

ASSOCIATION OF SENIOR CHILDREN'S AND EDUCATION LIBRARIANS

England & Wales · Charity number 1200443

Details

Other names	ASCEL, Libraries Rising
Status	Registered
Legal form	CIO
Registered	2022-09-21
Register	View on the Charity Commission register

Contact

Address	Wolverhampton Central Library Snow Hill Wolverhampton WV1 3AX
Phone	01902539199
Email	info@librariesrising.org.uk
Website	https://www.librariesrising.org.uk

Activities

Objects: FOR THE PUBLIC BENEFIT, TO ADVANCE EDUCATION AND PROMOTE LITERACY IN YOUNG PEOPLE AND FAMILIES PRIMARILY BY ASSISTING IN THE ESTABLISHMENT, MAINTENANCE, OPERATION AND DEVELOPMENT OF LIBRARIES AND LIBRARY SERVICES FOR YOUNG PEOPLE AND FAMILIES IN THE UNITED KINGDOM, IMPROVING THE OVERALL STANDARD OF LIBRARIES AND LIBRARY SERVICES, AND BY PROVIDING EDUCATION AND DEVELOPMENT FOR THOSE INVOLVED IN LIBRARIANSHIP.

Activities: ASCEL works with all governmental, professional and other organisations and individuals, including children and young people themselves, in order to promote the value and awareness of library and information services for young people; We develop policies and strategies and training opportunities for the membership to be able to enhance and sustain library services for CYP and their families.

Classification

- **How:** Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes
- **Who:** Children/young People

Geography

- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£255,808	£252,535	-	-
2024-03-31	£264,511	£189,445	-	-
2023-03-31	£60,921	£32,288	-	-

Trustees

Name	Role	Appointed
ANNABEL SUSAN ALICE GITTINS	Chair	2022-11-28
Anna Louise Simmons		2022-11-28
Clover Anyon		2025-09-04
Dionne Raymond		2025-09-04
Fabienne Tannoh		2023-11-10
Harry Twohig		2025-11-20
Kirsty Ann Ellis		2023-11-10
Krystal Ann Vittles BEM		2022-11-28
Lucy Starbuck Bradley		2025-09-04
Mark Christopher Edward Freeman MBE		2023-11-10
Nicholas Fuller		2023-11-10
Sherilyn D Pereira		2023-11-10
Thomas Williams		2025-09-04

ASSOCIATION OF SENIOR CHILDREN'S AND EDUCATION LIBRARIANS

England & Wales - Charity number 1200443

Accounts



Trustees Annual Report

Association of Senior Children's and Education Librarians

(Working name: ASCEL)

1st April 2024 to 31st March 2025

Report dated 20th November 2025

Charity Number: 1200443



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Trustees’ Annual Report for Association of Senior Children’s and Education Librarians

The Trustees present its report for the financial year from 1st April 2024 to the end of 31 March 2025.

Charity name: Association of Senior Children’s and Education Librarians
 Also known as: ASCEL

Charity registration number: 1200443

Registered Office: Wolverhampton Central Library
 Snow Hill
 Wolverhampton
 WV1 3AX

Association of Senior Children’s and Education Librarians Board of Trustees

Annabel Gittins	Chair
Anna Simmons	Treasurer
Christine Myhill MBE	Trustee (resigned 22 nd April 2025)
Krystal Vittles BEM	Trustee
Nina Simon BEM	Trustee
Sue Ball MBE	Trustee (resigned 3 rd December 2024)
Sherilyn Pereira	Trustee
Kirsty Ellis/Blyth	Trustee
Mark Freeman MBE	Trustee
Benedict Shaw	Trustee (resigned 23 rd January 2025)
Nicholas Fuller	Trustee
Fabienne Tannoh	Trustee
Thomas Williams	Trustee (appointed 4 th September 2025)
Dionne Raymond	Trustee (appointed 4 th September 2025)
Clover Anyon	Trustee (appointed 4 th September 2025)
Lucy Starbuck Braidley	Trustee (appointed 4 th September 2025)

Trustees are delighted to report on the progress made by the charity during 2024-2025.



Public benefit, vision, mission and values

Vision

Our vision is that the imagination and aspirations of all children and young people can soar through exciting, vibrant and dynamic library services which promote inclusion and diversity, where their voices are heard, valued and reflected.

Mission

At ASCEL we inspire all children and young people to reach their full potential by championing excellence, diversity and equality in libraries.

Values

The following values and guiding principles inform our work:

- We listen to and centre the voices of children and young people in the library sector
- We support the growth and development of members and staff at all levels via local and national networks, to ensure sector and organisational resilience
- We develop strong, effective and trusted partnerships and collaborations with others
- We are a kind, listening and empathetic organisation
- We work to ensure we are a diverse and inclusive organisation
- We are knowledgeable and draw on best practice and expertise to deliver high quality support and training
- We ensure that the work we do is always inclusive and has the widest possible benefits to ASCEL members and library services

Objectives and Activities

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's objectives and in planning its activities. In particular, the trustees consider how activities will contribute to the aims and objectives that have been set.

Our charity's purposes as set in the Constitution are: To advance education and promote literacy in young people and families primarily by assisting in the establishment, maintenance, operation and development of libraries and library services for young people and families in the United Kingdom, improving the overall standard of libraries and library services, and by providing education and development for those involved in librarianship.

ASCEL is a membership organisation representing senior librarians and managers in public libraries and school library services. We have 163 individual members from 142 library services.



We work with the library sector to deliver our strategic outcomes:

- 1. Children and young people feel that libraries are welcoming places where their voices are heard and valued**, particularly the voices of those who do not currently use libraries, children and young people from all ethnic and cultural backgrounds, who identify as LGBTQIA+ and disabled and D/deaf children and young people.
- 2. The offer for children and young people is vibrant, dynamic and joined up** across public and school library services and through the Universal Library Offers and this in turn is integrated with other Arts Council England strategic investments in Children and Young people, especially Music Education Hubs and Local Cultural Education Partnerships
- 3. Staff and volunteers working with children and young people in libraries have access to talent development and career pathways** and the value of specialist skills in this area is recognised and rewarded by employers
- 4. The role of libraries in providing support and learning opportunities for children and young people is recognised and libraries are seen as first-call partners** for organisations delivering activities and interventions to support children and young people.
- 5. ASCEL is a diverse, inclusive and effective organisation** that supports libraries to provide an excellent offer for children and young people through direct engagement with their audiences, high quality training and support and access to national partnerships

Achievements and Performance

Youth Engagement Network

Independent evaluation of the seven pilot Youth Engagement Network locations, Luton Libraries, Norfolk Library and Information Service, Kirklees Library and Information Service, Newham Libraries, Slough Libraries, Libraries Unlimited (Devon), and Cornwall Libraries, found that.:

- **90% of young people felt more welcome in the library** because of working directly with their local library service on specific projects.
- **100% of participants felt that their opinions, ideas and feelings were listened to** and heard and 86% enjoyed the experience.
- **76% of participants said that the co-created activities helped to improve their communication skills**, which will support their future development in school, volunteering and work.
- **71% of participants gained new knowledge and skills**, in digital marketing, creative skills, writing, and library-related knowledge. Bringing in external expertise enabled more opportunities to learn enhanced skills.



- **71% of library staff experienced increased confidence** in developing and delivering co-created projects with young people
- **86% of library staff feel better equipped** to articulate the value of co-created work in libraries as a direct result of the programme.
- **Staff gained a deeper insight into the library from the perspective of a neurodiverse young person** and develop confidence in working specifically with neurodivergent and SEND-identifying young people, which is essential for fully accessible library services.

Phase two of the Youth Engagement Network was launched in January 2025, welcoming 13 more library services to the programme. We have adopted a holistic approach, bringing in experts such as Participation People to upskill library teams, and encouraging libraries to develop their local partnerships.

Children and Young People’s Promise

Our Children and Young People's Promise sets out the public library services offer to children and young people. The Promise covers children and young people from birth to eighteen and sets out the “library journey” that children should experience as they grow. It also highlights how the Promise links to the national Universal Library Offers in partnership with Libraries Connected. The Children's Promise self-assessment tool enables library services to measure their children’s provision against this nationally developed offer.

Early Years and Libraries Alliance

We co-hosted the Early Years and Libraries Alliance with Libraries Connected. Key library and early years partners met quarterly, including a focused in person workshop, facilitated by Katie Pekacar from Independent Mind. The aim of this alliance is to:

- Align the key messaging we will use in regard to libraries and early years - our shared narrative - to help influence national policy
- Create collective offer or offers, with the potential for joint funding bids
- Map existing evidence, identify gaps in evidence and develop opportunities to commission joint impact research

We co-hosted a parliamentary reception with CILIP, Libraries Connected, The Reading Agency and School Library Association. The event was to highlight that *Libraries Change Lives by Creating Opportunities*.

Action Research

We partnered with the Local Government Association on an action research project to train and accredit 12 library workers to develop their skills in working with families in the early years.



Skills Audit

Our second skills audit was completed by 104 members. The results were used to produce a skills report, detailing levels of confidence in a range of skills relating to delivering children's services in libraries. This skills report was used to inform the 2025/2026 training programme for members, focusing on developing skills members identified as having less confidence in.

Holiday Activities and Food (HAF) Programme

A range of resources was created with members and partners and was launched. Resources include:

- Training videos, developed in partnership with Empathy Lab and Duck Productions
- Guide to working Holiday Activities and Food (HAF) providers
- Marketing and advocacy support materials
- Book talk guide and reflective journal
- Extension materials: 'Train the trainer' session plans for HAF providers

All members have had access to these materials and seven library services have requested access to the extended 'train the trainer' session plans.

Conference 2024 - From Z to A: Working with Gen Z and Gen A

The 2024 conference was another successful event according to delegate feedback – 96% rated the event at good or excellent. A total of 36 library services were represented across school library services and public libraries with 72 delegates over the two days. We were joined by representatives of the Arts Council, The Reading Agency, Local Government Association and Libraries Connected and 15 publishers exhibited their recent publications for children and young people.

We completed a conference review in the last months of the financial year and are redesigning our delivery model to ensure maximum reach and take up by our members in the future.

Schools Library Service Research

Supported by Arts Council funding, ASCEL commissioned University of Leeds to conduct research into the provision of School Library Services (SLSs) to understand the service breadth, gaps in provision, different business models, funding arrangements and health of the service across the country. The research took place between January to November 2024.

The resulting report includes quantitative and qualitative evidence from 39 School Library Services (confirming there are 41 in England, with evidence to suggest a further 16 are in operation), and shares key findings and strategic evidence which offers advice for the maintenance and development of a successful School Library Service.

