



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' annual report (including Directors' report) for the period

From: 6/04/20230

To: 05/04/2024

Charity name: SHARE Frome

Charity registration number: 1198691

Company number: n/a

Objectives and activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	SHARE Frome Library of Things is here to provide services and education to people in Frome and the surrounding areas which will allow them to live more sustainable lives, helping to protect our planet and work towards a circular economy in Frome.
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	SERVICES <ul style="list-style-type: none">• Library of Things borrowing service• Donations for sale (finding new homes for items to keep them from landfill) EDUCATION <ul style="list-style-type: none">• Window displays, social media promotions, attendance at events, community collaborations
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees of SHARE Frome have read and confirmed understanding of the Charity Commissions guidance on 'public benefit' as detailed on the government website at the links below. The Public Benefit Requirement (PB1) Public Benefit: running a charity (PB2) Public Benefit: reporting (PB3)

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
Policy on social investment including program related investment	Para 1.38	n/a

Contribution made by volunteers	Para 1.38	<ul style="list-style-type: none"> • Our volunteers help us to repair our library items to extend the life of that item and keep it from landfill. They also help us to check the items when they are returned to make sure they are in good working order ready to be borrowed by the next person. • The volunteers who help us with these to key elements of our service volunteer from between 1-4hrs per week in the shop or between 1-12hrs per week from home. This depends on how busy we are.
Other		n/a

Achievements and performance

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	<p>For the Period 06/04/2023 - 05/04/2024 there were:</p> <ul style="list-style-type: none"> • 835 people who borrowed items • 2699 instances of people borrowing • 3858 total borrows across 693 different items • £19,5345 Total item value (cost if every borrow were a different person) • £141,790 value of new purchases avoided (taking into account repeat borrows by the same person) <p>£38,382 was spent on borrowing items in this period so in total we saved our borrowers an estimated minimum of £103,408 by them borrowing and not buying.</p> <p>MATERIAL FOOTPRINT</p> <ul style="list-style-type: none"> • 131704.45 total kg (estimated) of new material use avoided (per unique borrower of each item), of which: <ul style="list-style-type: none"> o 18679.53 kg (estimated) of Fossil Fuel use avoided o 14223.45 kg (estimated) of Biomass use avoided o 10984.26 kg (estimated) of Metallic Ore use avoided o 87817.21 kg (estimated) of Non Metallic Mineral use avoided <p>These estimates show an average increase in new materials saved, over 21% year on year</p>
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		<p>at over 23,000kg of additional materials saved.</p> <p>https://observablehq.com/@sharefrome/reduced_material_footprint_impact</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>As a young charity, refining procedures and processes is still underway.</p> <p>Key objective is still to evolve our core activities to cover our running costs.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>We continued to focus on fundraising through channels we were familiar with and where we knew we would have most success.</p> <p>Unrestricted funds - Growth of activity in our library of things Restricted funds – Grant fund applications to local council and Somerset based funds that had supported us in the past.</p>
Investment performance against objectives	Para 1.41	n/a
Other		n/a

Financial review

Review of the charity's financial position at the end of the period	Para 1.21	£5236 in reserves (unrestricted) £2000 (restricted) £15925.21 (unrestricted income)
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	It was decided that as of 6 th April 2023 we would hold £9400 in reserves. Building up to 6 months worth of running costs as reserves as the Charity Commission recommends.
Amount of reserves held	Para 1.22	£9400 (unrestricted)
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<p>There remains a risk around our current premises as we don't have a notice period, so we are at risk of the owner selling. We need to build reserves to cover potential movement of premises.</p> <p>Deliver Operational activity (over and above the literal activity of running the library of things)</p> <p>Deliver Marketing activity (needed to remind our users of our services and help our sustainable income to grow.)</p> <p>We will need to continue to seek funding or volunteer time to deliver these two things so that SHARE Library of Things can comply with necessary legislations and grow our library of things income to improve the services that we offer to the general public.</p>

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	<p>Unrestricted funds - Library of things Service, Donated Items Sold, Sponsorship</p> <p>Restricted funds – Grant fund applications to local council and Somerset based funds that had supported us in the past.</p>
Investment policy and objectives including any	Para 1.46	n/a

social investment policy adopted		
A description of the principal risks facing the charity	Para 1.46	n/a
Other		n/a

Structure, governance and management

Description of charity's trusts:		
Type of governing document:	Para 1.25	Articles of Association
How is the charity constituted?	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	At SHARE our trustees elect new trustees with the advice of the Marketing and Operations Manager. A majority vote is taken to elect new trustees and also to elect the Head of Trustees.

