



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 6 April 2024 To 5 April 2025

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	<b>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</b>
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	<b>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</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The trustees have had regard to the guidance issued by the Charity Commission on public benefit</b>

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>N/A</b>
Policy on social investment including program related investment	Para 1.38	<b>N/A</b>

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><b>In the second 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:</b></p> <p><b>Implementing a local authority grant funded project to provide a warm space over the winter, offering free educational and entertainment events.</b></p> <p><b>Implementing a significant grant-funded project with GWR to record rail heritage in the Devon area, including important oral histories and collecting of photographs from private collections.</b></p> <p><b>Partnering with local organisations to co-host in-person events</b></p> <p><b>A programme of digitisation to make holdings available without the barrier of geography</b></p> <p><b>Implementing indexing of document holdings through volunteer contribution</b></p> <p><b>Continuing to make a significant contribution to the preservation of heritage in our local area, and folklore materials more widely.</b></p> <p><b>Acting as a project partner on a HEFCE funded national folklore initiative</b></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	<b>The charity started the financial period with £1,373 and ended the year with a surplus to carry forward of £6,552. It successfully operated for the period of the report on its turned over income of £32,998 to fulfil its constitutional objective</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>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</b>
Amount of reserves held	Para 1.22	<b>0</b>
Reasons for holding zero reserves	Para 1.22	<b>The charity is not yet established enough to be able to hold money in reserve</b>
Details of fund materially in deficit	Para 1.24	<b>No fund in deficit</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>No uncertainties about the charity continuing as a going concern at the time of filing this report</b>

### 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	<b>Constitution</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Charitable Incorporated Organisation whose only voting members are its charity trustees</b>
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	<b>Initial trustees are still in post from the time of incorporation. Further trustees will be appointed through invitation by the current trustee board</b>

### 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**

Director name		

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year	

## 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

<b>Signature(s)</b>	Paul Cowdell	
<b>Full name(s)</b>	DR PAUL COWDELL	
<b>Position (eg Secretary, Chair, etc)</b>	Chair	
<b>Date</b>	3.2.2026	

<b>THE FOLKLORE LIBRARY AND ARCHIVE. Registered Charity No: 1203418</b>					
<b>Charity Accounts 2024 - 2025</b>					
<b>DATE</b>	<b>DESCRIPTION</b>	<b>CREDIT</b>	<b>DEBIT</b>	<b>TOTAL</b>	<b>RECEIPT/DOCUMENT REF</b>
6 April 2024	Opening balance	£1,373.37		£1,373.37	
9 April 2024	GoFundMe donations (rental fundraiser)	£444.14		£1,817.51	25/001
10 April 2024	GoFundMe donations (rental fundraiser)	£47.80		£1,865.31	25/002
10 April 2024	GoFundMe donations (rental fundraiser)	£62.11		£1,927.42	25/003
19 April 2024	Crediton Town Council grant	£1,000.00		£2,927.42	25/004
26 April	GoFundMe donations (rental fundraiser)	£125.73		£3,053.15	Bank statement 005
29 April 2024	GoFundMe donations (rental fundraiser)	£110.91		£3,164.06	Bank statement 006
30 April 2024	Deposit and room rental May		£220.00	£2,944.06	Bank statement 007
6 May 2024	Reimbursement for ebay purchase of SVHS player		£65.00	£2,879.06	25/008
3 June 2024	Room rental June		£110.00	£2,769.06	Bank statement 009
3 June 2024	Payment for Tony Gale Warm Winters talk		£100.00	£2,669.06	25/010
12 June 2024	GoFundMe donations (rental fundraiser)	£14.31		£2,683.37	25/011
19 June 2024	GoFundMe donations (rental fundraiser)	£33.73		£2,717.10	25/012
26 June 2024	Purchase of furniture for Archive room		£180.00	£2,537.10	25/013
3 July 2024	Business cards		£28.49	£2,508.61	25/014
3 July 2024	Tickets for Oral History Society conference		£150.00	£2,358.61	25/015
8 July 2024	Room rental July		£110.00	£2,248.61	Bank statement 016
12 July 2024	Grant funding received for GWR Heritage Railway project	£25,000.00		£27,248.61	25/017
15 July 2024	Reimbursement of expenses for Oral History conference		£352.14	£26,896.47	25/018
18 July 2024	Reimbursement for GWR purchase Nomono capsule		£2,290.00	£24,606.47	25/019
18 July 2024	Reimbursement for GWR purchase Talking Tiles		£59.95	£24,546.52	25/020
29 July 2024	Reimbursement for GWR purchase Laminates and Velcro		£16.34	£24,530.18	25/021
31 July 2024	MN GWR project salary July		£474.94	£24,055.24	25/022
31 July 2024	TN GWR project salary July		£949.88	£23,105.36	25/023
31 July 2024	IF GWR project salary July		£339.24	£22,766.12	Bank statement 024
1 August 2024	Room rental August		£110.00	£22,656.12	Bank statement 025
5 August 2024	Donation	£9.46		£22,665.58	Bank statement 026
2 September 2024	IF GWR project salary August		£339.24	£22,326.34	25/027