The research found that:

- Of the 39 School Library Services that responded, 24 are part of the library service in their area.



- The ratio of School Library Service staff to number of schools ranges from 1:7 to 1:43.
- Book loans are the most common service, followed by advice and consultation, book awards and artefact loans.
- 100% of respondents agreed that their School Library Services contributed positively to teaching and learning.
- Just 9% said their School Library Service was financially secure in the long-term.

Member network and engagement

We facilitate a range of opportunities for our members to share emerging practice, collaborate and provide much needed peer support. This includes online forums, email sector news updates and quarterly regional meetings.

We introduced 'Member's Meet-Up' monthly sessions for members to share and learn together.

- Inspire – expert speakers provide provocation to create lively member discussions
- Zone-In – members focus on a theme and highlight how we can support them in libraries
- Spark - an 'unconference' format enables members to bring the topics and questions relevant to their work

Our 2025 member survey highlighted what our members value most about ASCEL membership:

- Networking and Support (36%)
- Sector news and updates (22%)
- Professional development opportunities (19%)
- Access to training (15%)
- Toolkits and resources (8%)

Youth Hackathons

Our aim is to include children and young people in our day-to-day decision making. In November 2024 we collaborated with Participation People to develop a new name and strapline that truly reflects our vision. Through a series of hackathons, we brought together young people from diverse ages and backgrounds, fostering a creative and inclusive environment. Together, they generated a variety of innovative names and straplines for us to consider.

Group of told us:

- they want libraries to care about what they think,
- youth voice brings about positive change,
- libraries need to do more to tell young people what's on offer for them.

They also offered advice on how we should develop our website to make it more relevant.



New brand and website development

During 2024-25 the team worked with trustees and with external expertise to develop a new brand name (working name), visual identity and tone of voice. Engagement with members, partners and young people highlighted that acronyms are meaningless, our current working name 'ASCEL' is not generally liked by members and ASCEL is not understood by new stakeholders – it does not create meaning, connection or recognition. A new working name with strapline must establish an immediate recognition to libraries and children and young people. As a new and developing small charity we recognised that strengthening our brand position now, will enable us to build a stronger future for our charitable activities.

Governance and Management

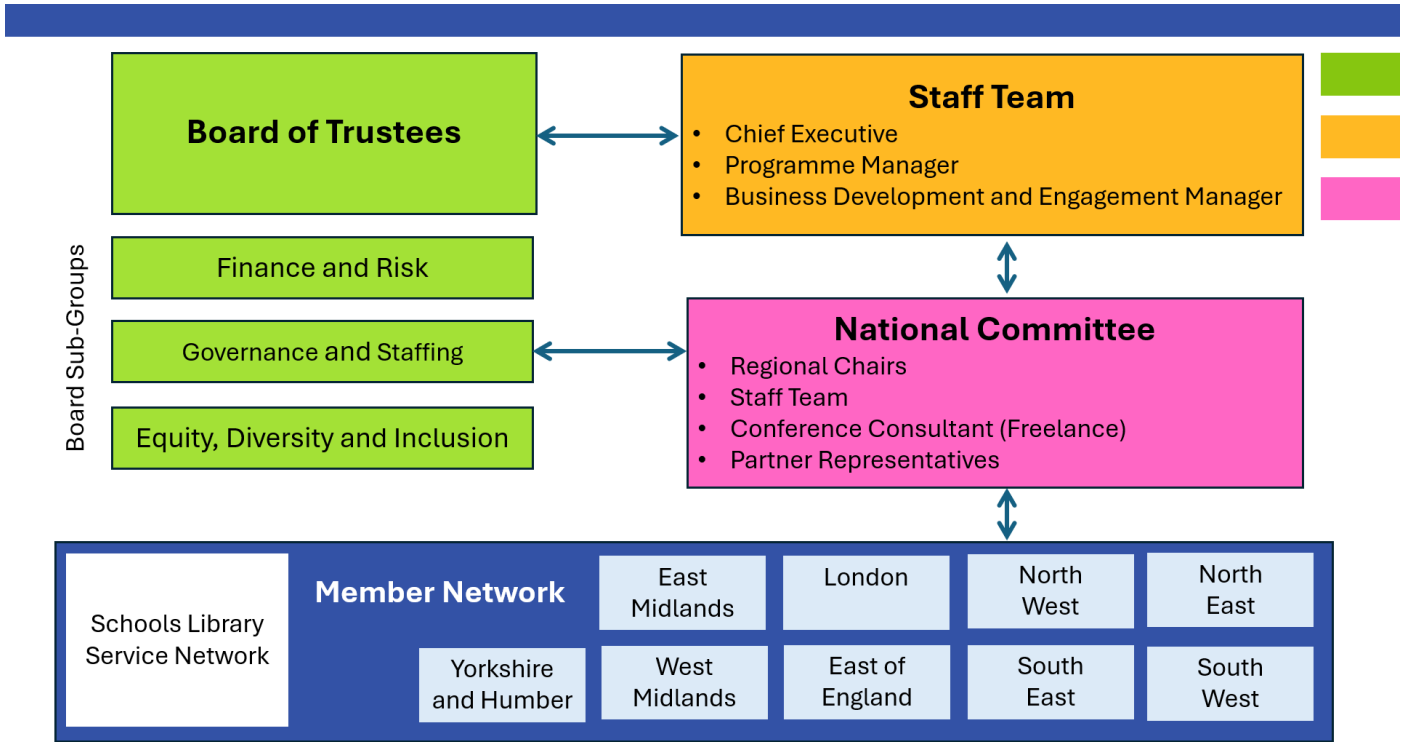
The organisation is a Charitable Incorporated Organisation (CIO), registered as a charity on 21 September 2022, having previously been an Unincorporated Association run by the membership on a voluntary basis.

ASCEL is a Charitable Incorporated Organisation (CIO) with Board of Trustee providing governance of the Charity.

The member led National and Regional Committees provide practitioner and sector knowledge and advocacy and assist the Charity in adapting to regional needs and priorities in the furtherance of its objects as well as a framework for local partnerships and delivery networks.

The charity team lead operational delivery of the organisation's agreed business plan, manage the day-to-day finances and develop new areas of work in line with ASCEL's mission and vision.

The relationship between the Board of Trustees, Team, National Committee and Regional Committees is illustrated in the organogram below.



ASCEL Organogram 2025

Organisational Development and Business Plan

During 2024- 25 the team included new Chief Executive (joined March 2024), Programme Manager and a new role Business Development and Engagement Manager. The team was further supported by freelance expertise Conference Consultant and Communications professional.

The Business Plan 2023-2026 provided the framework for activity and development during this period. This aligned with the Activity Plan and Investment Principles Plan, which guided the work across four key areas:

- Ambition and Quality
- Dynamism
- Environmental Responsibility
- Relevance and Inclusivity

We are grateful to our external support agencies, who supplied services throughout the year and enable ASCEL to be agile and flexible:

- HR advice and support: Bluestone HR
- Payroll and Accountancy: Beyond Profit
- Legal advice: Birketts
- IT support: Computers



Volunteers

ASCEL is supported by volunteers from across our membership, including Trustees and regional chairs who form our National Committee. They provide vital contributions, supporting our governance, financial and strategic oversight, professional and practitioner insights as well as creating a kind, generous and empathetic culture to build our new charity.

Trustee appointment, induction and training

During this period the Board was made up of 12 Trustees. Two Trustees stepped down during this period.

Every trustee is appointed for a term of three years by ordinary resolution at a duly convened annual general meeting of the members of the CIO or by resolution of the charity trustees.

All new Trustees would be provided with an induction to ASCEL, which includes the constitution, the business plan, annual budget and a copy of the latest financial statements. Trustees receive details of their obligations under charity law including The Essential Trustee. Following their appointment, new Trustees are offered trustees' induction. There were no new Trustees during this period.

The Chair of the Board is a member of ASCEL. We are a member of the Association of Chairs as a source of advice and development for our Chair.

Three trustees and the Chief Executive attended the *Cultural Governance Alliance Governance Now* conference – Imagine it Different.

Risk Management

Trustees monitor and mitigate risk using a thorough risk register, which is scrutinised by the Finance and Risk sub-group and reviewed at every board meeting. The risk register sets out risks, their likelihood and impact, alongside mitigations and an owner for each identified risk.

Systems, procedures and policies have been developed during this period as the organisation develops.

The major risks for ASCEL include the charity's dependency on income sources – Arts Council's as our main funder and the potential impact of the local government financial crisis impacting on membership engagement levels and ability to pay for membership fees.

We are addressing these risks by regular engagement and feedback loop with our current funder, and active listening and co-design with our membership to ensure the relevance of our offer.

We are also building our organisational resilience by developing and delivering a strategic roadmap and seeking to diversify our income.



Financial Review

The accounts presented cover the period from 1st April 2024 to 31 March 2025.

Accounts and operational financial monitoring are carried out monthly by the charity team, followed by an update call with the Treasurer. The Finance and Risk sub-group and the Board scrutinise and approve the accounts quarterly.

Beyond Profit were ASCEL's accountant during 2024-25, with financial systems set up and support given, for bookkeeping, bank reconciliation, payroll, quarterly management accounts and preparation of annual accounts. From February 2024, Beyond Profit were set up to access ASCEL's bank accounts and make payments following authorisation from the Chief Executive.

On 3rd March 2025 we received notification from Beyond Profit that they would no longer be able to provide ongoing support to ASCEL beyond 3rd April 2025. Following market testing and scrutiny a new bookkeeping, accountancy and payroll provider, CASS Online, were appointed to provide financial services.

The board set a budget for 2024/25 in line with its Business Plan and Arts Council England core funding. Progress against that budget and bank balances were monitored by the Chief Executive and Treasurer and reported to the board at all meetings to monitor going concerns, cash flow and variances.

The financial statements have been prepared by Beyond Profit Ltd, in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019 (SORP FRS102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice that is SORP FRS102.

Financial position on 1st April 2025

At the end of the financial year assets stood at £136,684 (£113,037, 2024), which includes £128,514 (£94,422, 2024) cash in the bank and £1,494 (£2,690, 2024) of office equipment.

ASCEL has appointed Jo Roberts, ACMA, ATT, Director of Willow Accountancy to independently examine the accounts and other pertinent information.

Reserves policy and position

A reserves policy was adopted in February 2023 and sets out that reserves are needed to ensure the continued operation of ASCEL, specifically to protect its day-to-day operations and to safeguard the charity in periods of uncertainty. The reserves policy was reviewed during this period and approved by Board on 22nd May 2025.



It is the intention of ASCEL to maintain an unrestricted reserve of three months of essential running costs, plus redundancy costs.

