meetings and discussion groups were scheduled at different times to increase accessibility for attendees.

Network meetings from Jan '25 onwards are focusing on specific themes such as reading & literacy, volunteer management, building leases and fundraising, and additional discussion groups are being arranged with partner organisations such as Browns Books, Peters, LibraryOn and Ethical Property Foundation.

CMLNPN also introduced the use of Discord as a communication tool between CMLs featuring a general chat, regional groups and specific threads on subjects such as fundraising opportunities, digital inclusion and social prescribing.

A monthly newsletter is sent to approximately 1,000 CML and library sector contacts focusing on sector news, ideas, events, funding and training opportunities tailored to members. The newsletter focuses on news updates and opportunities for support, particularly training, funding and connections.

The CMLNPN website has also been updated to include additional training opportunities for CMLs and a Toolkits and Resources page for members.

Regional Networks

CMLNPN continued to strengthen local regional networks, moving into new areas which were identified as needing support. They continue to support collaborative working, joint funding opportunities and training, shared learning and resources and closer connections with local authorities, parish councils and other local and regional partners. CMLNPN will continue to work towards establishing 'one voice' for community libraries across England & Wales. Notable regions developed during 2024-25 include London, Wirral, Sheffield, Somerset and Wales.

Events and Educational Development

A series of online training sessions were delivered throughout 2024-25, including topics such as Fundraising, Introduction to AI and Trustee Recruitment & Retention.

Working groups were created on specific themes and subjects, made up of representatives from CMLs either with knowledge and experience of the subject, or those seeking to develop in each area. The format of working groups has set outcomes and expectations including the level of monthly time commitment and promoting through champions / ambassadors to the wider sector. Working groups are contributing guidance and resources to support the wider CML sector.

Four regional mini-conferences took place in 2024-25 in London, Southampton

('Refuturing Libraries' in collaboration with Southampton University), Swindon and Sheffield:

Event	Theme	Date	Attendees	Feedback
London Mini-Conference (Corbett Community Library)	Community Hub Deep Dive	12th June 2024	50 (14 CMLs)	28.6% 'Good' & 71.4% 'Excellent'
Cobbett Road Community Library (in collaboration with Southampton University)	Refuturing Libraries	3rd July 2024	- *	- *
Swindon Mini-Conference (Banbury Park Community Library / Online)	Community Managed Libraries Awards and Celebration	9th October 2024	30 (9 CMLs)	18% 'Good' & 82% 'Excellent'
Sheffield Mini-Conference	'Nuts & Bolts' – practical focus	19th November 2024	35 (16 CMLs)	25% 'Good' & 75% 'Excellent'

**attendance and feedback data not collected by CMLNPN.*

Across the 3 CMLNPN-run mini-conferences, we welcomed **115** attendees from **48** separate organisations, including **39** different CMLs.

Toolkits and guidance have been produced on a wide range of subjects on the CMLNPN website. Resources include practical toolkits (10, +5), webinars (7, +3), training resources (15, +13) policy and procedure templates (44, +9), and a knowledge base for podcasts, videos, radio interviews and reports.

CMLNPN recruited a student researcher from Roehampton University for a period of 9 months to explore and further develop a model of social impact collection via a cost benefit analysis (CBA) tool. The student started with the Network in October 2024 and will develop the CBA model, testing out research through a series of CML pilots.

Membership Scheme

The Membership Scheme was successfully launched, currently with 47 (+13) Associate Members, 26 (+7) Full Members & 5 (+3) Corporate Associate Members. 9 CMLs have applied a 50% discount for low turnover. Members have access to online resources and toolkits as well as additional 1-2-1 support from CMLNPN, used by several CMLs in 2024-25 in need of in-depth advice and guidance on issues such as funding, re-incorporating and business planning.

Community Hub Development

CMLNPN continues to support CMLs with Hub Development, helping to identify key

ways to expand activities & services, as well as sustainable methods to diversify income generation. It is also working with CMLs to improve resilience on governance & business development through 1-2-1 support, mentoring and training. The CMLNPN team have identified approximately 80 CMLs to work with to develop as Community Hubs and 42 which are already successful Community Hubs or are in a position of advanced development.

Stakeholder Development

CMLNPN continues to engage closely with key partners and stakeholders in the libraries and community business sectors, including: attending library sector meetings and English Public Libraries Stakeholder group; roundtable meeting with Libraries Minister Chris Bryant MP; working with LibraryOn to amplify CML stories and connect library users with their local library services; local authority library services; Welsh Government Culture Division; and engaging with funders and charity partners to provide opportunities for CMLs.

Future plans

CMLNPN staff and trustees will continue to engage and support CMLs, principally through continuation of the milestones plan and supported by the remainder of funding from the National Lottery Growing Great Ideas Fund. CMLNPN will be applying for continued funding support from the National Lottery via the UK Fund and will also be exploring a diverse fundraising portfolio through a range of trusts, grants & foundations, as well as generating income via trading, consultancy and individual giving. This methodology seeks to ensure a diverse income generation strategy and long-term sustainability for the Network.

Alongside the growth and expansion of existing 2022–25 initiatives, we will be delivering enhanced data collection and targeted research to support the creation of a comprehensive Cost Benefit Analysis of Community Hubs in England & Wales. This will include gathering specific social impact data and working closely with a cohort of Community Managed Libraries (CMLs) to understand the ongoing impact of Community Hubs. In addition, we will strengthen our engagement by linking up with new national campaigns and seek to create new, mutually beneficial partnerships with organisations both inside and outside the sector.

CMLNPN are also planning increased advocacy liaising with CMLs, MPs, councillors, central and local government to support and amplify the aims and objectives of our members.

Financial Review

At the beginning of the 2024/25 financial year, the Charity had reserves of £84,966 of which £70,467 was restricted and £14,499 was unrestricted.

During the 2022/23 financial year, the Charity was awarded a 3 year grant of £315,400 from National Lottery of which £116,455 (2023-24: £119,455) was paid during the year.

Income from charitable activities – membership fees, running conferences and training courses - totalled £1,696 (2023/24: £3,273).

Donations of £15 were received during the year (2023/24: £Nil).

The Charity spent £97,111 (2023/24: £90,524) to meet its charitable objectives.

At the end of the 2024/25 financial year, the Charity had reserves of £106,021 (2023/24: £84,966) of which £89,811 (2023/24: £70,467) was restricted and £16,210 (2023/24: £14,499) was unrestricted.

The trustees are satisfied with the year-end position of the Charity and do not believe there are any uncertainties currently of the Charity continuing as a going concern. No commitments have been made that cannot be met out of current reserves. Future activities requiring significant funding will only be undertaken when that funding has been secured. Many valuable activities can be provided effectively at low cost from volunteer resources.

Reserves policy

CMLNPN reserves policy requires 6 months of running expenses set aside to continue operations. This will allow the Charity to respond in a considered way to an adverse change in circumstances, give sufficient time to assess emerging circumstances, and to develop and implement appropriate plans, without requiring a crisis response.

Funding from our National Lottery grant covers our basic running expenses until August 2025. As the Charity's activities expand to meet increasing demand, the Trustees continue to assess the appropriate level of free reserves to allow for the uncertainty of future fundraising income and meeting the unplanned costs of urgent requirements or of sudden closure after that date. They will seek continuing grant funding to cover costs that cannot be met out of other income but based on the budget for 2024/25 believe an amount of £50,000 should be held in reserve to cover a 6-month period beyond the current grant end date. These reserves, which may utilise the current balance from the National Lottery grant restricted fund, will be held in liquid assets accessible within one month. Any free reserves held at any time over and above the agreed amount will be considered by Trustees to be available for new projects. At present the reserves level can be met from the balance of the National Lottery grant.

Investment policy and objectives including social investment policy

The Charity does not currently have any financial investments and therefore the trustees have not yet adopted an investment policy. It has adopted a social investment policy whereby all its activities and services are delivered on a voluntary basis to those involved in organizations whose beneficiaries are their local communities. The average age of volunteers is 65+; this approach supports social inclusion.

Principal risks and uncertainties

The Trustees have given consideration to major risks faced by the Charity and how

these can be managed.

Dependence on volunteers:

By the year end the Network had 3 employees running its day-to-day activities, reaching as many CMLs who need our support, but is still dependent on volunteers to support their work. The Network Manager and two regional co-ordinators continue to work to ensure CMLs are fully engaged and involved, to help the Network deliver on its business and financial strategy and to implement a new membership scheme. Though the volunteers make a huge contribution to the organisation, the majority are older or subject to changing employment commitments and circumstances.

Income risk:

The Charity is reliant on grant funding and since 2022/23 has regular expenditure commitments. We will work very hard to build our membership income and implement some business development ideas to help us earn our own income.

Trustees mitigate any income risk by not making commitments unless funding has already been secured. They regularly review reports of funding and financial performance against plan so they can act on variances and adjust plans accordingly.

Reference and administration details

Type of governing document	Constitution
How the Charity is constituted	Charitable Incorporated Organisation
Charity Name	Community Managed Libraries National Peer Network
Other name the Charity uses	None
Registered Charity Number	1184488
Charity's Principal Address	Corbett Community Library, 103-105 Torridon Road, London, SE6 1RQ

Trustees

	Trustee name	Office (if any)	Appointed	Resigned
1	Kamal Shah	Chair	17 March 2021 (appointed Chair June 2023)	29 October 2024
2	Margaret Adjaye	Acting Chair	14 November 2024	Resigned as Acting Chair 18 July 2025
3	Jeremy Clynes	Treasurer	17 March 2020	
4	Christopher Clarke	Trustee	18 July 2019	
5	Susan Wills	Trustee	17 March 2020	
6	Sarah Long	Trustee	18 July 2019	
7	Peter Ranken	Trustee	06 July 2023	
8	Sarah Marissa Clothier	Trustee	14 November 2024	
9	Susan Jane Kerr	Chair	18 July 2025	
10	Benjamin John Gould	Trustee	18 July 2025	

The Network focuses on the skills mix of the Trustees to ensure that the Board has all the necessary skills to contribute fully to the Charity's development. Trustees are inducted through meetings with existing trustees and references to the Charity Commission website to ensure they fully understand their responsibilities. No person (or body) is entitled to appoint any trustees. Trustees may be appointed in accordance with the Constitution by the members or the trustee board. All new trustees retire at the next annual general meeting and may then be reappointed by the members at that meeting. Trustees are not eligible for reappointment if they have served three consecutive terms unless there has been an interval of at least three years since they last served.

All decisions must be made by a quorum of trustees

Trustees met as a body three times and additionally considered specific items via online meetings, email and telephone conference calls. No trustee received any remuneration from the Charity during the year.

The AGM for the Charity was held on 14th November 2024.

Day to day management is delegated to the Network Manager. All strategic and other major decisions are considered and taken by the Trustees.

No trustees hold any title to property belonging to the charity.

Relationships with related parties

Donation to the Charity by Trustee or Third Party

The total amount of donations received from a Trustee or a related party was £nil (2023/24: £nil).

Declarations

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

Signed on behalf of the charity's trustees

Signatures		
Full Name	Ben Gould	
Position	Secretary	
Date:	4 December 2025	

Independent Examiner's Report

I report to the trustees on my examination of the accounts of Community Managed Libraries National Peer Network for the year ended 31 March 2025 which are set out on pages 12 to 20.

Respective responsibilities of trustees and examiner

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 as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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 completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me reasonable cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 Act or the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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:



Name: Jane Gillis

Relevant professional qualification/membership of professional bodies: ACA
ICAEW

Address: 28 Ardoch Road, SE6 1SJ

Date: 4/12/25

Statement of financial activities (including the income and expenditure account)

	Notes	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
Income					
Donations and Legacies	3	15	-	15	-
Grants receivable - National Lottery		-	116,455	116,455	119,455
Charitable activities	4	1,696	-	1,696	3,273
Total Income		1,711	116,455	118,166	122,728
Expenditure					
Raising Funds		-	-	-	-
Charitable Activities	5	-	97,111	97,111	90,524
Total Expenditure		-	97,111	97,111	90,524
Net income/(expenditure)		1,711	19,344	21,055	32,204
Transfers between Funds		-	-	-	-
Net Movements in Funds		1,711	19,344	21,055	32,204
Total Funds Brought Forward		14,499	70,467	84,966	52,762
Total Funds Carried Forward	11	16,210	89,811	106,021	84,966

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derives from continuing activities.

The notes on pages 14 to 20 form part of these accounts

Balance Sheet As at 31 March 2025

	Notes	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
Fixed Assets	8	-	422	422	180
Current assets					
Bank and cash		16,210	94,683	110,893	89,341
Courses under development	9	-	1,758	1,758	-
Debtors and prepayments	9	-	406	406	553
Total current assets		16,210	96,847	113,057	89,894
Liabilities					
Creditors falling due within one year	10	-	(7,458)	(7,458)	(5,108)
Net current assets		16,210	89,389	105,599	84,786
Total assets less current liabilities		16,210	89,811	106,021	84,966
Total net assets		16,210	89,811	106,021	84,966
The funds of the Charity	11				
Unrestricted funds		16,210	-	16,210	14,499
Restricted funds		-	89,811	89,811	70,467
Total charity funds		16,210	89,811	106,021	84,966

The notes on pages 14 to 20 form part of these accounts

Approved by the Trustees on 4th December 2025.

