



CHARITY COMMISSION
FOR ENGLAND AND WALES

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

From: 01.04.2021 Period start date To: Period end date 31.03.2022

Charity name: Northfields Community Library

Charity registration number: 1185498

Company number:

Objectives and activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To further or benefit the residents of Northfields within the London Borough of Ealing and adjoining neighbourhoods, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authority, voluntary and other organisations in a common effort to advance education by the provision of a lending library service and to provide facilities in the interests of social welfare for independent learning, recreation, and leisure time occupation with the objective of improving the conditions of life for all residents and particularly children, young and older people.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	the provision of a lending library service and to provide facilities in the interests of social welfare for independent learning, recreation, and leisure time occupation
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have made decisions on the setting-up and running of the library and associated virtual activities based on the purposes of the charity as outlined above; this includes following government restrictions during the pandemic and offering virtual services to the public to help mitigate the isolation caused by lockdown measures during the period.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The Charity is entirely run by volunteers
Other		

Achievements and performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The Charity was awarded the contract by the London Borough of Ealing to run the community library in Northfields in January 2020. Due to the pandemic restrictions the opening was delayed until Sept 2020, and since this time the Charity has been successful in the recruitment and training of volunteers who run the day-to-day library services, gradually extending opening hours to provide an effective lending service. The charity has implemented thorough procedures including risk assessments and safeguarding of the public, particularly with regard to covid.
---	-----------	---

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	See above
		N/A

Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	N/A
Other		

Financial review

Review of the charity's financial position at the end of the period	Para 1.21	During this accounting period the charity received grant from the London Borough of Ealing and continues to have sufficient funding and cash reserves to qualify as a going concern.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Agreements are in place for ring fenced funding items to be carried forward into 22/23 to enable the further development of community library services.
Amount of reserves held	Para 1.22	Restricted reserves total just over £8,500 of the total reserves of just over £35,300.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The charity has a close relationship with LBE and is dependent on the LA for continued use of the library premises

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The charity is principally funded by local authority grants.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A

A description of the principal risks facing the charity	Para 1.46	As with many charities and other organisations the effect of the covid restrictions has a significant impact on the ability to offer an in person service.
Other		

Structure, governance and management

Description of charity's trusts:		
Type of governing document: for example, trust deed , memorandum and articles of association etc	Para 1.25	Based on 'Foundation' model constitution
How is the charity constituted? for example limited company , unincorporated association , CIO	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Election to post by the Trustee body

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Trustees must be given a copy of the CIO and latest Trustee report and annual accounts on appointment; there are a number of training and information procedures in place to support new trustees.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity is an independent CIO and has informal links with other community library organisations and support networks related to the running of a community library.
Relationship with any related parties	Para 1.51	The Charity has legal agreements with the London Borough of Ealing relating to the operation of and funding for a community run library service.
Other		

Reference and administrative details

Charity name	Northfields Community Library
Other name the charity uses	N/A
Registered charity number	1185498
Charity's principal address	255A Northfield Avenue LONDON W5 4UA

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Tanya White	Acting Chair	21 st Jan to date	Board of Trustees
2	Paul Driscoll	Trustee	17th Sept 19 to date	As above
3	Alison Pegg	Trustee	17th Sept 19 to date	As above
4	Alison Willoughby (also known as Stewart)	Trustee	17th Sept 19 to date	As above
5	Monica Wiener	Treasurer	17 th Dec 19 to 30 th Sept 22	As above
6	Angela Bell	Trustee, Acting Treasurer	Trustee 9 th Aug to date; Treasurer 1 st Oct 22 to date	As above
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name	
Paul Driscoll	
Angela Bell	
Alison Pegg	
Alison Stewart	
Monica Wiener	
Tanya White	

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year
--------------	-----------------------------------

n/a	

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

--

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	Angela D Bell.	
Full name(s)	ANGELA MARGARET BELL	
Position (eg Secretary, Chair, etc)	ACTING TREASURER	
Date	25 th January 2023	

Northfields Community Library		Charity No (if any) 1185498	
Annual accounts for the period			
Period start date	01.04.2021	To	31.03.2022
		Period end date	