From April 2025, the reserves target increased to £45,319 (£30,000, 2024). This target represents three months' liabilities on operating costs and staff salaries as well as an amount to cover redundancies in line with the charity's redundancy policy.

The revised Reserves Policy also outlines what action the Board will consider where the level of reserves exceeds the target. This may include setting a deficit budget, investing in programmes, activities and staffing in line with the charity's objectives or designating reserves to fund planned future activities.

The Board approved a business case to invest in a new website during 2024-25. The site will be live in 2025.

The total free reserves as of 31st March 2025 were £105,971 (£89,198, 2024), representing 5.28 months of expenditure.

Principal sources of funds

ASCEL is supported with core funding by Arts Council England to act as an Investment Principles Support Organisation. We have secured £200,000 per annum, payable in quarterly amounts of £50,000, between April 2024 and March 2025.

In total against expenditure of £29,179 (£28,114, 2024), the ASCEL conference held in November 2024, brought income of £34,100 (£31,326, 2024) comprising £28,625 (£28,476, 2024) in delegate fees and £5,475 (£2,850, 2024) from publishers exhibiting.

Membership fees totalled £19,560 (£18,400, 2024). Annual membership fees were not increased during this period.

Going concern

The trustees have considered going concern and are confident that the charity has adequate resources to continue in operational existence for the foreseeable future. We have secured Arts Council England funding for our core activities up until March 2026. We are eligible for an extension, which will provide core funding up to 31 March 2028.

It is our intention to bid for Arts Council core for a further three-year period covering core costs from April 2028.

In addition, we are strengthening our position by seeking to diversify our funding beyond this core grant. Clear targets were set in ASCEL's 2024/25 budgets to increase income further and a strategic funding roadmap is being developed. A Foyle Foundation funding bid was developed during 2024/25 was successful and will be delivered in 2025/26.



Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	Signed by: <i>Annabel Gittins</i> D56BDE3D34A4471...	Signed by: <i>Anna Simmons</i> 11F1103132AA44F...
	Full name(s) Annabel Gittins	Anna Simmons
Position	Chair	Treasurer
Date	11/25/2025	11/25/2025



INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF THE ASSOCIATION OF SENIOR CHILDREN'S AND EDUCATION LIBRARIANS

FOR THE YEAR ENDED 31 MARCH 2025

I report to the trustees on my examination of the accounts of the Association of Senior Children's and Education Librarians for the year ended 31 March 2025 which are set out on pages 17 - 29.

This report is made solely to the charity's trustees, as a body, in accordance with section 154 of the Charities Act 2011. My independent examiner's work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity, the charity's members as a body and the charity's trustees as a body for my independent examiner's work, for this report, or for the opinions I have formed.

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 which gives me cause to believe that, in any material respect:

1. accounting records were not kept in accordance with section 130 of the Act; or
2. the accounts do not accord with the accounting records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent 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 by:

Jo Roberts

5604A99E22F045C...

Mrs Jo Roberts, ACMA, ATT

Willow Accountancy Limited,

Tortworth Lodge

Tortworth

Wotton Under Edge

GL12 8HG

Date: 11/25/2025



Statement of Financial Activities for the year ended 31 March 2025

STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 31 March 2025

	Note	Unrestricted 2025 £	Restricted 2025 £	TOTAL 2025 £	Unrestricted 2024 £	Restricted 2024 £	TOTAL 2024 £
INCOME FROM:							
Donations and legacies	2	-	-	-	-	1,095	1,095
Charitable activities	3	248,281	1,500	249,781	246,876	13,500	260,376
Other Trading activities	4	5,475	-	5,475	2,850	-	2,850
Investments	5	552	-	552	190	-	190
TOTAL INCOME		254,308	1,500	255,808	249,916	14,595	264,511
EXPENDITURE ON:							
Charitable activities	6	237,535	15,000	252,535	189,445	-	189,445
TOTAL EXPENDITURE		237,535	15,000	252,535	189,445	-	189,445
NET (EXPENDITURE)/INCOME		16,773	(13,500)	3,273	60,471	14,595	75,066
Transfer between funds		-	-	-	-	-	-
NET MOVEMENT IN FUNDS		16,773	(13,500)	3,273	60,471	14,595	75,066
Fund balances brought forward		89,198	14,595	103,793	28,727	-	28,727
TOTAL FUNDS CARRIED FORWARD		105,971	1,095	107,066	89,198	14,595	103,793

The statement of financial activities includes all gains and losses recognised during the year

All income and expenditure derive from continuing activities.



Balance Sheet as at 31 March 2025

BALANCE SHEET

at 31 March 2025

	Notes	2025		2024	
		£	£	£	£
FIXED ASSETS					
Tangible assets	10		1,494		2,690
CURRENT ASSETS					
Debtors	11	6,676		15,925	
Cash at bank and in hand	12	128,514		94,422	
		<u>135,190</u>		<u>110,347</u>	
CREDITORS : amounts falling due within one year					
	13	<u>(29,618)</u>		<u>(9,244)</u>	
NET CURRENT ASSETS			<u>105,572</u>		<u>101,103</u>
NET ASSETS			<u>107,066</u>		<u>103,793</u>
FUNDS					
Unrestricted	14		105,971		89,198
Restricted	14		1,095		14,595
TOTAL FUNDS			<u>107,066</u>		<u>103,793</u>

The financial statements were approved and authorised for issue by the Board on and signed on its behalf by:

Annabel Gittins

Chair

Anna Simmons

Treasurer



Notes to the financial statements

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are follows:

a. Basis of Preparing Financial Statements

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019 (SORP FRS102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice that is SORP FRS102.

The Association of Senior Children’s and Education Librarians meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The accounts for the previous period were prepared on a receipts and payments basis. These have not been restated.

b. Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

The trustees have made no key judgments which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

c. Income recognition

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether ‘capital’ grants or ‘revenue’ grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

d. Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

e. Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.



Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

f. Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is inclusive of VAT.

g. Tangible fixed assets

Individual fixed assets costing £500 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Office equipment	33%	on a straight-line basis
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h. Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

i. Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

j. Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

k. Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

l. Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity's contribution is restricted to the contributions disclosed in note 9. There were no outstanding contributions at the year end.

m. Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.



2. DONATIONS AND LEGACIES

	Unrestricted 2025 £	Restricted 2025 £	TOTAL 2025 £	Unrestricted 2024 £	Restricted 2024 £	TOTAL 2024 £
Donations	-	-	-	-	1,095	1,095
	-	-	-	-	1,095	1,095

3. CHARITABLE ACTIVITIES

	Unrestricted 2025 £	Restricted 2025 £	TOTAL 2025 £
Grants			
Arts Council	200,000	1,500	201,500
Total Grants	200,000	1,500	201,500
Other Charitable Activities			
Conference	28,625	-	28,625
Membership	19,560	-	19,560
Other (reimbursement of expenses)	96	-	96
Total Other Charitable Activities	48,281	-	48,281
	248,281	1,500	249,781

Previous reporting period

	Unrestricted 2024 £	Restricted 2024 £	TOTAL 2024 £
Grants			
Arts Council	200,000	13,500	213,500
Total Grants	200,000	13,500	213,500
Other Charitable Activities			
Conference	28,476	-	28,476
Membership	18,400	-	18,400
Total Other Charitable Activities	46,876	-	46,876
	246,876	13,500	260,376



4. OTHER TRADING ACTIVITIES

	Unrestricted 2025 £	Restricted 2025 £	TOTAL 2025 £	Unrestricted 2024 £	Restricted 2024 £	TOTAL 2024 £
Conference Sponsorship	5,475	-	5,475	2,850	-	2,850
	5,475	-	5,475	2,850	-	2,850

5. INCOME FROM INVESTMENTS

	Unrestricted 2025 £	Restricted 2025 £	TOTAL 2025 £	Unrestricted 2024 £	Restricted 2024 £	TOTAL 2024 £
Bank interest receivable	552	-	552	190	-	190
	552	-	552	190	-	190



6. CHARITABLE ACTIVITIES

	Unrestricted	Restricted	Total 2025
	£	£	£
Bank Charges	4	-	4
Conference Costs	29,179	-	29,179
Consultancy Fees	11,369	-	11,369
Depreciation	1,196	-	1,196
Equipment	-	-	0
IT Subscriptions	5,118	-	5,118
Marketing	3,090	-	3,090
Other Expenditure	15,394	-	15,394
Premises Costs	3,000	-	3,000
Programme Costs	26,771	15,000	41,771
Staffing Costs	114,824	-	114,824
Training delivery	2,420	-	2,420
Travel Costs	11,195	-	11,195
	223,560	15,000	238,560
Governance costs (note 7)	13,975	-	13,975
TOTAL EXPENDITURE	237,535	15,000	252,535

Previous reporting period

	Unrestricted	Restricted	Total 2024
	£	£	£
Bank Charges	90	-	90
Conference Costs	28,114	-	28,114
Consultancy Fees	57,300	-	57,300
Depreciation	898	-	898
Equipment	1,299	-	1,299
IT Subscriptions	4,426	-	4,426
Professional Fees	1,887	-	1,887
Marketing	870	-	870
Other Expenditure	1,343	-	1,343
Premises Costs	4,307	-	4,307
Programme Costs	10,350	-	10,350
Staffing Costs	58,163	-	58,163
Training delivery	288	-	288
Travel Costs	5,793	-	5,793
	175,128	-	175,128
Governance costs	14,317	-	14,317
TOTAL EXPENDITURE	189,445	-	189,445



7. ANALYSIS OF GOVERNANCE AND SUPPORT COSTS

	Basis of apportionment	Governance £	Total 2025 £
Accountancy services: Day to Day including accounts preparation	Governance	7,384	7,384
Accountancy services: Independent Examination	Governance	660	660
Other governance costs	Governance	4,307	4,307
Legal and professional	Governance	1,624	1,624
		<u>13,975</u>	<u>13,975</u>

Previous reporting period

	Basis of apportionment	Governance £	Total 2024 £
Accountancy services: Day to Day including accounts preparation	Governance	5,932	5,932
Accountancy services: Independent Examination	Governance	1,206	1,206
Legal and professional	Governance	7,178	7,178
		<u>14,316</u>	<u>14,316</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging

	2025 £	2024 £
Independent examiners fee	<u>660</u>	<u>570</u>



9. STAFF COSTS AND KEY MANAGEMENT PERSONNEL

	2025 £	2024 £
Wages and salaries	104,625	52,593
Social security costs	5,819	561
Employer's pension costs	4,534	1,063
Staff training and other staff costs	(154)	3,946
	<u>114,824</u>	<u>58,163</u>

No employee received total employee benefits (excluding employer pension costs) of more than £60,000.

