

# OWN BOOKS

England & Wales · Charity number 1190573

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2020-07-27

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 24 Castle Road  
Henley-In-Arden  
B95 5LS

**Phone** 07816382503

**Email** [OwnBooksForChildren@gmail.com](mailto:OwnBooksForChildren@gmail.com)

**Website** [www.ownbooks.co.uk](http://www.ownbooks.co.uk)

## Activities

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**Objects:** FOR THE BENEFIT OF THE PUBLIC TO ADVANCE THE EDUCATION AND DEVELOPMENT OF CHILDREN AND YOUNG PEOPLE IN PARTICULAR BY DISTRIBUTING AGE APPROPRIATE BOOKS TO SCHOOLS ACROSS ENGLAND AND WALES, AND BY PROVIDING ARTS AND CRAFTS WORKSHOPS FOCUSED ON DEVELOPING CREATIVITY AND IMAGINATION.

**Activities:** Own Books is a book donation project that helps children and young people, without books, to have their own books to keep or share at home. The project aims to advance literacy & a love of reading in children & young people through the free provision of books in the home. Through a series of art making and storytelling workshops, we aim to encourage and inspire literacy, creativity & imagination.

## Classification

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- **How:** Other Charitable Activities
- **What:** Arts/culture/heritage/science
- **Who:** Children/young People

## Geography

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- Throughout England And Wales

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£29,226	£15,659	-	-
2023-12-31	£16,730	£15,279	-	-
2022-12-31	£1,035	£7,159	-	-
2021-12-31	£19,044	£5,961	-	-

## Trustees

Name	Role	Appointed
<b>JULIE DE BASTION BFA HONS</b>	Chair	2020-07-01
Alison Moira Shaw MA TD		2020-07-01
Dawn Belfield		2025-01-30
Julia Gibson		2023-01-12

**OWN BOOKS**

England & Wales - Charity number 1190573

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# Accounts

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# OWN BOOKS AGM NEWSLETTER / REPORT ON 2024

FOR 2025 AGM on January 30th 2025

Welcome everyone to our 11th year AGM with Own Books!

In my usual newsletters, I tend to list all the details that have happened in the previous year and all the developments. 2024 has been better than ever and everything is going so beautifully and it is running so well with the amazing organisation of Alison, Julia, Dawn, Lynne, Carley, Alistair and Christophe, as well as advisors John and Judith,

## BOOK DELIVERIES

So, in this newsletter the first thing to say is that we have continued to take on new schools in the year 2024. Alison will update us with numbers shortly. *(Added to end of this report)*

Alison and I held our annual Zoom with Vanessa and Joseph from World of Books (WOB). The good news is that they are happy to continue supplying/posting out books to our schools. However, they have changed their business model and instead of taking in all and any type of book, they are now being more selective in their process. They have a new CEO and are awaiting the completion of changes to their system, but will generally take in books they know they can sell right away or sell on at a later date. This means they have relatively fewer surplus books for charities like us. They have agreed to deliver one box to all of our schools twice a year instead of three times a year.

We approached another book source called Better World Books (BWB). This is a book company, much like World of Books based in Scotland, that has a good resource of books to give us. They supply boxes with 15kgs of books whenever we ask for them but we have to pay postage via UPS. We have a charity account with UPS now and the postage rate is £6 - 9 per box and Alison organises the postage labels needed.

We began with organising shipments to what I call my "out of reach schools", schools that we cannot physically get to with our lovely volunteers on the road. We have about 30 of these schools up and down the country and have supplied at least one box to each of these schools. Therefore, we are trying to fill gaps where WOB are unable to deliver.

We may look into finding another kind of WOB or BWB in the coming year to see if we can source more books.

Alison and Dawn do a sterling job of regularly collecting from the Oxfam bookshop and the guide dogs and any other donations to us and storing them at Montague storage in Warwick. These provide our local delivery stocks to local schools around the Warwickshire area, such as Coventry, Leamington, Warwick, North Warwickshire, and some in Stratford, and Alcester.

