

# **Derwent Valley BRIDGE**

## **Community Library and Resource Centre**

(A Charitable Incorporated Organisation)  
(Charity Registration Number 1152276)

### **Trustees' Annual Report & Financial Statements** **for the year ended**

**31 March 2023**

*Tracy Bramley ACMA, CGMA*  
*Charity Accounts Preparation &*  
*Independent Examination*

**Derwent Valley BRIDGE**  
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# Trustees' Annual Report

From: 01 April 2022

To: 31 March 2023

## Reference and Administration details

**Charity name** Derwent Valley Bridge Community Library and Resource Centre

**Other names the charity is known by** -

**Registered Charity number** 1152276

**Charity's principal address & Registered Office** 3 Pickering Road  
West Ayton  
North Yorkshire

**Postcode** YO13 9JE

## Names of the charity trustees (who are also the members) 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)
Laurel Armitage	Chair		
Clive Proctor	Vice Chair		
Anita Cassedy			
David Knowleden			
Margaret Barker			
Helen Evans			
Cllr David Jeffels			
John Fortnum			

## Names of any custodian trustees

Dates acted if not for whole year

None

## Structure, governance and management

### Description of the charity's trusts

**Governing Document** CIO - Association

**How the charity is constituted** Charitable Incorporated Organisation

**Registration date** 04 June 2013

### Appointment of trustees

The number of trustees must not fall below three or exceed twelve. At every AGM one third of the board of trustees retire but they can stand for re-election if they so wish.

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

Provision of a community library, information service and IT resources as part of a multiservice facility within the Derwent Valley. We provide opportunities for volunteering, an adult readers book club, activities for children and their families/carers, a local history/family history resource, talks and events of literary and local interest, a craft group and meeting rooms for the local community.

## **Summary of the main activities undertaken for the public benefit in relation to these objects**

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, child care, voluntary groups and area transport.

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.

## **Achievements and performance**

### **Summary of the main achievements of the charity during the year**

#### **Chair's Report**

After the previous year, it was good to be almost back to normal, although it took some time for this to happen. This was partly due to lack of volunteers; some had left after lock down; some wanted to do less hours, and others were reluctant to return whilst the danger of Covid was still there.

However, during the year, we managed to recruit some new volunteers, both for desk work and for children's activities, and a number of existing volunteers returned to the library. Fortunately customers too returned and during the year we had 480 active borrowers with 13,853 issues. We have continued to deliver books to the Home Library service readers.

Our storytime sessions (now Happy Hour) have been back since October 2022, Knit & Stitch also started in October and Book Club in November, moving to a morning session rather than evening.

During the year we had four visits from East Ayton School and a volunteer has been into the school to read to the children. 78 children signed up for the Summer Reading Challenge, and we organised a number of successful events for children, including a Halloween Trail which proved extremely popular.

The Pat Almond lecture was given by Caroline Hawley, Antiques expert, and fundraising events included Easter and Christmas draws, Annual Quiz, Book stall at Ayton Gala. A grant was received from Snainton Parish Council and we continue to provide books to the Reading room at Snainton. The Talks programme was re-introduced and talks were well attended.

We have installed a new fire alarm system linked to new retainers on the fire doors, and have installed railings and a gate to close off the garden from the front path. The outside of the library which was looking very shabby, has been re-painted with the help of a volunteer painter. A tree was planted in the garden with a time capsule to mark the Queen's Jubilee and a garden party was held for library volunteers and customers.

Our garden volunteers continue to do a great job and the garden looks well, including the Rainbow garden. Thanks also to our maintenance and cleaning volunteers who keep the library looking in good order.

Our volunteers enjoyed a 10th birthday celebration and a Christmas evening meal.

Sadly Robin, our Treasurer, had to step down due to ill health – we thank him for all his hard work and wish him well for the future.

The next year will bring many challenges, mainly funding, due to the extra cost of utilities, and the fact that our fundraising has suffered during the lockdown periods.

## **Financial Review**

The results for the period ending 31st March 2023 show final balances of £12,707 unrestricted free reserves and £2,159 designated reserves. The latter reflecting the Pat Almond Memorial Fund.

There have been no new restricted funding grants received this year.

### **Reserves Policy**

In financial terms, the CIO holds unrestricted reserves of over a full year budgeted operating costs.