The average number of staff employed during the period was 3 (2024: 1.25)

The key management personnel of the charity comprise the Trustees and the Chief Executive.

The total employee benefits of the key management personnel of the charity were £56,995 (2024: £36,381 from April to October 2023).

The charity operates a defined contribution pension scheme. All employer contributions have been recognised in the year.



10. TANGIBLE FIXED ASSETS

	Office Equipment £	Total £
Cost :		
At 1 April 2024	3,588	3,588
Additions	-	-
Disposals	-	-
At 31 March 2025	3,588	3,588
Depreciation :		
At 1 April 2024	898	898
Charge for the year	1,196	1,196
Disposals	-	-
At 31 March 2025	2,094	2,094
NBV at 31 March 2025	1,494	1,494
NBV at 31 March 2024	2,690	2,690

Net book value at 31 March 2025 represents fixed assets used for charitable purposes.

11. DEBTORS

	2025 £	2024 £
Trade debtors	4,870	10,636
Prepayments & accrued income	1,806	5,289
	6,676	15,925



12. CASH AT BANK AND IN HAND

	2025 £	2024 £
Cash at bank and in hand	128,514	94,422
	<u>128,514</u>	<u>94,422</u>

13. CREDITORS : Amounts falling due within one year

	2025 £	2024 £
Trade creditors	(384)	1,912
Social security and other taxes	2,645	2,006
Other creditors	653	136
Accruals	15,064	5,190
Deferred income	11,640	-
	<u>29,618</u>	<u>9,244</u>

Deferred income

Balance at 1 April 2024	-
Movement in the year	11,640
Balance at 31 March 2025	11,640



14. MOVEMENT IN FUNDS

	Balance at 1 Apr 24 £	Incoming Resources £	Resources Expended £	Transfers £	Balance at 31 Mar 2025 £
Restricted Funds					
Arts Council (Schools Library Service)	13,500	1,500	(15,000)	-	-
Yorkshire & Humberside Libraries	1,095	-	-	-	1,095
	14,595	1,500	(15,000)	-	1,095
Unrestricted Funds	89,198	254,308	(237,535)	-	105,971
Total Funds	103,793	255,808	(252,535)	-	107,066

ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fixed Assets	1,494	-	1,494
Net current assets/(liabilities)	104,477	1,095	105,572
	105,971	1,095	107,066

Previous reporting period

	Balance at 1 Apr 23 £	Incoming Resources £	Resources Expended £	Transfers £	Balance at 31 Mar 2024 £
Restricted Funds					
Arts Council (Schools Library Service)	-	13,500	-	-	13,500
Yorkshire & Humberside Libraries	-	1,095	-	-	1,095
	-	14,595	-	-	14,595
Unrestricted Funds	28,727	249,916	(189,445)	-	89,198
Total Funds	28,727	264,511	(189,445)	-	103,793

ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fixed Assets	2,690	-	2,690
Net current assets/(liabilities)	86,508	14,595	101,103



14. MOVEMENT IN FUNDS (CONTINUED)

Description of restricted funds

Arts Council (Schools Library Research) To research to map School's Library Services (SLS) across England and provide a report presenting a strategic evidence and knowledge base for supporting local authorities or services commissioned by local authorities to maintain and develop SLSs

Yorkshire & Humberside Libraries Funds received from the Yorkshire and Humber region to be spent inline with the regional committee wishes.

15. TRUSTEES' REMUNERATION AND EXPENSES, AND RELATED PARTY TRANSACTIONS

Neither the Trustees nor any persons connected with them received any remuneration during the year (2024: Nil).

Six trustees received expenses totalling £1,803 for reimbursement of travel expenses (2024: £2,497, five trustees).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2024: £nil).

The trustees have indemnity cover.

ASSOCIATION OF SENIOR CHILDREN'S AND EDUCATION LIBRARIANS

England & Wales - Charity number 1200443

Accounts



Trustees Annual Report
for
ASCEL
(Association of Senior Children's and Education Librarians)

1st April 2023 to 31st March 2024

Report dated 9th September 2024

Charity Number: 1200443



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Trustees' Annual Report for ASCEL

(Association of Senior Children's and Education Librarians)

The Trustees present its report for the financial year from 1st April 2023 to the end of 31 March 2024.

Charity name: Association of Senior Children's and Education Librarians
Also known as: ASCEL

Charity registration number: 1200443

Registered Office: Wolverhampton Central Library
Snow Hill
Wolverhampton
WV1 3AX

ASCEL Board of Trustees

Annabel Gittins	Chair
Anna Simmons	Treasurer
Christine Myhill MBE	Trustee
Krystal Vittles BEM	Trustee
Nina Simon BEM	Trustee
Sue Ball MBE	Trustee
Sherilyn Pereira	Trustee appointed 10th November 2023
Kirsty Blyth	Trustee appointed 10th November 2023
Mark Freeman MBE	Trustee appointed 10th November 2023
Benedict Shaw	Trustee appointed 10th November 2023
Nicholas Fuller	Trustee appointed 10th November 2023
Fabienne Tannoh	Trustee appointed 10th November 2023



The Trustees are delighted to report on the progress made in the first full financial year as a registered charity.

Public benefit, vision, mission and values

Vision

Our vision is that the imagination and aspirations of all children and young people can soar through exciting, vibrant and dynamic library services which promote inclusion and diversity, where their voices are heard, valued and reflected.

Mission

At ASCEL we inspire all children and young people to reach their full potential by championing excellence, diversity and equality in libraries.

Values

We have consulted with members and our committee to develop the following values and guiding principles for our work:

- We listen to and centre the voices of children and young people in the library sector
- We support the growth and development of members and staff at all levels via local and national networks, to ensure sector and organisational resilience
- We develop strong, effective and trusted partnerships and collaborations with others
- We are a kind, listening and empathetic organisation
- We work to ensure we are a diverse and inclusive organisation
- We are knowledgeable and draw on best practice and expertise to deliver high quality support and training
- We ensure that the work we do is always inclusive and has the widest possible benefits to ASCEL members and library services

Objectives and Activities

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's objectives and in planning its activities. In particular, the trustees consider how activities will contribute to the aims and objectives that have been set.



Our charity's purposes as set in the Constitution are: To advance education and promote literacy in young people and families primarily by assisting in the establishment, maintenance, operation and development of libraries and library services for young people and families in the United Kingdom, improving the overall standard of libraries and library services, and by providing education and development for those involved in librarianship.

ASCEL is a membership organisation representing senior librarians and managers in public libraries and school library services. We have 155 individual members from 142 library services.

We work with the library sector to deliver our strategic outcomes:

1. Children and young people feel that libraries are welcoming places where their voices are heard and valued, particularly the voices of those who do not currently use libraries, children and young people from all ethnic and cultural backgrounds, who identify as LGBTQIA+ and disabled and D/deaf children and young people.

2. The offer for children and young people is vibrant, dynamic and joined up across public and school library services and through the Universal Library Offers and this in turn is integrated with other Arts Council England strategic investments in Children and Young people, especially Music Education Hubs and Local Cultural Education Partnerships

3. Staff and volunteers working with children and young people in libraries have access to talent development and career pathways and the value of specialist skills in this area is recognised and rewarded by employers

4. The role of libraries in providing support and learning opportunities for children and young people is recognised and libraries are seen as first-call partners for organisations delivering activities and interventions to support children and young people.

5. ASCEL is a diverse, inclusive and effective organisation that supports libraries to provide an excellent offer for children and young people through direct engagement with their audiences, high quality training and support and access to national partnerships

Achievements and Performance

Youth Engagement Network

Seven library services took part in the pilot phase of this programme, from urban, rural and coastal locations. The libraries co-created a range of activities with young people (11-13) from marginalised backgrounds, with a focus on non-library users. These activities will run throughout



Q1 and Q2 2024/25 and the pilot will be independently evaluated, with a report and case studies planned for Q3 2024/25.

Children and Young People's Promise

ASCEL's Children and Young People's Promise sets out the public library services offer to children and young people. The Promise covers children and young people from birth to eighteen and sets out the "library journey" that children should experience as they grow. It also highlights how the Promise links to the national Universal Library Offers in partnership with Libraries Connected. The Children's Promise self-assessment tool enables library services to measure their children's provision against this nationally developed offer.

Skills Audit

ASCEL's first skills audit was completed by 89 members, with input from Heads of Library Service. The results were used to produce a comprehensive skills report, detailing levels of confidence in a range of skills relating to delivering children's services in libraries. This skills report was part of a pack for members, which also included a skills map for staff professional development and a training round-up guide.

Holiday Activities Fund

A survey of HAF providers in England identified how many currently worked with libraries and understood how to 'book talk' and promote a love of reading to children. Based on these results, plus the feedback from members and the working group (consisting of library services in three Levelling Up locations), ASCEL produced a range of resources, alongside expert partners Empathy Lab. These resources will be piloted and launched in 2024/25.

Conference 2023

BACK TO THE FUTURE: Changing Times for Children's and Schools Library Services.

The 2023 conference moved to a new venue, after our regular hotel was unavailable. It was another successful conference according to delegate feedback. A total of 37 library services were represented across school library services and public libraires with 46 delegates over the two days. We were joined by representatives of the National Literacy Trust, DCMS and Libraries Connected and 15 different publishers exhibitors. Our communications consultant collected video, photo and verbal testimonies to use in promoting ASCEL and future conferences.

What our members said they would take away from the experience:

"The enthusiasm and commitment to champion the work of libraries (public and schools) in supporting reading for pleasure and the benefits this brings."

"Review policies on CYP and identifying barriers to usage"

"Practical tips for example social media marketing, supporting accessibility for disadvantaged groups."



Schools Library Service Research

A new Arts Council England funded research project was initiated to enable the sector to gain a better understanding of the number, reach and location of School Library Services (SLS) in England.

The research will:

- analyse the number, distribution, provision, service level, reach, quality, different business models (with associated advantages/disadvantages), operating environments and funding arrangements and success factors (which may include use, value and impact) to give a clear national picture of school library services (SLS) in England
- provide an understanding of gaps in SLS provision
- provide a picture of the health of School Library Services across the country
- present a strategic evidence and knowledge base for supporting local authorities or services commissioned by local authorities to maintain and develop SLSs

Member network and engagement

We facilitate a range of opportunities for our members to share emerging practice, collaborate and provide much needed peer support. This includes online forums, weekly sector news updates and quarterly regional meetings.

Governance and Management

The organisation is a Charitable Incorporated Organisation (CIO), registered as a charity on 21 September 2022, having previously been an Unincorporated Association run by the membership on a voluntary basis.

