

## **Trustees' Annual Report for period 1st June 2024 to 31st May 2025**

Weston Community Library registered no.1203250

13 Church Street, Weston, Bath, BA1 4BU

### **Structure and Governance**

Weston Community Library was registered as a Charitable Incorporated Organisation (Foundation) on 24th May 2023.

It is managed by its Trustees by way of decisions taken at regular meetings.

Names of Trustees

Shelley Bromley

Rosemary Kerr Secretary

Barbara Kiernan Volunteer Co-ordinator

Caroline Sharpe Chair

Jean Waltham Volunteer Co-ordination

Stephen Watts Treasurer

All these trustees were appointed on the dissolution of the previous voluntary organisation known as Love Weston Library. There have been no changes of Trustees during this period. Barbara Kiernan and Caroline Sharpe were re-appointed as trustees for three years on 20 May 2025.

The governing document of the charity is its constitution.

### **Activities and Objectives**

The charity runs and manages a community lending Library to advance the education, and promote the recreation and leisure time occupations of the public in Weston, Bath and the surrounding area and communities.

The Charity operates in partnership with the Library Service of Bath and North East Somerset Council which provides the books and library management system.

The library is staffed entirely by volunteers and is open on three days a week for the reservation, collection and return of books, both those in the library and those available through the LibrariesWest online booking system. There is a children's corner where parents and carers can explore books with their children.

Outside normal opening hours, the Library holds regular sessions for two local nurseries.

Volunteers read stories, sing songs and introduce the pre-school children to books.

### **Achievements and Performance**

During this period a new Library management system was installed by the Council. Teething problems resulted in three months where accurate statistics were not available. However, the library has 559 members and issued over 9,000 books.

The charity has carried out refurbishments in the library, including; replacing the carpet; buying new desks and chairs for volunteers; a children's craft table and chairs and new blinds. The costs totalling £2,370 were covered by the grant given by Bath and North East Somerset Council last year.

The charity signed a five year lease on 1st July 2024 with Weston Working Men's Club to rent the premises at an annual rent of £2,000 payment due on 1st July each year.

The profile of the Library and publicity about events and activities have been enhanced thanks to the efforts of our social media team who maintain our website and Facebook pages.

### **Financial Review**

The charity is responsible for annual running costs of approximately £3,000 to cover lighting; heating; Internet and insurance. The trustees are aware of the need to fundraise every year to cover running costs whilst keeping a healthy reserve. Contributions to the electricity standing charge and Wi-Fi costs are obtained from any other tenant in the premises, when available. During this period, the Charity launched a bookmark fundraising initiative. The bookmarks, designed by Emma De Vries, included information on how to donate and were handed out in the library. Emma created a dedicated fundraising page on our website allowing donations either directly to our charity's bank account, or through the Charities Aid Foundation. The details were shared on our Facebook page by Emilie Rabot. This initiative and our increased social media presence has helped our fundraising efforts.

# Annual Accounts for Weston Community Library T/A Love Weston Library

## 01/06/2024 To 31/05/2025

<b>GENERAL INCOME</b>		£
Donations	see appendix for breakdown	530.38
Fundraising	see appendix for breakdown	536.45
Interest Income		151.78
	<b>Non-Reserve Income</b>	<b>1,218.61</b>
Transfers from Grant Reserve	Rent	2,000.00
	Fixtures, Fittings and Capital Items	2,369.87
	<b>Reserve Income</b>	<b>4,369.87</b>
<b>TOTAL GENERAL INCOME</b>		<b>5,588.48</b>

<b>GRANT INCOME</b>		
None		0.00
<b>TOTAL GRANT INCOME</b>		<b>0.00</b>

**GRAND TOTAL INCOME** **5,588.48**

<b>EXPENDITURE</b>		
Broadband	Appendix Note1	615.81
Electricity	Appendix Note2	-263.78
Insurance	Appendix Note3	80.36
Bank Charges		12.75
Website Hosting		0.00
Domain Name		0.00

AGM Room Hire		16.00
Printing	Bookmarks	31.25
Postage	HMRC	2.80

Grant Reserve	Rent	2,000.00
	F, F & Capital	2,369.87
	see appendix for breakdown	

**TOTAL EXPENDITURE** **4,865.06**

**ANNUAL SURPLUS/(DEFICIT) Transferred to General Reserves** **723.42**

	<b>RESERVES</b>		
<b>GENERAL RESERVE</b>	Balance	01/06/24	<b>8,058.73</b>
Annual Surplus/(Deficit) Transferred			723.42
<b>GENERAL RESERVE</b>	Balance	31/05/25	<b>8,782.15</b>
<b>GRANT RESERVE</b>	Balance	01/06/24	<b>17,100.00</b>
Income			0.00
Transfers out to General Income			4,369.87
<b>GRANT RESERVE</b>	Balance	31/05/25	<b>12,730.13</b>
<b>TOTAL RESERVES</b>	see appendix for breakdown	31/05/25	<b>21,512.28</b>

Signed Stephen Watts (Treasurer)  
Date 21/08/2025

Signed (Independent Examiner)  
Date

**Annual Accounts for Weston Community Library T/A Love Weston Library**  
**01/06/2024 To 31/05/2025**

**Appendix**

**GENERAL INCOME**

		£
Donations	Collection Tin	36.53
	Collection Tin	41.85
	Lloyds Bank; for error	40.00
	Sharpe	100.00
	Sherwin H	120.00
	Brigden J	20.00
	ThomasJ	5.00
	CAF Mrs Monika Jakubowska	8.60
	CAF Mrs Anna Hawker	19.20
	CAF Mr Jean-Baptiste Blanc	19.20
	CAf Mrs Emma Baker	12.00
	CAF Mrs Abbey Rice	6.00
	CAF Mrs Jennifer Weston	96.00
	CAF Dr Kimberley Twigg	6.00
<b>TOTAL Donations</b>		<b>530.38</b>

Fundraising	Book Sale: WestFest	201.45
	Relish Running	335.00
<b>TOTAL Fundraising</b>		<b>536.45</b>

**EXPENDITURE**

Grant Reserve - F, F & Capital	Carpets	1,206.16
	Furniture	458.10
	Socket Lead	29.99
	Cabinet Keys	19.00
	Shelf Bracket	13.50
	Internal doormat	29.99
	Bumpers for desk corners	4.25
	Frame for Insurance certificate	4.50
	Roller Blinds	442.00
	Key Safe covers	15.98
	Roller Banner	146.40
<b>TOTAL Grant Reserve - F, F &amp; Capital</b>		<b>2,369.87</b>

**TOTAL RESERVES - locations**

Current account	818.65
Savings account	20,651.78
Cash	41.85
<b>TOTAL</b>	<b>21,512.28</b>

**ADDITIONAL NOTES**

Broadband	This accounting period	824.05
Summary Note 1	* Shared Cost rebate for prior periods	-208.24
		<b>615.81</b>
Electricity	This accounting period	1,319.50
Summary Note 2	* Shared Cost rebate for prior periods	-1,583.28
		<b>-263.78</b>
Insurance	This accounting period	280.36
Summary Note 3	Prior period Shared Cost repaid	-200.00
		<b>80.36</b>

*\* Last year's accounts stated: "£1,791.52 owed to WCL at 31/05/24 has now been received and will be included in the next year's A/Cs."*