Signed on their behalf by:



Ben Gould
Trustee (Secretary)

Charity no. 1184488

Notes to the financial statements

1 Principal Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation or uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2019 - Charities SORP (FRS 102).

The Charity meets the definition of a public benefit entity under FRS 102 and of the Charity Commission. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Preparation of the accounts on a going concern basis

The trustees are of the view that the charity is a going concern and consider that there are no material uncertainties about the Charity's ability to continue as a going concern. A three-year grant (2022-25) from the National Lottery has continued during the year and further grants will be applied for. In future years the key risks to the Charity are a fall in income from grants receivable and donations but the trustees have arrangements in place to mitigate those risks (see their annual report for more information).

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance of provision of a specified service is deferred until the criteria for income recognition are met.

d) Donated services and facilities

In accordance with the Charities SORP (FRS 102), the services provided by volunteers is not recognised in the financial statements. The trustees' annual report includes more information about their contribution.

e) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the Charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations or grants which the donor or grantor has specified are to be solely used for particular areas of the Charity's work or for specific projects being undertaken by the Charity.

f) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings: raising funds and charitable activities. Costs of charitable activities comprise all costs incurred in pursuit of the charitable objects of the Charity. Currently all costs are wholly attributable to charitable activities.

Irrecoverable VAT is charged as a cost for which the expenditure was incurred.

g) Allocation of support costs

Support costs which include governance costs are those costs that assist the work of the charity but do not directly undertake fund raising or charitable activities. Currently all costs are wholly attributable to charitable activities.

h) Tangible fixed assets and fixed asset investments

Tangible fixed assets are initially recognised at their transaction value. This initial value is written off in equal instalments over the expected useful life of the asset, normally 3 years in the case of office equipment, which is currently the only class of asset.

i) Stocks

The charity has no stocks.

j) Debtors

Debtors are amounts due to the Charity. They are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

k) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation

resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due. Amounts which are payable in more than a year are shown as long-term creditors.

l) Financial instruments

The charity has no financial assets and financial liabilities except for those stated above. Cash at bank and in hand is held to meet the charitable expenditure and day to day running costs as they fall due.

m) Restricted funds

Restricted funds comprise monies raised for, or their use restricted to, a specific purpose, or contributions subject to donor imposed conditions.

n) Unrestricted funds

Unrestricted funds represent those monies which are freely available for application towards achieving any charitable purpose that falls within the Charity's charitable objects.

2) Legal status of the Trust

The organisation is a Charitable Incorporated Organisation and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

3) Donations

£15 donations were received during the year (2024: £nil).

The Charity benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in the annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

4) Income from charitable activities

	Unrestricted	Restricted	2025 Total	2024 Total
	£	£	£	£
Membership fees	660	-	660	1,697
Conferences & Workshops	974	-	974	1,296
Leading Community Spaces Training Courses	62	-	62	280
		-	-	-
Total	1,696	-	1,696	3,273

5) Expenditure on charitable activities and support costs

	Unrestricted	Restricted	2025 Total	2024 Total
	£	£	£	£
Membership support	-	1,613	1,613	32
Conferences & Workshops	-	4,045	4,045	2,417
Leading Community Spaces Training Courses	-	199	199	1,375
	-	5,856	5,856	3,824
Support costs				
People costs	-	84,633	84,633	80,151
Marketing & communications	-	406	406	797
Office costs	-	5,343	5,343	5,046
Governance	-	873	873	706
	-	91,255	91,255	86,700
	-	97,111	97,111	90,524

Support costs were all allocated to charitable activities and are detailed above. These were paid from the National Lottery grant. Other activity was undertaken by volunteers at no cost to the Charity.

People costs include staff costs, recruitment, travel and subsistence. Governance includes trustees' expenses and insurance.

6) Staff costs and trustees remuneration

	2025 £	2024 £
Wages and salaries	75,936	69,462
Social security costs	6,713	6,029
Pension costs	1,717	1,554
	<u>84,366</u>	<u>77,045</u>

Salaries are set by the trustees. Staff costs during the year are shown above. The Charity as employer contributes to a defined contribution pension plan as an employee benefit expense, as contributions fall due. A defined contribution plan is a pension plan under which fixed contributions are paid into a pension fund and the Charity has no further legal or constructive obligation to pay any further contributions.

No trustee has received any remuneration during the period. Travel expenses of £484 were repaid to 1 trustee (2024: £253 to two trustees). The Trustees have the benefit of Trustees' and Officers' liability insurance in respect of the organisation and its trustees. This provides cover up to £100,000 and is part of a comprehensive insurance policy costing £786 (2024: £706)pa.

7) Taxation

The Charity is a registered charity and therefore not liable to taxes on income derived from its charitable activities as it falls within the various exemptions available to registered charities.

8) Tangible Fixed Assets

	IT equipment 2025 £	IT equipment 2024 £
Cost or valuation		
At 1 April	538	538
Additions	633	-
Disposals	-	-
At 31 March	<u>1,171</u>	<u>538</u>
Accumulated depreciation		
At 1 April	358	179
Depreciation for the current year	391	179
Disposals	-	-
At 31 March	<u>749</u>	<u>358</u>
Net book value		
At 31 March	<u>422</u>	<u>180</u>

9) Courses under development, debtors and prepayments

Prepayments for insurance, office hire and software licences amounted to £406 (2024: £553). All amounts fall due within one year.

Courses under development represents the costs expended during the year on the development of courses that will be made available and start generating an income stream in 2025-26.

10) Creditors: amounts falling due within one year

	2025 £	2024 £
Accounts payable	500	-
HMRC	5,333	5,108
Accruals	700	-
Deferred income	925	-
	<u>7,458</u>	<u>5,108</u>

Deferred income represents membership income in advance for 2025/26.

11) Movements in funds

	At 1 April 2024	Income	Expenditure	Transfers	At 31 March 2025
	£	£	£	£	£
Restricted funds					
National Lottery grant	70,467	116,455	(97,111)	-	89,811
Unrestricted funds					
General funds	14,499	1,711	-	-	16,210
Total funds	<u>£84,966</u>	<u>£118,166</u>	<u>(£97,111)</u>	<u>£0</u>	<u>£106,021</u>

The restricted funds comprise the unspent balance of the released instalments already received of the grant of £315,400 over 3 years from the National Lottery grant to be applied for specified purposes to develop and implement day to day activities which further the Trustees' strategy.

Unrestricted funds comprise the balance of general funds held which may be applied to any purpose within the Charity's objects.

11) Related party transactions

There were no related party transactions during the year.

12) Post balance sheet events

There have been no events between the balance sheet date and the signing of these accounts which relate to conditions that arose after the end of the reporting period that would impact on the understanding of these accounts.

Community Managed Libraries National Peer Network
Charity Reg. no: [1184488](#)
Corbett Community Library, 103-105 Torridon Road, London, SE6 1RQ

Accounts



**Community Managed Libraries National Peer Network
Report and Financial Statements
for the year ended 31 March 2024**

Charity name: Community Managed Libraries National Peer Network
Charity Registration Number: [1184488](#)

Objectives and Activities

The purposes of the Charity as set out in its governing document

The promotion of the efficiency and effectiveness and the effective use of charitable resources of community managed libraries for the benefit of the public in particular but not exclusively by:

- Providing and co-ordinating the effective use of workshops, conferences and training activities
- Providing support to assist in the good governance and practice of community libraries in the delivery of services
- Providing a forum for shared learning and networking

The main activities in relation to those purposes for the public benefit

The Community Managed Libraries Peer Network (CMLNPN) was formed in 2017 by Upper Norwood Library Trust (UNLT), in collaboration with the Arts Council, Locality and Libraries Connected with funding from Power to Change. CMLNPN received additional funding from Power to Change in October 2018, to formalise, develop and grow the Network. In 2019 the Network formalized its legal status as a Charitable Incorporated Organisation (CIO). The Charity was granted permission by Power to Change to transfer the remaining balance of funds from the 2018 grant, amounting to £10,253, to unrestricted funds to be spent in meeting any costs incurred by the Charity in meeting its charitable objectives that the trustees deemed appropriate.

Our Vision

To help community managed libraries thrive in their communities.
We want community managed libraries to:

- be aware of, and able to grasp opportunities such as funding and advice
- provide mutual support and learning
- operate as effectively as possible, to make them sustainable in the long term

Our Governance

The Network is run by a volunteer trustee board supported by other dedicated volunteers from the Community Managed Library (CML) sector. Together they are working with the Network Manager and Regional Network Co-ordinators to create a sustainable network. Trustees are fully committed to building an organisation which helps CMLs to be successful, by supporting them in regional meetings and events and liaising on a national level, building relationships and communication with CMLs and with a wide range of sector agencies and organisations including Libraries Connected, The Arts Council, Department of Culture Media and Sport and many others to achieve its charitable objectives.

Measuring Success

CMLNPN maintains various methods of impact and evaluation to ensure that achievements are measured against funding milestones, board and sector expectations and the needs of CMLs and their stakeholders.

National Lottery – Funding Milestones

The Network's activities timeline and budget are set against pre-agreed milestones with our principal funder, National Lottery, through the 'Growing Great Ideas' programme. This includes:

- Operations and business development
- Development of regional networks
- Events, training & guidance
- Membership scheme
- Community hub development
- Stakeholder and sector development
- Advocacy
- Educational and product development

Progress is maintained and monitored through quarterly funder meetings and progress reports.

Quarterly Network Manager Reports

The Network Manager prepares quarterly reports outlining progress against funding milestones as well as additional areas of business development and support for CMLs. Reports are scrutinised by CMLNPN trustees and updates informing the reports are shared with members through monthly network meetings, newsletters and the website.

Evaluation Framework

Regular surveys and polls of CMLs are undertaken to gather insights and data informing future support and training & guidance requirements. CMLNPN also maintains a community library dataset to aid with targeted support and to track successes and learning, for example from successful fundraising or community hub development activities.

Achievements and Performance in 2023-24

CMLNPN entered the second year of three year funding from the National Lottery 'Growing Great Ideas' programme enabling the implementation of a business plan to build on the work carried out in the first year. Year two of funding has focused on cementing business operations, including recruitment of the third staff member, Regional Network Co-ordinator for South West, East Midlands, West Midlands & Wales; developing regional networks and community hub support; building the membership scheme; and increasing training and guidance resources.

Community Managed Library Dataset

The Community Managed Library dataset audits and tracks community libraries across England & Wales, and is continually monitored and updated by the CMLNPN team. 18 additional CMLs were added to the dataset in 2023-24. The dataset was restructured in February 2024 to better record elements of 'Community Hub' development in CMLs,

including activities and services offered and other impact.

The dataset aids with engagement, national and sector advocacy, funding support for CMLs and training and support requirements. This forms the backbone of our process to target appropriate support and development for CMLs while tracking needs.

Engagement and Communication

Regular monthly Network Meetings continue online, open to all trustees, staff, volunteers and supporters from community libraries and the wider sector. Meetings feature guest speakers from related organisations and from featured CMLs, and help to encourage collaborative discussion and foster new connections. Evening meetings are now being offered to add flexibility to those unable to attend during the day.

A monthly newsletter is sent to approximately 1,000 CML and library sector contacts focusing on sector news, ideas, events, funding and training opportunities tailored to members. The newsletter focuses on news updates and opportunities for support, particularly training, funding and connections.

The CMLNPN website has also been updated to include additional training opportunities for CMLs and a Toolkits & Resources page for members.

Regional Networks

10 regional networks have been established covering 230 community libraries, either as newly formed networks or supporting the work of more established groups of CMLs. They continue to support collaborative working, joint funding opportunities and training, shared learning and resources and closer connections with local authorities, parish councils and other local and regional partners. CMLNPN will continue to work towards establishing 'one voice' for community libraries across England & Wales.

Events and Educational Development

A series of short online training sessions started in February 2024 targetting key issues facing CMLs such as Fundraising, Social Media and Trustee Recruitment. These online sessions will continue throughout 2024 with content reflecting issues raised by our members.

Working groups have been set up on specific themes and subjects, made up of representatives from CMLs either with knowledge & experience of the subject, or those seeking to develop in this area.

Three regional mini-conferences took place in 2023-24 in London, Newcastle and Coventry with an overall attendance of 97 participants. Each event focused on different topics including: Community Hub Development, Supporting Resilient Communities and Health & Wellbeing in the Digital Age.

Toolkits and guidance have been produced on a wide range of subjects, on the CMLNPN website. Resources include practical toolkits (5), webinars (4), training resources (2) policy and procedure templates (35), and a knowledge base for podcasts, videos, radio interviews and reports.