Section A Statement of financial activities

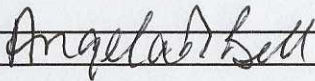
Recommended categories by activity	Guidance Notes	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
		£ F01	£ F02	£ F03	£ F04	£ F05
Incoming resources (Note 3)						
Income and endowments from:						
Voluntary income	S01	706			706	5,039
Activities for generating funds	S02	528			528	900
Investment income	S03				-	-
Incoming resources from charitable activities	S04	20,000			20,000	29,667
Other incoming resources	S05				-	-
Total	S06	21,234	-	-	21,234	35,606
Resources expended (Note 6)						
Expenditure on:						
Costs of generating voluntary income	S07	-	-	-	-	-
Fundraising trading costs	S08	780	-	-	780	-
Investment management costs	S09	-	-	-	-	-
Charitable expenditure	S10	12,321	-	-	12,321	4,599
Governance costs	S11	-	-	-	-	-
Other resources expended	S12	-	-	-	-	-
Total	S13	13,101	-	-	13,101	4,599
Net incoming/(outgoing) resources before	S14	8,133	-	-	8,133	31,007
Net gains/(losses) on investments	S15	-	-	-	-	-
Net incoming/(outgoing) resources before other	S16	8,133	-	-	8,133	31,007
Gains and losses on revaluation of functional	S17	-	-	-	-	-
Gains and losses on disposal and revaluation of	S18	-	-	-	-	-
Net movement in funds	S19	8,133	-	-	8,133	31,007
Reconciliation of funds:						
Total funds brought forward	S20	11,921	14,756	5,000	31,677	670
Total funds carried forward	S21	20,054	14,756	5,000	39,811	31,677

re-stated b/fwd unrestricted to correct prior year balance misstatement by £384 - transposition issue, no impact

Section B Balance sheet

		Guidance Notes	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
Tangible assets	(Note 9)	B01	4,249	-	-	4,249	459
Total fixed assets		B04	4,249	-	-	4,249	459
Current assets							
Cash at bank and in hand	(Note 11)	B08	37,057			37,057	32,003
Total current assets		B09	37,057	-	-	37,057	32,003
Creditors: amounts falling due within one year	(Note 10)	B10	1,494	-	-	1,494	784
Net current assets/(liabilities)		B11	35,563	-	-	35,563	31,219
Total assets less current liabilities		B12	39,811	-	-	39,811	31,677
Funds of the Charity							
Unrestricted funds	(Note 12.1) and (Note 12.2)	B16	26,811			26,811	12,605
Designated funds	(Note 12.3)	B17	13,000			13,000	5,000
Restricted funds	(Note 12.1 & 12.2)	B18				-	9,073
Endowment funds	(Note 12.4)	B19				-	5,000
Total funds		B21	39,811	-	-	39,811	31,678

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	ANGELINA BELL	22/01/2023

Note 1 Basis of preparation

This section should be completed by all charities.

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- and with* ☒ the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with* ☒ the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.*

YES

* -Tick as appropriate

1.2 Going concern

If there are material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern, please provide the following details or state "Not applicable", if appropriate:

An explanation as to those factors that support the conclusion that the charity is a going concern;

Not Applicable

Disclosure of any uncertainties that make the going concern assumption doubtful;

Not Applicable

Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern.

Not Applicable

1.3 Change of accounting policy

The accounts present a true and fair view and the accounting policies adopted are those outlined in note { }.

Yes*

☒

* -Tick as appropriate

No*

☐

Please disclose:

(i) the nature of the change in accounting policy;	Not Applicable
(ii) the reasons why applying the new accounting policy provides more reliable and more relevant information; and	Not Applicable
(iii) the amount of the adjustment for each line affected in the current period, each prior period presented and the aggregate amount of the adjustment relating to periods before those presented. 3.44 FRS 102 SORP.	Not Applicable

1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period (3.46 FRS 102 SORP).

Yes*

☐

* -Tick as appropriate

No*

☒

Please disclose:

(i) the nature of any changes;	Not Applicable
(ii) the effect of the change on income and expense or assets and liabilities for the current period; and	Not Applicable
(iii) where practicable, the effect of the change in one or more future periods.	Not Applicable

1.5 Material prior year errors

No material prior year error have been identified in the reporting period (3.47 FRS 102 SORP).

Yes*

☒

* -Tick as appropriate

No*

☐

Please disclose:

(i) the nature of the prior period error;	Not Applicable
(ii) for each prior period presented in the accounts, the amount of the correction for each account line item affected; and	Not Applicable
(iii) the amount of the correction at the beginning of the earliest prior period presented in the accounts.	Not Applicable

Note 3 Analysis of income

	Analysis	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year
		£	£	£	£	£
Donations and legacies:	Donations and gifts	706	-	-	706	5,039
	Gift Aid	-	-	-	-	-
	Legacies	-	-	-	-	-
	General grants provided by government/other charities	20,000	-	-	20,000	29,667
	Membership subscriptions and sponsorships which are in substance donations	-	-	-	-	-
	Donated goods, facilities and services	-	-	-	-	-
	Other	-	-	-	-	-
	Total	20,706	-	-	20,706	34,706
Charitable activities:	N/A	-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
Other trading activities:	Activities	528	-	-	528	900
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
	Total	528	-	-	528	900
TOTAL INCOME		21,234	-	-	21,234	35,606

spm added £900 here as omitted

21,234

Page 7

Note 4 Analysis of receipts of government grants

	Description	This year
		£
Government grant 1	LBE Libraries Grant	20,000
	Total	20,000
	Description	Last year
		£
Government grant 1	LBE Start-up Grant (includes £2,000 capital)	7,000
Government grant 2	LBE Northfields Ward Forum (includes £3,000 capital)	8,000
Government grant 3	LBE Libraries Grant	11,667
Other	Locality Funding	3,000
	Total	29,667

Please provide details of any unfulfilled conditions and other contingencies attaching to grants that have been recognised in income.