**Our main discussion point for the AGM is to consider if we should put a hold on taking on any new ones for the time being and do a good, reliable, consistent service for the schools that we already have or continue to take on schools to our list. WOB will take longer to work through the**

list of schools before starting again and we are unsure of their time span in delivering books to the complete list of 114 schools. Should we also increase the number of deliveries from BWB and carry the cost? How often should we use this alternative?

The endeavour is to provide the schools with a regular and dependable book supply so that schools will know there is a new replenishment coming. I will continue to send out extra labels posters flyers to schools when they request,

## **HIGHLIGHTS**

The highlight of 2024 really was our King's Award presentation and volunteer lunch in Warwick and our trip to Buckingham Palace, in May. Alison and I had a fantastic day mingling with the great and the good in the grounds of the Palace gardens. It was a beautiful day and I have many beautiful photographs of the event.

We were also featured in a couple of local newspapers, the Stratford Herald et cetera, and a great deal of publicity was made of this event for us. It was a great honour and a great accolade for Own Books and all of our volunteers.

The other eventful moment was a free promotional video offered to us by Chilli Mintv studios in Warwick, where they created a lovely short video of the importance of early years books and reading, featuring a lovely mum and her two delightful children. This is now on our website.

## **OWN BOOKS INSPIRES WORKSHOPS**

The workshops continue to be an enrichment program in addition to our Own Books core mission, and we are fortunate to obtain grant funding for these as well. We were granted an award from the Passionists grant funders to conduct early years workshops called the Great Big Story Time.

This was designed for children from 2 to 5 in nurseries and preschool settings along with their parents in a short morning session of exciting storytelling with professional author and storyteller, Cat Wetherall, followed by a brief art making session, making puppets. And always the big book giveaway.

This grant also enabled us to print an updated beautifully illustrated version of my book called Adventures in Mindful Parenting. First written by me in 2012 updated in 2024, with illustrations by Felicity Carey. We printed 500 copies to donate to the parents in these workshops and other nursery settings and I'm pleased to say that we have run out of copies and therefore we have done another re-printing recently of another 500 copies. Thanks to a second recent grant from the Passionists and Lynne 's amazing application for it. We are intending to run another couple of the early years workshops in the spring, early summer with this grant.

Another huge achievement, thanks to Carley and Lynne, in their amazing writing applications has secured for us a gigantic sum of £20,000 from the Arts for All Community Grant, from the National lottery. Since they have upped the amount from £10,000 to £20,000 last year,(and we were fortunate to secure the £10,000 grant in 2023) I decided we would just go for the big amount £20,000 and amazingly we were successful, yet again, I say, huge thanks to the incredible grant

writing applications of my wonderful Grant writers. So with this National Lottery money, I have designed another project called The Great Big Phone Off.

The stimulus for this was seeing children walk along the streets glued to their screens, never looking up and out at other people in the world. A paradoxical form of disconnection, within another form of connection, within a tiny screen. In all the times I have presented a workshop to schools, I have never had any response as fast as I did, when I launched it to 15 schools and within two hours all eight slots had been taken up.

This is obviously a sign of the times and a pressing issue. We are conducting these workshops as we speak and have done four already so far. We will finalise the last one on the 14th of February.

So far the response has been amazing from the children and they have particularly responded to the creative making part of the workshop playing with so many beautiful fabrics, materials, wallpapers, ribbons, et cetera they absolutely love playing with this.

The whole idea is to get them absorbed in a sensory hands-on experience, and to talk to each other in real time space. I have fantastic facilitators presenting this workshop. They work wonderfully as a team now, but I always feel this is a drop in the ocean working with groups of 35 10 to 11-year-olds, and only eight schools,

I can but hope that the pushback against the unhealthy mobile phone use for young people will be now seriously considered by schools as the negative aspects of addiction are going to be obviously affecting the mental health of these young people.