Membership Scheme

The Membership Scheme was successfully launched, currently with 34 Associate Members, 19 Full Members & 2 Corporate Associate Members. 4 CMLs have applied a 50% discount for low turnover. Members have access to online resources and toolkits as well as additional 1-2-1 support from CMLNPN, used by several CMLs in

2023-24 in need of in depth advice and guidance on issues such as funding, re-incorporating and business planning.

Community Hub Development

CMLNPN continues to support CMLs with Hub Development, helping to identify key ways to expand activities & services, as well as sustainable methods to diversify income generation. It is also working with CMLs to improve resilience on governance & business development through 1-2-1 support, mentoring and training.

The CMLNPN team have identified approximately 80 CMLs to work with to develop as Community Hubs and 42 which are already successful Community Hubs or are in a position of advanced development.

Stakeholder Development

CMLNPN continues to engage closely with key partners and stakeholders in the libraries and community business sectors including: attending library sector meetings and English Public Libraries Stakeholder group; involvement in Baroness Sanderson's public libraries review; working with 2 universities to develop academic research; local authority library services; and engaging with funders and charity partners to provide opportunities for CMLs.

Future plans

CMLNPN staff and trustees will continue to engage and support CMLs, principally through continuation of the milestones plan and supported by continued funding from the National Lottery.

Alongside growth and expansion of existing 2022-24 initiatives, we will be delivering additional data collection and research to support the creation of a Cost Benefit Analysis of Community Hubs in England & Wales.

Financial Review

At the beginning of the 2023/24 financial year, the Charity had reserves of £52,762 of which £41,536 was restricted and £11,226 was unrestricted.

During 2022-23 financial year, the Charity was awarded a 3 year grant of £315,400 from National Lottery of which £119,455 (2022-23: £79,490) was paid during the year.

Income from charitable activities – membership fees, running conferences and training courses were introduced during the year - totaled £3,273 (2022/23: £Nil).

There were no donations received during the year (2022/23: £Nil).

The Charity spent £90,524 (2022/23: £37,954) to meet its charitable objectives.

At the end of the 2023/24 financial year, the Charity had reserves of £84,966 (2022/23: £52,762) of which £70,467 (2022/23: £41,536) was restricted and £14,499 (2022/23: £11,226) was unrestricted.

The trustees are satisfied with the year-end position of the Charity and do not believe there are any uncertainties currently of the Charity continuing as a going concern. No commitments have been made that cannot be met out of current reserves. Future activities requiring significant funding will only be undertaken when that funding has been secured. Many valuable activities can be provided effectively at low cost from volunteer resources.

Reserves policy

CMLNPN reserves policy requires 6 months of running expenses set aside to continue operations. This will allow the Charity to respond in a considered way to an adverse change in circumstances, give sufficient time to assess emerging circumstances, and to develop and implement appropriate plans, without requiring a crisis response. Funding from our National Lottery grant covers our basic running expenses until August 2025. As the Charity's activities expand to meet increasing demand, the Trustees continue to assess the appropriate level of free reserves to allow for the uncertainty of future fundraising income and meeting the unplanned costs of urgent requirements or of sudden closure after that date. They will seek continuing grant funding to cover costs that cannot be met out of other income but based on the budget for 2024/25 believe an amount of £50,000 should be held in reserve to cover a 6-month period beyond the current grant end date. These reserves, which may utilise the current balance from the National Lottery grant restricted fund, will be held in liquid assets accessible within one month. Any free reserves held at any time over and above the agreed amount will be considered by Trustees to be available for new projects. At present the reserves level can be met from the balance of the National Lottery grant.

Investment policy and objectives including social investment policy

The Charity does not currently have any financial investments and therefore the trustees have not yet adopted an investment policy. It has adopted a social investment policy whereby all its activities and services are delivered on a voluntary basis to those involved in organizations whose beneficiaries are their local communities. The average age of volunteers is 65+; this approach supports social inclusion.

Principal risks and uncertainties

The Trustees have given consideration to major risks faced by the Charity and how these can be managed.

Dependence on volunteers:

By the year end the Network had 3 employees running its day to day activities reaching as many CMLs who need our support but is still dependent on volunteers to support their work. The Network Manager and two regional co-ordinators continue to work to ensure CMLs are fully engaged and involved, to help the Network deliver on its business and financial strategy and to implement a new membership scheme. Though the volunteers make a huge contribution to the organisation, the majority are vulnerable.

Income risk:

The Charity is reliant on grant funding and since 2022/23 has regular expenditure commitments. We will work very hard to build our membership income and implement some business development ideas to help us earn our own income.

Trustees mitigate any income risk by not making commitments unless funding has already been secured. They review regularly reports of funding and financial performance against plan so they can act on variances and adjust plans accordingly.

Reference and administration details

Type of governing document	Constitution
How the Charity is constituted	Charitable Incorporated Organisation
Charity Name	Community Managed Libraries National Peer Network
Other name the Charity uses	None
Registered Charity Number	1184488
Charity's Principal Address	Corbett Community Library, 103-105 Torridon Road, London, SE6 1RQ
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

Trustees

	Trustee name	Office (if any)	Appointed	Resigned
1	David Smith	Chair		Stood down as chair June 2023
2	Kamal Shah	Chair	17 March 2021 (appointed Chair June 2023)	
3	Jeremy Clynes	Treasurer	17 March 2020	
4	Christopher Clarke	Trustee	18 July 2019	
5	Susan Wills	Trustee	17 March 2020	
6	Sarah Long	Trustee	18 July 2019	
7	Peter Ranken	Trustee	06 July 2023	

The Network focuses on the skills mix of the Trustees to ensure that the Board has all the necessary skills to contribute fully to the Charity's development. Trustees are inducted through meetings with existing trustees and references to the Charity Commission website to ensure they fully understand their responsibilities. No person (or body) is entitled to appoint any trustees. Trustees may be appointed in accordance with the Constitution by the members or the trustee board. All new trustees retire at the next annual general meeting and may then be reappointed by the members at that meeting. Trustees are not eligible for reappointment if they have served three consecutive terms unless there has been an interval of at least three

years since they last served.

All decisions must be made by a quorum of trustees

Trustees met as a body four times and additionally considered specific items via email and telephone conference calls. No trustee received any remuneration from the Charity during the year.

The AGM for the Charity was held on 5th September 2023.

Day to day management is delegated to the Network Manager. All strategic and other major decisions are considered and taken by the Trustees.

No trustees hold any title to property belonging to the charity.

Relationships with related parties

Donation to the Charity by Trustee or Third Party

The total amount of donations received from a Trustee or a related party was £nil (2022/23: £nil).

Declarations

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

Signed on behalf of the charity's trustees

Signatures		
Full Name	PETER RANKEN	
Position	SECRETARY/TRUSTEE	
Date:	01/11/2024	

Independent Examiner's Report

I report to the trustees on my examination of the accounts of Community Managed Libraries National Peer Network for the year ended 31 March 2024 which are set out on pages 11 to 18.

Respective responsibilities of trustees and examiner

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 as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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 completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me reasonable cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 Act or the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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:



Name: Jane Gillis

Relevant professional qualification/membership of professional bodies: ACA
ICAEW

Address: 28 Ardoch Road, SE6 1SJ

Date:

1/11/24

Community Managed Libraries National Peer Network
Report and Accounts for the Year Ended 31 March 2024

	Notes	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £
Income							
Donations and Legacies		-	-	-	-	-	-
Grants receivable - National Lottery		-	119,455	119,455	-	79,490	79,490
Charitable activities	4	3,273	-	3,273	-	-	-
Total Income		3,273	119,455	122,728	-	79,490	79,490
Expenditure							
Raising Funds		-	-	-	-	-	-
Charitable Activities	5	-	90,524	90,524	-	37,954	37,954
Total Expenditure		-	90,524	90,524	-	37,954	37,954
Net income/(expenditure)		3,273	28,931	32,204	-	41,536	41,536
Transfers between Funds		-	-	-	10,253	(10,253)	-
Net Movements in Funds		3,273	28,931	32,204	10,253	31,283	41,536
Total Funds Brought Forward		11,226	41,536	52,762	973	10,253	11,226
Total Funds Carried Forward	11	14,499	70,467	84,966	11,226	41,536	52,762

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derives from continuing activities.

The notes on pages 13 to 18 form part of these accounts.

Balance Sheet As at 31 March 2024

	Notes	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Fixed Assets	8	-	180	180	359
Current assets					
Debtors and prepayments	9	-	553	553	174
Bank and cash		14,499	74,842	89,341	57,999
Total current assets		14,499	75,395	89,894	58,173
Liabilities					
Creditors falling due within one year	10	-	(5,108)	(5,108)	(5,770)
Net current assets		14,499	70,287	84,786	52,403
Total assets less current liabilities		14,499	70,467	84,966	52,762
Total net assets		14,499	70,467	84,966	52,762
The funds of the Charity	11				
Unrestricted funds		14,499	-	14,499	11,226
Restricted funds		-	70,467	70,467	41,536
Total charity funds		14,499	70,467	84,966	52,762

The notes on pages 13 to 18 form part of these accounts

Approved by the Trustees on 1st November 2024 .

Signed on their behalf by:



Peter Ranken
Trustee (Secretary)

Charity no. 1184488

Notes to the financial statements

1 Principal Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation or uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2019 - Charities SORP (FRS 102).

The Charity meets the definition of a public benefit entity under FRS 102 and of the Charity Commission. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Preparation of the accounts on a going concern basis

The trustees are of the view that the charity is a going concern and consider that there are no material uncertainties about the Charity's ability to continue as a going concern. A three-year grant (2022-25) from the National Lottery has continued during the year and further grants will be applied for. In future years the key risks to the Charity are a fall in income from grants receivable and donations but the trustees have arrangements in place to mitigate those risks (see their annual report for more information).

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance of provision of a specified service is deferred until the criteria for income recognition are met.

d) Donated services and facilities

In accordance with the Charities SORP (FRS 102), the services provided by volunteers is not recognised in the financial statements. The trustees' annual report includes more information about their contribution.

e) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the Charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Charity's work or for specific projects being undertaken by the Charity.

f) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings: raising funds and charitable activities. Costs of charitable activities comprise all costs incurred in pursuit of the charitable objects of the Charity. Currently all costs are wholly attributable to charitable activities.

Irrecoverable VAT is charged as a cost for which the expenditure was incurred.

g) Allocation of support costs

Support costs which include governance costs are those costs that assist the work of the charity but do not directly undertake fund raising or charitable activities. Currently all costs are wholly attributable to charitable activities.

h) Tangible fixed assets and fixed asset investments

Tangible fixed assets are initially recognised at their transaction value. This initial value is written off in equal instalments over the expected useful life of the asset, normally 3 years in the case of office equipment, which is currently the only class of asset.

i) Stocks

The charity has no stocks.

j) Debtors

Debtors are amounts due to the Charity. They are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

k) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation

resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due. Amounts which are payable in more than a year are shown as long-term creditors.

l) Financial instruments

The charity has no financial assets and financial liabilities except for those stated above. Cash at bank and in hand is held to meet the charitable expenditure and day to day running costs as they fall due.

m) Restricted funds

Restricted funds comprise monies raised for, or their use restricted to, a specific purpose, or contributions subject to donor imposed conditions.

n) Unrestricted funds

Unrestricted funds represent those monies which are freely available for application towards achieving any charitable purpose that falls within the Charity's charitable objects.

2) Legal status of the Trust

The organisation is a Charitable Incorporated Organisation and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

3) Donations

No donations were received during the year (2023: £nil).

The Charity benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in the annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

4) Income from charitable activities

	Unrestricted	Restricted	2024 Total	2023 Total
	£	£	£	£
Membership fees	1,697	-	1,697	-
Conferences & Workshops	1,296	-	1,296	-
Leading Community Spaces Training Courses	280	-	280	-
	-	-	-	-
Total	3,273	-	3,273	-

5) Expenditure on charitable activities and support costs

	Unrestricted	Restricted	2024 Total	2023 Total
	£	£	£	£
Membership support		32	32	-
Conferences & Workshops		2,417	2,417	-
Leading Community Spaces Training Courses		1,375	1,375	-
	-	3,824	3,824	-
Support costs				-
People costs	-	80,151	80,151	34,140
Marketing & communications	-	797	797	27
Office costs	-	5,046	5,046	3,284
Governance	-	706	706	503
	-	90,524	90,524	37,954

Support costs were all allocated to charitable activities and are detailed above. These were paid from the National Lottery grant. Other activity was undertaken by volunteers at no cost to the Charity.

People costs include staff costs, recruitment, travel and subsistence. Governance includes trustees' expenses and insurance.

6) Staff costs and trustees remuneration

	2024 £	2023 £
Wages and salaries	69,462	29,250
Social security costs	6,029	2,994
Pension costs	1,554	706
	77,045	32,950

The Network Manager and a Regional Co-ordinator were joined during the year by a second Regional Co-ordinator. Salaries are set by the trustees. Staff costs during the year are shown above. The Charity as employer contributes to a defined contribution pension plan as an employee benefit expense, as contributions fall due. A defined contribution plan is a pension plan under which fixed contributions are paid into a pension fund and the Charity has no further legal or constructive obligation to pay any further contributions.

