

Kingsclere Community Library Association
Charity number 1195292

35 George Street
Kingsclere, Hants
RG20 5NH

Report to Annual General Meeting
for the period 1st April 2022 to 31st March 2023



Our charitable objectives are:

1. To advance education for the public benefit by running and maintaining a free public community library, to include loaning books and other items, providing access to a computer and the internet, offering educational events and other activities commensurate with a public library, and,
2. To promote for the benefit of the residents of Kingsclere and its environs the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.

During this past year the Kingsclere Community Library (KCL) has continued to meet our objectives, and offer a free public library to our community. Our services have included the loan of books, fiction and non-fiction for education and enjoyment; loan of other items such as audio books and jigsaw puzzles; provision of an information hub with community, educational, charitable and government activities and opportunities; the provision of a computer with internet access available at no cost; a printer/photocopier for public use at a minimal cost; our Summer Reading Programme for children; and our Annual Book Sale, a fund raising event which also provides a social event for the community.

Library Management

We became a registered charity in July of 2021, and the existing management committee volunteers became trustees; Nicole Lee (chair), Janet Baker, Sarah Davis, Lucinda Thursfield and Kaye Broom (treasurer). The trustees set policy and agree procedures, and follow Charity Commission guidance and regulations. Last year at the AGM the trustees were re-elected by the members. In March we were joined by two new trustees, Lyn Pounds and Rosalind Rutherford.

Volunteers and Library Use

We currently have 47 active volunteers who open the library on three days a week according to a rota monitored by one of the trustees, and some of whom provide other services such as computer maintenance or helping at events. There are 10 volunteer shifts to be filled each week, and new volunteers are always needed to keep the library fully staffed.

We are open Tuesday and Thursdays 1pm-5:30pm and Saturdays 10am-1pm.

The Library is always looking to increase its use by the community. We offer occasional events, fund raising events, including our annual Book Sale which is always very well attended, and host a Book Club.

We were pleased to support for the first time a Duke of Edinburgh programme student who volunteered her hours at the library.

Children's Summer Reading Programme

The Summer Reading FUN programme was offered over the summer as usual, and offered a medal, certificate and Summer Reading FUN tee-shirt to those who completed the challenge by reading six books over the summer. Our thanks to The Tower – the Village Magazine for sponsoring this, and to Swan Street Stores for donating prizes.

Events and Publicity

Events and publicity are both vital aspects of our association. Every possible avenue of publicity is used such as the Kingsclere village magazine The Tower, the local magazines of the surrounding villages that use the Kingsclere Library, the local newspapers, Facebook, and posters around the village and surrounding area. It is an ongoing task to make everyone aware that the library is there for them.

Our Book Sale last year was another success, well supported by the village with volunteers and many book buyers. We raised a significant amount over the two day sale. We were grateful for the support of the Kingsclere Community Association.

We participated in the late Queen's Diamond Jubilee by organising a children's treasure hunt around the village, in collaboration with several village venues. We also had local author Angus Cater give a talk about his book one evening. At Christmas we had a craft day for children, where they learned to make paper hedgehogs.

Fund Raising

Events bring in some of the money necessary to meet our aims and we also look for funds from grant giving trusts and other sources. The Headley Trust gave us significant funding for the ninth year in a row which was a huge support, and we were again supported by The Legge Family. We also were successful in raising most of our rent and utilities through The Good Exchange set up by The Greenham Trust.

We continue to be supported by donations from library users, and are grateful for the support from Nigel and the team at The Village Butcher, who contribute the 'bone jar' money to us. Donations of books to our annual Book Sale make our biggest fund raising event possible, and we are grateful to everyone who donates as well as those who buy books to support us.

Thanks & Acknowledgements

The community has come together to keep the library open and so many people have helped. The most important are all of our volunteers who literally keep the library doors open.

We are extremely grateful to those supporting us in the past year:

Greenham Trust

Good Exchange

Headley Trust

The Kingsclere Book
Club

The Kingsclere Community
Association

Legge Family

Swan Street Stores Spar Shop

The Tower Village
Magazine

The Village Butcher

History

The Kingsclere Community Library (KCL) came into being in April 2015 when the County Council Library service decided to stop staffing and funding the

Hampshire County Council (HCC) Library branch in Kingsclere. Volunteers stepped forward to keep the library open in the community.

The Hampshire County Library service provided books, the computerized check out system and a staff member 2 hours per week to perform any jobs requiring a library technician, up until April 2021.

All other tasks were undertaken by our volunteers. All expenses (with the exception of library stock and the computerized county circulation system) have been borne by the volunteers - this includes rent to the Village Club, electricity, insurance (included in the Parish Council insurance up to 2021), cost of educational events open to everyone, repair and maintenance of furnishing and equipment (excepting the county circulation computer), volunteer training, telephone and stationery.

In April 2021 the Hampshire County Council withdrew its support from the library, donating the books that were currently in the library to the newly independent community library. All responsibility was handed over to the volunteers.

In July 2021 we became a registered charity, charity number 1195292. The original trustees were Nicole Lee, Sarah Davis, Janet Baker, Lucinda Thursfield and Kaye Broom.

The Future

Our primary concerns for the near future remain funding and staffing. Economic uncertainty continues to provide challenges to fundraising. The trustees work hard to make sure our budget is being met.

Volunteers enable the library to remain open, and we have struggled in the past several years to recruit enough volunteers to staff the library. We know that many organisations are struggling to recruit volunteers. We have managed thus far but it is continuing concern. We do not have funds to hire staff, and without enough volunteers we would be forced to close.

Accounts

Treasurer's Report – Kaye Broom

The library has had a productive year with a net gain of £1670, as shown in the Income and Expenditure sheet.

We were successful in gaining grants of over £9,000, we thank Nicki for her dedication for completing the applications to ensure the village continues to have the wonderful Library facility.

Our Annual Booksale is still our main fundraising event, it is a lot of hard work for the Trustees and volunteers, however, the public do look forward to it, we have great footfall and a chance for people to meet up over a coffee & cake. Last year the income after expenses was just under £1,500, this included the Picture Sale

and the 100's of scanned books that were sent to the Zifit program. This year we have raised over that figure, so another pleasing and worthwhile community event.

**INCOME AND EXPENDITURE FOR THE YEAR TO 31st
March 2023**

<u>INCOME</u>	To 31st March 2023	To 31st March 2022
Grants (others)	£ 8,610.26	£ 606.00
Legge Family(Grant)	£ 1,000.00	£ 1,000.00
The Tower (Grant)	£ -	£ 740.00
Income from photocopier/Fines	£ 110.00	£ 195.00
Donations (Various)	£ 20.00	£ 105.00

Book sale	£ 1,834.74	£ 1,499.50
Author Talks	£ 140.00	£ -
TOTAL INCOME	£ 11,715.00	£ 4,145.50

EXPENDITURE

Rent Village Club	£ 4,566.00	£ 3,044.00
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Electricity	£ 1,883.45	£ 815.19
Telephone/Wi-Fi (now BT Group Contract)	£ 395.79	£ 256.12
General running costs/Stationery/Library supplies	£ 908.08	£ 95.30
Book sale expenses/Hall Hire	£ 340.26	£ 211.06
Rent - The Fieldgate for Meetings/AGM	£ -	£ 32.00
Summer Reading Challenge/Fun	£ 343.76	£ 103.24
Jubilee Fun	£ 440.69	£ -
IT Support and Computer System	£ 783.00	£ -
Insurance	£ 338.08	£ -

The Good Exchange Fees	£ -	£ 31.56
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Author Talks	£ 45.75	
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TOTAL EXPENDITURE	£ 10,044.86	£ 4,588.47
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<u>NET LOSS FOR YEAR</u>	£ _____	-
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<u>NET GAIN FOR YEAR</u>	£ _____	<u>1,670.14</u>
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**Unspent Ring Fenced
Funds**

Mr Thacker HCC (New Books)	£ 600.00
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Grant from The Tower (Summer Reading Fun Balance)	£ 177.43
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Hampshire CC (Transition Costs)	£ 589.22
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Childrens Event - Jubilee 2022	£ 54.31
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	£ 1,420.96
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**BALANCE SHEET AS AT 31st
March 2023**

balance brought forward	£ 13,170.28
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Petty Cash	£ 87.42
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total income	<u>£</u> <u>11,715.00</u>
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TOTAL	£ 24,972.70
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less total expenditure	<u>£</u> <u>10,044.86</u>
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Petty Cash	£ -
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BALANCE CARRIED FORWARD	£ 14,840.42
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Represented by: Kaye Broom

Barclays Bank current account* £
14,840.42

Petty Cash £
87.42

TOTAL £
14,927.84

*balance includes
£1,420.96 ring-fenced funds
£2250 for repairs/refurbishment fund

£3250 contingency/emergency fund
£2250 winding-up fund

Totalling £9170.96

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

Signed on behalf of the charity's trustees.

A handwritten signature in black ink, appearing to read 'N Lee', with a stylized flourish at the end.

Nicole Lee, Chair

24th October 2023

KINGSLERE COMMUNITY LIBRARY

INCOME AND EXPENDITURE FOR THE YEAR TO 31st March 2023

<u>INCOME</u>	To 31st March 2023		To 31st March 2022	
Grants (others)	£	8,610.26	£	606.00
Legg Family(Grant)	£	1,000.00	£	1,000.00
The Tower (Grant)	£	-	£	740.00
Income from photocopier/Fines	£	110.00	£	195.00
Donations (Various)	£	20.00	£	105.00
Book sale	£	1,834.74	£	1,499.50
Author Talks	£	140.00	£	-
TOTAL INCOME	£	11,715.00	£	4,145.50

<u>EXPENDITURE</u>				
Rent Village Club	£	4,566.00	£	3,044.00
Electricity	£	1,883.45	£	815.19
Telephone/Wi-Fi (now BT Group Contract)	£	395.79	£	256.12
General running costs/Stationery/Library supplies	£	908.08	£	95.30
Book sale expenses/Hall Hire	£	340.26	£	211.06
Rent - The Fieldgate for Meetings/AGM	£	-	£	32.00
Summer Reading Challenge/Fun	£	343.76	£	103.24
Jubilee Fun	£	440.69	£	-
IT Support and Computer System	£	783.00	£	-
Insurance	£	338.08	£	-
The Good Exchange Fees	£	-	£	31.56
Author Talks	£	45.75		
TOTAL EXPENDITURE	£	10,044.86	£	4,588.47

<u>NET LOSS FOR YEAR</u>	£	-
<u>NET GAIN FOR YEAR</u>	£	1,670.14

<u>Unspent Ring Fenced Funds</u>		
Mr Thacker HCC (New Books)	£	600.00
Grant from The Tower (Summer Reading Fun Balance)	£	177.43
Hampshire CC (Transition Costs)	£	589.22
Childrens Event - Jubilee 2022	£	54.31
	£	1,420.96

The Good Exchange		Credited Amount	Err:509
<u>Date</u>	<u>Whom</u>		
1-Apr-21	Kingsclere Village Club (Rent)		
19-Apr-21	Opus Energy/Electricity		
23-Apr-21	BT Group DD		
4-May-21	Kingsclere Village Club (Rent)		
24-May-21	BT Group DD		
28-May-21	Utility Warehouse		
1-Jun-21	Opus Energy/Electricity		
1-Jun-21	Kingsclere Village Club (Rent)		
22-Jun-21	BT Group DD		
1-Jul-21	Utility Warehouse		
1-Jul-21	Kingsclere Village Club (Rent)		
30-Jul-21	Utility Warehouse		
22-Jul-21	BT Group DD		
2-Aug-21	Kingsclere Village Club (Rent)		
23-Aug-21	BT Group DD		
31-Aug-21	Utility Warehouse		
1-Sep-21	Kingsclere Village Club (Rent)		
22-Sep-21	BT Group DD		
30-Sep-21	Utility Warehouse		
1-Oct-21	Kingsclere Village Club (Rent)		
22-Oct-21	BT Group DD		
29-Oct-21	Utility Warehouse		
1-Nov-21	Kingsclere Village Club (Rent)		
22-Nov-21	BT Group DD		
30-Nov-21	Utility Warehouse		
1-Dec-21	Kingsclere Village Club (Rent)		
22-Dec-21	BT Group DD		
31-Dec-21	Utility Warehouse		
4-Jan-22	Kingsclere Village Club (Rent)		
24-Jan-22	BT Group DD		
31-Jan-22	Utility Warehouse		
1-Feb-22	Kingsclere Village Club (Rent)		
22-Feb-22	BT Group DD		
28-Feb-22	Utility Warehouse		
1-Mar-22	Kingsclere Village Club (Rent)		
22-Mar-22	BT Group DD		
1-Apr-22	Utility Warehouse		

Less Fees	Opening Balance	
£	31.56	Err:509
Fee		
£	380.50	
£	14.70	
£	38.98	
£	380.50	
£	29.49	
£	3.09	
£	51.92	
£	380.50	
£	28.99	
£	119.29	
£	380.50	
£	21.47	
£	28.99	
£	380.50	
£	28.99	
£	18.40	
£	380.50	
£	28.99	
£	19.05	
£	380.50	
£	28.99	
£	18.87	
£	380.50	
£	28.99	
£	25.64	
£	380.50	
£	28.99	
£	137.13	
£	380.50	
£	29.41	
£	179.83	
£	380.50	
£	30.04	
£	212.72	
£	380.50	
£	30.25	
£	203.55	
£	5,952.76	Err:509
Overspend		

Grant from The Tower

Date

5-Jul-21
19-Aug-22
19-Aug-22
19-Aug-22
6-Sep-22

Mr Thacker HCC

Date

2/19/2021

Hampshire CC

Date

4/6/2021

6/1/2021

6/1/2021

6/1/2021

6/10/2021

6/21/2021

6/10/2021

6/10/2021

6/10/2021

6/10/2021

6/10/2021

1/25/2022

Credited Amount		Less Fees	Opening Balance	
£	740.00		0 £	740.00
<u>Whom</u>		<u>Fee</u>		
Expenses Lucinda "	£	218.81	£	521.19
Expenses - Lucinda T		£67.76	£	453.43
GazKaz Promotional		£102.00	£	351.43
GazKaz Promotional		£114.00	£	237.43
GazKaz Promotional		£60.00	£	177.43

Credited Amount		Less Fees	Opening Balance	
£	600.00		0 £	600.00
<u>Whom</u>		<u>Fee</u>		
				0 Remains Open

Credited Amount		Less Fees	Opening Balance	
	Err:509		0	Err:509

[illegible]

		<u>DEBIT</u>
4/17/2021	bone money	
5/6/2021	Cash Transferred to Library Float Tin	£25.00
11/10/2021	Transfer to Main Library Account	£215.00
7/1/2022	Fines Library Tin	

CREDIT

£40.00 £297.42

£272.42

£57.42

£30.00 £87.42