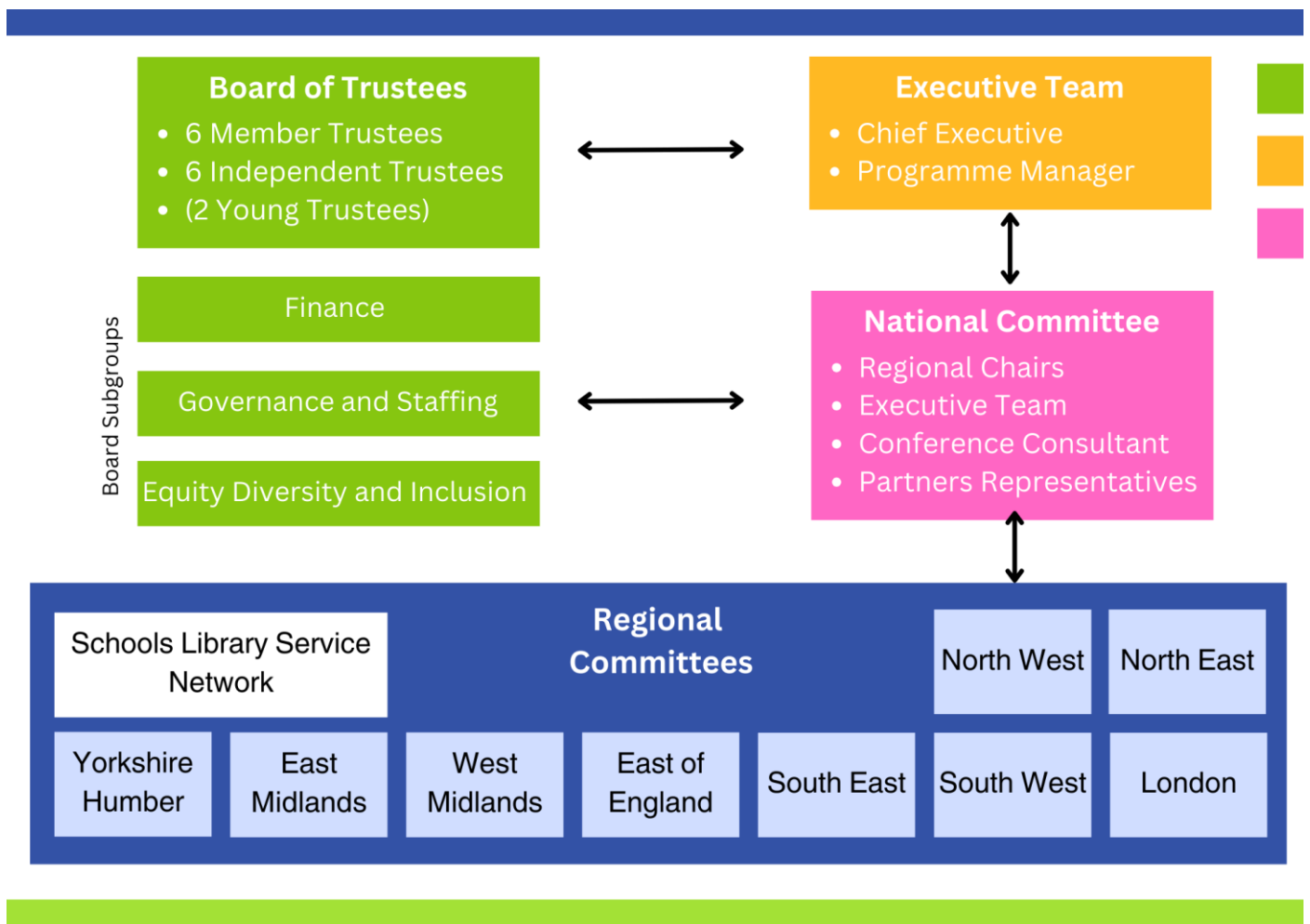
ASCEL is a Charitable Incorporated Organisation (CIO) with Board of Trustee providing governance of the Charity.

The member led National and Regional Committees provide practitioner and sector knowledge and advocacy and assist the Charity in adapting to regional needs and priorities in the furtherance of its objects as well as a framework for local partnerships and delivery networks.



The Executive Team provide operational delivery of the organisation’s agreed business plan, manage the day-to-day finances of the organisation and develop new areas of work in line with ASCEL’s mission and vision.

The relationship between the Board of Trustees, Executive Team, National Committee and Regional Committees is illustrated in the organogram below.



ASCEL Organogram 2024

Organisational Development and Business Plan

During 2023 the Executive Team was formed including new Chief Executive and Programme Manager. The team was further supported by freelance expertise, Information Consultant, Conference Consultant and Communications professional.



The Business Plan 2023-2026 provided the framework for activity and development during this period. This aligned with the Activity Plan and Investment Principles Plan, which guided the work across four key areas:

- Ambition and Quality
- Dynamism
- Environmental Responsibility
- Relevance and Inclusivity

We are grateful to our external support agencies, who supply services throughout the year and enable ASCEL to be agile and flexible:

- HR advice and support: Bluestone HR
- Payroll and Accountancy: Beyond Profit
- Legal advice: Birketts
- IT support: Computers

Volunteers

ASCEL is supported by volunteers from across our members, including Trustees and regional chairs who form our National Committee. They provide vital contributions, supporting our governance, financial and strategic oversight, professional and practitioner insights as well as creating a kind, generous and empathetic culture to build our new charity.

Trustee appointment, induction and training

During this period the Board was made up of 6 Trustees who moved from the Unincorporated Association's Management Committee into the role of Trustees and 6 Independent Trustees who were recruited in May 2023 and were appointed into role at the AGM in November 2023.

Every trustee is appointed for a term of three years by ordinary resolution at a duly convened annual general meeting of the members of the CIO or by resolution of the charity trustees.

All new Trustees are provided with an induction to ASCEL, which includes the Constitution, the Business Plan, annual budget and a copy of the latest financial statements. Trustees receive details of their obligations under charity law including The Essential Trustee. Following their appointment, the new Trustees are offered trustees' induction course run by NCVO.

The Chair of the Board is a member of ASCEL and has overseen governance, with fellow trustees, during the transition from an Unincorporated Association to a fully operational charity with staff team during this period. We are a member of the Association of Chairs as a source of advice and development for our Chair.



Risk Management

Trustees monitor and mitigate risk using a thorough risk register, which is reviewed at every board meeting. The risk register sets out risks, their likelihood and impact, alongside mitigations and an owner for each identified risk.

Systems, procedures and policies have been developed during this period as the organisation develops.

The major risks for ASCEL include the charity's dependency on income sources – Arts Council's as our single funder and the potential impact of the local government financial crisis impacting on membership engagement levels and ability to pay for membership fees.

We are addressing these risks by regular engagement and feedback loop with our current funder, and active listening and co-design with our membership to ensure the relevance of our offer.

We also plan to build organisational resilience by developing and delivering a strategic roadmap.

Financial Review

The accounts presented cover the period from 1st April 2023 to 31 March 2024.

Due to the income for the period being over £250,000 the accounts moved from a receipts and payments accounts to accruals accounting for the first time.

Accounts and financial monitoring transitioned from Anna Simmons (treasurer) to the newly appointed and first Chief Executive Officer of ASCEL, Adam Tulloch, who was in post from 3 April to 30 October 2023. From November 2023, the treasurer supported the Interim-CEO, before the current CEO, Tabitha Witherick, started on 25 March 2024.

Beyond Profit were appointed in April 2023 to act as ASCEL's accountant, with financial systems set up and support given, for bookkeeping, bank reconciliation, payroll, quarterly management accounts and preparation of annual accounts. From February 2024, Beyond Profit were set up to access ASCEL's bank accounts and make payments. Initially authorised by the treasurer, this responsibility moved to the current CEO at the year end. Prior to this, the treasurer made payments following a checking and authorisation process by the then CEO/Interim-CEO and Chair.

The board set a budget for 2023/24 as part of the funding application process, in line with its Business Plan and Arts Council England core funding. Progress against that budget and bank



balances were monitored by the CEO/Interim-CEO and Treasurer and reported to the board at all meetings to monitor going concerns, cash flow and variances.

Consultancy costs were higher than planned during the first full year operating as a new charity. This was due to a change in CEO midway through the year and the commissioned support of an Interim-CEO. The high level of consultancy costs were offset by an underspend in the staffing budget.

The financial statements have been prepared Beyond Profit Ltd, in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019 (SORP FRS102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice that is SORP FRS102.

The accounts for the previous period were prepared on a receipts and payments basis. These have not been restated.

Financial position on 1st April 2024

At the end of the financial year assets stood at £110,347, which includes £94,422 cash in the bank and £2,690 of office equipment.

ASCEL has appointed Jo Roberts, ACMA, ATT, Director of Willow Accountancy to independently examine the accounts and other pertinent information.

Reserves policy and position

A reserves policy was adopted in February 2023 and sets out that reserves are needed to ensure the continued operation of ASCEL, specifically to protect its day-to-day operations and to safeguard the charity in periods of uncertainty.

It is the aim of ASCEL to maintain an unrestricted reserve of two months of essential running costs.

For the period 1st April 2023 to 31 March 2024 the reserves target was £30,000 in total, representing two months' liabilities on operating costs and staff salaries. Delayed by an error by the bank in closing the old HSBC saving's account, £12,659.59 was transferred to the new savings



account on 30 June 2023 and, from this date, the target of unrestricted reserves was held in the savings account.

With the increasing costs of a growing organisation, including the appointment of the Programme Manager from August, costs per month increased to £15,787.08

The total free reserves as of 31st March 2024 were £86,508, representing 5.48 months of expenditure.

Principal sources of funds

ASCEL is supported with core funding by Arts Council England to act as an Investment Principles Support Organisation. We have secured £200,000 per annum, payable in quarterly amounts of £50,000, between April 2023 and March 2026.

In total against expenditure of £28,114, the ASCEL conference held in November 2023, brought income of £31,320 comprising £28,470 in delegate fees and £2,850 from publishers exhibiting.

Membership fees totalled £18,400. The membership model was reviewed during this period and fees were increased to £120 per annum per member from April 2024.

Going concern

The trustees have considered going concern and have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. We have secured Arts Council England funding for our core activities up until March 2026. We have been advised that we are eligible to apply for an extension, which will provide core funding up to March 2027. It is our intention to bid for Arts Council core for a further three-year period covering core costs from April 2027.

In addition we are strengthening our position by seeking to diversify our funding beyond this core grant. Clear targets have been set in ASCEL's 2024/25 budgets to increase income further and a strategic funding roadmap is being developed.



Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<small>Signed by:</small> <i>Annabel Gittins</i> <small>D56BDE3D34A4471...</small>	<small>Signed by:</small> <i>Anna Simmons</i> <small>11F1103132AA44F...</small>
	Full name(s) Annabel Gittins	Anna Simmons
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	11/14/2024	11/14/2024



INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF THE ASSOCIATION OF SENIOR CHILDREN'S AND EDUCATION LIBRARIANS

FOR THE YEAR ENDED 31 MARCH 2024

I report to the trustees on my examination of the accounts of the Association of Senior Children's and Education Librarians for the year ended 31 March 2024 which are set out on pages 16 - 27.

This report is made solely to the charity's trustees, as a body, in accordance with section 154 of the Charities Act 2011. My independent examiner's work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity, the charity's members as a body and the charity's trustees as a body for my independent examiner's work, for this report, or for the opinions I have formed.

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 which gives me cause to believe that, in any material respect:

1. accounting records were not kept in accordance with section 130 of the Act; or
2. the accounts do not accord with the accounting records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent 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 by:

Jo Roberts

5604A99E22F045C...

Mrs Jo Roberts, ACMA, ATT

Willow Accountancy Limited,

Willow Cottage

Valley Road

Wotton Under Edge

GL12 7NP

Date: 11/13/2024



Statement of Financial Activities for the year ended 31 March 2024

	Note	21 September 2022 to 31 March 2023					
		Unrestricted 2024 £	Restricted 2024 £	TOTAL 2024 £	Unrestricted 2023 £	Restricted 2023 £	TOTAL 2023 £
INCOME FROM:							
Donations and legacies	2	-	1,095	1,095	34,410	-	34,410
Charitable activities	3	246,876	13,500	260,376	21,448	-	21,448
Other Trading activities	4	2,850	-	2,850	5,101	-	5,101
Investments	5	190	-	190	57	-	57
TOTAL INCOME		249,916	14,595	264,511	61,016	-	61,016
EXPENDITURE ON:							
Charitable activities	6	189,445	-	189,445	32,289	-	32,289
TOTAL EXPENDITURE		189,445	-	189,445	32,289	-	32,289
NET (EXPENDITURE)/INCOME		60,471	14,595	75,066	28,727	-	28,727
Transfer between funds		-	-	-	-	-	-
NET MOVEMENT IN FUNDS		60,471	14,595	75,066	28,727	-	28,727
Fund balances brought forward		28,727	-	28,727	-	-	-
TOTAL FUNDS CARRIED FORWARD		89,198	14,595	103,793	28,727	-	28,727

The statement of financial activities includes all gains and losses recognised during the year.

All income and expenditure derive from continuing activities.



Balance Sheet as at 31 March 2024

	Notes	2024		21 September 2022 to 31 March 2023	
		£	£	£	£
FIXED ASSETS					
Tangible assets	10		2,690		-
CURRENT ASSETS					
Debtors	11	15,925		-	
Cash at bank and in hand	12	94,422		28,727	
		<u>110,347</u>		<u>28,727</u>	
CREDITORS : amounts falling due within one year					
	13	(9,244)		-	
NET CURRENT ASSETS			<u>101,103</u>		<u>28,727</u>
NET ASSETS			<u>103,793</u>		<u>28,727</u>
FUNDS					
Unrestricted	14		89,198		28,727
Restricted	14		14,595		-
TOTAL FUNDS			<u>103,793</u>		<u>28,727</u>

The financial statements were approved and authorised for issue by the Board on and signed on its behalf by:

Signed by:

 D56BDE3D34A4471...
 Annabel Gittins
 Chair

Signed by:

 11F1103132AA44F...
 Anna Simmons
 Treasurer



Notes to the financial statements

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are follows:

a. Basis of Preparing Financial Statements

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019 (SORP FRS102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice that is SORP FRS102.

The Association of Senior Children's and Education Librarians meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The accounts for the previous period were prepared on a receipts and payments basis. These have not been restated.

b. Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

The trustees have made no key judgments which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

c. Income recognition

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

d. Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.



e. Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

f. Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is inclusive of VAT.

g. Tangible fixed assets

Individual fixed assets costing £500 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Office equipment	33%	on a straightline basis
------------------	-----	-------------------------

h. Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

i. Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

j. Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

k. Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

l. Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity's contribution is restricted to the contributions disclosed in note 9. There were no outstanding contributions at the year end.

m. Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.



2. DONATIONS AND LEGACIES

	Unrestricted 2024 £	Restricted 2024 £	TOTAL 2024 £	Unrestricted 2023 £	Restricted 2023 £	TOTAL 2023 £
Donations	-	1,095	1,095	34,410	-	34,410
	-	1,095	1,095	34,410	-	34,410

3. CHARITABLE ACTIVITIES

	Unrestricted 2024 £	Restricted 2024 £	TOTAL 2024 £
Grants			
Arts Council	200,000	13,500	213,500
Total Grants	200,000	13,500	213,500
Other Charitable Activities			
Conference	28,476	-	28,476
Membership	18,400	-	18,400
Total Other Charitable Activities	46,876	-	46,876
	246,876	13,500	260,376

<i>Previous reporting period</i>	Unrestricted 2023 £	Restricted 2023 £	TOTAL 2023 £
Grants			
Arts Council	-	-	-
Yorkshire & Humberside Libraries	-	-	-
Total Grants	-	-	-
Other Charitable Activities			
Conference	13,013	-	13,013
Membership	8,435	-	8,435
Total Other Charitable Activities	21,448	-	21,448
	21,448	-	21,448



4. OTHER TRADING ACTIVITIES

	Unrestricted 2024 £	Restricted 2024 £	TOTAL 2024 £	Unrestricted 2023 £	Restricted 2023 £	TOTAL 2023 £
Conference Sponsorship	2,850	-	2,850	5,101	-	5,101
	2,850	-	2,850	5,101	-	5,101

5. INCOME FROM INVESTMENTS

	Unrestricted 2024 £	Restricted 2024 £	TOTAL 2024 £	Unrestricted 2023 £	Restricted 2023 £	TOTAL 2023 £
Bank interest receivable	190	-	190	57	-	57
	190	-	190	57	-	57



6. CHARITABLE ACTIVITIES

	Unrestricted	Restricted	Total 2024
	£	£	£
Bank Charges	90	-	90
Conference Costs	28,114	-	28,114
Consultancy Fees	57,300	-	57,300
Depreciation	898	-	898
Equipment	1,299	-	1,299
IT Subscriptions	4,426	-	4,426
Professional Fees	1,887	-	1,887
Marketing	870	-	870
Other Expenditure	1,343	-	1,343
Premises Costs	4,307	-	4,307
Programme Costs	10,350	-	10,350
Staffing Costs	58,163	-	58,163
Training	288	-	288
Travel Costs	5,793	-	5,793
	175,128	-	175,128
Governance costs (note 7)	14,317	-	14,317
TOTAL EXPENDITURE	189,445	-	189,445

Previous reporting period

	Unrestricted	Restricted	Total 2023
	£	£	£
Bank Charges	72	-	72
Conference Costs	18,894	-	18,894
Consultancy Fees	-	-	-
Equipment	-	-	-
IT Subscriptions	-	-	-
Professional Fees	11,548	-	11,548
Marketing	-	-	-
Other Expenditure	92	-	92
Premises Costs	-	-	-
Programme Costs	-	-	-
Staffing Costs	-	-	-
Training	280	-	280
Travel Costs	1,133	-	1,133
	32,019	-	32,019
Governance costs	270	-	270
TOTAL EXPENDITURE	32,289	-	32,289



7. ANALYSIS OF GOVERNANCE AND SUPPORT COSTS

	Basis of apportionment	Governance £	Total 2024 £
Accountancy services: Day to Day including accounts preparation	Governance	5,932	5,932
Accountancy services: Independent Examination	Governance	1,206	1,206
Legal fees	Governance	7,178	7,178
		<u>14,316</u>	<u>14,316</u>

Previous reporting period

	Basis of apportionment	Governance £	Total 2023 £
Accountancy services: Day to Day including accounts preparation	Governance	270	270
Accountancy services: Independent Examination	Governance	-	-
Legal and professional	Governance	-	-
		<u>270</u>	<u>270</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging

	2024 £	2023 £
Independent examiners fee	<u>570</u>	<u>-</u>



9. STAFF COSTS AND KEY MANAGEMENT PERSONNEL

	2024	2023
	£	£
Wages and salaries	52,593	-
Social security costs	561	-
Employer's pension costs	1,063	-
Staff training and other staff costs	3,946	-
	<u>58,163</u>	<u>-</u>

No employee received total employee benefits (excluding employer pension costs) of more than £60,000.

The average number of staff employed during the period was 1.25 (2023: nil)

The key management personnel of the charity comprise the Trustees and the Chief Executive. The Chief Executive was employed from April to October 2023. A new Chief Executive has since been appointed and started with the Charity in April 2024.

The total employee benefits of the key management personnel of the charity were £36,381 (2023: £nil).

The charity operates a defined contribution pension scheme. All employer contributions have been recognised in the year.



10. TANGIBLE FIXED ASSETS

	Office Equipment £	Total £
Cost :		
At 1 April 2023	-	-
Additions	3,588	3,588
Disposals	-	-
At 31 March 2024	<u>3,588</u>	<u>3,588</u>
Depreciation :		
At 1 April 2023	-	-
Charge for the year	898	898
Disposals	-	-
At 31 March 2024	<u>898</u>	<u>898</u>
NBV at 31 March 2024	<u>2,690</u>	<u>2,690</u>
NBV at 31 March 2023	<u>-</u>	<u>-</u>

11. DEBTORS

	2024 £	2023 £
Trade debtors	10,636	-
Prepayments & accrued income	5,289	-
	<u>15,925</u>	<u>-</u>

12. CASH AT BANK AND IN HAND

	2024 £	2023 £
Cash at bank and in hand	94,422	28,727
	<u>94,422</u>	<u>28,727</u>



13. CREDITORS : Amounts falling due within one year

	2024 £	2023 £
Trade creditors	1,912	-
Social security and other taxes	2,006	-
Other creditors	136	-
Accruals	5,190	-
	<u>9,244</u>	<u>-</u>

14. MOVEMENT IN FUNDS

	Balance at 1 Apr 23 £	Incoming Resources £	Resources Expended £	Transfers £	Balance at 31 Mar 2024 £
Restricted Funds					
Arts Council (Schools Library Service)	-	13,500	-	-	13,500
Yorkshire & Humberside Libraries	-	1,095	-	-	1,095
	-	14,595	-	-	14,595
Unrestricted Funds	28,727	249,916	(189,445)	-	89,198
Total Funds	28,727	264,511	(189,445)	-	103,793

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fixed Assets	2,690	-	2,690
Net current assets/(liabilities)	86,508	14,595	101,103
	<u>89,198</u>	<u>14,595</u>	<u>103,793</u>



14. MOVEMENT IN FUNDS (CONTINUED)

Previous reporting period

	Balance at 21 Sept 2022	Incoming Resources	Resources Expended	Transfers	Balance at 31 Mar 2023
	£	£	£	£	£
Unrestricted Funds	-	61,016	(32,289)	-	28,727
Total Funds	-	61,016	(32,289)	-	28,727

ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Net current assets/(liabilities)	28,727	-	28,727
	28,727	-	28,727

Description of restricted funds

Arts Council (Schools Library Research)

To research to map School's Library Services (SLS) across England and provide a report presenting a strategic evidence and knowledge base for supporting local authorities or services commissioned by local authorities to maintain and develop SLSs

Yorkshire & Humberside Libraries

Funds received from the Yorkshire and Humber region to be spent inline with the regional committee wishes.