No trustee has received any remuneration during the period. Travel expenses of £253 were repaid to 2 trustees (2023: £33 to one trustee). The Trustees have the benefit of Trustees' and Officers' liability insurance in respect of the organisation and its trustees. This provides cover up to £100,000 and is part of a comprehensive insurance policy costing £706 (2023: £627)pa.

7) Taxation

The Charity is a registered charity and therefore not liable to taxes on income derived from its charitable activities as it falls within the various exemptions available to registered charities.

8) Tangible Fixed Assets

	IT equipment 2024	IT equipment 2023
Cost or valuation	£	£
At 1 April	538	-
Additions	-	538
Disposals	-	-
At 31 March	<u>538</u>	<u>538</u>
Accumulated depreciation		
At 1 April	179	-
Depreciation for the current year	179	179
Disposals	-	-
At 31 March	<u>358</u>	<u>179</u>
Net book value		
At 31 March	<u>180</u>	<u>359</u>

9) Debtors and prepayments

Prepayments for office space and insurance amounted to £553 (2023: £175). All amounts fall due within one year.

10) Creditors: amounts falling due within one year

The Charity owed HMRC and the pension provider £5,108 at the end of March 2024

(2023: £5,070) and held £nil accruals for office facilities (2023: £700).

11) Movements in funds

	At 1 April 2023	Income	Expenditure	Transfers	At 31 March 2024
	£	£	£	£	£
Restricted funds					
National Lottery grant	41,536	119,455	(90,524)	-	70,467
Unrestricted funds					
General funds	11,226	3,273	-	-	14,499
Total funds	£52,762	£122,728	(£90,524)	£0	£84,966

The restricted funds comprise the unspent balance of the released instalments already received of the grant of £315,400 over 3 years from the National Lottery grant to be applied for specified purposes to develop and implement day to day activities which further the Trustees' strategy.

Unrestricted funds comprise the balance of general funds held which may be applied to any purpose within the Charity's objects.

11) Related party transactions

There were no related party transactions during the year.

12) Post balance sheet events

There have been no events between the balance sheet date and the signing of these accounts which relate to conditions that arose after the end of the reporting period that would impact on the understanding of these accounts.

Accounts



**Community Managed Libraries National Peer Network
Report and Financial Statements
for the year ended 31 March 2023**

Charity name: Community Managed Libraries National Peer Network
Charity Registration Number: [1184488](#)

Objectives and Activities

The purposes of the Charity as set out in its governing document

The promotion of the efficiency and effectiveness and the effective use of charitable resources of community managed libraries for the benefit of the public in particular but not exclusively by:

- Providing and co-ordinating the effective use of workshops, conferences and training activities
- Providing support to assist in the good governance and practice of community libraries in the delivery of services
- Providing a forum for shared learning and networking

The main activities in relation to those purposes for the public benefit

The Community Managed Libraries Peer Network (CMLNPN) was formed in 2017 by Upper Norwood Library Trust (UNLT), in collaboration with the Arts Council, Locality and Libraries Connected with funding from Power to Change. CMLNPN received additional funding from Power to Change in October 2018, to formalise, develop and grow the Network. In 2019 the Network formalized its legal status as a Charitable Incorporated Organisation (CIO).

Our Vision

To help community managed libraries thrive in their communities.

We want community managed libraries to:

- be aware of, and able to grasp opportunities such as funding and advice
- provide mutual support and learning
- operate as effectively as possible, to make them sustainable in the long term

Our Governance

The Network is run by a volunteer trustee board supported by other dedicated volunteers from the Community Managed Library (CML) sector. Together they are working with the Network Manager and Regional Network Co-ordinators to create a sustainable network. Trustees are fully committed to building an organisation which helps CMLs to be successful, by supporting them in regional meetings and events and liaising on a national level, building relationships and communication with CMLs and with a wide range of sector agencies and organisations including Libraries Connected, The Arts Council, Department of Culture Media and Sport and many others to achieve its charitable objectives.

Measuring Success

CMLNPN maintains various methods of impact and evaluation to ensure that achievements are measured against funding milestones, board and sector expectations and the needs of CMLs and their stakeholders.

National Lottery – Funding Milestones

The Network's activities timeline and budget are set against pre-agreed milestones with our principal funder, National Lottery, through the 'Growing Great Ideas' programme. This includes:

- Operations and business development
- Development of regional networks
- Events, training & guidance
- Membership scheme
- Community hub development
- Stakeholder & sector development
- Advocacy
- Educational & product development

Progress is maintained and monitored through quarterly funder meetings and progress reports.

Quarterly Network Manager Reports

The Network Manager prepares quarterly reports outlining progress against funding milestones as well as additional areas of business development and support for CMLs. Reports are scrutinised by CMLNPN trustees and updates informing the reports are shared with members through monthly network meetings, newsletters and the website.

Evaluation Framework

Regular surveys and polls of CMLs are undertaken to gather insights and data informing future support and training & guidance requirements. CMLNPN also maintains a community library dataset to aid with targeted support and to track successes and learning, for example from successful fundraising or community hub development activities.

Achievements and Performance in 2023

Three year funding from the National Lottery 'Growing Great Ideas' programme enabled the implementation of a business plan to recruit 3 paid CMLNPN staff members, and vastly increase the level of support and development of CMLs in England & Wales. The funding in the first year has been vital in order to setup business operations, strengthen engagement with CMLs and partners and to develop community hubs through training, guidance and peer support.

CMLNPN has recruited 1 full time Network Manager and 2 Regional Network Co-ordinators (starting in Jul '22, Feb '23 and Jun '23) respectively. The appointments have enabled us to initiate a milestone plan of activities:

Community Managed Library Dataset

The Network Manager has created a dataset to audit and track community libraries across England & Wales, continually being monitored and updated by the CMLNPN team. 43 'discovered' CMLs were added to the dataset in 2022-23.

The dataset aids with engagement, national and sector advocacy, funding support for CMLs and training and support requirements. This forms the backbone of our process to target appropriate support and development for CMLs while tracking needs.

Engagement and Communications

Regular monthly Network Meetings have been re-established, open to all trustees, staff, volunteers and supporters from community libraries and the wider sector. Meetings feature guest speakers from related organisations and from spot-lit CMLs, and help to encourage collaborative discussion and foster new connections.

A monthly newsletter is sent to approximately 1000 CML and library sector contacts focusing on sector news, ideas, events, funding and training opportunities tailored to members. The newsletter format and style was redeveloped in 2022-23 with support from charity sector digital experts to best suit the requirements of CMLs.

The CMLNPN website has also been updated to include news, events, funding and training resources as well as to foster connection and communication between CMLs through our online forum.

Regional Networks

6 regional networks, involving 198 community libraries, have been identified and are being developed across the country, through a combination of regional meetings, partnerships, peer visits and collaborative working on funding and activities.

To date, strengthened links and relationships between community libraries have helped to improve resilience and innovation amongst members. A new community library, opening in 2023, has benefitted from this approach when considering flexible shelving and flooring, and developing community activities to a new community served by their library.

Events and Educational Development

A series of online training sessions have been developed and are being delivered both internally and alongside external partners. Training is reflective of community library needs and requirements as identified in network meetings, CMLNPN staff engagement and consultation with staff, trustees and volunteers in the sector.

The first of an annual series of regional mini-conferences took place in Jun '23 in London, with other events planned for the North and South-West of England and Wales during 2023-24.

Toolkits and guidance have been produced on a range of subjects including: environmental policy, recycling hubs and supporting vulnerable people in libraries.

Community Hub Development

Community libraries are continually being identified and developed into 'Community Hubs' by the CMLNPN team, particularly focusing on digital transformation, funding, green initiatives, food and fuel poverty support and outreach and income generation and trading. 25 CMLs have been supported this year, with a standout feature being the support given

to CMLs to provide Warm Welcome space during the winter months of 2022-23. This included feeding into a national campaign and advocacy programme and leveraging local and national funding to support delivery plans.

Future plans

CMLNPN staff and trustees will continue to engage and support CMLs, principally through continuation of the milestones plan and supported by continued funding from the National Lottery.

Alongside growth and expansion of existing 2022-23 initiatives, we will be delivering the additional key objectives:

Membership

CMLNPN will be commencing an inclusive membership scheme for community libraries, supporters and stakeholders in 2023. CMLNPN staff have engaged closely with community libraries to create a membership structure which is both accessible and affordable depending on their specific needs.

Awards Programme

An awards programme will be launched in autumn 2023, recognising and celebrating the work which community library trustees, volunteers, staff and supporters do to maintain invaluable library services in their communities. Awards will be nominated by peers.

Events & Training

Events, both online and in-person, will continue to grow in the coming year and will be planned through close consultation and engagement with partners and members.

We will also be launching a 'Leading Community Spaces' course, which will take a modular approach to develop capacity and experience in the sector.

Financial Review

At the beginning of the 2022/23 financial year, the Charity had reserves of £11,226 of which £10,253 was restricted and £973 was unrestricted.

During 2022-23 financial year, the Charity was awarded a 3 year grant of £315,400 from National Lottery of which £79,490 was paid during the year. There were no donations received during the year (2021/22: £150). The Charity spent £37,954 (2021/22: £Nil) to meet its charitable objectives. Work to raise funds was carried out at no cost to the Charity by the trustees as volunteers. The Charity was granted permission by Power to Change, who provided an original grant to set up and fund the activities of the Network, to transfer the remaining balance of funds from that grant, amounting to £10,253, to unrestricted funds to be spent in meeting any costs incurred by the Charity in meeting its charitable objectives that the trustees deemed appropriate.

At the end of the 2022/23 financial year, the Charity had reserves of £52,762 (2021/22: £11,226) of which £41,536 (2021/22: £10,253) was restricted and £11,226

(2021/22: £973) was unrestricted.

The trustees are satisfied with the year-end position of the Charity and do not believe there are any uncertainties currently of the Charity continuing as a going concern. No commitments have been made that cannot be met out of current reserves. Future activities requiring significant funding will only be undertaken when that funding has been secured. Many valuable activities can be provided effectively at low cost from volunteer resources.

Reserves policy

CMLNPN reserves policy requires 6 months of running expenses set aside to continue operations. This will allow the Charity to respond in a considered way to an adverse change in circumstances, give sufficient time to assess emerging circumstances, and to develop and implement appropriate plans, without requiring a crisis response.

Investment policy and objectives including social investment policy

The Charity does not currently have any financial investments and therefore the trustees have not yet adopted an investment policy. It has adopted a social investment policy whereby all its activities and services are delivered on a voluntary basis to those involved in organizations whose beneficiaries are their local communities. The average age of volunteers is 65+; this approach supports social inclusion.

Principal risks and uncertainties

The Trustees have given consideration to major risks faced by the Charity and how these can be managed.

Dependence on volunteers:

By the year end the Network had 2 employees to run its day to day activities reaching as many CMLs who need our support but is still dependent on volunteers to support their work. In June 23 a third employee was recruited. The Network Manager and two regional co-ordinators will work to ensure CMLs are fully engaged and involved, to help the Network deliver on its business and financial strategy and to implement a new membership scheme.

Income risk:

The Charity is reliant on grant funding and from 2022/23 has regular expenditure commitments. We will work very hard to build our membership income and implement some business development ideas to help us earn our own income.

Trustees mitigate any income risk by not making commitments unless funding has already been secured. They review regularly reports of funding and financial performance against plan so they can act on variances and adjust plans accordingly.

Reference and administration details

Type of governing document	Constitution
How the Charity is constituted	Charitable Incorporated Organisation
Charity Name	Community Managed Libraries National Peer Network
Other name the Charity uses	None
Registered Charity Number	1184488
Charity's Principal Address	Corbett Community Library, 103-105 Torridon Road, London, SE6 1RQ
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

Trustees

	Trustee name	Office (if any)	Appointed	Resigned
1	<i>David Smith</i>	<i>Chair (stood down as chair June 2023)</i>	<i>18 July 2019</i>	
2	<i>Jeremy Clynes</i>	<i>Treasurer</i>	<i>17 March 2020</i>	
3	<i>Christopher Clarke</i>	<i>Trustee</i>	<i>18 July 2019</i>	
4	<i>Susan Wills</i>	<i>Trustee</i>	<i>17 March 2020</i>	
5	<i>Richard Fowler</i>	<i>Trustee</i>	<i>17 March 2020</i>	<i>03 December 2022</i>
6	<i>Margaret Adjaye</i>	<i>Trustee</i>	<i>18 July 2019</i>	<i>27 June 2022</i>
7	<i>Sarah Long</i>	<i>Trustee</i>	<i>18 July 2019</i>	
8	<i>Kamal Shah</i>	<i>Trustee (appointed chair June 2023)</i>	<i>17 March 2021</i>	

The Network focuses on the skills mix of the Trustees to ensure that the Board has all the necessary skills to contribute fully to the Charity's development. Trustees are inducted through meetings with existing trustees and references to the Charity Commission website to ensure they fully understand their responsibilities. No person (or body) is entitled to appoint any trustees. Trustees may be appointed in

accordance with the Constitution by the members or the trustee board. All new trustees retire at the next annual general meeting and may then be reappointed by the members at that meeting. Trustees are not eligible for reappointment if they have served three consecutive terms unless there has been an interval of at least three years since they last served.

