

FELLING VOLUNTEER LIBRARY

58 High Street Gateshead NE10 9LT • 0191 433 6402

fellingvolunteerlibrary.org.uk



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APRIL 2021 - MARCH 2022

Felling Library reopened in September, after an extended closure due to Covid which saw Felling Hub commandeered as a vaccination centre by the NHS.

Trustees and Volunteers had continued to meet regularly via Zoom meetings and this proved successful in maintaining a sense of belonging to the Library and put us in good stead for planning our reopening in October 2021.

Initially, we were only allowed to open 3 days per week as the NHS continued their vital work. This was then extended to four days, with the vaccination work taking place on the remaining day.

Since reopening, we have continued to work hard and continued to re-establish our presence in the Community and reconnect with users new and old, as well as build new community links.

Charitable Objectives and Activities

To advance the education of the public in Felling and surrounding areas by the provision of a library facility and service and other educational community resources and activities.

To further or benefit the inhabitants of Felling and surrounding areas without distinction of sex, sexual orientation, race or of political religious or any other opinions by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation leisure time occupation with the object of improving the conditions of life for the residents.

2020 ANNUAL REPORT FELLING VOLUNTEER LIBRARY



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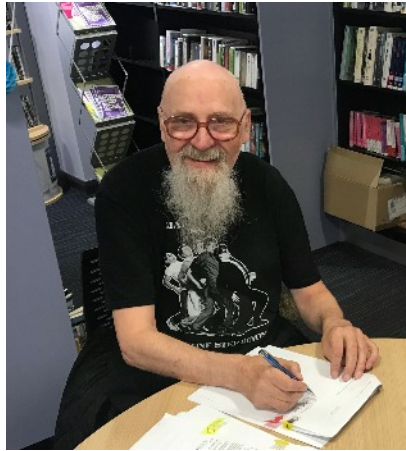
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Chair Introduction to the Report



Following the end of Covid lockdown we were able to re-open Felling Volunteer Library in October 2021 with slightly shorter hours than pre-Covid lockdown. This was due to a slight haemorrhage of volunteers during closure though we did retain most of our core people.

Since re-opening we have slowly rebuilt the service. The volunteer base has slowly improved though more recruits would enable us to re-

turn to a 5-day opening rather than the current 4 days.

Book loans have returned to 95% of pre-Covid figures – note: pre-Covid figures are based on 36 hrs a week opening while post-Covid figures are based on 24 hrs opening, so in fact a rise on pre-Covid loans - and computer use continues to be a popular service.

Rhyme Time goes from strength to strength every Tuesday.

As noted in previous Annual Reports, Felling ward is the most deprived ward in Gateshead. Consequently, we continue to provide all services free at the point of use, relying instead on funding from various sources to provide them.

The future of Felling Volunteer library, though challenging, appears to be positive. We are aware that there will be difficult times ahead, especially around the cost of living and rapidly increasing outgoings, but we believe that we have the team in place to overcome any difficulties.

Dave G Fawcett

Chair. Felling Volunteer Library



STRUCTURE & GOVERNANCE



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The Trustees of Felling Volunteer Library operate under a Constitution approved by The Charities Commission and a copy of which is available on our website to read and download.

The Library operates under a Service Agreement and Lease with Gateshead Metropolitan Borough Council.

The NHS commissioned our building as a Covid Vaccination Centre in December, 2020.

We now open the Library on a part time basis, from Monday to Thursday, whilst the NHS continues it's vital work for the remainder of the week.

TRUSTEES

The Trustees continued to hold Trustee and Volunteer Meetings on a monthly basis via Zoom conferencing, and recommenced face to face meetings in October 2021 when we reopened.

Minutes of all Meetings are emailed to each Volunteer.

The Trustees held an Annual General Meeting on 10th November 2021 for the relevant reporting period of this Report. Elections were held at the AGM for Trustee positions and Support roles.

All Volunteers and Trustees were sent copies via email or received a hard copy.

We continued our efforts to find new Volunteers during Covid and on reopening, and we delighted to welcome five new people to the Library team. Their experience and skills have been much appreciated, and add to the existing wealth of knowledge which all Volunteers kindly bring to the Library, to assist it and our visitors.

Felling High Street Hub

Welcome to
Felling Children's Centre

SureStart

Felling Library



Sadly, our lovely new Library sign - shown above - had to be covered over by vaccination centre signage.

We have now obtained a display board for outside the building so that visitors will know we are open once again to welcome all users, new and old!

Chair: David G Fawcett

Secretary: Timothy Wilson

Treasurer: Angela Knox

Vice Chair: Martin McKeever

Support

Health & Safety

Steve Russell
(previously D. Oxberry)

Safeguarding Lead

Megan Elliott
(previously S. Millen)

ACHIEVEMENTS & EVENTS



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Although Felling Library had only reopened in October 2021, we were determined to hold our popular Christmas Fair once more, which has always been welcomed and well attended by Felling residents.