2 September 2024	MN GWR project salary August		£474.94	£21,851.40	25/028
2 September 2024	TN GWR project salary August and expenses		£1,023.68	£20,827.72	25/029
2 September 2024	Room rental September		£110.00	£20,717.72	Bank statement 030
5 September 2024	Reimbursement for Cine Film digitising equipment		£399.99	£20,317.73	25/031
30 September 2024	MN GWR project salary September and expenses		£610.56	£19,707.17	25/032
30 September 2024	TN GWR project salary September and expenses		£1,020.71	£18,686.46	25/033
9 October 2024	Room rental October		£110.00	£18,576.46	Bank statement 034
9 October	IF GWR project salary September and expenses		£452.64	£18,123.82	25/035
28 October 2024	Income from Crediton Museum folk song evening	£70.00		£18,193.82	25/036
31 October 2024	Eventbrite income James Wright talk	£138.00		£18,331.82	25/037
6 November 2024	MN GWR project salary October and expenses		£488.89	£17,842.93	25/038
6 November 2024	TN GWR project salary October and expenses		£1,045.99	£16,796.94	25/039
6 November 2024	IF GWR project salary October and expenses		£416.24	£16,380.70	25/040
6 November 2024	Room rental November		£110.00	£16,270.70	Bank statement 041
20 November 2024	James Wright talk invoice		£146.50	£16,124.20	Bank statement 042
2 December 2024	Room rental December		£110.00	£16,014.20	Bank statement 043
2 December 2024	MN GWR project salary November and expenses		£488.89	£15,525.31	25/044
4 December 2024	TN GWR project salary November and expenses		£1,038.68	£14,486.63	25/045
4 December 2024	IF GWR project salary November and expenses		£359.04	£14,127.59	25/046
6 December 2024	Payment received for Preservica from Reminiscence Project	£2,304.00		£16,431.59	25/047
16 December 2024	Grant funding received for Warm Winters from MDDC	£1,000.00		£17,431.59	25/048
29 December 2024	Payment to Preservica for 2025 archive provision		£2,304.00	£15,127.59	25/049
2 January 2025	GoFundMe donations (rental fundraiser)	£28.88		£15,156.47	Bank statement 050
5 January 2025	MN GWR project salary December and expenses		£488.89	£14,667.58	25/051
5 January 2025	TN GWR project salary December and expenses		£961.58	£13,706.00	25/052
5 January 2025	IF GWR project salary December and expenses		£361.46	£13,344.54	Bank statement 053
5 January 2025	Room rental January		£110.00	£13,234.54	Bank statement 054
24 January 2025	Table rental for Exeter History Book Day		£20.00	£13,214.54	25/055
27 January 2025	Payment to Jim Causley for Warm Winter event		£150.00	£13,064.54	25/056
27 January 2025	INV 2061 for staffing for Warm Winter events		£100.00	£12,964.54	25/057
27 January 2025	GoFundMe donations (rental fundraiser)	£346.54		£13,311.08	25/058
28 January 2025	GoFundMe donations (rental fundraiser)	£437.78		£13,748.86	25/059