All decisions must be made by a quorum of trustees

Trustees met as a body four times and additionally considered specific items via email and telephone conference calls. No trustee received any remuneration from the Charity during the year.

The AGM for the Charity was held on 27 June 2022, *the next AGM for the charity will be held on 5 September 2023.*

Day to day management is delegated to the Network Manager from 6 July 2022. Before then Margaret Adjaye, until she resigned, and Peter Ranken led on day to day activities. All strategic and other major decisions are considered and taken by the Trustees.

No trustees hold any title to property belonging to the charity.

Relationships with related parties

Donation to the Charity by Trustee or Third Party

The total amount of donations received from a Trustee or a related party was £nil (2021/22: £150).

Declarations

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

Signed on behalf of the charity's trustees

Signatures	<i>Kamal Shah</i>	
Full Name	Kamal Shah	
Position	Chair	
Date:	06/09/2023	

Independent Examiner's Report

I report to the trustees on my examination of the accounts of Community Managed Libraries National Peer Network for the year ended 31 March 2023 which are set out on pages 11 to 18.

Respective responsibilities of trustees and examiner

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 as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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 completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me reasonable cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 Act or the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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:



Name: Jane Gillis

Relevant professional qualification/membership of professional bodies: ACA
ICAEW

Address: 28 Ardoch Road, SE6 1SJ

Date: 6 September 2023

	Notes	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £
Donations and Legacies		-	-	-	150	-	150
Grants receivable - National Lottery		-	79,490	79,490	-	-	-
Total Income		-	79,490	79,490	150	-	150
Raising Funds		-	-	-	-	-	-
Charitable Activities	4	-	37,954	37,954	-	-	-
Total Expenditure		-	37,954	37,954	-	-	-
Net Income Before and After Tax		-	41,536	41,536	150	-	150
Transfers between Funds		10,253	(10,253)	-	-	-	-
Net Movements in Funds		10,253	31,283	41,536	150	-	150
Total Funds Brought Forward		973	10,253	11,226	823	10,253	11,076
Total Funds Carried Forward		11,226	41,536	52,762	973	10,253	11,226

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derives from continuing activities.

The notes on pages 13 to 18 form part of these accounts.

Balance Sheet As at 31 March 2023

	Notes	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2023 £	2023 £	2023 £	2022 £
Fixed Assets			359	359	
Current assets					
Debtors and prepayments		-	174	174	-
Bank and cash		11,226	46,773	57,999	11,226
Total current assets		11,226	46,947	58,173	11,226
Liabilities					
Creditors falling due within one year		-	(5,770)	(5,770)	-
Net current assets		11,226	41,177	52,403	11,226
Total assets less current liabilities		11,226	41,536	52,762	11,226
Total net assets		11,226	41,536	52,762	11,226
The funds of the Charity					
Unrestricted funds		11,226	-	11,226	973
Restricted funds		-	41,536	41,536	10,253
Total charity funds	10	11,226	41,536	52,762	11,226

The notes on pages 13 to 18 form part of these accounts

Approved by the Trustees on 6th September 2023 .

Signed on their behalf by:

Kamal Shah

Kamal Shah
Trustee (Chair)

Charity no. 1184488

Notes to the financial statements

1 Principal Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation or uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2019 - Charities SORP (FRS 102).

The Charity meets the definition of a public benefit entity under FRS 102 and of the Charity Commission. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Preparation of the accounts on a going concern basis

The trustees are of the view that the charity is a going concern and consider that there are no material uncertainties about the Charity's ability to continue as a going concern. A three year grant from the National Lottery has commenced during the year and further grants will be applied for. In future years the key risks to the Charity are a fall in income from grants receivable and donations but the trustees have arrangements in place to mitigate those risks (see their annual report for more information).

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance of provision of a specified service is deferred until the criteria for income recognition are met.

d) Donated services and facilities

In accordance with the Charities SORP (FRS 102), the services provided by volunteers is not recognised in the financial statements. The trustees' annual report includes more information about their contribution.

e) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the Charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Charity's work or for specific projects being undertaken by the Charity.

f) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings: raising funds and charitable activities. Costs of charitable activities comprise all costs incurred in pursuit of the charitable objects of the Charity. Currently all costs are wholly attributable to charitable activities.

Irrecoverable VAT is charged as a cost for which the expenditure was incurred.

g) Allocation of support costs

Support costs which include governance costs are those costs that assist the work of the charity but do not directly undertake fund raising or charitable activities. Currently all costs are wholly attributable to charitable activities.

h) Tangible fixed assets and fixed asset investments

Tangible fixed assets are initially recognised at their transaction value. This initial value is written off in equal instalments over the expected useful life of the asset, normally 3 years in the case of office equipment, which is currently the only class of asset.

i) Stocks

The charity has no stocks.

j) Debtors

Debtors are amounts due to the Charity. They are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

k) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation

resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due. Amounts which are payable in more than a year are shown as long-term creditors.

l) Financial instruments

The charity has no financial assets and financial liabilities except for those stated above. Cash at bank and in hand is held to meet the charitable expenditure and day to day running costs as they fall due.

m) Restricted funds

Restricted funds comprise monies raised for, or their use restricted to, a specific purpose, or contributions subject to donor imposed conditions.

n) Unrestricted funds

Unrestricted funds represent those monies which are freely available for application towards achieving any charitable purpose that falls within the Charity's charitable objects.

2) Legal status of the Trust

The organisation is a Charitable Incorporated Organisation and has no share capital. If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

3) Donations

No donations were received during the year (2022: £150).

The Charity benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in the annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

4) Expenses and support costs

Expenses allocated to charitable activities was £37,954 (2022: £nil) and were paid from the National Lottery grant. Other activity was undertaken by volunteers at no cost to the Charity.

	Raising funds	Charitable activity	2023	2022
	£	£	Total £	Total £
People costs	-	34,140	34,140	-
Marketing & communications	-	27	27	-
Office costs	-	3,284	3,284	-
Governance	-	503	503	-
	<u>-</u>	<u>37,954</u>	<u>37,954</u>	<u>-</u>

People costs include recruitment, travel and subsistence. Governance includes trustees' expenses and insurance.

5) Staff costs and trustees remuneration

	2023 £	2022 £
Wages and salaries	29,250	-
Social security costs	2,994	-
Pension costs	706	-
	<u>32,950</u>	<u>-</u>

A Network Manager was appointed in July 2022 as the Charity's first employee and was joined in February 2023 by a Regional Co-ordinator. Salaries are set by the trustees. Staff costs during the year are shown above. The Charity as employer contributes to a defined contribution pension plan as an employee benefit expense, as contributions fall due. A defined contribution plan is a pension plan under which fixed contributions are paid into a pension fund and the Charity has no further legal or constructive obligation to pay any further contributions.

No trustee has received any remuneration during the period and £33 travel expenses were repaid to one trustee (2022: £nil). Since July 2022 the Trustees have the benefit of Trustees' and Officers' liability insurance in respect of the charity and its trustees. This provides cover up to £100,000 and is part of a comprehensive insurance policy costing £627pa.

6) Taxation

The Charity is a registered charity and therefore not liable to taxes on income derived from its charitable activities as it falls within the various exemptions available to registered charities.

7) Tangible Fixed Assets

	IT equipment 2023 £	IT equipment 2022 £
Cost or valuation		
At 1 April	-	-
Additions	538	-
Disposals	-	-
At 31 March	538	-
Accumulated depreciation		
At 1 April	-	-
Depreciation for the current year	179	-
Disposals	-	-
At 31 March	179	-
Net book value		
At 31 March	359	-

8) Debtors and prepayments

All amounts fall due within one year.

9) Creditors: amounts falling due within one year

The Charity owed HMRC £5,070 at the end of March 2023 (2022: nil) and held an accrual of £700 for office facilities (2022: nil).

10) Movements in funds

	At 1 April 2022	Income	Expenditure	Transfers	At 31 March 2023
Restricted funds					
Power to Change grant	£10,253			(£10,253)	£0
National Lottery grant		£79,490	(£37,954)		£41,536
Unrestricted funds					
General funds	£973			£10,253	£11,226
Total funds	£11,226	£79,490	(£37,954)	£0	£52,762

The restricted funds comprise the balance of the released instalments already

received of the grant of £315,400 over 3 years from the National Lottery grant to be applied for specified purposes to develop and implement day to day activities which further the Trustees' strategy.

Unrestricted funds comprise the balance of general funds held which may be applied to any purpose within the Charity's objects. During the year Power to Change agreed that the balance of their previously restricted grant could now be used in this way.

11) Related party transactions

There were no related party transactions during the year.

12) Post balance sheet events

There have been no events between the balance sheet date and the signing of these accounts which relate to conditions that arose after the end of the reporting period that would impact on the understanding of these accounts.

Accounts



**Community Managed Libraries National Peer Network
Report and Financial Statements
for the year ended 31 March 2022**

Charity name: Community Managed Libraries National Peer Network
Charity Registration Number: [1184488](#)

Objectives and Activities

The purposes of the Charity as set out in its governing document

The promotion of the efficiency and effectiveness and the effective use of charitable resources of community managed libraries for the benefit of the public in particular but not exclusively by:

- Providing and co-ordinating the effective use of workshops, conferences and training activities
- Providing support to assist in the good governance and practice of community libraries in the delivery of services
- Providing a forum for shared learning and networking

The main activities in relation to those purposes for the public benefit

The Community Managed Libraries Peer Network (CMLNPN) was formed in 2017 by Upper Norwood Library Trust (UNLT), in collaboration with the Arts Council, Locality and Libraries Connected with funding from Power to Change. CMLNPN received additional funding from Power to Change in October 2018, to formalise, develop and grow the Network. In 2019 the Network formalized its legal status as a Charitable Incorporated Organisation (CIO).

We continue to participate in the Government's cross working group, ensuring the voice and needs of Community Managed Libraries (CMLs) informed national policy. We want to sustain this engagement in the longer term, as the pandemic has highlighted the major role played by CMLs as community catalysts and local hubs which support the most excluded, marginalised, isolated, poor and needy in their communities through a wide range of local services.

In February 2022, after a successful application to the National Lottery's Growing Great Ideas transformational programme, the CMLNPN heard that, subject to final approval, it had been awarded £315,400 over the three years 2022/23-2025/26 to employ a full time Network Manager and two part time Regional Co-ordinators to implement a business plan that will create a network of community hubs based around community libraries developed organically with local leadership, to fit local needs and that can deliver transformational and long term change to civic life with local communities as the bedrock. The first instalment of this grant is being received, staff appointed and implementation commencing in April 2022.

At the end of March 2022, the Network had 520 (2020/21: 502) subscribers including peers from the full spectrum of Community Managed Libraries (CMLs) including both the independently funded and those who receive varying levels of local authority support. These are usually trustees or people who work in community managed libraries but can also include those wishing to form a trust or community groups exploring the possibilities of CMLs.

Our Vision

The Network wants libraries in community management to thrive - each at the heart of their community, run by their community, providing a wide range of benefits for their community. It does this by giving community managed libraries access to the advice and support they need to run their organisation effectively.

Our Governance

The Network is run by a volunteer trustee board supported by other dedicated volunteers from the CML sector. Together they are working to create a sustainable network. Trustees are fully committed to building an organisation which helps CMLs to be successful and do this by:

- creating a forum for members to learn from each other and to exchange information and good practice
- collaborating with CMLs and other organisations to run learning events for community managed libraries
- providing a voice to raise issues that matter to community managed libraries, and to help the public, national and local decision-makers, and other parts of the library sector, understand and value what community managed libraries do
- drawing on learning and good working practice from other peer networks

The Network continues to work hard to build relationships and communication with CMLs nationally and with a wide range of sector agencies and organisations including Libraries Connected, The Arts Council, DCMS and many others to achieve its charitable objectives.

Statement confirming that the trustees have had regard to the guidance issued by the Charity Commission on public benefit

The Trustees of Community Managed Libraries National Peer Network hereby confirm that they have taken full regard of the guidance on public benefit issued by the Charity Commission when exercising any powers or duties to which the guidance is relevant. In particular, the Trustees believe that the list of activities detailed above show complete accordance and compliance with such guidance and are all examples of furthering the charity's purpose (as defined in the objects described above) for the public benefit.

Contribution made by volunteers

The Network is run by 8 Trustees, all volunteers contributing significant hours each month to support the Network's activities. Other volunteers from the Network sometimes lead discussions at events.

