

Annual Report for the period From 1st April 2020 To 31st March 2021

Organisation name: Friends of Beechcroft Library

Charity registration number: 1188953

Objectives and Activities

This annual report has been created following guidance contained in the Statement of Recommended Practice (SORP) issued by the Charity Commission.

	SORP Ref.	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Purposes as defined in the Constitution agreed in April 2020: The advancement of education for the public benefit in particular by the provision of library facilities and services for learning, for information, advice and other related library provision for the benefit of the residents and the wider community in Stratton St Margaret and the surrounding areas.
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 main activities undertaken to achieve the aims are: • Working with the Library Staff and Stratton Parish to develop the library as a community hub • Meeting with Library staff and Parish to agree objectives and approach • Promoting the Library via social media, posters, displays, developing a community network • Raising funds to support activities, purchasing craft materials, reference books, notice boards, Refreshments • Running events and activities such as Basic IT skills, joining Online Services Network, social groups and events
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees assess each of their activities with regard to the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP Ref.	
Policy on grant making	Para 1.38	The Friends do not currently give grants to individuals or other organisations
Policy on social investment including program related investment	Para 1.38	The Friends do not currently undertake any social investments
Contribution made by volunteers	Para 1.38	Library Volunteers are engaged by the Parish rather than the Friends but are supported and encouraged by the Friends. Their contribution is vital in enabling the Library and the Friends to undertake the numerous activities and groups which normally take place when not under COVID restrictions.

Achievements and Performance

	SORP Ref.	
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	Unfortunately from the start of our reporting year the Library has been closed for long periods due to the coronavirus pandemic. This has had a profound impact on our normal activities as we have not been able to run any groups or activities due to the restrictions that have have been in place throughout the year. However we have taken the opportunity of a quiet time to put in place the governance, policies and procedures recommended by the Charity Commission. Our thanks go to all the staff and volunteers who have supported the Library over the last year in very difficult circumstances.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP Ref.	
Achievements against objectives set	Para 1.41	Objective 1 - To improve health and well being ● The Friends encourage and support volunteers of all ages and abilities alongside the library staff ● We have worked closely with Stratton Advice Point to provide a remote Welfare benefits service during the pandemic Objective 2 - To encourage community engagement and cohesion ● The Friends maintain a Facebook business page and are working with a web developer to set up a website. This will improve our visibility, improve marketing/publicity and widen the reach of the library. ● We support Wiltshire Building Records to develop an archive of local historical material. Six displays have been created for use in the library and other locations when coronavirus restrictions are lifted.. A separate annual report describes the work undertaken by the Wiltshire Building Records Archivist. ● In order to strengthen community cohesion we have joined the Swindon Trustee Network to share knowledge and support with other community user groups and organisations

		Objective 3 - To improve economic growth, employment, training and skills ● We are members of the On-line Centres Network which aims to help people use digital technology to access essential services and take advantage of the opportunities the internet provides. ● The Friends have provided the funding for additional learning resources such as a selection of reference and self-help books, etc. Objective 4 - To reduce the cost impact on the Parish of running the community library The Friends have not raised any funds for the library this year due to the pandemic, however as a registered charity we are in a strong position to apply for grants to support the work of the library going forward.
Performance of fundraising activities against objectives set	Para 1.41	Due to the restrictions imposed under the pandemic we have not raised any funds this year
Investment performance against objectives	Para 1.41	Not applicable

Financial Review

	SORP Ref.	
Review of the charity's financial position at the end of the period	Para 1.21	During the year to 31st March 2021, we have not raised any funds, nor received any grants or donations, due to COVID and the Library's effective closure for much of the year. We have spent £404.18 on purchases for the library, including new books, bookends, craft materials, face shields and Christmas tree lights. Our net worth as at 31 March 2021 was £1,482.29, (£1,502.29 in the Co-op Bank and £179.11 in cash).
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Our Reserves Policy states that we will only hold reserve funds if and when we have formal financial commitments such as Public Liability Insurance premiums.
Amount of reserves held	Para 1.22	Zero
Reasons for holding zero reserves	Para 1.22	We do not currently have any formal financial commitments.
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	Entirely dependent on the continued existence of Beechcroft Library. In the unlikely event of the Library closing there would be no reason for our continuing existence.

