



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 6 April 2023 To 5 April 2024

Charity name: The Folklore Library and Archive

Charity registration number: 1203418

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance education for the public benefit by establishing and maintaining a folklore library and archive, to collect, preserve and make available for the future folklore-related materials for the benefit of research and public interest, contribute to the preservation and conservation of diverse folklore heritage materials for the public good and to increase accessibility to folklore and heritage materials for the benefit of the public.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	To maintain library and archives, accessible for public benefit To run projects related to the preservation of folklore and heritage, through internal funding or by grant application To stage lectures, performances and other events relating to folklore, both in-person or online, to raise funds for the charity to continue its work
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
	Para 1.38	N/A

Policy on social investment including program related investment		
Contribution made by volunteers	Para 1.38	N/A
Other		N/A

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>In the first year of operation since registration, the charity has undertaken a number of activities which benefit the public educationally and through wellbeing and inclusion. Some of these include:</p> <p>Implementing a local authority grant funded to project to collect and preserve photographs of historical and heritage interest</p> <p>Implementing a significant programme of free events, funded by grant donation from the National Grid as part of the warm space initiative.</p> <p>Running volunteer-led research projects surrounding folk arts</p> <p>Partnering with local organisations to co-host in-person events</p> <p>A programme of digitisation to make holdings available without the barrier of geography</p> <p>Implementing indexing of document holdings through volunteer contribution</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	

Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity started the financial period with nothing at incorporation and ended the year with a small surplus to carry forward of £1,373. It successfully operated for the period of the report on its turned over income of £7,216 to fulfil its constitutional objective
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The end of year surplus finances are carried forward to the next financial year to provide initial operating costs to fulfil requirements to pay due bills. The charity is not yet established enough to hold reserves outside of year-to-year operation
Amount of reserves held	Para 1.22	0
Reasons for holding zero reserves	Para 1.22	The charity is not yet established enough to be able to hold money in reserve
Details of fund materially in deficit	Para 1.24	No fund in deficit
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	No uncertainties about the charity continuing as a going concern at the time of filing this report

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	Charitable Incorporated Organisation whose only voting members are its charity trustees
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Initial trustees are still in post from the time of incorporation. Further trustees will be appointed through invitation by the current trustee board

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	The Folklore Library and Archive
Other name the charity uses	
Registered charity number	1203418
Charity's principal address	c/o Crediton Library Belle Parade Crediton Devon EX17 2AA

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Dr Paul Cowdell	Chair of Trustees		
2	Miss Amy Boucher			
3	Dr Peter Hewitt			
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Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

Paul Cowdell

Full name(s)

DR PAUL COWDELL

Position (eg Secretary,
Chair, etc)

Chair

Date

3.2.2025

	FOLKLORE LIBRARY AND ARCHIVE ACCOUNTS 2023-2024			
DATE	DESCRIPTION	CREDIT	DEBIT	TOTAL
24 July 2023	Opening balance	£0.00		£0.00
24 July 2023	PayPal credit for opening account	£0.01		£0.01
24 July 2023	Friends group subscriptions	£20.00		£20.01
2 August 2023	Building Communities grant payment	£953.00		£973.01
21 August 2023	Purchase of iPad for Building Communities grant project		£150.00	£823.01
23 August 2023	Purchase of slide scanner for Building Communities		£239.00	£584.01
29 August 2023	Donations	£10.00		£594.01
21 September 2023	Income via EventBrite - Jim Causley concert	£186.36		£780.37
25 September 2023	Cash deposit - ticket income from Jim Causley concert	£170.00		£950.37
25 September 2023	Performer payment - Jim Causley concert		£98.91	£851.46
25 September 2023	Performer payment - Jim Causley concert		£98.91	£752.55
25 September 2023	Card payments - tickets for Jim Causley concert	£39.28		£791.83
17 October 2023	Purchase of exhibition boards for Building Communities		£188.99	£602.84
24 November 2023	Invoice to Libraries Unlimited for provision of Preservica access	£1,920.00		£2,522.84
8 December 2023	Grant payment from National Grid, Warm Spaces	£3,341.00		£5,863.84
12 December 2023	Friends group subscription	£10.00		£5,873.84
12 December 2023	DA Christmas event cash ticket income	£230.00		£6,103.84
15 December 2023	Friends group subscription Arnopp	£10.00		£6,113.84
18 December 2023	DA Christmas event card ticket sales less card fees	£126.85		£6,240.69
18 December 2023	50% profit share of Christmas Event to Devonshire Association		£178.42	£6,062.27
20 December 2023	Payment of Preservica upgrade to 31 Oct 2024		£1,920.00	£4,142.27
2 January 2024	Payment Warm Winters staffing admin and building staffing 2023		£200.00	£3,942.27
2 January 2024	Room Hire Warm Winters Invoice 117107		£19.40	£3,922.87
5 January 2024	Train tickets - Johnny Mains, event 19 January		£22.30	£3,900.57
5 January 2024	Hotel Room - Johnny Mains, event 19 January		£75.00	£3,825.57
15 January 2024	Payment Warm Winters staffing admin and building staffing 2024		£100.00	£3,725.57
15 January 2024	Warm Winters talk - Ashley Thorpe. Inv No 379		£100.00	£3,625.57

24 January 2024	Payment Warm Winters staffing admin and building staffing 2025		£100.00	£3,525.57
6 February 2024	Payment Warm Winters staffing admin and building staffing 2027		£100.00	£3,425.57
6 February 2024	Payment Warm Winters staffing Alison Littlejohn Harp event		£50.00	£3,375.57
6 February 2024	Payment Warm Winters admin for Harp event 2028		£50.00	£3,325.57
12 February 2024	Warm Winters concert - Paul Wilson		£100.00	£3,225.57
12 February 2024	Payment Warm Winters staffing admin and building staffing 2029		£100.00	£3,125.57
14 February 2024	Warm Winters concert - EJ Baldry		£100.00	£3,025.57
14 February 2024	Warm Winters event - Character Creation Roleplaying		£100.00	£2,925.57
19 February 2024	Payment Warm Winters staffing Alison Littlejohn film screening		£46.87	£2,878.70
4 March 2024	Payment Warm Winters staffing admin and building staffing 2032		£303.13	£2,575.57
4 March 2024	Payment Warm Winters staffing Beth Vaughan for Lisa Schneidau		£50.00	£2,525.57
4 March 2024	Warm Winters performance - Lisa Schneidau		£150.00	£2,375.57
4 March 2024	Warm Winters concert Jim Causley inv TFLAP01		£200.00	£2,175.57
4 March 2024	Room hire for Warm Winters Libraries Unlimited Inv 11789		£252.20	£1,923.37
18 March 2024	Warm Winters talk Emma Laws		£50.00	£1,873.37
18 March 2024	Warm Winters talk Kristy Turner		£100.00	£1,773.37
18 March 2024	Payment Warm Winters staffing 2033		£200.00	£1,573.37
25 March 2024	Payment Warm Winters staffing 2034		£100.00	£1,473.37
25 March 2024	Warm Winters talk Tracey Norman		£100.00	£1,373.37
25 March 2024	Refreshment money donations - Warm Winters	£200.00		£1,573.37
4 April 2024	Warm Winters talk Emma Cunis		£100.00	£1,473.37
4 April 2024	Payment Warm Winters staffing 2037		£100.00	£1,373.37
	Total income	£7,216.50		
	Total expenditure		£5,843.13	
	Annual surplus / deficit			£1,373.37