Policy on grant- making

The Charity has no policy on grant making as this does not form part of its current or planned future activity.

Measuring success

The trustees continue to measure the impact of the Charity's work through regular trustee reports detailing key achievements for all projects against objectives set and how the communities the recipient libraries serve have benefited, ensuring all are on track or to plan. Following the successful bid for lottery funding Trustees have recently recruited a Network Manager. As the strategy is further developed and a detailed implementation plan approved we will develop metrics and criteria to help us effectively monitor and assess the differences we make.

The pandemic disrupted plans for our national conference – to organise this will be one of the key tasks for the Network Manager and regional team once appointed. We continued to participate in the Government's Covid-19 working group where we champion the voice of CMLs at national level; we sustained communication and relationships with a range of national and local agencies including the Reading Agency and Libraries Connected and we kept CMLs abreast with policies including changes taking place in the library and cultural sectors.

As CMLs resumed activities locally following lockdown measures, we were not able to run as many network meetings. Network meetings will resume fully once the Network Manager and regional teams are appointed, running them locally, designed to cater for local needs and wants.

We successfully completed the Public Space Management course run by Archibald Corbett Community Library, funded by National Lottery and supported by Roehampton Business. Over 60 people including volunteers, local residents and people from the CML community in the South of London area benefited from the course. Following our success with the Lottery funding, we will be redesigning and developing the course to run across England and Wales, benefiting CMLs, volunteers and people aspiring to work in the CML and community business sector.

Achievements and Performance in 2022

The Network has succeeded in achieving a number of the objectives set out in its governing document and creating a platform for the future development and expansion of those objectives:

- The Network continued to prove its resilience and strength by continuing to participate in the Government's cross working group, ensuring the voice and needs of CMLs informed national policy. The Network is keen to sustain this engagement in the longer term highlighting the important role CMLs play as community catalysts and local hubs which support the most excluded, marginalised, isolated, poor and needy in their communities through a wide range of local services.
- We opened up the Public Space Management course run by Archibald Corbett Community Library to CMLs.

- We shared regular information and updates with CMLs, they included policy decisions, updated toolkit information from Libraries Connected, funding opportunities and more.
- The targets set in the forecast income and expenditure for activity and event donations have been met.
- We successfully secured funding for 2022/23 onwards from the National Lottery, £315,400 to employ a full time Network Manager and two part time Regional Co-ordinators to implement a business plan that will create a network of community hubs based around community libraries developed organically with local leadership, to fit local needs, that can deliver transformational and long-term change to civic life with local communities as the bedrock.

Future plans

We continue to work hard to develop a good level of engagement with CMLs across England, as well as creating networking and shared learning opportunities for CMLs. We are now looking ahead to the future, and to how we can grow and develop the Network, make a strong impact locally and nationally by supporting existing and emerging CMLs to thrive in their communities.

Our future plans include:

- To recruit a Network Manager and two regional network co-ordinators to support our vision and plans to help/work with CMLs in creating a network of community hubs based around community libraries.
- Improve, develop and grow support for CMLs across the regions
- Implement a strong and dynamic Network which responds confidently to CML needs
- Enhance our profile and reputation as a strong strategic partner in our sector, fully engaged with CMLs, knowledgeable and with intelligence to inform discussions and policy changes at national level; and the go to place for CMLs including agencies, local communities and organisations keen to develop community libraries locally.
- Maintain engagement on the government cross working group, particularly with CMLs playing major roles as community catalysts and local hubs; and because it is important we continue to share the voice and needs of CMLs at national level with policy makers.
- Continue to organise networking and learning opportunities for CMLs nationally
- Connect with and develop relationships with CMLs in Wales and other parts of the country
- Implement a membership scheme
- Organise a national conference in person
- Develop capacity building and employability sessions for volunteers as part of the Network's succession planning strategy.
- Achieve financial resilience through fundraising, membership activities, donations and partnership working.

Financial Review

At the beginning of the 2021/22 financial year, the Charity had reserves of £11,076 of which £10,253 was restricted and £823 was unrestricted.

During 2021-22 financial year, the Charity received donations of £150 (£2,000 in 2020/21) and spent £Nil (£2,545 in 2020/21) to meet its charitable objectives. These were met by the work of volunteers.

At the end of the 2021/22 financial year, the Charity had reserves of £11,226 of which £10,253 was restricted and £973 was unrestricted.

The trustees are satisfied with the year-end position of the Charity and do not believe there are any uncertainties currently of the Charity continuing as a going concern. No commitments have been made that cannot be met out of current reserves. Future activities requiring significant funding will only be undertaken when that funding has been secured. Many valuable activities can be provided effectively at low cost from volunteer resources.

Reserves policy

Any surpluses at the end of each year end are held in reserve to be used in the following year to support the Charity's charitable objectives and its development. Now that the Charity has committed to regular outgoings the trustees will develop a formal reserves policy in 2022/23.

Investment policy and objectives including social investment policy

The Charity does not currently have any financial investments and therefore the trustees have not yet adopted an investment policy. It has adopted a social investment policy whereby all its activities and services are delivered on a voluntary basis to those involved in organizations whose beneficiaries are their local communities. The average age of volunteers is £65+, this approach supports social inclusion.

Principal risks and uncertainties

The Trustees have given consideration to major risks faced by the Charity and how these can be managed.

Dependence on volunteers:

The Network is still entirely volunteer run. To ensure we reach as many CMLs who need our support, we have secured lottery funding to recruit a Network Manager and two regional co-ordinators. They will work to ensure CMLs are fully engaged and involved, to help the Network deliver on its business and financial strategy and to implement its new membership scheme. Though the volunteers make a huge contribution to the organisation, the majority are vulnerable.

Income risk:

The Charity is reliant on grant funding and from 2022/23 has regular expenditure commitments. We will work very hard to build our membership income and implement some business development ideas to help us earn our own income.

Trustees mitigate any income risk by not making commitments unless funding has already been secured. They review regularly reports of funding and financial performance against plan so they can act on variances and adjust plans accordingly.

Reference and administration details

Type of governing document	Constitution
How the Charity is constituted	Charitable Incorporated Organisation
Charity Name	Community Managed Libraries National Peer Network
Other name the Charity uses	None
Registered Charity Number	1184488
Charity's Principal Address	Community Managed Libraries National Peer Network, 39 Westow Hill, London SE19 1TQ
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

Trustees

	Trustee name	Office (if any)	Appointed	Resigned
1	David Smith	Chair	18 July 2019	
2	Jeremy Clynes	Treasurer	17 March 2020	
3	Christopher Clarke	Trustee	18 July 2019	
4	Susan Wills	Trustee	17 March 2020	
5	Richard Fowler	Trustee	17 March 2020	
6	Margaret Adjaye	Trustee	18 July 2019	27 June 2022
7	Sarah Long	Trustee	18 July 2019	
9	Kamal Shah	Trustee	17 March 2021	

The Network focuses on the skills mix of the Trustees to ensure that the Board has all the necessary skills to contribute fully to the Charity's development. Trustees are inducted through meetings with existing trustees and references to the Charity Commission website to ensure they fully understand their responsibilities. No person (or body) is entitled to appoint any trustees. Trustees may be appointed in accordance with the Constitution by the members or the trustee board. All new trustees retire at the next annual general meeting and may then be reappointed by the members at that meeting. Trustees are not eligible for reappointment if they have served three consecutive terms unless there has been an interval of at least three years since they last served.

All decisions must be made by a quorum of trustees

Trustees met as a body four times and additionally considered specific items via email and telephone conference calls. No trustee received any remuneration from the Charity during the year.

The AGM for the Charity was held on 27 June 2022.

Day to day management is delegated to the Chair, Peter Ranken (Secretary) and the Network Manager from 6 July 2022. Before then Margaret Adjaye, until she resigned, and Peter Ranken led on day to day activities. All strategic and other major decisions are considered and taken by the Trustees.

No trustees hold any title to property belonging to the charity.

Relationships with related parties

Upper Norwood Library Trust (UNLT)

The Charity grew out of the work coordinated by UNLT which was funded by a grant from Power To Change to build and support a national peer network for CMLs. The success of the resulting activities and the expanding demand for a continuation and more permanent service led to representatives of the most active and advanced CMLs, including UNLT, determining that a separate charity should be formed.

Margaret Adjaye, a then trustee of the Charity, employed by UNLT until November 2021 as one of the joint Hub Directors for Upper Norwood Library Hub, was responsible for directing the work UNLT undertook for the Charity. Margaret Adjaye received no personal benefit for doing so, and did not take part in those sections of meetings or otherwise in making decisions relating to the Charity's relationship with UNLT. Until December 2021, UNLT held funds for the Network in its bank account. This changed in December 2021 after the Network had opened its own bank account and the funds of £11,075.98 held by UNLT were transferred into that account.

Donation to the Charity by Trustee or Third Party

The total amount of donations received from a Trustee or a related party was £150 (2020/21: £nil).

Declarations

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

Signed on behalf of the charity's trustees

Signatures		
Full Name	DAVID SMITH	PETER RANKEN
Position	CHAIR	SECRETARY
Date:	10/01/2023	10/01/2023

Independent Examiner's Report

I report to the trustees on my examination of the accounts of Community Managed Libraries National Peer Network for the year ended 31 March 2022.

Respective responsibilities of trustees and examiner

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').

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that although an independent examination is also not required under section 145 of the 2011 Act they would appreciate the feedback arising from such external scrutiny.

I report in respect of my examination of the Charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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 completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me reasonable cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Act or the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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: 

Name: Jane Gregory

Relevant professional qualification/membership of professional bodies: ACA
DChA (ICAEW 7057507)

Address: 22 Fox Hill London SE19 2XE

Date:

COMMUNITY MANAGED LIBRARIES NATIONAL PEER NETWORK

Charity Number: 1184488

Statement of financial activities (including income and expenditure account) for the year ended 31 March 2022

	Notes	Unrestricted	Restricted	Total		Unrestricted	Restricted	Total
		Funds	Funds	Funds		Funds	Funds	Funds
		2022	2022	2022		2021	2021	2021
Donations and Legacies		£150	-	£150		-	£2,000	£2,000
Charitable Activities	3	-	-	-		£500	-	£500
Other Trading Activities		-	-	-		-	-	-
Total Income		£150	-	£150		£500	£2,000	£2,500
Raising Funds		-	-	-		-	-	-
Charitable Activities	4	-	-	-			£(2,518)	£(2,518)
Other Support Costs		-	-	-		£(27)		£(27)
			-					
Total Expenditure	5	-	-	-		£(27)	£(2,518)	£(2,545)
Net Income Before and After Tax		£150	-	£150		£473	£(518)	£(45)
Transfers between Funds		-	-	-		-	-	-
Net Movements in Funds		£150	-	£150		£473	£(518)	£(45)
Total Funds Brought Forward (restated for prior year)	6	£823	£10,253	£11,076		£350	£10,771	£11,121
Total Funds Carried Forward (restated for prior year)		£973	£10,253	£11,226		£823	£10,253	£11,076

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derives from continuing activities.

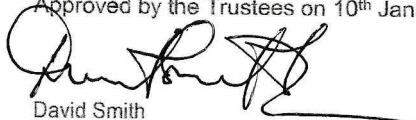
The notes on pages 14 to 18 form part of these accounts.

Balance Sheet
For the Year ended 31 March 2022

	Notes	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2022	2022	2022	2021 restated
Current assets					
Debtors	5	-	-	-	£14,076
Bank and cash		£973	£10,253	£11,226	
Total current assets		£973	£10,253	£11,226	£14,076
Liabilities					
Creditors falling due within one year	6	-	-	-	(£3,000)
Net current assets		£973	£10,253	£11,226	£11,076
Total assets less current liabilities					£11,076
Total net assets		£973	£10,253	£11,226	£11,076
The funds of the Charity					
Unrestricted funds		973		£973	£823
Restricted funds		-	£10,253	£10,253	£10,253
Total charity funds	7	£973	£10,253	£11,226	£11,076

The notes on pages 13 to 24 form part of these accounts

Approved by the Trustees on 10th January 2023 . Signed on their behalf by:


David Smith
Trustee (Chair)

Charity no. 1184488

Notes to the financial statements

1 Principal Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation or uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2019 - Charities SORP (FRS 102).

The Charity meets the definition of a public benefit entity under FRS 102 and of the Charity Commission. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Preparation of the accounts on a going concern basis

The Charity reported a cash inflow of £150 for the year. The trustees are of the view that the charity is a going concern and consider that there are no material uncertainties about the Charity's ability to continue as a going concern. A grant from the National Lottery has commenced after the balance sheet date and further grants will be applied for. In future years the key risks to the Charity are a fall in income from grants receivable and donations but the trustees have arrangements in place to mitigate those risks (see their annual report for more information).