29 January 2025	GoFundMe donations (rental fundraiser)	£52.90		£13,801.76	25/060
29 January 2025	GoFundMe donations (rental fundraiser)	£106.06		£13,907.82	25/061
30 January 2025	GoFundMe donations (rental fundraiser)	£134.68		£14,042.50	25/062
4 February 2025	Room rental February		£110.00	£13,932.50	Bank statement 063
4 February 2025	MN GWR project salary January and expenses		£517.12	£13,415.38	25/064
4 February 2025	IF GWR project salary January and expenses		£375.69	£13,039.69	Bank statement 065
4 February 2025	TN GWR project salary January and expenses		£1,071.40	£11,968.29	25/066
7 February 2025	GoFundMe donations (rental fundraiser)	£57.26		£12,025.55	Bank statement 067
7 February 2025	GoFundMe donations (rental fundraiser)	£100.95		£12,126.50	Bank statement 068
5 March 2025	Payment to Crediton Museum for Warm Winter talk		£50.00	£12,076.50	25/069
5 March 2025	Payment to William Mearns Warm Winter talk and staffing		£100.00	£11,976.50	25/070
5 March 2025	INV 2066 for staffing for Warm Winter events		£150.00	£11,826.50	25/071
5 March 2025	TN GWR project salary February and expenses		£994.93	£10,831.57	25/072
5 March 2025	MN GWR project salary February and expenses		£551.89	£10,279.68	25/073
5 March 2025	Room rental March		£110.00	£10,169.68	Bank statement 074
12 March 2025	IF GWR project salary February and expenses		£415.74	£9,753.94	25/075
13 March 2025	Talking tiles		£119.90	£9,634.04	25/076
17 March 2025	Stationery and batteries		£100.72	£9,533.32	25/077
17 March 2025	Nomono cloud upgrade		£2.01	£9,531.31	25/078
17 March 2025	Fee for Nomono		£0.05	£9,531.26	25/078
17 March 2025	Archive boxes		£148.68	£9,382.58	25/079
18 March 2025	iPad stand		£124.56	£9,258.02	25/080
19 March 2025	Luggage tage for GWR project		£5.75	£9,252.27	25/081
19 March 2025	Nomono cloud payment		£21.67	£9,230.60	25/082
19 March 2025	Fee for Nomono		£0.59	£9,230.01	25/082
20 March 2025	Donation box		£14.49	£9,215.52	25/083
24 March 2025	GRIN Newsletter subscription		£15.00	£9,200.52	25/084
28 March 2025	Libraries Unlimited payment for printing GWR project		£150.00	£9,050.52	Bank statement 085
31 March 2025	Turning Tides catering GWR project		£400.00	£8,650.52	Bank statement 086
31 March 2025	Libraries Unlimited GWR project		£49.00	£8,601.52	25/087
31 March 2025	MN GWR project salary March and expenses		£563.33	£8,038.19	25/088
31 March 2025	IF GWR project salary March and expenses		£499.24	£7,538.95	Bank statement 089

31 March 2025	TN GWR project salary March and expenses		£986.44	£6,552.51	25/090
	Total income		£32,998.61		
	Total expenditure		£26,446.10		
	Surplus reserves			£6,552.51	



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

The Folklore Library & Archive

On accounts for the year  
ended

5 April 2025

Charity no  
(if any)

1203418

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 05/04/2025.

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 (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Bridget Gillard

Date:

4.2.26

Name:

BRIDGET GILLARD

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

EXECUTIVE SECRETARY OF THE DEVONSHIRE ASSOCIATION

Address:

UNIT 10, CHITTERLEY BUSINESS CENTRE, SILVERTON,  
EXETER, EX5 4DB

**Section B****Disclosure**

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

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