The future is with us. I feel the next couple of years will be turbulent, full of change, and full of opportunity for betterment. It is my wish and my heart's desire that Own Books continues to be the success that it is, and serves as a functioning, benevolent, service to children. I feel and hope that children having access to real hands on books will encourage self inquiry, curiosity, independent, critical, and free thinking, autonomy and agency, as well as enjoyment and imaginative, creative enrichment.

I remain entirely indebted to the generosity of our volunteers and trustees for the success of this project now in 11<sup>th</sup> year and the only way I can describe its success is the fact that it's wanted. If there would not be a need for it, it would not be here today.

Thank you all very much.

Have a fantastic 2025.

With love and best wishes always from Julie de Bastion, founder and creative director of Own Books

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## **Book Deliveries 2024 (reported by Alison Shaw, Trustee)**

I am very happy to report that we have a grand total of 110 schools on our list who receive books from World of Books (WOB) on a termly basis. We are in regular contact with these schools and receive a great deal of positive feedback.

103 x 45 books x 3 terms = 13,905 books in 2024 from WOB

Projected for 2025: 110 schools x 45 books x 2 terms = 9,900 books

Julie and Dawn are in frequent contact with local schools in Leamington/Warwick/Stratford and we are able to react quickly with deliveries of books from our own store as and when required. We also try to set up new schools with a good supply of books before the delivery from WOB. Any religious books collected are taken to St Mark's Church in Leamington, usually 1 or 2 bags.

In 2024 our wonderful team of volunteers made 92 deliveries (76 in 2023) and dispatched 457 (449 bags in 2023) bags of books. That's about 5 bags per school each delivery.

So far in 2025 we have made 10 deliveries and delivered 35 bags.

The number of books in a bag varies but there are usually at least 25 per bag so  $457 \times 25 = 11,425$  books in 2024 and counting!

We have received various donations throughout 2024 and these were all sorted and delivered.

We continue to collect books from Oxfam bookshop and the Guide Dogs charity shop in Leamington on a weekly basis. Thank you to Alistair, Christoph and Dawn for the expert navigating the Warwickshire roads and delivering to schools in Warwickshire, Coventry and Birmingham.

We work with Better World Books in Scotland who can send out boxes of books for us if we pay the postage. They can supply Primary or Secondary books. To date we have sent 39 boxes to our "Out of Reach" schools that we can't deliver to ourselves or schools that need a supply and we are unable to fulfill from our store. We have a charity account with UPS and the price is usually between £6 -9 for postage depending on location.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name	Number
Own Books	1190573

## Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/01/2024		31/12/2024

### 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 £
<b>A1 Receipts</b>					
Grants	-	29,000	-	29,000	16,700
Donations, transfer & refunds	226	-	-	226	30
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>226</b>	<b>29,000</b>	<b>-</b>	<b>29,226</b>	<b>16,730</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>226</b>	<b>29,000</b>	<b>-</b>	<b>29,226</b>	<b>16,730</b>
<b>A3 Payments</b>					
IT / Internet / telephone	-	726	-	726	1,196
Printing / postage / stationery	-	2,795	-	2,795	239
Volunteer expenses	-	2,281	-	2,281	2,058
Projects / project management	-	9,648	-	9,648	12,211
Bank charges / interest	-	-	-	-	-
Governance	-	209	-	209	218
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>15,659</b>	<b>-</b>	<b>15,659</b>	<b>15,922</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>-</b>	<b>15,659</b>	<b>-</b>	<b>15,659</b>	<b>15,922</b>
<b>Net of receipts/(payments)</b>	<b>226</b>	<b>13,341</b>	<b>-</b>	<b>13,567</b>	<b>808</b>
A5 Transfers between funds	151	- 151	-	-	-
A6 Cash funds last year end	1,532	12,814	-	14,346	19,020
<b>Cash funds this year end</b>	<b>1,909</b>	<b>26,004</b>	<b>-</b>	<b>27,913</b>	<b>19,828</b>

## 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 £
<b>B1 Cash funds</b>	Cash in current bank account	1,909	26,004	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>1,909</b>	<b>26,004</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	<b>Details</b>	<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	<i>J.M. Gibson</i>	JULIA GIBSON	31/03/2025	