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance of provision of a specified service is deferred until the criteria for income recognised are met.

d) Donated services and facilities

In accordance with the Charities SORP (FRS 102), the services provided by volunteers is not recognised in the financial statements. The trustees' annual report

includes more information about their contribution.

e) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the Charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Charity's work or for specific projects being undertaken by the Charity.

f) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings: raising funds and charitable activities.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

g) Allocation of support costs

Support costs which include governance costs are those costs that assist the work of the charity but do not directly undertake fund raising or charitable activities.

h) Tangible fixed assets and fixed asset investments

The charity has no tangible fixed assets or investments.

i) Stocks

The charity has no stocks.

j) Debtors

Debtors are amounts due to the Charity. They are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

k) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due. Amounts which are payable in more than

a year are shown as long-term creditors.

l) Financial instruments

The charity has no financial assets and financial liabilities except for those stated above. Cash at bank and in hand is held in a bank current account with NatWest and is used to meet the charitable expenditure and day to day running costs as they fall due.

m) Restricted funds

Restricted funds comprise monies raised for, or their use restricted to, a specific purpose, or contributions subject to donor imposed conditions.

n) Unrestricted funds

Unrestricted funds represent those monies which are freely available for application towards achieving any charitable purpose that falls within the Charity's charitable objects.

2) Legal status of the Trust

The organisation is a Charitable Incorporated Organisation and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

3) Restatement of prior years

Prior to the balance of the original Power to Change grant being transferred by UNLT to the Charity in December 2021 it was identified that a few expense transactions in 2019/20 had been misallocated against this grant. A prior year adjustment of £299 was made and is reflected in these financial statements.

4) Donations

Donations totalling £150 were received from a Trustee (2021: £nil).

The Charity benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in the annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

5) Expenses and support costs

Expenses allocated to charitable activities was £nil (2021: £2,518. Support costs of £nil (2021: £27) were paid from unrestricted funds of the Charity. All activity was undertaken by volunteers at no cost to the Charity.

6) Staff costs and trustees remuneration

The Charity did not employ any staff directly until after the balance sheet date. In 2021/22 work carried out on behalf of the Charity was performed by staff of UNLT and volunteers. No charge was incurred in 2021/22 due to lack of activity possible during the Covid pandemic. No trustee has received any remuneration during the period and no travel expenses were incurred.

7) Taxation

The Charity is a registered charity and therefore not liable to taxes on income derived from its charitable activities as it falls within the various exemptions available to registered charities.

8) Debtors

The Charity's funds were held until December 2021 by the Upper Norwood Library Trust who applied for and successfully secured the original Power to Change funding to develop and grow the Network. At the end of the 2021/22 financial year UNLT held £Nil (2020/21: £14,075.98) on behalf of CMLNPN.

9) Creditors

The Charity did not have any creditors at the end of March 2022 (2021: £3,000 was owed to Upper Norwood Library Trust). This was netted off against the 2021 debtor and the net funds transferred to the Charity by UNLT in December 2021.

10) Movements in funds

	At 1 April 2021 (restated)	Income	Expenditure	At 31 March 2022
Restricted funds				
Power to Change grant	£10,253	£-	£(-)	£10,253
Unrestricted funds				
General funds	£823	£150	£(-)	£973
Total funds	£11,076	£150	£(-)	£11,226

10) Post balance sheet events

Following final approval by National Lottery the first instalment of the 3 year grant of £315,400 was received in April 2022, enabling the Charity to appoint a paid Network Manager to develop and oversee day to day activities furthering the implementation of the Trustees' strategy.

There have been no other events between the balance sheet date and the signing of these accounts which relate to conditions that arose after the end of the reporting period that would impact on the understanding of these accounts.

Community Managed Libraries National Peer Network
Charity Reg. no: [1184488](#)
39 Westow Hill, London SE19 1TQ

Accounts



**Community Managed Libraries National Peer Network
Report and Financial Statements
for the year ended 31 March 2021**

Charity name: Community Managed Libraries National Peer Network
Charity Registration Number: [1184488](#)

Objectives and Activities

The purposes of the Charity as set out in its governing document

The promotion of the efficiency and effectiveness and the effective use of charitable resources of community managed libraries for the benefit of the public in particular but not exclusively by:

- Providing and co-ordinating the effective use of workshops, conferences and training activities
- Providing support to assist in the good governance and practice of community libraries in the delivery of services
- Providing a forum for shared learning and networking

The main activities in relation to those purposes for the public benefit

The Community Managed Libraries Peer Network came into existence in 2017, funded by Power to Change, co-ordinated by Upper Norwood Library Trust (UNLT), supported by the Arts Council, Locality and Libraries Connected. In October 2018 UNLT secured additional funding from Power to Change to formalize the Network, build on the positive work started in 2017, and to develop and grow its activities. In July 2019 the Network was granted charitable status by the Charity Commission as a Charitable Incorporated Organisation (CIO), Community Managed Libraries National Peer Network (CMLNPN).

In 2020-21 the Network had 502 (2019-20: 467) subscribers, they include peers from the full spectrum of Community Managed Libraries (CMLs) including both the independently funded and those who receive varying levels of local authority support. These are usually trustees or people who work in community managed libraries but can also include those wishing to form a trust or community groups exploring the possibilities of CMLs.

The Network wants libraries in community management to thrive - each at the heart of their community, run by their community, providing a wide range of benefits for their community. It does this by giving community managed libraries access to the advice and support they need to run their organisation effectively.

The Network is run by a volunteer trustee board supported by other dedicated volunteers from the CML sector. Together they are working to create a sustainable network. Trustees are fully committed to building an organisation which helps CMLs to be successful and do this by:

- creating a forum for members to learn from each other and to exchange information and good practice
- collaborating with CMLs and other organisations to run learning events for community managed libraries
- providing a voice to raise issues that matter to community managed libraries, and to help the public, national and local decision-makers, and other parts of the library sector, understand and value what community managed libraries do
- drawing on learning and good working practice from other peer networks

The Network continues to work hard to build relationships and communication with CMLs nationally and with a wide range of sector agencies and organisations including Libraries Connected, The Arts Council, DCMS and many others to achieve its charitable objectives.

Statement confirming that the trustees have had regard to the guidance issued by the Charity Commission on public benefit

The Trustees of Community Managed Libraries National Peer Network hereby confirm that they have taken full regard of the guidance on public benefit issued by the Charity Commission when exercising any powers or duties to which the guidance is relevant. In particular, the Trustees believe that the list of activities detailed above show complete accordance and compliance with such guidance and are all examples of furthering the charity's purpose (as defined in the objects described above) for the public benefit.

Contribution made by volunteers

The Network is run by 8 Trustees, all volunteers contributing significant hours each month to support the Network's activities. Other volunteers from the Network sometimes lead discussions at events.

Policy on grant- making

The Charity has no policy on grant making as this does not form part of its current or planned future activity

Measuring success

The trustees plan to measure the impact of the Charity's work through regular trustee reports, detailing key achievements for all projects against objectives set and how the communities the recipient libraries serve have benefited, ensuring all are on track or to plan. As the Network develops metrics and criteria can be refined.

Due to the pandemic, we were not able to organise our national conference as planned nor were we able to secure an apprentice to support our activities. We were also planning to recruit a Network Manager and regional team to develop and grow our activities, including plans for paid membership, all of which had to be put on hold due to the pandemic. We were however able to grow our links with CMLs in different parts of the country, increasing the number of subscribers we have to 502 (467 in 2019). We continued to participate in the Government's Covid-19 working group where we championed the voice of CMLS at national level; we built strong relationships and communication with the Reading Agency, Libraries Connected and other local and regional agencies and we kept CMLS abreast with policies including changes taking place in the library and cultural sectors.

Our online peer support sessions were very well attended (up to 30 people per session) and the information we provided to CMLs proved to be invaluable for CMLs who had little to no communication from their local authorities. We captured their needs and learning, which was shared with government and other national agencies, and succeeded in ensuring the needs of CMLs informed policy discussions and decisions. We successfully completed a research piece supported by Power to Change and organised 3 online Public Space Management sessions for CMLs. We also started on plans to open our own bank account, and now have an account set up with Natwest Bank,

Achievements and Performance 2020-2021

During this first full year of its existence the Charity has succeeded in achieving a number of the objectives set out in its governing document and creating a platform for the future development and expansion of those objectives:

- The global pandemic during 2020/21 proved to be challenging and difficult for everyone globally. The Network however proved its resilience and strength by continuing to participate in the Government's

cross working group, ensuring the voice and needs of CMLs informed national policy. The Network is keen to sustain this engagement in the longer term, particularly as the pandemic is starting to highlight the important role CMLs play as community catalysts and local hubs which support the most excluded, marginalised, isolated, poor and needy in their communities through a wide range of local services.

- We published regular blogs including funding opportunities to help CMLs access Covid-19 grants and support.
- There were bi-weekly peer support and networking meetings, often with external speakers in attendance to ensure CMLs are kept fully abreast with policy changes during the pandemic, including funding and development opportunities. These sessions enabled us to feed the voice and needs of CMLs to the government's cross working group, and ensure CMLs felt supported during these challenging times.
- With support from Power to Change, we launched the report showing how Community Managed Libraries are already stepping up to a challenge set out in a recent government paper "Levelling up our communities" by MP Danny Kruger. Our report - Community Managed Libraries as Community Hubs - highlights how CMLs in a wide range of communities - urban and rural, affluent and deprived - operate using many different business models. One thing they share, however, is a close understanding of the community in which they are located. The report drew on the experiences of Community Managed Libraries in Lewisham, Earlsdon, Fallowfield, Greenhill, Harbury, Jesmond, and Upper Norwood, identifying a range of traditional and innovative services being offered
- We opened up the Public Space Management course run by Archibald Corbett Community Library to CMLs.
- We shared regular information and updates with CMLs, they included policy decisions, updated toolkit information from Libraries Connected, funding opportunities and more.
- Croydon Libraries brought residents together to consult on some of its libraries. Residents suggested community run libraries as an option and we were invited to speak from our experiences of running CMLs. Seven of our members including trustees attended and shared their experiences and learning. Croydon Libraries subsequently decided to host some children's holiday and artistic camps plus other activities in collaboration with another local community library.
- The targets set in the forecast income and expenditure for activity and event donations have been met.

Future plans

Since 2017, the Network has worked hard to develop a good level of engagement with CMLs across England, as well as creating networking and shared learning opportunities for CMLs. We are now looking ahead to the future, and to how we can grow and develop the Network, make a strong impact locally and nationally by supporting existing and emerging CMLs to thrive in their communities.

The need for increased advice, information, peer support and signposting to opportunities (funding included) from the Network grew significantly between April 2020 and March 2021 because of Covid-19 and has shaped future plans as follows:

- Sustain our engagement on the government cross working group, particularly as the pandemic has highlighted the important role CMLs play as community catalysts and local hubs; and because it is important we continue to share the voice and needs of CMLs at national level with policy makers.
- Continue to organise networking and learning opportunities for CMLs nationally
- Connect with and develop relationships with CMLs in Wales and other parts of the country
- Seek Lottery funding to grow and sustain the Network; build on and upscale the Public Space Management Course designed by Archibald Corbett, ensure it reaches as many CMLs across the UK, as possible including those actively supporting the unemployed or those seeking to work in public spaces. We will also be looking to recruit a Network Manager and some regional co-

ordinators to develop and grow the work of the Network.

- Implement a membership scheme
- Organise a national conference in person, as pandemic restrictions ease.
- Develop capacity building and employability sessions for volunteers as part of the Network's succession planning strategy.
- Achieve financial resilience through fundraising, membership activities, donations and partnership working.
- Continue our on and offline shared learning activities, organise a national conference on 'Creating a Resilient CMLs sector', to include learning from Covid-19 and how CMLs have evolved and developed in response to the pandemic, plus small policy discussion groups to feed into national decisions/plans

Financial Review

At the beginning of the 2020-21 financial year, the Charity had reserves of £10,822 of which £10,472 was restricted and £350 unrestricted.

The Charity received the final payment of £2,000 from Power to Change in 2020/21. We derive income fees for speaking engagements and facilitation of events and during the 2020-21 financial year, we received £500 from Croydon Libraries for a speaking engagement. The Charity applies for grants where appropriate funds become available.

During 2020-21 financial year, the Charity spent £2,545 of funds available to meet its charitable objectives.

At the end of the 2020/21 financial year, the Charity had remaining funds of £10,777 held by UNLT. These reserves were held in trust by UNLT for the Charity as we waited for our new bank account to be set up. We have now successfully opened an account with Natwest Bank and UNLT will transfer funds held on behalf of the Network into the new bank account. These funds will be used to meet the Charity's objectives in 2021/22 as agreed with Power to Change.

Covid-19 is seeing more and more grant giving bodies/funders repurposing existing grants to support emergency efforts. This may stall fundraising plans temporarily, however efforts to raise funding to support activities will resume once the crisis is over. A number of CMLs have also been affected by the crisis and we will continue to share information about funding and other opportunities so they can get the support they need.

The trustees are satisfied with the year-end position of the Charity and do not believe there are any uncertainties currently of the Charity continuing as a going concern. No commitments have been made that cannot be met out of current reserves. Future activities requiring significant funding will only be undertaken when that funding has been secured. Many valuable activities can be provided effectively at low cost from volunteer resources.

