

THE FEDERATION OF CHILDREN'S BOOK GROUPS
CHARITY NUMBER 268289

REPORT & FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

**THE FEDERATION OF CHILDREN'S BOOK GROUPS
REPORT & FINANCIAL STATEMENTS**

YEAR ENDED 31 DECEMBER 2023

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THE FEDERATION OF CHILDREN'S BOOK GROUPS

LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NAME: The Federation of Children's Book Groups

CHARITY REGISTRATION NUMBER: 268289

TRUSTEES:

Patricia Adams	Chair
Jane Etheridge	Vice Chair
Anne Bradley	National Secretary
Sarah Stuffins	Treasurer
Rosemary Pike	
Diane Gaunt	
Annie Everall	(resigned 15/4/2023)
Elizabeth Hall	(resigned 15/4/2023)

PRINCIPAL ADDRESS:

Wakananai
Firs Road,
Mardy,
Abergavenny,
NP7 6NA

INDEPENDENT EXAMINER:

Dunstanette Kuti FCCA
Community Action Sutton,
Granfers Community Centre
73-79 Oakhill Road
Sutton
SM1 3AA

BANKERS:

Lloyds Bank plc

THE FEDERATION OF CHILDREN'S BOOK GROUPS

REPORT OF THE BOARD OF TRUSTEES For the year ending 31 December 2023

The Board presents the report and financial statements for The Federation of Children's Book Groups for the year ended 31 December 2023. The statements appear in the format required by the Statement of Recommended Practice for Accounting and Reporting by Charities (revised December 2005). The report and statements also comply with Companies Act 2006.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The organisation is a charity and its governing instrument is a Constitution, originally adopted on 2 October 1976.

Objectives and Activities

To educate children by encouraging them to read and appreciate books

In the interests of social welfare, to organise appropriate and enjoyable leisure time activities that broaden children's experience of life and encourage children's awareness of the world around them.

Public Benefit

The activities that we carry out are described above. These activities are undertaken to meet our objectives and aims and to further our charitable purposes for the public benefit.

In setting and reviewing our objectives and aims, and in planning and carrying out our activities, we have due regard to the public benefit guidance published by the Charity Commission.

Recruitment and Appointment of Trustees

The Board carries out regular reviews of its skill sets and endeavours to recruit as required in order to forward the work of the charity

Risk Management

The organisation has mitigated its financial risk by adopting a reserves policy which is outlined below. Annual accounts and returns are filed with the Charity Commission. In-house financial mentoring is undertaken to ensure charity funds are being properly controlled and in accordance with its constitution objectives.

During the year the charity did not employ anyone and was managed and operated by the Trustees voluntarily.

THE FEDERATION OF CHILDREN'S BOOK GROUPS

REPORT OF THE BOARD OF TRUSTEES (continued) For the year ending 31 December 2023

Organisation of the Charity

Membership of the Federation is open to any persons or group of persons operating as children's book group.

The Federation consists of

- Children's book groups, individual members and professional members.
- The Regional Organisation as and when appropriate.
- The Executive Committee and Honorary Officers.

Achievements and performance

An in person conference was held in April 2023 at Rugby School. The number of delegates had increased since 2022 and the conference was deemed to be a success. A venue has been booked for 2024

The Children's Book Award ceremony was held at the Centre for Literacy in Primary Education. Following legal action supported by our insurers the Federation was repaid £5000 by the venue for the 2022 award ceremony which was cancelled due to industrial action. There is a significant amount of money in the deposit account which will be required to fund the Children's Book Award until a new sponsor is found. The National Executive is investigating a number of possible sources of funding.

FINANCIAL REVIEW

The results for the year end and financial position of the Charity are shown in the annexed statements.

The charity's net deficit is £294 (£134 surplus, 2022). This leaves final balances to carry forward of £78,939 of which £74,685 Unrestricted funds and £3,254 Restricted funds. (£78,233 Total funds, 2022). Since the Balance Sheet date no significant changes have taken place.

THE FEDERATION OF CHILDREN’S BOOK GROUPS

REPORT OF THE BOARD OF TRUSTEES (continued)
For the year ending 31 December 2023

RESERVES POLICY

The Charity’s Trustees aim is to have cash reserves to keep a minimum of three months operating costs, building to a maximum of six months when funds allow, though the nature of the charity’s funding dictates that this will be a slow process. The Reserves Policy is reviewed annually by the Trustee Board.

TRUSTEES RESPONSIBILITIES

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the financial activities of the company and of the profit or loss of the company for that period.

In preparing those Financial Statements the Trustees are required to select suitable accounting policies and apply them consistently; make judgements and estimates that are reasonable and prudent; and prepare the financial statements on a going concern basis unless it is inappropriate to assume that the company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

INDEPENDENT EXAMINERS

A resolution proposing Community Action Sutton be appointed as Independent Examiners of the charity will be put to the Annual General Meeting.

BY ORDER OF THE BOARD

.....
Ms Patricia Adams (Chair)

.....
Ms Sarah Stuffins (Treasurer)

.....
Date

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE FEDERATION OF CHILDREN'S BOOK GROUPS

I report on the accounts for the year ended 31st December 2023 set out on pages 6-12 which have been prepared under the accounting policies set out on page 8.

Respective responsibilities of trustees and examiner

The Charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an Independent Examination is needed

Having satisfied myself that the charity is not subject to audit under company law and is eligible for Independent examination, it is my responsibility to:

- Examine the accounts under section 145 of the 2011 Charities Act;
- Follow the procedures laid down in the general directions given by the Charities Commission under section 145(5)(b) of the Charities Act; and
- State whether particular matters have come to my attention.

Basis of independent review

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe, that in any material respect, the requirements have not been met:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the statement of Recommended Practice; Accounting and Reporting by Charities; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Dunstanette Kuti FCCA MCSI

Position: Community Accountant
Community Action Sutton
Granfers Community Centre,
73-79 Oakhill Road, Sutton, Surrey,
SM1 3AA

Date:

STATEMENT OF FINANCIAL ACTIIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2023

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
		£	£	£	£
Income:					
Charitable Activities		25,253	-	25,253	27,230
Voluntary Income		17,765	-	17,765	6,320
Investment Income		258	-	258	15
Total Income	2	43,277	-	43,277	33,565
Expenditure:					
Charitable Activities		42,606	-	42,606	32,581
Governance costs		965	-	965	850
Total Expenditure	3	43,571	-	43,571	33,431
Net Income / (Expenditure)	4	(294)	-	(294)	134
Transfers between funds		-	-	-	-
Total Funds brought forward		74,979	3,254	78,233	78,099
Total Funds carried forward		74,685	3,254	77,939	78,233

The charity has no recognised gains or losses other than those in the statement of financial activities. Therefore, no statement of total recognised gains and losses has been prepared. All the above amounts relate to continuing activities.

The notes on pages 8 to 12 form part of these accounts.

**THE FEDERATION OF CHILDREN'S BOOK GROUPS
BALANCE SHEET AT 31 DECEMBER 2023**

	Note	2023 £	2022 £
FIXED ASSETS:			
Tangible Assets	6	6,900	6,900
CURRENT ASSETS:			
Stock		164	164
Debtors & Prepayments	7	3,890	7,583
Cash at bank and in hand		74,820	64,436
		<u>78,874</u>	<u>72,183</u>
LIABILITIES:			
Creditors: Amounts falling due within one year	8	1,425	850
Deferred income	9	6,410	-
		<u>7,835</u>	<u>850</u>
NET CURRENT ASSETS:		71,039	71,333
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>77,939</u>	<u>78,233</u>
FUNDS			
Unrestricted funds		74,685	74,979
Restricted funds		3,254	3,254
TOTAL FUNDS	10	<u>77,939</u>	<u>78,233</u>

The financial statements were approved by the board on _____ and signed on its behalf by:

The notes on pages 8 to 12 form part of these accounts.

THE FEDERATION OF CHILDREN'S BOOK GROUPS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

1. ACCOUNTING POLICIES

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the financial statements.

Basis of preparation of Accounts

The financial statements have been prepared under the historical cost convention and in accordance with the Companies Act 2006 and the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2015), effective January 2015.

Fund Accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the charitable objectives of FCBG.

Restricted funds are made up of grants received for the specific projects including salary payments and may only be applied for this purpose. Any changes to the agreed budgets must be agreed with the funders considered before being actioned.

Incoming Resources

All incoming resources are included in the Statement of Financial Activities when FCBG has entitlement to the income and there is a certainty of receipt and the amount is quantifiable. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts are included when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.

Interest receivable is included when receivable.

Resources Expended

Expenditure is recognised on an accruals basis as a liability is incurred.

Costs of generating funds comprise the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature to support them.

Governance costs include those costs associated with organisational administration and compliance with constitutional and statutory requirements.

THE FEDERATION OF CHILDREN'S BOOK GROUPS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2023
2. INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Charitable Activities				
FCBG Conference	23,979	-	23,979	17,276
FCBG	1,274	-	1,274	4,954
Jean Russell	-	-	-	5,000
	25,253	-	25,253	27,230
Voluntary Income				
FCBG				
Subscriptions	5,345	-	5,345	2,820
Donations and Sponsorship	5,897	-	5,897	3,500
CBA				
CBA contributions	6,523	-	6,523	-
	17,765	-	17,765	6,320
Other income				
Bank interest received	258	-	258	15
	258	-	258	15
Total Income	43,277	-	43,277	33,565

THE FEDERATION OF CHILDREN'S BOOK GROUPS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2023
3. EXPENDITURE:

	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Charitable Activities				
FCBG				
Exec Travel	2,302	-	2,302	643
Secretarial	81	-	81	84
Newsletter	1,320	-	1,320	1,280
Pub and Merchandise	-	-	-	150
NSSM	59	-	59	98
CBA	11,020	-	11,020	5,570
NNFN	260	-	260	-
Insurance	325	-	325	325
Sundries	1,540	-	1,540	495
Storage	1,152	-	1,152	1,152
Meetings/Room Rental	144	-	144	203
CDL Hotel Ltd -dispute	2,083	-	2,083	-
FCBG Conf				
2023 Delegate refunds	-	-	-	55
2023 Delegate refunds	400	-	400	1,678
2023 venue fees	18,589	-	18,589	12,794
Speaker fees	3,200	-	3,200	3,675
2023 expenses	132	-	132	36
PIA 2021 venue fees	-	-	-	4,344
	42,606	-	42,606	32,581
Governance costs				
Independent Examiner's fee	965	-	965	850
Trustees' expenses	-	-	-	-
	965	-	965	850
	43,571	-	43,571	33,431

THE FEDERATION OF CHILDREN'S BOOK GROUPS**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2023****4. NET RESOURCES FOR THE YEAR**

(a) This is stated after charging:

Independent Examiners Fee

2023	2022
£	£
965	850

(b) Donated goods in the year

2023	2022
£	£
Nil	Nil

5. STAFF COSTS

Trustee and Employee information

Trustees

No remuneration or expenses were paid to any trustee during the year (2022: nil).

The aggregate amount of reimbursed traveling expenses made to the four trustees was £ nil (2022: nil).

6. FIXED ASSETS**Cost**

At 31 December 2023 and 2022

Trophies	Total
£	£
6,900	6,900

Depreciation

At 31 December 2023 and 2022

-	-
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Net Book Values

At 31 December 2023 and 2022

6,900	6,900
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7. DEBTORS

Prepayments

2023	2022
£	£
3,890	7,583
3,890	7,583

THE FEDERATION OF CHILDREN'S BOOK GROUPS**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 DECEMBER 2023****8. CREDITORS – amounts falling due within one year**

	2023	2022
	£	£
Accrued expenses	475	-
Accrued Independent Examiners Fees	950	850
TOTAL	1,425	850

9. DEFERRED INCOME

	2023	2022
	£	£
2024 Delegates	5,405	-
2024 Publishers	1,005	-
	6,410	-

10. TOTAL FUNDS

	At 31 December 2022	Income	Expenditure	Transfers	At 31 December 2023
	£	£	£	£	£
Restricted Funds					
National Year of Reading Fund	3,254	-	-	-	3,254
Restricted Funds	3,254	-	-	-	3,254
Unrestricted Funds					
General Fund	74,979	43,277	(43,571)	-	74,685
	78,233	43,277	(43,571)	-	77,939