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Own Books

**On accounts for the year  
ended**

31 December 2024

**Charity no  
(if any)**

1190573

**Set out on pages**

I report to the trustees on my examination of the accounts of the above charity for the year ended 31/12/2024.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**

*Barrett*

**Date:**

27/03/2025

**Name:**

Angela Barrett FCCA

**Relevant professional  
qualification(s) or body  
(if any):**

Association of Chartered Certified Accountants

**Address:**

5 Clark Close

Shipston on Stour

Warwickshire, CV36 4HJ

**OWN BOOKS**

England & Wales - Charity number 1190573

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# Accounts

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Minutes of AGM via Zoom  
11.00am Thursday 29 February 2024

Attendees: Julie, John, Judith, Alison, Carley, Julia. Joseph and Vanessa from WOB

Julie welcomed everyone to the meeting and said how delighted she was to speak with Vanessa and Joseph from WOB again. Julie's report had been circulated prior to the meeting.

Vanessa gave us an update from WOB as they continue to flourish in their global business. They are awaiting a new CEO but it is business as usual for them. She also congratulated us on our Kings Award for Voluntary service.

The WOB Foundation has continued to donate books to various charities with Own Books being very much at the top of the list. They are committed to donating 1 million books by 2025 and expect to complete this pledge by the end of this year.. They have so far donated 20,000 books to Own Books schools in 2023 and assured us that this will continue after their 1 million books to charity pledge is completed. They will only be able to provide 1 box per school though, but we can add schools as we like. Perhaps best at 3 or 4 schools per term.

They are taking part in a project for World Book Day that is stretching their stock at the moment.

**Treasurer's Report** - Julia's report had been circulated prior to the meeting and everyone agreed and accepted it. Julia stated that we had sufficient funds for core costs. Julia was thanked for a comprehensive and well presented report.

**Alison's Report** - I am very happy to report that we have a grand total of 103 schools on our list who receive books from WOB on a termly basis. We are in regular contact with these schools and receive a great deal of positive feedback.

(103 x 45 books x 3 terms = 13,905 books)

Julie and Dawn are in frequent contact with local schools in Leamington/Warwick/Stratford and we are able to react quickly with deliveries of books from our own store as and when required. We also try to set up new schools with a good supply of books before the delivery from WOB. Any religious books collected are taken to St Mark's Church in Leamington, usually 1 or 2 bags per term.

In 2023 our wonderful team of volunteers made 76 deliveries and dispatched 449 bags of books. That's about 6 bags per school each delivery.

So far in 2024 we have made 14 deliveries and delivered 83 bags. (again about 6 bags per school)

The number of books in a bag varies but there are usually at least 25 per bag so  $449 \times 25 = 11,225$  books in 2023 and counting!

We were also kindly donated 15 boxes of new books from a local independent publisher. The book was an independently written and published story about living during the pandemic and we have been able to supply these boxes to a selection of schools in addition to the bags above.

We continue to collect books from Oxfam book shop and the Guide Dogs charity shop in Leamington on a weekly basis. We have had various donations throughout the year and the pupils at King's High in Warwick will hold another book drive for us again this year.

Thank you to Alistair, Christoph and Dawn for the expert navigating the Warwickshire roads and delivering to schools in Warwickshire, Coventry and Birmingham.

**Future Grants and Funding** - Discussion followed regarding applying for funding for future workshops. Julie was keen to apply for national Lottery funding again. Discussion followed and Julie will consider how many workshops she wants to do in 2025 and apply for funding. Carley suggested spending funding to buy books for schools. Perhaps from their prescribed list. This is open to further discussion with Julie.

We have an email prepared to send to other second hand book suppliers in the hope that we can obtain more books. Alison will send out email and report back on responses. We can also contact publishers for supplies of their excess books.