Reserves policy

Any surpluses at the end of each year end are held in reserve to be used in the following year to support the Charity's charitable objectives and its development. The trustees have not yet approved a formal reserves policy but will do so once the Charity is fully operational and they are in a position to identify its future needs.

Investment policy and objectives including social investment policy

The Charity does not currently have any financial investments and therefore the trustees have not yet adopted an investment policy. It has adopted a social investment policy whereby all its activities and services are delivered on a voluntary basis to those involved in organizations whose beneficiaries are their local communities. The average age of volunteers is £65+, this approach supports social inclusion.

Principal risks and uncertainties

The Trustees have given consideration to major risks faced by the Charity and how these can be managed.

Dependence on volunteers:

The Network is entirely volunteer run. Covid-19 has highlighted the need for resources to drive forward activities, provide information, prepare resources and deliver support to CMLs during these very difficult times. The Network is at risk of not reaching CMLs who need its support as it is currently entirely volunteer run. The Network also needs a dedicated person to ensure CMLs are fully engaged and involved, to help it deliver on its business and financial strategy and to implement its new membership scheme. Though the volunteers make a huge contribution to the organisation, the majority are vulnerable.

The Trustees intend to mitigate this risk through the appointment of a paid member of staff to undertake at least some of these tasks.

Income risk:

The funding risk of insufficient income to cover planned expenditure has been exacerbated by the COVID-19 crisis. The Charity is reliant on grant funding and future income from members' subscriptions.

Trustees mitigate this risk by not making commitments unless funding has already been secured. They review regularly reports of funding and financial performance against plan so they can act on variances and adjust plans accordingly.

Reference and administration details

Type of governing document	Constitution
How the Charity is constituted	Charitable Incorporated Organisation
Charity Name	Community Managed Libraries National Peer Network
Other name the Charity uses	None
Registered Charity Number	1184488
Charity's Principal Address	Community Managed Libraries National Peer Network, 39 Westow Hill, London SE19 1TQ
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

Trustees

	Trustee name	Office (if any)	Appointed	Resigned
1	David Smith	Chair	18 July 2019	
2	Jeremy Clynes	Treasurer	17 March 2020	
3	Christopher Clarke	Trustee	18 July 2019	
4	Susan Wills	Trustee	17 March 2020	
5	Richard Fowler	Trustee	17 March 2020	
6	Margaret Adjaye	Trustee	18 July 2019	
7	Sarah Long	Trustee	18 July 2019	
8	Peter Ranken	Trustee	18 July 2019	25 January 2021
9	Kamal Shah	Trustee	17 March 2021	

The Network focuses on the skills mix of the Trustees to ensure that the Board has all the necessary skills to contribute fully to the Charity's development. Trustees are inducted through meetings with existing trustees and references to the Charity Commission website to ensure they fully understand their responsibilities. No person (or body) is entitled to appoint any trustees. Trustees may be appointed in accordance with the Constitution by the members or the trustee board. All new trustees retire at the next annual general meeting and may then be reappointed by the members at that meeting. Trustees are not eligible for reappointment if they have served three consecutive terms unless there has been an interval of at least three years since they last served.

All decisions must be made by a quorum of trustees

Trustees met as a body 4 times and additionally considered specific items via email and telephone conference calls. No trustee received any remuneration from the Charity during the year.

The AGM for the Charity was held on 22 March 2021.

Day to day management is delegated to the Chair and Margaret Adjaye. All strategic and other major decisions are considered and taken by the Trustees.

No trustees hold any title to property belonging to the charity.

Relationships with related parties

Upper Norwood Library Trust (UNLT)

The Charity grew out of the work coordinated by UNLT which was funded by a grant from Power To Change to build and support a national peer network for CMLs. The success of the resulting activities and the expanding demand for a continuation and more permanent service led to representatives of the most active and advanced CMLs, including UNLT, determining that a separate charity should be formed.

Margaret Adjaye, a trustee of the Charity, is employed by UNLT as one of the joint Hub Directors for Upper Norwood Library Hub and is responsible for directing the work UNLT undertakes for the Charity. She receives no personal benefit for so doing. She does not take part in those sections of meetings or otherwise in making decisions relating to the Charity's relationship with UNLT.

Power To Change has given its formal agreement to the grant being transferred to the Charity from UNLT. At the balance sheet date UNLT continued to hold on trust the balance of the grant until such time as the Charity has opened its own bank account to which the funds can be transferred.

Declarations

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

Signed on behalf of the charity's trustees

Signatures		
Full Name	David Smith	Margaret Adjaye
Position	Chair of Trustees	Trustee
Date:	31 August 2021	31 August 2021

Community Managed Libraries National Peer Network
Report and Accounts for the Year Ended 31 March 2021

Independent Examiner's Report

I report to the trustees on my examination of the accounts of Community Managed Libraries National Peer Network for the year ended 31 March 2021.

Respective responsibilities of trustees and examiner

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').
The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that although an independent examination is also not required under section 145 of the 2011 Act they would appreciate the feedback arising from such external scrutiny.

I report in respect of my examination of the Charity's accounts carried out 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 completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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:



Name: Jane Gregory

**Relevant professional qualification/
membership of professional bodies:** ACA DChA (ICAEW 7057507)

Address: 22 Fox Hill London SE19 2XE

Date: 31 August 2021

COMMUNITY MANAGED LIBRARIES NATIONAL PEER NETWORK
Charity Number: 1184488

Statement of financial activities (including income and expenditure account)
for the year ended 31 March 2021

	Notes	Unrestricted	Restricted	Total		Unrestricted	Restricted	Total
		Funds	Funds	Funds		Funds	Funds	Funds
		2021	2021	2021		2020	2020	2020
Donations and Legacies		-	£2,000	£2,000		-	£19,979	£19,979
Charitable Activities	3	£500	-	£500		£350	-	£350
Other Trading Activities		-	-	-		-	-	-
Total Income		£500	£2,000	£2,500		£350	£19,979	£20,329
Raising Funds		-	-	-		-	-	-
Charitable Activities	4		£2,518	£2,518			£9,507	£9,507
Other Support Costs		£27	-	£27		-	-	-
Total Expenditure	5	£27	£2,518	£2,545			£9,507	£9,507
Net Income Before and After Tax		£473	(£518)	(£45)		£350	£10,472	£10,822
Transfers between Funds		-	-	-		-	-	-
Net Movements in Funds		£473	(£518)	(£45)		£350	£10,472	£10,822
Total Funds Brought Forward	6	£350	£10,472	£10,822				
Total Funds Carried Forward		£823	£9,954	£10,777		£350	£10,472	£10,822

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derives from continuing activities.

The notes on pages 13 to 25 form part of these accounts

Balance Sheet
For the Year ended March 2021

	Notes	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
		2021	2021	2021	2020
Current assets					
Debtors	5	£823	£12,954	£13,777	£13,822
Total current assets		£823	£12,954	£13,777	£13,822
Liabilities					
Creditors falling due within one year	6	-	(£3,000)	(£3,000)	(£3,000)
Net current assets		£823	£9,954	£10,777	£10,822
Total assets less current liabilities		£823	£9,954	£10,777	£10,822
Total net assets		£823	£9,954	£10,777	£10,822
The funds of the Charity					
Unrestricted funds		£823	-	£850	£350
Restricted funds		-	£9,954	£9,927	£10,472
Total charity funds	7	£823	£9,954	£10,777	£10,822

The notes on pages 13 to 24 form part of these accounts

Approved by the Trustees on 31 August 2021. Signed on their behalf by:



David Smith
Trustee (Chair)

Charity no. 1184488

Notes to the financial statements

1 Principal Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation or uncertainty in the preparation of the financial statements are as follows:

a) Basis of preparation

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2019 - Charities SORP (FRS 102).

The Charity meets the definition of a public benefit entity under FRS 102 and of the Charity Commission. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated

in the relevant accounting policy note(s).

b) Preparation of the accounts on a going concern basis

The Charity reported a cash inflow of £2,500 for the year. The trustees are of the view that the charity is a going concern and consider that there are no material uncertainties about the Charity's ability to continue as a going concern. Further grants will be applied for. In future years the key risks to the Charity are a fall in income from grants receivable and donations but the trustees have arrangements in place to mitigate those risks (see their annual report for more information).

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance of provision of a specified service is deferred until the criteria for income recognised are met.

d) Donated services and facilities

In accordance with the Charities SORP (FRS 102), the services provided by volunteers is not recognised in the financial statements. The trustees' annual report includes more information about their contribution.

e) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the Charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are

to be solely used for particular areas of the Charity's work or for specific projects being undertaken by the Charity.

f) Expenditure and irrecoverable VAT

Expenditure is recognized once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings: raising funds and charitable activities.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

g) Allocation of support costs

Support costs which include governance costs are those costs that assist the work of the charity but do not directly undertake fund raising or charitable activities.

h) Tangible fixed assets and fixed asset investments

The charity has no tangible fixed assets or investments.

i) Stocks

The charity has no stocks.

j) Debtors

Debtors are amounts due to the Charity. They are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. These include the balance of the grant from Power 2 Change held on trust for the Charity by UNLT, measured at the amount originally received less expenditure made by UNLT against the grant.

k) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due. Amounts which are payable in more than a year are shown as long-term creditors.

l) Financial instruments

The charity has no financial assets and financial liabilities except for those stated above. Cash at bank and in hand is held on trust by UNLT and included in debtors. It will be transferred to the Charity when a bank account has been opened and used to meet the charitable expenditure and day to day running costs as they fall due.

m) Restricted funds

Restricted funds comprise monies raised for, or their use restricted to, a specific purpose, or contributions subject to donor imposed conditions.

n) Unrestricted funds

Unrestricted funds represent those monies which are freely available for application towards achieving any charitable purpose that falls within the Charity's charitable objects.

2) Legal status of the Trust

The organisation is a Charitable Incorporated Organisation and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

3) Donations

The income of £2,500 includes £500 of unrestricted consultancy fees and £2,000 of restricted funds, which is the outstanding amount remaining from the £30,048 grant funding awarded to the Network by Power to Change in 2018-19. This Sandbox grant was awarded to UNLT in 2018-19 to formalise the Network, improve governance, create a business and financial plan, develop a membership programme, improve communication, organise shared learning activities including an annual conference and develop and grow its activities nationally. Power to Change has formally agreed for this grant to be transferred to the Charity. This grant is being recognised on a cash basis as payments are subject to approval of update reports.

The Charity benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in the annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

4) Expenses and support costs

Expenses allocated to charitable activities was £2,518. All expenditure was from the restricted Power to Change grant after the Charity came into existence. The expenditure is largely costs incurred for website/forum and logo development, branding for our research into CMLs as community hubs and office supplies. Support costs of £27 were paid from unrestricted funds of the Charity.

5) Staff costs and trustees remuneration

The Charity does not employ any staff directly. In 2019/20 work carried out on behalf of the Charity was performed by staff of UNLT and some of this time was recharged at cost with the agreement of Power to Change. No charge was incurred in 2020/21 due to lack of activity possible during the Covid pandemic.

No trustee has received any remuneration during the period. Due to the pandemic no travel expenses were incurred.

6) Taxation

The Charity is a registered charity and therefore not liable to taxes on income derived from its charitable activities as it falls within the various exemptions available to registered charities.

7) Debtors

The Charity's funds are currently held by the Upper Norwood Library Trust who applied for and successfully secured the Power to Change funding to develop and grow the Network. At the end of the 2020-21 financial year UNLT held £13,777 (2019-20: £13,822) on behalf of CMLNPN.

8) Creditors

The Charity still owed UNLT the £3,000 creditor from 2020 at the end of the 2021 financial year end. This will be deducted from the funds under (7) to be transferred to the new CMLNPN bank account.

Community Managed Libraries National Peer Network
Report and Accounts for the Year Ended 31 March 2021

9) Movements in funds

	At 1 April 2020	Income	Expenditure	At 31 March 2021
Restricted funds				
Power to Change grant	£10,472	£2,000	(£2,518)	£9,954
Unrestricted funds				
General funds	£350	£500	(£27)	£823
Total funds	£10,822	£2,500	(£2,545)	£10,777

10) Post balance sheet events

Due to the country-wide emergency measures put in place to safeguard against COVID-19, the Network continued to offer a number of virtual support and learning sessions to help CMLs cope during these unprecedented times. Regular blogs, links to resources and funding opportunities are shared with CMLs.

The Network is still involved in a working group consisting of government and other sector bodies to ensure the voice and needs of CMLs are captured and actions/decisions taken to help CMLs recover successfully.

We were successful in opening a new bank account with Natwest Bank. There have been no other events between the balance sheet date and the signing of these accounts which relate to conditions that arose after the end of the reporting period that would impact on the understanding of these accounts.

**Community Managed Libraries National Peer Network, [1184488](#)
39 Westow Hill, London SE19 1TQ.**