This year	Last year
N/A	N/A

Please give details of other forms of government assistance from which the charity has directly benefited.

This year	Last year
NCL has signed the lease on the library building as part of the grant arrangements, so the charity has use of the property rent free. Landlord is responsible for maintenance	NCL has signed the lease on the library building as part of the grant arrangements, so the charity has use of the property rent free. Landlord is responsible for maintenance

Page 8

Note 5 Donated goods, facilities and services

	This year	Last year
Please give details of other forms of other donated goods and services not recognised in the accounts, eg contribution of unpaid volunteers.	The library is entirely staffed and managed by volunteers	A Trustee who is a qualified lawyer provided advice on the SLA, lease and Grant agreements, and the charity also received pro-bono support from a company of lawyers in relation to the lease agreement. The library is entirely staffed and managed by volunteers and the Board of Trustees are also volunteers

Page 9

Note 6

Analysis of expenditure

Analysis	This year				Last year			
	Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Unrestricted funds	Restricted income funds	Endowment funds	Total funds £
Expenditure on raising funds:								
Incurred seeking donations	-	-	-	-	-	-	-	-
Incurred seeking grants	-	-	-	-	-	-	-	-
Operating membership schemes and social lotteries	-	-	-	-	-	-	-	-
Staging fundraising events	-	-	-	-	-	-	-	-
Advertising, marketing, direct mail and publicity	-	-	-	-	-	-	-	-
Start up costs incurred in generating new source of future income	-	-	-	-	-	-	-	-
Database development costs	-	-	-	-	-	-	-	-
Other trading activities	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total expenditure on raising funds	-	-	-	-	-	-	-	-
Expenditure on charitable activities:								
Running Costs	9,977	-	-	9,977	-	1,994	-	1,994
Insurance	1,570	-	-	1,570	-	782	-	782
Eqmt Furniture and Fittings	327	-	-	327	-	835	-	835
Reading Challenge	251	-	-	251	-	251	-	251
Depreciation	197	-	-	197	-	51	-	51
Total expenditure on charitable activities	12,321	-	-	12,321	-	3,913	-	3,913
Separate material item of expense								
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-
Other								
Activities	780	-	-	780	685	-	-	685
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total other expenditure	780	-	-	780	685	-	-	685
TOTAL EXPENDITURE	13,101	-	-	13,101	685	3,913	-	4,598

Other information:

Analysis of expenditure on charitable activities

Activity or programme	This year				Last year			
	Activities undertaken directly	Grant funding of activities	Support Costs	Total this year	Activities undertaken directly	Grant funding of activities	Support Costs	Total last year
	£	£	£	£	£	£	£	£
Running Library lending service	12,190	-	131	12,321	3,849	-	65	3,914
	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	12,190	-	131	12,321	3,849	-	65	3,914

Section C

Notes to the accounts

Note 7 Support Costs

Please complete this note if the charity has analysed its expenses using activity categories and has support costs.

This year

Support cost (examples)	Raising funds £	Library £	Chargable On-line Activities £	Activity 3 £	Grand total £	Basis of allocation (Describe method)
Software	-	131	131	-	262	Estimated split of time over week
Total	-	131	131	-	262	

Last year

Support cost (examples)	Raising funds £	Library £	Chargable On-line Activities £	Activity 3 £	Grand total £	Basis of allocation (Describe method)
Software	-	65	65	-	130	Estimated split of time over week
	-	-	-	-	-	
	-	-	-	-	-	
	-	-	-	-	-	
Other	-	-	-	-	-	
Total	-	65	65	-	130	

Page 11

Please provide details of the accounting policy adopted for the apportionment of costs between activities and any estimation techniques used to calculate their apportionment.