Own Books continues to flourish and is much in demand by schools. Julie thanked everyone for their hard work in making Own Books a force for good in the world.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name	Number
<b>Own Books</b>	<b>1190573</b>

CC16a

## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	<b>01/01/2023</b>		<b>31/12/2023</b>

### 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 £	Last year to the nearest £
<b>A1 Receipts</b>					
Grants	-	16,700	-	16,700	1,000
Donations	30	-	-	30	35
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>30</b>	<b>16,700</b>	<b>-</b>	<b>16,730</b>	<b>1,035</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>30</b>	<b>16,700</b>	<b>-</b>	<b>16,730</b>	<b>1,035</b>
<b>A3 Payments</b>					
IT / Internet / telephone	84	470	-	554	637
Printing / postage / stationery	95	143	-	239	1,540
Volunteer expenses	983	1,075	-	2,058	1,336
Projects / project management	300	11,911	-	12,211	3,307
Bank charges / interest	-	-	-	-	1
Governance	198	20	-	218	339
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>1,659</b>	<b>13,620</b>	<b>-</b>	<b>15,279</b>	<b>7,159</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>1,659</b>	<b>13,620</b>	<b>-</b>	<b>15,279</b>	<b>7,159</b>
<b>Net of receipts/(payments)</b>	<b>- 1,630</b>	<b>3,080</b>	<b>-</b>	<b>1,451</b>	<b>- 6,124</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	3,162	9,734	-	12,896	19,020
<b>Cash funds this year end</b>	<b>1,532</b>	<b>12,814</b>	<b>-</b>	<b>14,346</b>	<b>12,896</b>

## 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 £
<b>B1 Cash funds</b>	Cash in current bank account	1,532	12,814	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>1,532</b>	<b>12,814</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	

**OWN BOOKS**

England & Wales - Charity number 1190573

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# Accounts

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**Own Books AGM Minutes**  
**Wednesday 4 January 2023**  
**Via Zoom**

**Attending: Julie de Bastion, John Latham, Judith Lindley, Alison Shaw, Julia Gibson, Bridget Mattingley, Lynne Myall, Grace Turner, Joseph Hewitt.**

**Apologies: Viv Pierce-Jones, Carley McCarthy, Vanessa Connell, Fiona Spiers, Grace Turner**

1. Julie welcomed everyone to the meeting and thanked them for coming.
2. Everyone had read the Newsletter and agreed that 2022 had been an impressive year for Own Books. This year looks set to just as busy, with demand from schools for books continuing to grow. The direction for Own Books will be to continue to supply books to schools. We have also secured 3 Councillors Grants from Warwickshire County Council that allow us to carry out some workshops in the next 12 months. We also have 4 A Day to dream workshops to carry out.

A vote of thanks was given to World of Books, Oxfam Bookshop and Montague Storage for their invaluable support. WOB has a pledge to donate 1 million books to good causes and we are extremely grateful to be part of this project.

3. Julia presented the Treasurer's report

### **Own Books – Summary of Accounts for 2022**

The accounting year ran from 1<sup>st</sup> January 2022 to 31<sup>st</sup> December 2022. Figures given here are rounded to the nearest £.

For 2022 the income was £1,035 and the expenditure £7,160 (*£3,302 on project costs & £3,858 on core costs*).

The expenditure by main categories was:

£ 680 - IT

£1,541 - Postage / Print / Stationery

£1,297 - Volunteer Expenses

£3,302 - Project Costs

£ 1 - Bank Charges

£ 339 - Audit / Insurance / Governance

The income was:

£1,000 grant from 1961 May Trust received in December – for core costs in 2023 (this was the 3rd yearly payment of 3).

£ 35 from 3 small individual payments.

At year end there was £12,896 in the bank account.

There is no other money and also there are no other assets.

