



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 18/11/19 Period start date
To 5/4/21 Period end date

Charity name: Werrington Community Library & Wellbeing Centre (WCL&WBC)

Charity registration number: 1186406

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To operate a community led Library and wellbeing centre, to tackle loneliness and social isolation and provide an extensive range of wellbeing, lifestyle and health activities.
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	Provision of library services in accordance with both national and local requirements. Organising and hosting a wide range of wellbeing activities and sessions for all age groups by liaison with statutory, charitable and independent organisations. Both the library services and wellbeing programme were severely impacted by the Covid-19 pandemic, forcing the closure of premises and cancellation of planned events but also a review of what could be offered, on a restricted basis if necessary, when regulations and organisational requirements allowed.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Yes, the trustees are mindful of the guidance.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	

Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Our charity, including trustees, is solely comprised of volunteers.
Other		A founding principle of the WCL&WBC was that it should be financially viable through library charges, room hire charges where appropriate, and donations. The trustees are determined to ensure that it does not rely on grant funding for anything other than capital projects, the existing opportunities for which will have all been pursued. The services delivered are all aimed to support and benefit both our local and nearby communities.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<ol style="list-style-type: none"> 1. Re-opening the Library, including on a restricted basis where necessary, during the pandemic. This was eagerly awaited and many queries about it were raised via social media, personal contact etc as to when this would happen. 2. Resumption of 9 previous weekly wide-ranging services/activities and, a monthly Police Drop-in surgery. 3. The introduction of 10 new services/activities including; mental health and CBT support, child development, advice sessions, dementia support, counselling, audiology services, and supervised parental/child family time.

		<p>4. Delivery of a Covid-19 Response Programme consisting of an individual/partner/family counselling programme, respite care to attend if required, and expression through therapeutic art. This utilised external funding (please see below)* and supported 26 residents of our Local Authority area of the Staffordshire Moorlands.</p> <p>5. Liaison with the neighbouring Primary School Academy and Werrington Community Coaching to provide affordable, weekly football coaching to local children utilising the school's external pitches and, the Charity's recently built, disabled and dementia friendly toilet facility. The main Library building was also used to supply snacks and refreshments.</p> <p>6. Similarly, the Grassroots Football project utilises the same facilities to hold weekend matches,</p> <p>During the reporting period of 18/11/19 - 5/4/21, 223 support, activity or football sessions were held</p>
--	--	---

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	Opportunities to meet objectives have been successfully utilised given the on-going and changing restrictions during this reporting period which mainly falls within the pandemic timescale
Performance of fundraising activities against objectives set	Para 1.41	During this period and as identified above*, funds have been raised by successful applications for grant funding from; the National Lottery, Central Government Coronavirus Community Support Fund, Staffordshire County Council "Doing our Bit" funding, and Staffordshire Moorlands Discretionary Grants for post-pandemic re-starts. These have all allowed us to run the Covid-19

		<p>Response Programme and, maintain sufficient monies for running costs, maintenance activities and, importantly, provide accommodation free of charge to statutory and third sector organisations wanting to deliver community outreach activities in the locality but for whom the reduction in revenue funding has left no or little budget for room hire. Finally, funds have been increased by donations (including a legacy), photocopying charges and, modest room hire charges where appropriate.</p>
Investment performance against objectives	Para 1.41	

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

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	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	It is a Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The trustees are the officers (all volunteers) holding the positions of: Chair Vice-Chair Treasurer Wellbeing Ordinator Secretary/Library Co-ordinator

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	<ul style="list-style-type: none"> • Volunteer Policy • Safeguarding (Child Protection Policy) • Safeguarding (Vulnerable Adults) Policy • Equal Opportunities Policy • Fire and Emergency Procedure <p>The following have Staffordshire County Council policies/statements have also been adopted -</p> <ul style="list-style-type: none"> • Volunteer Agreement • Declaration of use of systems • Acceptable Use policy • Information Governance in Libraries procedure
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>WCL&WBC currently has a committee comprising 9 members (including the 5 trustees) which meets monthly.</p> <p>Additionally, the trustees meet separately as and when required. This structure is currently being reviewed to ensure maintained focus on agreed objectives and to make best use of time.</p> <p>The charity forms part of the Werrington Community</p>

		<p>Volunteers Group which incorporates the Children and Young Persons Support Group, both of which are non-charity community groups. There is a great deal of commonality of membership across these two groups and the WCL&WBC. WCL&WBC is part of the Staffordshire County Council's Community Managed Libraries network and liaises with officers of the County Library Service regarding national and county service requirements plus general service delivery issues. It also works closely with staff of the Werrington Village Surgery to identify wellbeing needs, attract provider organisations and to promulgate the services, support and activities available.</p>
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Werrington Community Library and Wellbeing Centre
Other name the charity uses	Abbreviated to WCL&WBC
Registered charity number	1186406
Charity's principal address	Ash Bank Road Werrington Stoke-on-Trent Staffordshire ST9 0JS

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	David John Twemlow Shaw	Chair		Werrington Community Library and Wellbeing Centre
2	Jean Fryer	Vice-Chair		Werrington Community Library and Wellbeing Centre
3	Donna Jean Ruscoe	Treasurer		Werrington Community Library and Wellbeing Centre
4	Wendy Lorraine Sandbrook	Wellbeing Co-ordinator		Werrington Community Library and Wellbeing Centre
5	Eveline Betty Johnson	Secretary/Library Co-ordinator		Werrington Community Library and Wellbeing Centre
6				
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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
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)

David Shaw

No electronic signature
available

Full name(s)

David John Twemlow Shaw

**Position (eg
Secretary, Chair, etc)**

Chair

Date

07/02/2022

WERRINGTON COMMUNITY LIBRARY
AND WELLBEING CENTRE
REGISTERED CHARITY NO. 1186406
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE PERIOD 1ST NOVEMBER 2019 TO 30TH APRIL 2021

	<u>2021</u>	
	£	£
<u>Receipts</u>		
Operating activities to further charity's objectives:		
Grant for building work and capital items		78,089
Covid-19 support grants		12,160
Donations		122
		<u>90,371</u>
Operating activities to generate funds:		
Library receipts for general activities	2,423	
Hire of library	445	
Refund of expenses	157	
Miscellaneous income	130	
Other incoming funds:		
Covid -19 emergency grants	6,071	
Banking error refunds	487	
		<u>9,713</u>
Total receipts		<u><u>100,084</u></u>

WERRINGTON COMMUNITY LIBRARY
AND WELLBEING CENTRE
REGISTERED CHARITY NO. 1186406
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE PERIOD 1ST NOVEMBER 2019 TO 30TH APRIL 2021

	<u>2021</u>	
	£	£
<u>Payments</u>		
Charitable payments:		
Charitable activities:		
Counselling and support services	11,618	
Educational talk	125	
Insurance	624	
Support costs:		
Office overheads	1,132	
Cleaning	515	
Security and safety costs	586	
Property repairs	463	
Construction of cabins	76,109	
Cabin furnishings	3,809	
Library building work	834	
Signs and minor equipment	1,042	
Management and Administration:		
Banking error payments	487	
Miscellaneous expenses	735	
	<hr/>	98,079
Total payments		<hr/> <hr/>
		98,079
Net of receipts		2,005
Cash funds at 1st November 2019		19,550
Cash funds at 30th April 2021		<hr/> <hr/>
		21,555

**REPORT TO THE TRUSTEES/MEMBERS OF
WERRINGTON COMMUNITY LIBRARY
AND WELLBEING CENTRE
ON ACCOUNTS FOR THE PERIOD ENDED
30TH APRIL 2021
SET OUT ON PAGES 4 TO 6**

Respective responsibilities of trustees and examiners

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of 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.

REPORT TO THE TRUSTEES/MEMBERS OF
WERRINGTON COMMUNITY LIBRARY
AND WELLBEING CENTRE
ON ACCOUNTS FOR THE PERIOD ENDED
30TH APRIL 2021
SET OUT ON PAGES 4 TO 6

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect, the requirements:

- to keep proper accounting records in accordance with section 130 of the Charities Act;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Simon J Atherton

Dated: 28th February 2022

*Simon J Atherton
SJA Accounting Services
11, Uplands Drive
Werrington
Stoke on Trent
Staffordshire.
ST9 0LG.*