Only support cost relates to software used for on-line meetings/activities so costs split 50:50

Note 8 Details of certain items of expenditure

8 Fees for examination of the accounts

Please provide details of the amount paid for any statutory external scrutiny of accounts

Independent examiner's fees

Assurance services other than audit or independent examination

Tax advisory fees

Other fees (for example: financial advice, consultancy, accountancy services) paid to the

This year £	Last year £
-	-
-	-
-	-
-	-

Page 12

Note 9 Tangible fixed assets*Please complete this note if the charity has any tangible fixed assets***9.1 Cost or valuation**

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Total
	£	£	£	£	£
At the beginning of the year	-	-	-	510	510
Additions	-	-	-	3,987	3,987
Revaluations	-	-	-	-	-
Disposals	-	-	-	-	-
Transfers *	-	-	-	-	-
At end of the year	-	-	-	4,497	4,497

9.2 Depreciation and impairments

**Basis	SL or RB (Straight Line or Reducing Balance)	SL or RB	SL or RB	SL	SL or RB
** Rate					

At beginning of the year	-	-	-	51	51
Disposals	-	-	-	-	-
Depreciation	-	-	-	197	197
Impairment	-	-	-	-	-
Transfers*	-	-	-	-	-
At end of the year	-	-	-	248	248

9.3 Net book value

Net book value at the beginning of the year	-	-	-	459	459
Net book value at the end of the year	-	-	-	4,249	4,249

Page 13

Note 10 Creditors and accruals*Please complete this note if the charity has any creditors or accruals.***10.1 Analysis of creditors**

	Due within one year		Due after more than one year	
	This year £	Last year £	This year £	Last year £
Trade creditors	1,494	784	-	-
Accruals and deferred income	-	-	-	-
Total	1,494	784	-	-

Note 11 Cash at bank and in hand

Short term cash investments (less than 3 months maturity date)

Short term deposits

Cash at bank and on hand

Other

Total

This year £	Last year £
-	-
-	-
37,057	32,003
-	-
37,057	32,003

Page 14

150
32,153

Note 12 Charity funds

12.1 Details of material funds held and movements during the CURRENT reporting period

Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds'. The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.

* Key: PE - permanent endowment funds; EE - expendible endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
LBE Start-up	R	Restricted to purposes as per grant agmt	(3,073)	-	1,695	-	-	(1,378)
LBE NWF	R	Restricted to purposes as per grant agmt	(8,000)	-	5,875	-	-	(2,125)
Locality	R	Restricted to purposes as per grant agmt	(3,000)	-	3,000	-	-	0
Energy Fund	R	Restricted to fund energy costs (private donation)	(5,000)	-	-	-	-	(5,000)
General Fund	UR	N/A	(12,605)	(19,926)	5,720	-	-	(26,811)
Capital Reserve			-	(4,497)	-	-	-	(4,497)
Total Funds			(31,678)	(24,423)	16,290	-	-	(39,812)

12.2 Details of material funds held and movements during the PREVIOUS reporting period

Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds'. The 'Total funds' figure below should

* Key: PE - permanent endowment funds; EE - expendible endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
LBE Start-up	R	Restricted to purposes as per grant agmt	-	(7,000)	3,927	-	-	(3,073)
LBE NWF	R	Restricted to purposes as per grant agmt	-	(8,000)	-	-	-	(8,000)
Locality	R	Restricted to purposes as per grant agmt	-	(3,000)	-	-	-	(3,000)
Energy Fund	R	Restricted to fund energy costs (private donation)	-	(5,000)	-	-	-	(5,000)
General Fund	UR	N/A	(670)	(12,606)	671	-	-	(12,605)
Total Funds			(670)	(35,606)	4,598	-	-	(31,678)

12.3 Designated Funds

During 2020/21 the Charity received a ring fenced donation of £5,000 which is being treated as a designated fund for energy costs.

12.4 Endowment Funds

The donation referred to in 12.3 above was mislabelled as an Endowment Fund in the balance Sheet for the 2022/21 accounts, and should have been shown as a restricted fund, as above.

Note 13 Transactions with trustees and related parties

If the charity has any transactions with related parties (other than the trustee expenses explained in guidance notes) details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box or "False" if there are transactions to report.

13.1 Trustee remuneration and benefits**This year**

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

TRUE

Last year

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

TRUE

13.2 Trustees' expenses

If the charity has paid trustees expenses for fulfilling their duties, details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box below. If there are transactions to report, please enter "False".

No trustee expenses have been incurred (True or False)

FALSE

Type of expenses reimbursed	This year	Last year
	£	£
Travel	-	-
Subsistence	-	-
Accommodation	-	-
Other (please specify):	-	-
Expenses incurred on behalf of charity by Trustees	4,213	1,290
TOTAL	4,213	1,290

Please provide the number of trustees reimbursed for expenses or who had expenses paid by the charity

5

2

13.3 Transaction(s) with related parties

Please give details of any transaction undertaken by (or on behalf of) the charity in which a related party has a material interest, including where funds have been held as agent for related parties. If there are no such transactions, please enter 'true' in the box provided.

This year

There have been no related party transactions in the reporting period (True or False)

TRUE

Last Year

There have been no related party transactions in the reporting period (True or False)

TRUE

Page 16

Note 14 Additional Disclosures

The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.

The Charity was set up in September 2019 to facilitate a bid to run a community library in Ealing in partnership with the London Borough of Ealing. Like many libraries it has only been possible to offer a partial service during the year due to Covid restrictions.

Page 17