

Dear Lee Hub Library Member,

Trustees' report 1st April 2024 to 31st March 2025

Our four Charitable Objectives guide everything that Trustees and Volunteers do, and they are:

1. Advance education by the provision of an independent community library providing books, IT equipment, information, and other educational and community resources.
2. Provide facilities for social welfare and wellbeing for all our community.
3. Help young people, through leisure time activities and education, to develop their capabilities so that they may grow as individuals and members of society.
4. Maintain a building for the community and co-operate with local authorities in doing so.

Your Trustees standing for re-election 2025 / 26 are:

Simon Whitehouse – Chair

Kate Giles – Treasurer (Responsible for managing financial accounts, library admin / membership, Book group, Writers group and literary events).

Wendy Davies – Secretary (Responsible for volunteer recruitment and management)

Jean Bird – Committee (Responsible for purchasing consumables)

Gemma Broster – Committee (Responsible for engagement with local schools / nurseries)

Bobb Carr – Committee (Responsible for Lettings)

Peter Cornish – Committee (Responsible for building maintenance, Over 60s & Veterans' Groups)

Murray Purves – Committee (Responsible for grant applications)

Lee Hub remains a solely volunteer led, run and managed community charity with around 45 volunteers working eleven (11) shifts. Lee Hub relies on the goodwill of its volunteers to keep it in a good state of repair, open, well stocked and relevant to the community it seeks to serve. Without our volunteers, we would close and the community would lose this valuable asset. So, it would be remiss of me to ignore this opportunity to pass on my gratitude to them all.

Over the last year, the way Lee Hub operates has subtly changed. Trustees are now more focussed on the fabric of the building, community engagement, fund raising and compliance with Lee Hub's charitable status, while our volunteers, led by Volunteer Co-Ordinators, have more of a say in the day to day running of Lee Hub. This has allowed us to extend the opening hours during the week and now sees us open Monday to Friday from 09:30 to 16:30 (not including Bank Holidays) and Saturdays 10am – 1:30pm. This means that we attract more 'passing trade' and members do not have to think 'is the Hub open today?'.

While we continue in our endeavour to provide something for everybody in our community, I realise that we cannot provide everything for everybody. However, I would encourage you all to let us know if there is something that you would like your community Hub to host or a book you would like us to hold.

Our Finance report gives full details of the running of Lee Hub (membership, book purchases, cash generated etc.), grants we received from April 2024 to March 2025 and the fundraising efforts of our trustees and volunteers.

We continue to work in partnership with many local organisations to support our local community and a full list will be included in our trustees' report and available on request at our AGM.

Our plans for 2025 / 26 include:

- Recruit additional volunteers to run Lee Hub
- Improve the energy efficiency

- Improve the layout of the main library area
- Increase library membership
- Support and retain our trustees
- Recruit, support and retain our volunteers
- Strengthen partnerships with local organisations
- Increase lettings
- Building maintenance - lighting improvements, Margaret Dingle Room flooring improvements, address damp / mould issues
- Provide more activities for young people
- Apply for grants
- Attract charitable donations
- Make better use of IT equipment and improve our WiFi

I would like to take this opportunity to thank you for your continued support of Lee Hub Independent Community Library. I look forward to welcoming you to the Annual General Meeting on Saturday 16th August 2025.

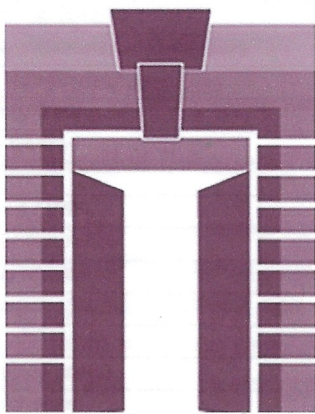
Simon Whitehouse

Chair of the Board of Trustees

Lee Hub Independent Community Library

Receipts & Payments Accounts

Year ending 31st March 2025



Registered Charity: 1193198

Prepared by Kate Giles: Trustee / Treasurer

7-6-2025

Lee Hub Independent Community Library
Receipts and Payments Account for year ending 31st March 2025

Receipts and payments

	2025	2024
Receipts: Grants, Donations and Income		
Grants	£43,415.28	£24,400.00
Reserves Account (new funds)		£12,667.00
Membership Donations	£5,390.50	£5,207.53
Other Donations	£5,438.77	£7,056.60
Gift Aid	£617.84	£929.73
Lettings	£6,346.20	£7,065.95
Community Café	£7,503.26	£6,957.58
Book / Jigsaw Sales	£925.65	£882.80
Gosport Lottery	£1,436.22	£1,799.40
Raffles	£893.60	£1,186.47
Printing / Photocopying	£343.50	£361.70
Events	£1,058.82	£1,707.19
Bank interest	£904.20	£445.90
Miscellaneous	£545.26	£765.18
Total Receipts & Income	£74,819.10	£71,433.03

Payments

Buildings - projects	£17,144.00	£12,105.20
Building Maintenance	£14,620.35	£16,820.37
HCC Household support projects (Warm/Food packs)	£3,040.38	£1,945.57
Household Support Grant (3) Funds returned to HCC	£7,000.00	
IT Hub set up (Grant)	£33,375.46	
GBC Lease Extension (Legal fees)	£1,400.00	
Library / Housekeeping	£3,023.68	£2,173.90
Community Café	£2,047.96	£2,219.01
Utilities - Energy	£3,678.68	£3,744.31
Water	£327.93	£294.43
Broadband / WiFi	£625.98	£465.35
Licences / Insurance	£1,078.31	£813.10
IT / Social Media	£2,195.69	£2,347.33
Advertising	£1,375.59	£1,057.74
Events	£485.90	£1,689.02
Groups (food costs)	£3,477.02	£4,887.87
Book purchases	£1,313.08	£1,710.22
DBS Checks	£195.00	£240.00
Training	£470.00	£457.60
Printing	£324.07	£310.49
Bank Fees	£75.31	£95.04
Miscellaneous	£148.75	£20.00
Total Expenditure	£97,423.14	£53,396.55

Surplus for year (net of receipts/payments)

£22,604.04

£18,036.48

Opening Balance (inc Float/Petty Cash)

£61,408.45

£43,371.97

Total Cash funds year end (inc Float/Petty Cash)

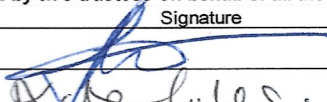
£38,804.41

£61,408.45

Statement of assets and liabilities at the end of the year

	1/04/24 - 31/03/25	1/04/23 - 31/03/24
Cash funds		
CAF Bank Cash account	£7,093.83	£35,635.21
CAF Bank Gold Reserves deposit account	£31,630.58	£25,693.24
Loyverse Till Float	£50.00	£50.00
Petty Cash	£30.00	£30.00
Total cash funds (Agree balances with receipts and payments account(s))	£38,804.41	£61,408.45

Signed by two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Simon Whitehouse (Chair)	16/7/25
	Kate Giles (Treasurer)	7/7/25

Notes to Accounts:

1. Accounting policies:

The accounts have been prepared on a receipts and payments basis and no account has been taken of accruals or prepayments.

2. Assets:

Lee Hub Independent Community Library's assets, such as book stock and computer hardware have not been shown in these accounts. A separate record of assets is maintained by the trustees for insurance purposes. No depreciation has been shown in the accounts.

3. Grants:

These are shown as received in accordance with accounting policy. No account has been taken of grants promised but not yet received.

Grants received 2024/25

HCC: Household support Grant (3) - returned to HCC *	£7,000.00
Central Government: IT Hub set up	£35,005.80
GBC: Building Maintenance	£1,122.00
GBC: IT Hub open day	£287.48
	£43,415.28

* Project cancelled February 2025: Funds returned to HCC

4. Reserves:

The trustees maintain a separate reserves account, opened on 24th April 2023. These funds represent grants received and designated for a specific purpose (Restricted Funds) and funds set aside from working capital (Designated Funds) for contingency purposes, such as an unexpected increase in energy costs and building maintenance.

Gold Reserves Account 2024/25

Restricted Funds: unspent grants	£1,941.87
Designated funds: Contingency - Building maintenance / Future energy costs	£20,000.00
Surplus funds	£9,688.71
Balance	£31,630.58

5. Negative surplus:

A negative surplus was reported for the first time in 2024 - 25. This was the result of expenditure of £11,040.00 to replace carpets throughout the main library and children's library. The work was carried out at short notice to tie in with the IT Hub equipment installation, the timescale being too short to apply for a grant.

Independent Examiners Report:

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 03 / 2025.

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:



Date:

7th July 2025

Name:

P. G. BLADES

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

Address:

40 SEAMEAD
PO14 2NS

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