Of the £12,896 :-

- £9,733 are restricted funds (Lottery & GB Partnership)
- £1,659 are for core costs with the expenditure having to be reported to the grant donor (s)
- £1,504 is completely unrestricted funding (i.e. for any costs and does not need to be reported to any donor)

## GRANTS

Grant	Amount Rec'd		Date Rec'd	£ Spent (total)	£ Balance	£ Spent in 2022	Date Closed
1961 May Trust (2 of 3)	£1,000		Dec. 2021	£1,000	£0	£1,000	31/10/2022
1961 May Trust (3 of 3)	£1,000		Dec. 2022	£0	£1,000	£0	-
HoE - CWS	£2,000		Oct. 2019	£2,000	£0	£0	31/12/2021
HoE - Warwick	£2,000		Oct. 2019	£2,000	£0	£623	25/09/2022
HoE - from Peugeot Fund	£2,000		Nov. 2021	£1,341	£659	£1,341	-
HoE - Harry Payne	£1,000		April 2021	£1,000	£0	£387	October 2022
LTC	£2,000		Jan. 2020	£2,000	£0	£761	September 2022
STT	£1,000		Nov. 2021	£1,000	£0	£840	September 2022
GB Partnership	£2,000		Oct. 2021	£145	£1,855	£45	-
Lottery GFA	£10,000		Oct. 2021	£2,122	£7,878	£2,102	-

Compiled 2<sup>nd</sup> January 2023 by Julia Gibson.

4. Trustees John and Alison agreed to serve for another 3 years. Judith

agreed to serve for 1 year. Everyone agreed . There were no other nominees for Trustee.

5. Own Books update safeguarding Policy had been circulated to everyone. All acknowledged that they had seen and read the policy.

6. Julie advised that we had received 3 Councillors grants from Warwickshire County Council totalling £4,200.00 These were to finance workshops in schools in Warwickshire and Julie had this in hand. She would devise a programme for the schools and source outside facilitators to assist her.

We also have £1,000.00 from Stratford Town Trust (£700.00 for Core Costs and £300.00 for a workshop)

6a Julie introduced the topic of AI that writes grant applications and her son is using it to great effect. It was felt that we have enough robust text about Own Books at present and as we have no experience of it, would not look at it at present.

6b Fiona Spiers at Warwickshire CAVA is helping us find grants to apply for. She had suggested that if we reach a minimum annual income of £25,000.00 we can apply to the Masonic Charitable Foundation, who give grants of £1-5k per year for up to 3 years.

If we reach that level of income it would mean that we would have to be officially

audited for the Charity Commission. Julia has agreed to prepare accounts for

the Charity Commission for last year and next, which means we won't need the

accountant to audit our books in the immediate future and therefore be able to

save that fee for the time being. Everyone agreed Julia should prepare the

accounts for the CC.

6c Lynne Myall agreed to be our Grant Manager responsible for applying for, administering and following up on feedback reports for our grant funding.

7. 2023 is going to be a difficult year for many and the feeling is that events will grow from a community basis. We are invested in this process and want to make Own Books available where we can.

7a Our Registration process has been simplified and once we receive an email from a school, they are sent a Welcome Pack in the post and a Registration Form by email. Once they complete this google form, they are automatically listed on our shared spreadsheet with WOB and Joseph advised by email. WOB has no limit to the schools they can accept, but it will mean it takes longer to get round the list of schools and supply them with a box of books.

A feedback form for schools has also been drafted in order to gain more worthwhile responses from schools that we can use in grant writing and reporting. Alison will send it to a selection of schools to test its effectiveness. Joseph suggested a survey form with a tick box response might also be effective. Alison will report back on the results.

8. Judith advised that some Duke of Edinburgh Award Scheme had assisted with the OB workshop at Henley Library and were keen to participate again. Julie was pleased that this fitted with our remit and would investigate how these youngsters (aged 14) could be encouraged to help again in the future.

There were no other suggestions for the year and everyone was pleased with the running of Own Books.

9. Grace Ridley is working on the Poetry Tree project and has the first batch of poems ready. Once the second batch is typed and ready, she can look at publishing the book and distributing to those involved.

Julia proposed an increase in Julie's monthly management fee to £50/month and this was agreed by everyone.