We were very aware that social distancing was still prevalent and with this in mind, our Santa Grotto was by appointment only. We didn't want any child though to miss out on their free book and selection box, so we set up an Elfie Collection Point; visitors could simply collect their free gifts from Elfie and leave if they wished without the need to stay any longer than they wanted to or felt safe doing.

Similarly, for our children's Craft Table we had made up kits to take home and

our Refreshments Stall offered goodies to take out in food bags and disposable cups. All of this was made possible by a Grant from the Local Community Fund and to whom we thank for their continued support.

As the weather improved we began to promote the reopening of the Library by leaving gift books in and around the Felling and its surrounding areas. We gifted over 60 brand new books, and were delighted to see Facebook posts from those who had found them.



Our Spring Fair was held in April 2021 and was very well attended with a record number of visitors to our Fair.

The removal of many existing Covid restrictions showed that people were now more willing to attend Events, and we were happy to welcome them all for a celebration of what is, after all, a rebirth of new growth and new life.



RHYMETIME

Rhymetime is our popular weekly fun for small children and their carers.

It provides a social activity for both children and grown ups with singing, stories and activities.

Rhymetime is FREE at Felling Volunteer Library and we hold regular themed Rhymetimes throughout the year.

VOLUNTEERS & VOLUNTEERING



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Felling Volunteer Library currently has 15 Volunteers with a wide range of talents and experience which they bring to the Library.

It is with their dedication and hard work the Library has continued to thrive and grow in Felling.

The Trustees hold monthly meetings with all Volunteers to discuss both Policy and Procedures as well as encouraging new ideas for the improvement and development of the Library.

All Volunteers have a vote on decisions taken at Meetings.

The Trustees regularly review Health & Safety and Safeguarding documents and the continued training of new and existing Volunteers.

Felling Library encourages and welcomes applications from people interested in volunteering.

We continue to seek new Volunteers by advertising on our website, Facebook Page and via GMBC Volunteer Gateway.

We have a Recruitment Policy Document which includes a Code of Conduct Undertaking and an Induction Process.

All potential Volunteers are invited into the Library for an informal chat before application for an overview of what is involved in being a Volunteer.

Volunteers must provide two Character references on application, which are always verified. A final interview with a Trustee and Volunteer then follows.

All new Volunteers have a 6 week Induction during which they are given training on the Library systems and equipment.

New Volunteers are also given a copy of the Code of Conduct Undertaking which to agree and Sign and undergo training in Health &



Volunteer Roles

Craft & Activities:

Clare Handleigh, Anne Bradley, Megan Elliott

Facebook: Clare Handleigh

RhymeTime: Anne Bradley and Megan Elliott

Rota: Martin McKeever

Website: Angela Knox

Safety, Safeguarding, Data Protection and ICT usage rules. They are also given a copy of our Problem Solving Procedure.

Our Volunteers are also provided with an annual refresher of our operational Policies and we hold separate Health & Safety and Safeguarding assessments for each Event we hold in the Library.

Since reopening in October 2021 we have welcomed five new Volunteers, but more are needed to ensure the Library operates without interruption of Service.

Some of our existing Volunteers are only able to help at weekly activities; consequently, cover for holiday periods and the opportunity to open once again for 5 days continue to cry out for those extra Volunteers to ensure full operation of Library services.

We hope to find them soon!

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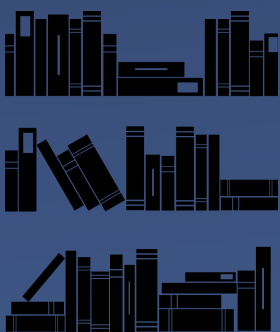
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We raise funds for Felling Library through funding applications, donations, Amazon Smile programme, book sales and Events.

We currently hold a Lease with Gateshead Metropolitan Borough Council for our part of The Felling Hub building, which we occupy with other Services.

These running costs are the Library's largest expense, were around £10,000 per year. However, the Cost of Living Crisis has seen a sharp increase to around £16000.

Covid Restrictions made Fundraising via our usual channels not possible during our closure and, as Felling Library shared premises with other Services, we were excluded from applying from the initial financial help offered to businesses affected by Covid.

Similarly, our Fundraising Team was unable to apply for Grants and funding during closure for future running costs as we had no indication of when - if ever -

we would be given access to our building once more.

After a long 18 months, we finally took up residence once more in October 2021.

We were fortunate enough to be allowed to re purpose unused Grant money which allowed us to buy a pavement sign for the Library and to print leaflets to promote our reopening.

Our first Christmas Fair was possible due to a grant from the Local Community Fund for which we were grateful.

The money raised from the Fair enabled us to keep Rhymetime free from cost and to continue to offer free refreshments those attend.

