

Annual Report for the period From 1st April 2022 To 31st March 2023

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, approach and activities • 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, social groups and clubs, children's story time, developing/ displaying Stratton History Archive material, organising regular 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	There are no employees, all the Trustees are volunteers. 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 take place

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	In March 2022 we restarted all our groups and activities after the COVID pandemic. Confidence among our service users started to improve and by the end of March 2023 footfall numbers had increased by 65% and are now exceeding pre-pandemic levels. The library had 19,898 visits between April 2022 and March 2023 The various groups and activities supported by the Friends are all well attended and are going some way to mitigating the loneliness and isolation experienced by some of our residents. Stratton Advice Point has been very busy this year with a campaign to improve take-up of Pension Credit and other under-claimed benefits. The advice point has successfully claimed in the region of £200,000 in welfare benefits for service users during 2022-23. The advice point liaises with the Social Prescribers and Community Navigators to provide benefits advice and support to their service users. We restarted our Tea and Tech digital drop-in sessions in spring and we liaise closely with the Digital Inclusion Officer at Swindon Borough Council. This is an important service as there are very few places in Swindon running digital inclusion sessions for residents. The Friends are also members of the Digital Inclusion Forum within Libraries Connected organisation. We have been trialling a Home Delivery Book Service for local residents who are housebound and have difficulty accessing the library. This is proving more resource intensive than anticipated and we have not rolled it out more widely yet. The Stratton History team has had a busy year with extracts of sales, advertisements, news items, photos and maps from online sources. Two displays were shown at the Stratton Jubilee Festival in the summer of 2022. A new history service was offered to library users in 2023 to provide assistance with Family History research, with eight users having been assisted to date. Since November 2022 we have been running a self service mini 'café' for library users, providing hot drinks and biscuits. This is free to users and has supported the library's registration as a Warm Space over the winter months. We held two successful Coffee mornings in September 2022 and February 2023 which raised £750 and £351 for Macmillan Cancer Support and the Swindon Carer's Centre respectively.

		Our thanks go to all the staff, the volunteers and Stratton St Margaret Parish Council who have supported the Library so wonderfully over the last year.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP Ref.	
Achievements against objectives set	Para 1.41	We aim to provide opportunities to improve health and well-being, to develop community engagement, and to improve skills and training. Objective 1 - To improve health and well being ● The Friends encourage and support volunteers of all ages and abilities alongside the library staff ● We work closely with Stratton Advice Point to provide a local Welfare benefits service ● We are providing a home delivery book service for local housebound residents. ● We run groups such as Friendship, art, Lego, chess, Scrabble, etc to provide users with the opportunities to socialise and reduce isolation ● We work closely with the Live Well team within Swindon Borough Council, particularly the Food Partnership Officer, Social Prescribers and Community Navigators Objective 2 - To encourage community engagement and cohesion ● The Friends maintain a Facebook business page and an up to date website to improve our visibility, engage with residents and widen the reach of the library. ● We support Wiltshire Building Records Archivist to develop an archive of local historical material. ● We are developing links with other local organisations such as churches and schools. The art department at Kingsdown School provides art work for display in the library ● We are active members of the Swindon Trustee Network, Swindon Connecting People Network, the Swindon Seniors Forum, and Swindon History Forum. Objective 3 - To improve economic growth, employment, training and skills ● Active members of the On-line Centres Network and the Good Thing Foundation's Digital Inclusion Network, Libraries Connected - Digital Inclusion Forum ● We run weekly Digital Drop-in sessions and are active members of the Get Connected Swindon Forum run by Swindon Borough Council ● We have purchased additional learning resources such as children's reference books in line with the national curriculum ● We have purchased self-help and well-being books for

		adults. Objective 4 - To reduce the cost impact on the Parish of running the community library ● We work very closely with Stratton St Margaret Parish Council to support the excellent work done by the council in running the library ● As a registered charity we are in a strong position to apply for grants to support the work of the library.
Performance of fundraising activities against objectives set	Para 1.41	Formal fundraising objectives were not defined other than ensuring that the objectives described in the previous section were supported financially where necessary. Our income raised this year totalled £3096 and our total expenditure was £2250.
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	Our income for 2022-23 totalled £3,096, comprised of: ● A generous grant of £1820 from Stratton St Margaret Parish Council ● £1,157 in donations ● £119 from the sale of books and cakes We have spent £2250 on purchases for the library, including new books and equipment. Our net worth as at 31 March 2023 was £2603, (£2392 in the Co-op Bank and £211 in cash). Please see the Annual Financial Report for full details.
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 we have formal financial commitments. As we now have Public Liability Insurance premiums going forward we will ensure that we have sufficient funds to cover the premium.
Amount of reserves held	Para 1.22	Sufficient to cover Public Liability Insurance Premium which was £193 in 2022-23.
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	We are dependent on the continued existence of Beechcroft Library. There is little chance that the Library would close in the near future as it is a popular resource for the parish.