15. TRUSTEES' REMUNERATION AND EXPENSES, AND RELATED PARTY TRANSACTIONS

Neither the Trustees nor any persons connected with them received any remuneration during the year (2023: Nil).

Five trustees received expenses totalling £2,497 for reimbursement of travel expenses.

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2023: nil).

The trustees have indemnity cover.

ASSOCIATION OF SENIOR CHILDREN'S AND EDUCATION LIBRARIANS

England & Wales - Charity number 1200443

Accounts



Trustees Annual Report
for
ASCEL
(Association of Senior Children's and Education Librarians)

21st September 2022 to 31st March 2023

Report dated 25th January 2024

Trustees' Annual Report for ASCEL

(Association of Senior Children's and Education Librarians)

The Trustees present its report for the period from registration as a charity on 21 September 2022 to the end of the first financial period on 31 March 2023.

Charity name: Association of Senior Children's and Education Librarians
Also known as: ASCEL

Charity registration number: 1200443

Registered Office: Wolverhampton Central Library
(from 1 April 2023) Snow Hill
Wolverhampton
WV1 3AX

ASCEL Board

Annabel Gittins	Chair
Anna Simmons	Treasurer
Christine Myhill	
Krystal Vittles	
Nina Simon	
Sue Ball	

Objectives and Activities

Our charity's purposes as set in the Constitution are: To advance education and promote literacy in young people and families primarily by assisting in the establishment, maintenance, operation and development of libraries and library services for young people and families in the United Kingdom, improving the overall standard of libraries and library services, and by providing education and development for those involved in librarianship.

The organisation completed its first 6 months as a registered charity. Trustees are delighted to report on the progress made in the organisation's first 6 months as a registered charity.

Achievements and Performance

September 2022 saw the major change from being a membership association to becoming a charity, with the promise of Arts Council funding from April 2023. A new Chair of ASCEL stepped into the role at the AGM in November 2022 and took on the role of Chair of the Board of Trustees. This was a rapid culture change led initially by the new charity trustees with the new Chair.

Many steps were put into place by the Chair and supporting trustees, working with an external consultant to ensure that the charity was ready to swing into action with a new CEO and small executive team as soon as the ACE funding was received in April 2023.

Building both the Executive team and Board was the first priority for the charity.

Recruitment of the CEO occurred through December 2022 with interviews being held in Stafford in January 2023. The successful candidate will be starting in early April 2023.

Trustees have been busy pulling together draft policies for discussion and agreeing.

Structure, Governance and Management

The Governing Document

The organisation is a Charitable Incorporated Organisation (CIO), registered as a charity on 21 September 2022, having previously been an Unincorporated Association run by the membership on a voluntary basis.

Trustee Recruitment, Induction and Training

6 trustees have moved from the Management Committee into the role of Trustees, with 4 of them stepping away from their positions within the Management Committee, but continuing as members of ASCEL. The previous Vice Chair of the Association stepping into the role of Chair of the Board.

Trustees undertook the "Being a Trustee" training delivered by the David Saunders, the Not4Profit Wizard.

A Trustees Induction pack, which includes links to "The Essential Trustee" and other key guidance from the Charity Commission is sent to all new trustees.

6 Independent Trustees will be recruited once the CEO is in post in April / May 2023.

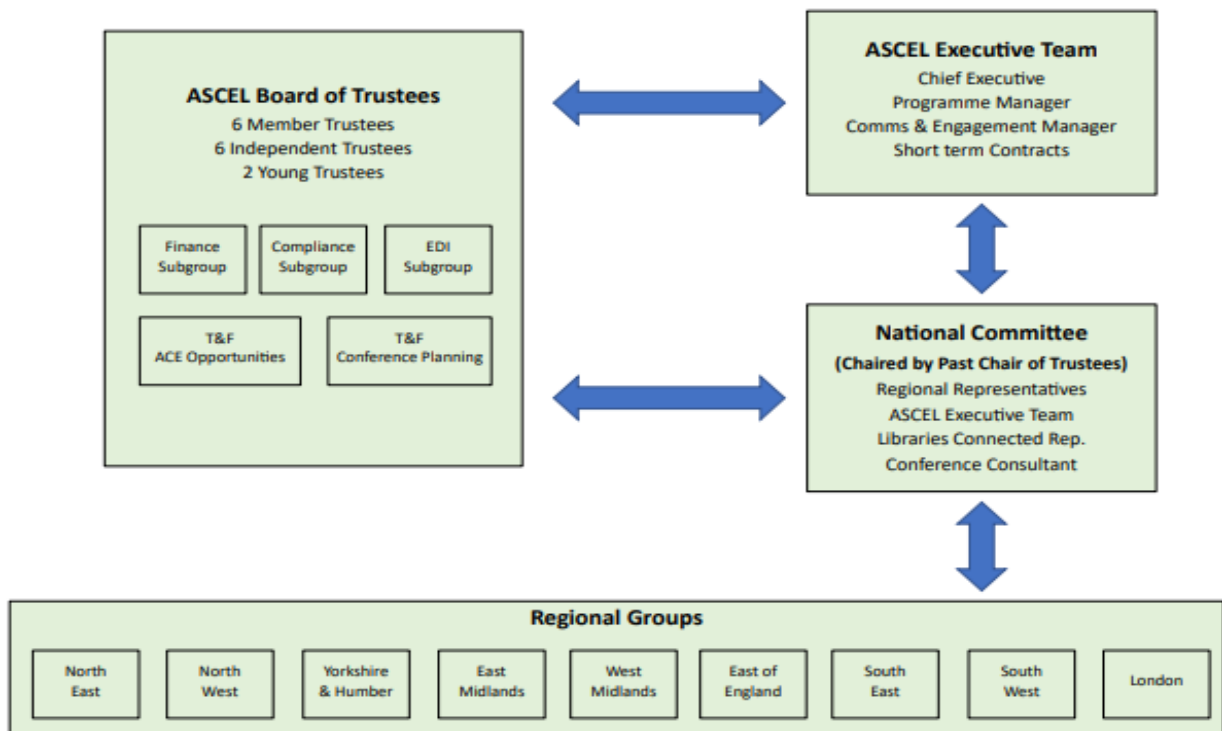
Risk Management

The Board has conducted a review of the major risks to which the charity is exposed. A risk register has been established and is reviewed and updated regularly. Where appropriate, systems or procedures are being established to mitigate the risks the charity faces. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. This will be updated on the start of the new CEO.

Organisational structure reflecting the recent change

ASCEL is now a Charitable Incorporated Organisation (CIO) with its National and Regional Committees still at its heart and driving force. Now as a charity the Board of Trustees also has a key part to play in the Governance of the Charity.

The relationship between the Board of Trustees, soon to be recruited Executive Team, National Committee and Regional Committees is illustrated clearly in the organogram below.



ASCEL Organogram 2023

Financial Review

The accounts presented cover the period from the registration of the charity on 21 September 2022 to the end of the first financial period on 31 March 2023.

The board opted to prepare receipts and payments accounts in this initial period. Accounts and financial monitoring was primarily undertaken by Anna Simmons (Treasurer). The process of engaging Beyond Profit as ASCEL's accountant began on 10 December 2022, with financial systems set up and support given, for example with setting up Pension, ready for 1 April 2023.

The board had previously set a budget for 2022/23 back in May 2022, prior to forming the Charity, for the Arts Council Grant England grant application. Progress against that budget and bank balances were monitored by the treasurer and reported to the board at all meetings to monitor going concern and cash flow. Significant expenditure on organisational set-up and income was also monitored and discussed.

These accounts have been prepared by Emma Willder, FCMA, CGMA, CG(Affiliate), Managing Director for Beyond Profit Ltd, in accordance with the Charity Commission guidance CC16b for Receipts and Payments accounts.

ASCEL has appointed Jo Roberts, ACMA, ATT, Director of Willow Accountancy to independently examine the accounts and other pertinent information.

An earlier report was presented covering the period from 1 April 2022 in accordance with the established practice for ASCEL as a membership association and its constitution as such.

Financial position on 21 September 2023

In February 2022, Birkets LLP were appointed to "draft a Transfer Agreement or other appropriate document (such as a Deed of Gift) to effect the transfer of the ACSEL's cash assets to the new CIO."

On its registration as a charity, £34,315 was donated from the membership association. At the end of the financial period, ASCEL held £28,728.52 cash, a movement of -£5,586.88.

	21-Sep-22	31-Mar-23
HSBC - Current Account	£17,629.27	£11,790.54
HSBC - Savings Account	£16,683.13	£16,937.98
	£34,315.40	£28,728.52

There were delays in setting up a new current and saving account for the charity with The Co-operative Bank. These included personal factors that affected the Treasurer's capacity, the time taken to seek legal advice and get consensus from Trustees following this, that the Trustees signing the forms were geographically remote, and the time taken to resolve a query relating to a signatory.

The advice sought from Birketts was in anticipation that communicating changes to local authorities and working through their processes would be a challenge and that not all would make the changes quickly: Birketts responded to a question regarding the appropriateness of using a Switch mechanism and the Trustees agreed to keep the HSBC account open, with money transferred periodically.

Forms to open the new accounts were posted on 10 December 2022, The Co-operative Bank accepted in principle on 16 January 2023, and informed ASCEL that their application had been successful on 6 March 2023, with the bank account opened on 10 March 2023. Factors at the HSBC Bank, such as staffing capacity to deal with business enquiries and errors in processing transactions, further delayed the transfer of money to the new current account (6 April 2023) and the closure of the savings accounts (completed 24 April 2023).

As a newly formed charity, ASCEL further invested in organisational change to continue its move from a volunteer-led membership association to one that had the right structure and capacity to meet its objectives, with £8,500 spent before incorporation and a further £7,441 since.

