

FAIR OAK COMMUNITY LIBRARY
(a charitable incorporated organisation registered under no 1192709)

Fair Oak Library
Cambell Way
Fair Oak
Eastleigh
SO50 7AX

Report of the Trustees for the period ending 31 December 2023

The trustees present their report with the financial statements for the year to 31 December 2023.

Structure and Governance

Fair Oak Community Library is a charitable incorporated organisation which was registered on 8 December 2020 under no 1192709. Its principal office is at Fair Oak Library, Campbell Way, Fair Oak, Eastleigh SO50 7AX. It is governed by its constitution and is operated by trustees.

The constitution requires one third of the Trustees to retire each year. John Dunne and Roz Marsh stood down but were re-elected by members of the charity at the annual general meeting on 15 May 2023. The other Trustees were Steven Broomfield, Nicholas Couldrey, Chris James, Beth Lack and Pauline Pearce. There is power for Fair Oak and Horton Heath Parish Council to appoint up to two trustees, but this has not been exercised.

Objectives and Activities

The object of the Charity, set out in its constitution, is “to advance the education of the public in the parish of Fair Oak and Horton Heath and the surrounding area, by operating and managing a lending library”.

Throughout the year, the charity has maintained a library service for the community.

Renovations

The library closed for major renovations at the end of March and approx. 6,000 books (200 boxes) were packed by volunteers and put into storage along with the furniture. A temporary library with 400 books was made available by the Parish Council at the Woodland Centre from April to the end of June. The Parish Council Operations team helped with the move.

The library re-opened on July 17th and nearly 600 people visited in the first two weeks with 80 new members joining. The overwhelming response from the public was how fantastic the new layout and decorations looked internally and the external painting, garden design and book signposts too.

Regular sessions

The Monday weekly Rhyme-time continued at the Woodland Centre and then re-started along with the Friday Stories & Crafts sessions when the library re-opened and both have proved very popular.

The weekly Knit & Natter group also returned to the re-opened library as did the monthly Fiction Reading Group.

The summer holiday “My Summer Reads” scheme took place with 140 children taking part, reading and reviewing 6 books each. Children who completed all six books received a bookmark (sponsored by a local printer).

Events

A launch re-opening event was held on Saturday August 5th with 150 attending featuring: Bella Crafts, face painting, balloon and sketch artists - all funded by the Parish Council.

A number of fund-raising events took place during the year including two very successful Quiz evenings (March and October) with raffles, a Bluebell Walk in April, two Magic Jack shows in August and December and a talk by a local beekeeper.

Publicity

Producing publicity for events and postings on social media all helps to make people aware of what we are doing. The website is also an important way of gaining new members and keeping them up to date on events.

Statistics

Despite the main library being closed for ten weeks and the temporary library being on the edge of the village we increased the number of visitors over the year to 7,309 (from 7,193 the previous year). We also signed up 555 new members giving a total membership of 1,634 since re-opening in July 2021. In addition, we loaned out 10,031 books.

Volunteers

The library would not function without the support of almost 30 volunteers who cover the 25 hours of opening (over six days). In addition, they support all the events, make readers welcome, share book choices with them, run the computer systems, carry out all the administrative tasks needed to provide the library service and keep the library clean and tidy.

Financial Review

2023 was the second full year of operating the library. The income from donations, fundraising activities and unrestricted grants from local public bodies exceeded the costs of running the library during 2023 by £1,202. This was very encouraging given that costs exceeded income in the previous year.

As expected, the costs that arose from the refurbishment of the building; boxes for moving; rebuilding of the counter; reconnection of the telephone lines and new exterior signs were more than covered by what was left of the original set-up grant provided by Hampshire County Council

Our status as a Charitable Trust enables us to apply for grants and during the year grants were secured from; Eastleigh Lions to assist with the purchase of new mobile shelving; the Local Area Committee for the purchase of new books; Fair Oak & HH Parish Council for the purchase of furnishings and Sunnybank House Care Home sponsored the printing of the 2024 Pets Calendar.

Fund-raising is a big part of ensuring we continue to provide a library service for the community. As well as fundraising events we raised funds through the sale of Pet Calendar; the sale of books; library hire; Easyfundraising; recycled ink cartridges and donations from our regular user groups.

At 31 December 2023, total reserves amounted to £5,354.40 but, of this, £4,058.72 was restricted to being used specific costs. The trustees consider that these together with the income that they expect to receive will be enough to cover the Charity's needs over the next year.

The main risks facing the trustees is that running costs will increase and income will fall. The trustees continue to pursue ways of raising money and limiting costs as far as possible without detriment to the services we provide.

The trustees have not yet adopted a reserves policy as they consider that it would be premature.

Public Benefit

In exercising their powers or duties, the trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission



CHARITY COMMISSION
FOR ENGLAND AND WALES

Fair Oak Community Library

1192709

Receipts and payments accounts

CC16a

For the period
from

1/1/2023

To

12/31/2023

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					
HCC Grant	1,000	-	-	1,000	2,000
Other Grants	1,000	-	-	1,000	800
Donations	1,376	-	-	1,376	1,570
Fundraising	1,894	-	-	1,894	1,385
HCC Grant	-	1,000	-	1,000	-
Other Grants	-	1,450	-	1,450	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	5,270	2,450	-	7,720	5,755
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	5,270	2,450	-	7,720	5,755
A3 Payments					
Premises	468	511	-	979	2,945
Print, post, stationery	144	169	-	313	215
Heat, light, phone, internet	1,509	-	-	1,509	1,708
Insurance	453	-	-	453	425
IT	1,350	-	-	1,350	1,264
Fundraising	174	343	-	517	34
Miscellaneous	- 23	-	-	- 23	260
Moving Costs	-	343	-	343	-
Legal & Professional Fees	-	378	-	378	-
Loan Repayments	-	-	-	-	3,890
Equipment purchases	-	24	-	24	125
Sub total	4,075	1,768	-	5,843	10,866
A4 Asset and investment purchases, (see table)					
Shelves	-	1,476	-	1,476	-
Books	-	390	-	390	-
Sub total	-	1,866	-	1,866	-
Total payments	4,075	3,634	-	7,709	10,866
Net of receipts/(payments)	1,195	- 1,184	-	11	- 5,111
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	5,094	5,250	-	10,344	-
Cash funds this year end	6,289	4,066	-	10,355	- 5,111

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	Wessex Bank	434	-	-
	Brclays Bank	5,640	4,059	-
	Petty Cash	222	-	-
	Total cash funds	6,296	4,059	-
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
B2 Other monetary assets	Details	to nearest £	to nearest £	to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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 asset belongs	Cost (optional)	Current value (optional)
	Computers		-	-
	Furniture		-	-
	Books		-	-
	Shelving		1,476	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Charities Aid Foundation Loan	Unrestricted	5,000	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	John Dunne	JOHN DUNNE	5/22/2024	
	RB Marsh	ROSALIND MARSH	5/22/2024	