Julie also commented that Own Books had been conceived 10 years ago and she was so amazed and delighted that it had grown to be the wonderful, useful project that it is now filled with so many lovely people.



## Receipts and payments account

For the period from	Period start date 01/01/2022	To
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
<b>A1 Receipts</b>			
Grants	1,000		-
Donations	35	-	-
Compensation from bank	-	-	-
Bank refunds	-	-	-
	-	-	-
	-	-	-
<b>Sub total</b> (Gross income for AR)	<b>1,035</b>	<b>-</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>			
	-	-	-
	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>1,035</b>	<b>-</b>	<b>-</b>
<b>A3 Payments</b>			
IT / Internet / telephone	384	253	-
Printing / postage / stationery	1,263	277	-
Volunteer expenses	756	580	-
Projects / project management	253	3,054	-
Bank charges / interest	1	-	-
Governance	133	206	-
	-	-	-
	-	-	-
<b>Sub total</b>	<b>2,788</b>	<b>4,371</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>			
	-	-	-
	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>2,788</b>	<b>4,371</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>-£1,753</b>	<b>-£4,371</b>	<b>£0</b>
<b>A5 Transfers between funds</b>	<b>£0</b>	<b>£0</b>	<b>£0</b>
<b>A6 Cash funds last year end</b>	<b>£4,916</b>	<b>£14,105</b>	<b>£0</b>
<b>Cash funds this year end</b>	<b>£3,162</b>	<b>£9,734</b>	<b>£0</b>

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

Categories	Details	Unrestricted funds to nearest £
<b>B1 Cash funds</b>	Cash in bank account	3,162
		-
		-
	<b>Total cash funds</b>	<b>3,162</b>
	(agree balances with receipts and payments account(s))	OK

Categories	Details	Unrestricted funds to nearest £
<b>B2 Other monetary assets</b>		-
		-
		-
		-
		-
		-

Categories	Details	Fund to which asset belongs
<b>B3 Investment assets</b>		

Categories	Details	Fund to which asset belongs
<b>B4 Assets retained for the charity's own use</b>		

Categories	Details	Fund to which liability relates
<b>B5 Liabilities</b>		

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



Signature

Print N



190573

# ounts

Period end date

12/31/2022

CC16a



## Total funds

## Last year

to the nearest £

to the nearest £

1,000	18,888
35	-
-	150
-	6
-	-
-	-
1,035	19,044

-	
-	-
-	-

1,035	19,044
-------	--------

637	1,032
1,540	1,004
1,336	1,548
3,307	2,237
1	-
339	141
-	-
-	-
7,159	5,961

-	
-	
-	-

7,159	5,961
-------	-------

-£6,124	£13,083
£0	£0
£19,020	£5,937
£12,896	£19,020

# the period

**Restricted funds**  
to nearest £

9,734
-
-
<b>9,734</b>

OK

**Endowment funds**  
to nearest £

-
-
-
<b>-</b>

OK

**Restricted funds**  
to nearest £

-
-
-
-
-
-

**Endowment funds**  
to nearest £

-
-
-
-
-
-

**Cost (optional)**

-
-
-
-
-

**Current value (optional)**

-
-
-
-
-

**Cost (optional)**

-
-
-
-
-
-
-
-
-

**Current value (optional)**

-
-
-
-
-
-
-
-
-

**Amount due (optional)**

-
-

**When due (optional)**


-	
-	
-	

name

Date of approval


**OWN BOOKS**

England & Wales - Charity number 1190573

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# Accounts

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**Own Books AGM  
17 January 2022  
Via Zoom**

**MINUTES**

**Attendees:** Julie de Bastion, John Latham, Judith Lindley, Alison Shaw, Julia Gibson, Carley McCarthy, Vanessa Connell (World of Books), Fiona Spiers (Warwickshire CAVA)

**Apologies:** Joseph Hewitt (WOB), Alistair Price

**Welcome** - Julie welcomed everyone to the meeting. She reminded everyone that Own Books is now in its 8th year and seems to be going from strength to strength, very much driven by the high demand in schools for books and creative projects and also by the fantastic partners we have in World of Books and Warwickshire CAVA. After introductions Vanessa and Fiona were thanked for attending the meeting.

