

Registered charity number
1169266

Kirkbymoorside Community Library & Information Centre
A Charitable Incorporated Organisation (CIO)

Report and Accounts

31 March 2017

Structure, Governance and Management

The organisation is a Charitable incorporated Organisation (CIO) with voting members and is constituted under the terms of The Charities Act 2011.

The governance of the organisation is determined by the constitution, approved by the Charity Commission on 9 September 2016 and entered on to the list of registered charities on the same date. It is managed by 6 volunteers who form the Board of Trustees and meet at least bi monthly to discuss the running of the Library.

Objectives and Activities

The core of our activity is to provide library and information services for adults and children. This is achieved by the loan of books, story tapes, talking books and DVDs. In addition, we provide access to computers, the internet and printers/photocopiers. There is also the availability of information on health and social care, housing, education, leisure activities, welfare benefits, community safety, local authority services, childcare, voluntary groups and area transport.

Meeting rooms are available to hire by local groups and individuals.

Storytime sessions for pre-school children and their parents are held twice a month.

Public Benefit

The Trustees have complied with the Charities Act 2011 and the Charity Commission guidelines in having due regard to public benefit by the provision of activities listed above.

Report on Achievements for the period to 31 March 2017

Forming a Steering Committee to establish the community library.

Gaining funding from NYCC and agreeing terms of the lease and Service Level Agreement

Raising funds through various events

Consulting people in the town to establish what they want the library to provide.

Recruiting and training 34 volunteers

Organising a formal opening day with town band, local dignitaries, children's fancy dress and crafts, and two author talks.

Reserves Policy

The Trustees have secured grants of £9,000 per annum up to 31 March 2020. The grants are towards the rent and running costs of the library. Annual running costs are estimated at £20,000 per annum.

As at 31 March 2017 we had funds of just under £6,000. Our objective is to build up our reserves annually, so that by March 2020 we have reserves of £20,000, equal to running costs for one year.

Kirkbymoorside Community Library & Information Centre
Registered charity number: 1169266
Trustees' Report

This report was approved by the board on and signed on its behalf.

Name of Trustee:

Approved by the board on:.....

**Kirkbymoorside Community Library & Information Centre
Accountants' Report**

**Accountants' report to the Trustees of
Kirkbymoorside Community Library & Information Centre**

You consider that the charity is exempt from an audit for the period ended 31 March 2017. You have acknowledged, on the balance sheet, your responsibilities for complying with the requirements of the Charities Act 2011 with respect to accounting records and the preparation of accounts. These responsibilities include preparing accounts that give a true and fair view of the state of affairs of the Charity at the end of the financial period and of its profit or loss for the financial period.

In accordance with your instructions, we have prepared the accounts which comprise the Profit and Loss Account, the Balance Sheet and the related notes from the accounting records of the charity and on the basis of information and explanations you have given to us.

We have not carried out an audit or any other review, and consequently we do not express any opinion on these accounts.

LT Tax Services Ltd
Accountants & Chartered Tax Advisors

9 West End
Kirkbymoorside
N Yorks
YO62 6AD

Date:.....

Kirkbymoorside Community Library & Information Centre
Profit and Loss Account
for the period from 9 September 2016 to 31 March 2017

	Notes	2017 £
Incoming resources	1, 2, 7	8,014
Resources expended	7	(2,773)
Net movement of funds for the year		<u>5,241</u>
Exceptional items:		<u>5,241</u>
Net movement of funds for the year		<u>5,241</u>
Reconciliation of funds		
Total funds brought forward		645
Total funds carried forward	11	<u>5,886</u>

Kirkbymoorside Community Library & Information Centre
Balance Sheet
as at 31 March 2017

	Notes	2017 £
Current assets		
Debtors	8	1,500
Cash at bank		3,908
Cash in hand		853
		<u>6,261</u>
Creditors: amounts falling due within one year	9	(375)
Net current assets		<u>5,886</u>
Net assets		<u>5,886</u>
Funds		
Funds brought forward		645
Net movement of funds for year		5,241
Total funds	10, 11	<u>5,886</u>

The Trustees are satisfied that the charity is entitled to exemption from the requirement to obtain an audit.

The Trustees acknowledge their responsibilities for complying with the requirements of the Charities Act 2011 with respect to accounting records and the preparation of accounts.

Trustee:

Approved by the board on:.....

Kirkbymoorside Community Library & Information Centre
Notes to the Accounts
for the period from 9 September 2016 to 31 March 2017

1 Accounting policies

Basis of preparation

The accounts have been prepared under the accruals basis of accounting and present a true and fair view.

2 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

3 Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates.

4 Legal status of the charity

The charity is a Charitable Incorporated Organisation.

5 Trustees' remuneration and related party transactions

None of the Trustees received any remuneration or expenses during the period.

6 Taxation

As a charity, Kirkbymoorside Community Library & Resource Centre is exempt from tax on its income and gains.

7 Incoming and outgoing restricted funds

	Restricted funds £	Unrestricted funds £	Total funds £
Incoming resources	1,500	6,514	8,014
Resources expended	-	(2,773)	(2,773)
Net movement of funds for the year	<u>1,500</u>	<u>3,741</u>	<u>5,241</u>

8 Debtors

**2017
£**

Grants

1,500

9 Creditors: amounts falling due within one year

**2017
£**

General outgoing expenses

375

Kirkbymoorside Community Library & Information Centre
Notes to the Accounts
for the period from 9 September 2016 to 31 March 2017

10 Restricted funds as at 31 March 2017

Restricted funds
 Unrestricted funds

Total funds
 £
 1,500
 4,386

 5,886

11 Movement in funds

At 9 September 2016
 Profit for the period

At 31 March 2017

2017
 £

645
 5,241

5,886

Kirkbymoorside Community Library & Information Centre
Detailed profit and loss account
for the period from 9 September 2016 to 31 March 2017

	2017 £
Incoming funds	8,014
Outgoing resources	(2,773)
	<hr/> 5,241
Net incoming funds	<hr/> 5,241

Kirkbymoorside Community Library & Information Centre
Detailed profit and loss account
for the period from 9 September 2016 to 31 March 2017

	2017 £
Incoming funds	
Adult book sales	99
Children's book sales	48
Event books	439
DVD sales	10
Photocopying	7
Fines	2
Computer use	41
Reservations	9
Fundraising	1,590
Donations	813
Grants	4,800
Printing	119
Other income	37
Total incoming funds	<u>8,014</u>
Outgoing expenses	
Insurance	169
Market stalls	29
Advertising	526
Questionnaires	880
Library events	412
Book events	336
Photocopying	7
Christmas events	63
Web and logo design	100
Stationary	19
Postage	28
Computer equipment	36
Miscellaneous	168
Total outgoing expenses	<u>2,773</u>
Net incoming funds	<u>5,241</u>