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	<p>If we are considering electing a trustee we ask them to read and confirm they have understood the following:</p> <ol style="list-style-type: none"> 1. The Charity Commissions guidance on <u>being a trustee</u>. 2. The current 'SHARE Frome's Strategy' document <p>Further training in the responsibilities of a trustee is offered via sources like Somerset Learning Partnership, Somerset Council and Frome Town Council. We have also trained our trustees in Safeguarding.</p>
The charity's organisational structure and any wider network with which the charity works.	Para 1.51	<ul style="list-style-type: none"> • Trustees • Marketing & Operations Manager (reports to trustees) • Library of Things Assistants x 2 (reports to Marketing & Operations Manager)

		<ul style="list-style-type: none"> Volunteers (report into staff member present)
Relationship with any related parties	Para 1.51	n/a
Other		n/a

Reference and administrative details

Charity name	SHARE Frome
Other name the charity uses	SHARE Frome Library of Things
Registered charity number	1198691
Charity's principal address	3a The Bridge, Frome, BA11 1AR

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body entitled to appoint trustee (if any))
1	Anne Hills	n/a		n/a
2	Andrew Jones	n/a		n/a
3	Frances Krige	n/a		n/a
4	William Gunby	n/a		n/a
5	Juliet Solomon	n/a	01/04/2023 - 02/04/2024	n/a
6				

Corporate trustees – names of the directors at the date the report was approved

Director name	n/a
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Name of trustees holding title to property belonging to the charity

Trustee name	n/a
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Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

Additional information (optional)

Names and addresses of advisers (optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (optional information)

Jessica Gardiner (Marketing & Operations Manager)

Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a

Other optional information

n/a

Declarations

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

Signature(s)

Full name(s)

Position (for example
Secretary, Chair, etc)

Date

Anne Hills

William Gunby

Head of Trustees

Trustee

01/04/2025

01/04/2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

Share Frome

1198691

Receipts and payments accounts

CC16a

For the period
from

4/6/2023

To

4/5/2024

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 £
A1 Receipts					
Share Library of Things Takings	22,133	-	-	22,133	11,828
Sponsorships and donations	856	-	-	856	21,382
Sale of donated items	1,095	-	-	1,095	842
Grants /funding	-	14,731	-	14,731	5,500
Bank Interest	-	-	-	-	69
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total(Gross income for AR)	24,084	14,731	-	38,815	39,621
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	24,084	14,731	-	38,815	39,621
A3 Payments					
Refund	73	-	-	73	23
Petty cash adj	16	-	-	16	-
Stock repair & maintenance	145	-	-	145	167
Stock Consumables	198	-	-	198	70
Marketing	82	-	-	82	335
Staff Costs-Wages	24,548	-	-	24,548	16,180
Shop Costs	2,707	-	-	2,707	269
IT cost/ subscriptions	286	-	-	286	212
Utilities	1,193	-	-	1,193	624
Legal/professional	1,500	-	-	1,500	265
Payroll	396	-	-	396	252
Loan Repayments	1,536	-	-	1,536	1,992
Sub total	32,680	-	-	32,680	20,389
A4 Asset and investment purchases, (see table)					
Stock replacement	109	-	-	109	28
Shop costs (assets)	-	-	-	-	50
Sub total	109	-	-	109	50
Total payments	32,789	-	-	32,789	20,439
Net of receipts/(payments)	- 8,705	14,731	-	6,026	19,182
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 8,705	14,731	-	6,026	19,182

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	Reserves	9,487	-	-
	Remaining funds	15,686	-	-
		-	-	-
	Total cash funds	25,173	-	-
	(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)
	Assets in our Library of things		4,906	-
	Assets used for operations		1,620	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Loan Payments owed to Somerset community foundation	7515	-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	Anne Hills	Anne Hills	4/1/2025	
	Frances Krige	Frances Krige	4/1/2025	



Section A

Independent Examiner's Report

Report to the trustees

Charity NameShare
Share Frome

On accounts for the year
ended

5 April 2024

Charity no
(if any)

1198691

Set out on page

2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity for the year ended 5 April 2023.

Responsibilities and
basis of report

As the charity's trustees, 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 all 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

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

Signed:

17 March 25

Name:

Angela Martin

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

AAT4 qualified member in practice of Institute of Accountants and bookkeepers & AAT

Address:

The Round House 233 Fairlee Road

Newport

Isle of Wight

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Report to the Trustees

The charity is eligible to have an independent examination as its turnover exceeded the £25,000 threshold but was below £250,000 and does not require an audit.

It is not a parent charity, or part of a group of charities. There is no requirement in the governance or by reason of turnover for an audit to be carried out.

I am independent of the charity, so no conflict of interest arises, I have a background as a HMRC investigator.

I have established that there was no requirement for accruals basis accounts to be prepared by reference to the charitable organisation's governance document. The charity has opted to prepare accounts on a receipts and payments basis under section 133 of the Charities Act 2011.

Methodology, Populate quickbooks online with the bank transactions and data recorded in the spreadsheet provided. Compare the income and outgoings by reference to the banking and other linked accounts such as Zettle etc. Review the accumulated data and how it feeds into the report. Produce report on QBO to verify that the report figures are consistent with the accounting records, with no material differences.

I confirm that the accounting records are kept to the required standard

The accounts are consistent with the accounting records with no significant differences. There is nothing to disclose.

There was no requirement to prepare accounts on an accruals basis.

Charity law requires the examiner's report to comment on three specific things: the accounting records kept, whether the accounts agree with those records, and whether the format of the accounts is correct. The examiner should also comment on the accounts if they have other concerns about them.

Accounting records kept – I found there to be a comprehensive record of income, outgoings, assets and liabilities. The records are maintained on an excel template. It is recommended to use an accountancy package to avoid errors.

Whether the accounts agreed with those records – I was able to confirm that the summarised records agree with the accounts.

Format of the accounts is correct – I have established that this is correct.

Concerns – There were some small errors but overall the accounts were accurate and presented in a professional manner, based on the previous year's template.