**Trustees** - Julia Gibson had been appointed Treasurer after Margot had to step down. The Trustees had approved her appointment. John and Judith both agreed to stay on as Trustees for another year.

**Newsletter** - Julie had previously issued a newsletter to everyone, which highlighted Own Books activities during the past year. Although WOB had suspended book deliveries for a short while, we had been able to supply 40 schools through our own resources. Thanks to Carly, Alison and Alistair for collecting, sorting and delivering. Everyone was in agreement with the Newsletter.

**Finances & Grants** - Carley had started grant writing for Own Books and has been successful in achieving several grants for Own Books this year. As listed in our financial report. Thanks to WCAVA, who had directed us towards Heart of England Community Fund. Fiona gave us advice on grants for core costs in the future and it was agreed that Carly and Fiona should keep in touch and set up a meeting. She also advised that OB should consider a pot of reserves and she will advise on this process.

Own Books Inspires had held 3 workshops in 2021 funded by grants. 1 at SYDNI Centre in Leamington and 2 at Stratford Bandstand.

A new project is "A Day to Dream" which is a creative and interactive day for children in school. A grant of £10,000.00 had been awarded by the National Lottery and Julie is in discussion with Bishopton Primary School to create this project, before presenting it to other schools.

The Poet Tree project had received lots of entries of poems from children about their experiences during the pandemic. Grace Ridley and her friend are collating them and preparing a book for publication in 2022. They will also create an online platform for the poems.

Julie is working with Make Good Grow to create a video about Own Books which can be played at school assemblies, without the need for her to visit the school. She had trialed one such school assembly with a school in London, who had just joined OB and it was very successful in reaching 22 classes at the same time. The video will also be deaf friendly and the videographer has huge experience with this.

**2022 Projects** - New schools are coming to us on a regular basis interested in the scheme and Vanessa was delighted to announce that World of Books will be able to distribute books to our schools again as soon as possible. The books will be sorted at their Headquarters in Goring-on-Sea and sent out by post to the schools. Books can therefore be posted countrywide. Julie and Alison will confirm schools list and WOB can start deliveries in February. OB is delighted and hugely grateful to WOB for this collaboration.

Date of next Trustees meeting is Monday 25 April at 3pm



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name	Own Books	No (if any)	1190573
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CC16a

## Receipts and payments accounts

For the period from	Period start date	To	Period end date
	27.07.20		31.12.21

### 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 £	Last year to the nearest £
<b>A1 Receipts</b>					
Bank balance account no 53633683		-	-	-	-
Donations/grants	18,888	-	-	18,888	-
Compensation from bank	150	-	-	150	-
		-	-	-	-
Bank refunds	6	-	-	6	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>19,044</b>	<b>-</b>	<b>-</b>	<b>19,044</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>19,044</b>	<b>-</b>	<b>-</b>	<b>19,044</b>	<b>-</b>
<b>A3 Payments</b>					
Telephone/internet	1,032	-	-	1,032	-
Printing/postage/stationery	1,004	-	-	1,004	-
Volunteer expenses	1,548	-	-	1,548	-
Project management/projects	2,237	-	-	2,237	-
Bank charges/interest	-	-	-	-	-
Governance/audit	141	-	-	141	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>5,961</b>	<b>-</b>	<b>-</b>	<b>5,961</b>	<b>-</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>5,961</b>	<b>-</b>	<b>-</b>	<b>5,961</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>13,083</b>	<b>-</b>	<b>-</b>	<b>13,083</b>	<b>-</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	5,937	-	-	5,937	-
<b>Cash funds this year end</b>	<b>19,020</b>	<b>-</b>	<b>-</b>	<b>19,020</b>	<b>-</b>

## 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 £
<b>B1 Cash funds</b>	Barclays Bank Community Account	19,020	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	19,020	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval