



Ore Community Library Group

Registered charity from 18 March 2020, number: 1188607

**Trustee report and financial statements for the year ended 31
March 2021**

Ore Community Library Group

Trustees annual report for the year ending 30 April 2021
(period covered is from 18 March 2020-31 March 2021)

Full name: Ore Community Library Group

Registered charity number: 1188607

Address: Ore Community Library
Old London Road
Hastings
TN35 5BP
Telephone: 01424 612050
Email: orecommunitylibrarygroup@gmail.com

Legal Status: Charitable Incorporated Organisation

Trustees: Heather Allison Bishop – Chair
James Robert Breeds – Secretary
Andrew John Battley – Treasurer
Elizabeth Janet Sargent – Volunteer lead

Bankers: Hastings and Rother Credit Union

Governance and management

The charity is operated under the rules of its constitution and registered by the Charity Commission on 18 March 2020.

The charity employs no staff on a paid basis and is entirely run and managed by its Trustees in the form of the 'Committee'. During the period from 18 March 2020 – 30 April 2021, 20 volunteers were active.

The methods adopted for the recruitment and appointment of new trustees is laid down in the constitution.

Aims and objectives

- a) To advance the education of the general public in Ore and the surrounding area, in particular but not exclusively by the provision of a lending library.
- b) To further or benefit the residents of Ore and the surrounding area, without distinction of sex, sexual orientation, race or of political, religious, or other opinions by associating together the said residents 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 and leisure time occupation with the objective of improving the conditions of life for the residents.

Background and summary of main activities taken for the public benefit

Ore Community Library was formed after the closure of the local East Sussex County Council Branch Library – Ore Library was closed, and an agreement was not found with a previous group to re-open it as a community library. Ore Community Library Group was started in June 2019 as a new unincorporated group, and quickly put together a fully funded business plan, and gained the go ahead from East Sussex County to negotiate to hold the lease for the old Ore Library building. Funding bids went ahead, and the group became a charity on 18 March 2020. The charity took on the lease for Ore Community Library during November 2020.

Unfortunately, due to the pandemic, work then slowed on opening the library, though behind the scenes, the committee continued working on choosing and configuring a new computer book management system and the painstaking job of cleaning the building and assessing old stock began.

A call out for volunteers was issued, with all volunteers completing basic safeguarding checks and getting familiarised with the library and book systems before opening. At the end of April 2021 Ore Community Library was poised to open on Saturday 1 May 2021 with a total of 6 committee members (four of which are Trustees), and over 14 volunteers, plus the 6 committee members in place to work in the community library.

Due to issues relating to the pandemic, the community library group have not been able to commence any larger scale self funding operations (for example selling tea and coffee). During this period we relied on grant funding with limited public donations.

The Community Library was opened on 1 May 2021, and remains open on Tuesday, Thursday and Saturdays from 10-4pm.

Financial Review

Receipts & payments account for the year ended 31st March 2021

Opening balance at 18 th March 2020	10644.70	1
Receipts (to 31st March 2021)	Funds £	Note

Credit Union account		
Sundry Receipts	508.10	
Engage account (main)		3
Internal Transfers from Credit Union	1000	
Engage account (other)		2
Internal Transfers from Credit Union	2000	
Refund	2.15	
<u>Total Receipts</u>	<u>3510.25</u>	
Payments (to 31st March 2021)		
Credit Union account		
Insurance	343	
Bank Fees	5.50	
Internal Transfers to Engage main	1000	
Internal Transfers to Engage other	2000	
Engage account (main)		3
Bank Fees	9.98	
Engage account (other)		2
Bank Fees	8.30	
Furniture	233.46	4
Stationery	190.07	5
Utilities	524.32	
Expenses	469.83	6
<u>Total Payments</u>	<u>4784.46</u>	
Finance held at end of 31st March 2021		
Credit Union account	8150.65	
Engage account (main)	990.02	
Engage account (other)	576.17	
	<u>9716.84</u>	

1. Ahead of completing Charity Commission registration, the group had opened an account with Credit Union in order to apply for grants through local organisations. The group received the following grants and other payments in January 2020:

	£
Big Local North East Hastings	6000
One-Stop shop (carrier bags)	600
Ore Community Association*	4019.76
Other	28.94
	<u>10644.70</u>

*Prior to the formation of Ore Community Library Group, Ore Community Association were in conversation about taking on the delivery of the library. In the end this did not move forward, and they agreed to donate funds they had raised for this to Ore Community Library Group.

2. Credit Union work with Engage to provide debit card facilities (as Credit Union don't have standard sort code and account numbers). Ore Community Library opened an Engage card in order to make payments as part of running the library. In time (see note 3) this initial Engage account became the 'other' account with the card being held by committee members for more sporadic in library payments (such as stationery, refreshments for volunteers, etc.).
3. Ore Community Library opened a second Engage card, as the card referenced in Note 2 did not allow Direct Debits. This second Engage card became the 'main' account for regular payments (such as utilities, new book purchases, council tax, etc.) and is held by the Treasurer.
4. This includes special furniture for the children's section of the library.
5. This includes membership cards, book covers, book date stamps and pads, pens, paper, printing labels.
6. Prior to opening the Engage account (and subsequently getting the payment card), Trustees incurred personal expenses to purchase necessary items needed ahead of launch, including our membership to library database system and installation of utilities.


The charity's policy on reserves

The charity has no specific policy on reserves

Signed on behalf of the charity's trustee's

Heather Bishop
Chair

Dated :


29/01/22