Felling Library is mindful that we are situated in an area of deprivation, and we strive to keep as many of our weekly activities free from charge. FVL strongly believe that poverty should not be an exclusion from social activities.

“(The Children) love visiting the Library and everyone is so kind!”



WHAT FVL OFFERS...

RhymeTime is free so that it can be accessible to all.

PC usage is free for all Library Members.

Our printing, photocopying, lamination and book sale prices are low and affordable.

Our Santa Grotto is also free & all our Holiday Activities for children are free.

ACKNOWLEDGEMENTS

THANKS GO TO...

FOR HELP AND ADVICE

- Gateshead Library Services
- Connected Voice
- Garry Stamp, Community Engagement
- Rachel Ridley, Head of Library Services
- Happy Pig Web Hosting

FOR FUNDING

- Akzo Nobel at Community Foundation Serving Tyne & Wear and Northumberland
- Gateshead Council Local Community Fund

FOR MAKING IT HAPPEN

Special Thanks of course to all of our Volunteers who continue to devote not only their time and efforts in maintaining Library Services for the Felling Community, but also for helping with Events.

Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it's the only thing that ever does.

— Margaret Mead



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Felling Volunteer Library

Registered Charity No. 1185205

**Financial Statements
for the Year Ended 31 March 2022**

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Charity Name: Felling Volunteer Library

Charity No: 1185205

Registered Office:
58 High Street
Felling
Gateshead
Tyne and Wear
NE10 9LT

Trustees:

David Gilson Fawcett (Chair)

Timothy Patrick Olliffe Wilson (Secretary)

Angela Knox (Treasurer)

Martin Joseph McKeever

Independent Examiner:

Darren Thompson
FutureSkills North East CIC
44 Witton Drive
Spennymoor
Co. Durham
DL16 6LU

Bankers:

Lloyds Bank
PO Box 1000
BX1 1LT

INDEPENDENT EXAMINER'S REPORT

Report to the Trustees	Felling Volunteer Library
Charity No	1185205
On the accounts for period ended	31 March 2022
Set out on pages	5-7

Respective responsibilities of the Trustees and Examiner:

The Trustees of the charity are responsible for the preparation of accounts. They consider that an audit is not required for this year under section 144 of the Charities Act 2011 and that an Independent Examination is needed. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

examine the accounts (under section 145 of the 2001 Act.
follow the procedure laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act.
to state whether particular matters have come to my attention.

Basis of the independent examiner's statement:

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view', and the report is limited to those matters set out in the statement below.

Independent examiners statement:

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

the accounts do not accord with such records; or
the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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; or
the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I 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.

Darren Thompson

FutureSkills North East CIC
44 Witton Drive
Spennymoor
Co. Durham DL16 6LU

Date: 14/1/2023

Felling Volunteer Library

Receipts and Payments Account

1st April 2021 - 31 March 2022

	Notes	Restricted	Unrestricted	2022	2021
		£	£	£	£
Receipts					
Library Takings		-	197.00	197.00	28.00
Event income		-	541.00	541.00	-
Donations		-	381.00	381.00	2,523.00
Grants	3	397.00	-	397.00	21,051.00
Total Receipts		397.00	1,119.00	1,516.00	23,602.00
Payments					
Library & Community Events		500.00	60.00	560.00	-
GMBC Service Charges		-	-	-	9,931.00
Marketing & Promotion		-	-	-	198.00
Administration costs		303.00	336.00	639.00	13.00
Accountancy fee		-	175.00	175.00	150.00
Total payments		803.00	571.00	1,374.00	10,292.00
Surplus/Deficit for the period		(406.00)	548.00	142.00	13,310.00
Funds brought forward 31st March 2021		638.00	16,708.00	17,346.00	4,036.00
Funds carried forward 31st March 2022		232.00	17,256.00	17,488.00	17,346.00

Statement of Assets and Liabilities

as at 31 March 2022

		2022	2021
	Notes	£	£
Current assets:			
Cash at bank and in hand		17,488.00	17,346.00
Total current assets:		17,488.00	17,346.00
Current liabilities:			
GMBC		-	-
Total current liabilities:			
Net assets:		17,488.00	17,346.00
Represented by:			
Restricted reserves	4	232.00	638.00
Unrestricted reserves	5	17,256.00	16,708.00
Total funds:		17,488.00	17,346.00

The financial statements were approved on behalf of the Board of Trustees:

Signed:  Position: TREASURER

Felling Volunteer Library

Notes to the accounts as at 31 March 2022

1	Felling Volunteer Library is a Charitable Incorporated Organisation, Charity No.1185205 registered on 6 th September 2019. The organisation is governed by a Board of Trustees. The organisation has no paid staff.
2	The accounts are prepared on the receipts and payments basis in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities.
3	This includes: £397.00 – Gateshead Council.
4	Restricted reserves are funds that have been given to the charity for a specific purpose and therefore can only be spent on designated activity.
5	Unrestricted reserves are money available to the charity.