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	We have not raised any funds nor received any grants this year due to coronavirus restrictions.
A description of the principal risks facing the charity	Para 1.46	● The Coronavirus pandemic has severely impacted our work. When restrictions do eventually lift we will in effect be back at square one in terms of developing the community hub. ● There may be difficulty in restarting fundraising activities after the pandemic ● Decline in library use due to the impact of the pandemic. ● In the unlikely event of the Library closing there would be no requirement for the Friends to continue

Structure, Governance and Management

	SORP Ref.	
Type of governing document	Para 1.25	Constitution
How is the charity constituted?	Para 1.25	Charitable Incorporated Organisation following the Foundation model
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 existing Trustees can select new Trustees as required following the procedure below.

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	Recruitment of Trustees for the Friends should be in line with the guidance given below: ● There is a written job description / person specification for the post ● If a trustee wishes to volunteer for the Library they should complete a Parish Council volunteer application form and the Parish Recruitment policies be followed ● A suitable induction programme is provided ● The applicant has been given a copy of the Safeguarding Policy and knows how to report concerns.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	Charitable Incorporated Organisation with a written constitution. Not affiliated to any wider network although we attend meetings of the Swindon Trustee Network
Relationship with any related parties	Para 1.51	We work closely with Stratton St Margaret Parish Council who run Beechcroft Library

Reference and Administrative details

Charity name	Friends of Beechcroft Library
Other name the charity uses	
Registered charity number	1188953
Charity's principal address	188 Beechcroft Road, Swindon, SN2 7QQ

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Lesley Hemingway	Chair		
2	Richard Hemingway	Treasurer		
3	Indra Robson	Secretary		
4	Lynette Dodson			
5	Greg Browne			
6	Clive Carter			
7	Katie Gould			

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

Director name		
N/A		

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	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Exemptions from disclosure

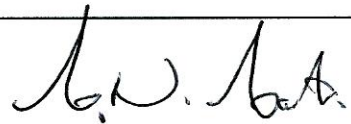
Reason for non-disclosure of key personnel details

N/A

Declarations

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

Signed on behalf of the charity's trustees:

Signature(s)		
Full name(s)	JOAN LESLEY HEMMING	OLIVE NICHOLAS CARTER
Position(s) (eg Secretary, Chair)	CHAIR	Archivist
Date(s)	28.6.21	28/6/21



CHARITY COMMISSION
FOR ENGLAND AND WALES

Friends of Beechcroft Library

1188953

Receipts and payments accounts

For the period from	Period start date 4/1/2020	To	Period end date 3/31/2021
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
A1 Receipts				
Fundraising Sales	-	-	-	-
Donations	-	-	-	-
Grants	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	-	-	-	-
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	-	-	-	-
A3 Payments				
Costs of charitable activities	364	-	-	364
Independent examination	40	-	-	40
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total	404	-	-	404
A4 Asset and investment purchases, (see table)				
Assets retained for charity's own use	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	404	-	-	404
Net of receipts/(payments)	- 404	-	-	- 404
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	-	-	-	-
Cash funds this year end	- 404	-	-	- 404

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Cash	179	-
	Bank	1,303	-
		-	-
	Total cash funds	1,482	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)
			-
			-
			-
			-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)
			-
			-
			-
			-
			-
			-
			-
			-
			-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)
			-
			-
			-
			-
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	
		Richard Hemingway	

CC16a

Last year

to the nearest £

-
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**Endowment
funds**
to nearest £

-
-
-
-

OK

**Endowment
funds**
to nearest £

-
-
-
-
-
-

**Current value
(optional)**

-
-
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-
-

**Current value
(optional)**

-
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-
-

**When due
(optional)**

**Date of
approval**

**FRIENDS OF BEEHCROFT LIBRARY
BEEHCROFT ROAD
SWINDON**

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2021**

	2021	
Cash at Bank 1st April 2020		1563
Cash in Hand 1st April 2020		323
<u>Income</u>		
Fundraising Sales		-
Donations		-
<u>Expenditure</u>		
Grant	-	
Postage and Stationery	-	
Domain Registration	17	
Facebook Boosting	-	
Easter Event Costs	-	
Notice Board	-	
Bookends	28	
Display Boards	-	
Travelling Expenses	20	
Refreshments	-	
Craft Materials	26	
Books	188	
Games and Jigsaws	-	
Professional Fees	40	
Miscellaneous Expenses	85	
Cash at Bank 31st March 2021	1303	
Cash in Hand 31st March 2021	179	

Chris Vaughan (of Chris Vaughan Accountants, 195 Ermin Street Swindon, SN3 4NA, as Independent Assessor for Friends of Beechcroft Library) produced the above based on accounts produced by Richard Hemingway, Treasurer to Friends of Beechcroft Library