The investment included working with a consultant to secure Arts Council funding from April 2023 to March 2026 as a new Investment Principle Support Organisation.

Total expenditure to date includes consultancy fees (£9,149) to lead the application writing process and to work alongside the new Trustees, and with an HR company (£1,020) to put in place the required policies and procedures before recruiting ASCEL's first CEO, and legal fees (£5,343) to underpin the transformation of ASCEL from a membership organisation to a charity, including writing a new constitution and appointing trustees.

Reserves policy and position

A reserves policy was adopted in February 2023 and sets out that reserves are needed to ensure the continued operation of ASCEL, specifically to protect its day-to-day operation and to protect the charity in periods of uncertainty.

It is the aim of ASCEL to maintain an unrestricted reserve of two months of essential running costs.

For the period 21 September 2022 to 31 March 2023 the reserves target was £5,000 in total and reflect that ASCEL was volunteer-led at this time. With over £16,000 in savings throughout this period, the target of unrestricted reserves was met.

From April 2023, the reserves target increased to £30,000 with the first employee, the new CEO, set to start on 3 April 2023. This target represents two months' liabilities on operating costs and staff salaries.

The charity continued to use the existing HSBC savings bank account. A new savings account with The Co-operative Bank opened on 10 March 2023 and, following a processing error, funds were transferred from the closed account to the new account on 24 April 2023. As of 31 March 2023 cash held in the HSBC savings account had increased by £254.85 from £16,683.13 on 21 September 2022 to £16,937.98 on 31 March 2023.

The increase in the savings account included £56.63 in interest and £201.22 from a publisher based in Canada. With consideration to charges and exchange rates, £100 was agreed as an advance for exhibiting as a publisher at the conference to be held in November 2023.

Principal sources of funds

The 2022 Conference included income and expenditure before and after the Charity was incorporated. In total against expenditure of £18,894, the ASCEL conference held in November 2022, brought income of £18,549 comprising £13,448 in delegate fees and £5,101 from publishers exhibiting.

Membership fees totalled £8000, with £7400 paid for the subscription year 2022 –23 and £600 for the subscription year 2021-2022.

Fewer members paid for their subscription than anticipated and will be chased for their membership fees for 2022-23 along with their fees for 2023-24. The take up was affected by how members were asked to renew, with many missing the information about this on Updates, and personal circumstances affecting the Treasurer's ability to contact members individually.

Going concern

£200,000 has been secured in funding per year from April 2023 to March 2026, payable in quarterly amounts of £50,000. Clear targets have been set in ASCEL's 2023/24 budgets to increase income further: to increase and stabilise conference income to £21,000 per year, to increase the number of membership subscriptions, and to secure short-term project funding, including by applying for grant funding from The Arts Council and by working with partners, such as with The Reading Agency, to support their projects.

With the successful appointment of a CEO in the financial year 2022 – 2023, ready to start on 3 April 2023, and a commitment in the budget from April 2023 onwards for roles to support members and the annual conference, ASCEL will have the capacity in place to achieve this and begin looking at longer-term funding options, building on the successes of the membership association.

Having set up new systems with support from Beyond Profit, the treasurer, CEO and other staff, when appointed, will have access to current financial information through QuickBooks, with Beyond Profit preparing management accounts to be presented at Board meetings, with more detailed and regular review by the new CEO and Treasurer, specifically to produce quarterly financial reports required by The Arts Council as ASCEL's primary funder.

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<u>Annabel Gittins</u> <small>signed on 27/01/2024, 11:40:57 GMT</small>	<u><i>ASimmons</i></u> <small>signed on 26/01/2024, 10:09:50 GMT</small>
Full name(s)	Annabel Gittins	Anna Simmons
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date		



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

ASCEL (Association of Senior Children's and Education Librarians)

On accounts for the period

21st September 2022 to 31st March 2023

**Charity no
(if any)**

1200443

Set out on

Trustees report pages 1-9 and the Receipts and Payments accounts attached

**Responsibilities and basis of
report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the period ended 31/03/2023.

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.



CHARITY COMMISSION FOR ENGLAND AND WALES

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:

signed on 26/01/2024, 09:31:21 GMT

Name:

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

Address:

Section B Disclosure

Only complete if the examiner needs to highlight 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.

Signatures' technical details

Signatures

jo@willowaccountancy.co.uk

26/01/2024, 09:31:21 GMT

Fingerprint

555fc3d9ad559bf9a7888427b252f2c762100063

anna.simmons@ascel.org.uk

26/01/2024, 10:09:50 GMT

Fingerprint

decc2e33f48ead3dae235640897a7af31d9007bf

annabel.gittins@ascel.org.uk

27/01/2024, 11:40:57 GMT

Fingerprint

4b981ceb42d81f130c5258eca48447d32fdaf745

Event log

10.50.10.31 26/01/2024, 09:30:57 GMT
Signing request created.

System 26/01/2024, 09:30:59 GMT
Notification sent to jo@willowaccountancy.co.uk.

System 26/01/2024, 09:31:10 GMT
Signing page opened by signee jo@willowaccountancy.co.uk.

System 26/01/2024, 09:31:21 GMT
Signee jo@willowaccountancy.co.uk signed document.

System 26/01/2024, 09:31:22 GMT
Notification sent to anna.simmons@ascel.org.uk.

System 26/01/2024, 10:06:06 GMT
Signing page opened by signee anna.simmons@ascel.org.uk.

System 26/01/2024, 10:06:43 GMT
Signing page opened by signee anna.simmons@ascel.org.uk.

System 26/01/2024, 10:09:50 GMT
Signee anna.simmons@ascel.org.uk signed document.

System 26/01/2024, 10:09:52 GMT
Notification sent to annabel.gittins@ascel.org.uk.

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Signing page opened by signee annabel.gittins@ascel.org.uk.

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Summary

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Final stamp: 27/01/2024, 11:41:00 GMT



Trustees Annual Report
for
ASCEL
(Association of Senior Children's and Education Librarians)

21st September 2022 to 31st March 2023

Report dated 25th January 2024

Verification QR Code





CHARITY COMMISSION
FOR ENGLAND AND WALES

Association of Senior Children and
Education Librarians

1200443

Receipts and payments accounts

CC16a

For the period from	21/09/2022	To	31/03/2023
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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 £
A1 Receipts					
Conference Income	13,448	-	-	13,448	-
Membership Subscriptions	8,000	-	-	8,000	-
Bank Interest	57	-	-	57	-
Publisher	5,101	-	-	5,101	-
Donation from previous entity	34,315	-	-	34,315	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	60,921	-	-	60,921	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	60,921	-	-	60,921	-
A3 Payments					
Conference Expenditure	18,894	-	-	18,894	-
Committee Accom, Travel & Subs	1,133	-	-	1,133	-
IT, Accountancy, Stationery, Charges, Misc	434	-	-	434	-
Information Consultant salary	3,750	-	-	3,750	-
Training & Regional Groups	280	-	-	280	-
Libraries Connected Seminar	-	-	-	-	-
Organisational change and IPSOs bid	7,441	-	-	7,441	-
IFLA	356	-	-	356	-
Sub total	32,288	-	-	32,288	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	32,288	-	-	32,288	-
Net of receipts/(payments)	28,634	-	-	28,634	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	28,634	-	-	28,634	-

Jo Roberts

signed on 26/01/2024, 09:34:34 GMT

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	HSBC - Current Account		-	-
	HSBC - Savings Account		-	-
		-	-	-
	Total cash funds	-	-	-

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Owed by ASCEL (cash in bank)	28,729	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-


Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

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

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Supplier overpayment to be refunded	-95	-	
			-	
			-	
			-	
			-	

Net Assets 28,634 - -

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

Signature  signed on 26/01/2024, 10:11:27 GMT <u>Annabel Gittins</u> signed on 27/01/2024, 11:39:16 GMT	Print Name <div style="border: 1px solid black; height: 40px; width: 100%;"></div>	Date of approval <div style="border: 1px solid black; height: 40px; width: 100%;"></div> 25/01/2024 <u>Jo Roberts</u> signed on 26/01/2024, 09:34:34 GMT
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Signatures' technical details

Signatures

jo@willowaccountancy.co.uk

26/01/2024, 09:34:34 GMT

Fingerprint

57c1a7781328a374098cedd79fb111b793828cc7

anna.simmons@ascel.org.uk

26/01/2024, 10:11:27 GMT

Fingerprint

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annabel.gittins@ascel.org.uk

27/01/2024, 11:39:16 GMT

Fingerprint

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Event log

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Summary

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Final stamp: 27/01/2024, 11:39:18 GMT

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CHARITY COMMISSION FOR ENGLAND AND WALES	Association of Senior Children and Education Librarians	1200443	CC16a
	Receipts and payments accounts		
	For the period from 21/03/2022	To 31/03/2023	

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 £
A1 Receipts					
Charitable income	11,463	-	-	11,463	-
Donations & Subscriptions	8,000	-	-	8,000	-
Bank Interest	57	-	-	57	-
Rent	5,191	-	-	5,191	-
Donation from previous entity	34,313	-	-	34,313	-
	-	-	-	-	-
Sub total (Gross income for A1)	60,921	-	-	60,921	-
A2 Asset and investment sales, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	60,921	-	-	60,921	-
A3 Payments					
Conference Expenditure	18,891	-	-	18,891	-
Committee Allowance, Travel & Subs	1,153	-	-	1,153	-
IT, Accounting, Stationery, Charges, Mail	434	-	-	434	-
Information Consultant Salary	3,750	-	-	3,750	-
Training & Personal Groups	280	-	-	280	-
Bank and Corporate Services	-	-	-	-	-
Organisational change and IPSCs Ltd	7,441	-	-	7,441	-
PLA	356	-	-	356	-
Sub total	32,285	-	-	32,285	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	32,285	-	-	32,285	-
Net of receipts (payments)	28,634	-	-	28,634	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	28,634	-	-	28,634	-



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

ASCEL (Association of Senior Children's and Education Librarians)

On accounts for the period

21st September 2022 to 31st March 2023

**Charity no
(if any)**

1200443

Set out on

Trustees report pages 1-9 and the Receipts and Payments accounts attached

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the period ended 31/03/2023.

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").

**Responsibilities and basis of
report**

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.



CHARITY COMMISSION FOR ENGLAND AND WALES

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:

Jo Roberts

signed on 26/01/2024, 09:31:21 GMT

Date:

Name:

Mrs Joanne Roberts, Willow Accountancy Ltd

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

ACMA (Associate of Chartered Management Accountants)

Address:

Willow Cottage, Valley Road, Wotton under Edge, Glos GL12 7NP

Section B

Disclosure

Only complete if the examiner needs to highlight 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.