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 received £1820 in grants this year from Stratton St Margaret Parish Council We have received £1157 in donations
A description of the principal risks facing the charity	Para 1.46	There are few risks facing the Friends charity and they are all categorised as low, the highest risks are: ● Over-reliance on a few individuals ● Maintaining community support ● Activities where safeguarding risks may arise ● Dependency on key income sources

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	Para 1.25	The existing Trustees can select new Trustees as required following the procedure described in the next section.

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 is 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. We are not affiliated to any wider 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			
4	Lynette Dodson			
5	Greg Browne	Secretary		
6	Clive Carter			
7	Linda O'Kane	Deputy Chair		
9	Nigel Chalk	Deputy Treasurer		
10	Anne Chalk			

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	Not applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

Exemptions from disclosure

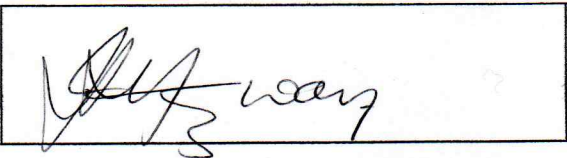
Reason for non-disclosure of key personnel details

Not applicable

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 HEMINGWAY	GREGORY WADE BROOME
Position(s) (eg Secretary, Chair)	CHAIR.	SECRETARY
Date(s)	6 JUNE 2023	6 JUNE 2023

**FRIENDS OF UPPER STRATTON (BEEHCROFT) LIBRARY
BEEHCROFT ROAD
UPPER STRATTON
SWINDON
WILTSHIRE**

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2023**

FRIENDS OF UPPER STRATTON (BEEHCROFT) LIBRARY

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2023

	2022-2023		2021-2022	
	Expenditure	Income	Expenditure	Income
Cash at Bank 1st April 2022		1,754		1,303
Cash in Hand 1st April 2022		3		179
<u>Income</u>				
Grant		1,820		1,000
Donations		1,157		361
Sales		119		-
<u>Expenditure</u>				
Activities and Events	840		-	
Insurance	193		164	
Decoration	112		-	
Display	151			
Social Media	95		53	
People Counter	-		234	
Repairs and Renewals	-		204	
Volunteer Motivation	432		-	
Café Refreshments	262		67	
Books	34		193	
Flowers	-		52	
Wildlife	107		-	
Professional Fees	20		-	
Miscellaneous Expenses	4		119	
Total	£2,250	£3,096	£1,086	£1,361
Cash at Bank 31st March 2023	2,392		1,754	
Cash in Hand 31st March 2023	211		3	
Net Worth	£2,603		£1,757	
	<u>£4,853</u>	<u>£4,853</u>	<u>£2,843</u>	<u>£2,843</u>



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name No (if any)

Receipts and payments accounts

CC16a

For the period from Period start date To Period end date

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Grant	1,820	-	-	1,820	1,000
Donations	1,157	-	-	1,157	361
Sales	119	-	-	119	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	3,096			3,096	1,361
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total					
Total receipts	3,096			3,096	1,361
A3 Payments					
Non-inventory items purchased	1,085	-	-	1,085	1,086
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	1,085			1,085	1,086
A4 Asset and investment purchases. (see table)					
Inventory items purchased	1,165	-	-	1,165	605
	-	-	-	-	-
Sub total	1,165			1,165	
Total payments	2,250			2,250	1,086
Net of receipts/(payments)	846			846	275
A5 Transfers between funds					
A6 Cash funds last year end					
Cash funds this year end	846			846	275

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash	211	-	-
	Bank	2,392	-	-
		-	-	-
	Total cash funds	2,603	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK

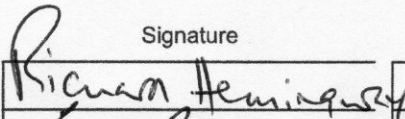
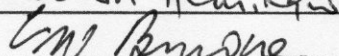
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

Signature	Print Name	Date of approval
	Richard Hemingway	6/11/2023
	Greg Browne	6/11/2023