### **Funds materially in deficit**

None

### **Going concern**

The trustees are confident that the charity can meet its financial obligations over the forthcoming year.

## **Trustee's responsibilities in relation to the financial statements**

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;  
and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act. 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.

## **Declaration**

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

**Signed on behalf of the charity's trustees**

**Name**                      Laurel Armitage

**Position**                 Chair

**Date**

# Independent Examiner's Report

## Independent examiner's report to the trustees of Derwent Valley Bridge Community Library and Resource Centre

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2023 which are set out on pages 5 to 7.

### 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 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.

Tracy Bramley

Date:

Tracy Bramley ACMA, CGMA  
Orchard House Accounting  
Orchard House  
72 Low Moorgate  
Rillington  
Malton  
YO17 8JW

# Derwent Valley BRIDGE

(A Charitable Incorporated Organisation)

(Charity Registration Number 1152276)

## Receipts and Payments Accounts for the year ending:

31 March 2023

		Restricted funds	Designated funds	Unrestricted funds	Total 2023	Total 2022
<u>Receipts</u>	Notes	£	£	£	£	£
Friends of the Library				15	15	27
Donations	2			1,137	1,137	465
Fundraising				635	635	117
Book sales				441	441	316
Book club				72	72	201
Pat Almond Memorial			652		652	1,332
Grants	3			600	600	770
Room hire				242	242	-
Baby book time				28	28	64
Story time				168	168	-
Talks				774	774	-
Harrogate Show					-	1,050
Fines				896	896	570
All other services				180	180	121
Sundry (insurance claim 2022)				237	237	1,563
<b>Total receipts</b>		<b>-</b>	<b>652</b>	<b>5,425</b>	<b>6,077</b>	<b>6,596</b>
<u>Payments</u>						
Electricity & gas				3,568	3,568	1,273
Rates & water				177	177	127
Phone calls & rental				1,192	1,192	1,086
Repairs, maintenance & garden				304	304	621
Insurance				813	813	813
Pat Almond Memorial Lecture			755		755	1,380
Children's activities				227	227	182
Stationery & office equipment				178	178	221
Licences & fees				93	93	20
Sundry expenses				668	668	45
Knit & Stitch group/Harrogate Show					-	1,050
Meetings admin & AGM fees				878	878	571
Independent Examination				375	375	325
Equipment					-	793
Training				120	120	-
Health & Safety				482	482	-
Galvanised railings					-	1,230
<b>Total payments</b>		<b>-</b>	<b>755</b>	<b>9,075</b>	<b>9,830</b>	<b>9,737</b>
<b>Net of receipts/(payments)</b>		<b>-</b>	<b>(103)</b>	<b>(3,650)</b>	<b>(3,753)</b>	<b>(3,141)</b>
Transfers between funds		-	-	-	-	-
Cash funds last year end		-	2,262	16,357	18,619	21,760
<b>Cash funds this year end</b>		<b>-</b>	<b>2,159</b>	<b>12,707</b>	<b>14,866</b>	<b>18,619</b>

# Derwent Valley BRIDGE

(A Charitable Incorporated Organisation)

(Charity Registration Number 1152276)

## Statement of Assets and Liabilities at:

31 March 2023

	Total 2023 £	Total 2022 £
<b>Cash funds</b>		
Cash at Bank and in Hand		
Current Account	14,707	18,608
Cash/cheque banking clearing post year end	146	-
Cash in hand (mixed coins held)	13	11
<b>Total cash funds</b>	<b>14,866</b>	<b>18,619</b>

## Represented by funds

Restricted funds	-	-
Designated funds	2,159	2,262
Unrestricted funds	12,707	16,357
	<b>14,866</b>	<b>18,619</b>

## Liabilities

Creditors Due Within One Year	
Statutory Accounts Preparation & Independent Examination Fee	390
Corona Gas Feb	415
Business Stream March	14
Npower March	167

These accounts were approved by the trustees on

and signed on their behalf by:

Signed .....

Name      Laurel Armitage

Position    Chair

Date



# Derwent Valley BRIDGE

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Notes to the accounts for the year ended:

31 March 2023

## 1 Basis of preparation

The trustees have taken advantage of the Charities Act 2011 and prepared the accounts on a receipts and payments basis, with all revenue and expenses shown on a cash basis.

## 2 Donations

	2023 £	2022 £
Various donations and donations in kind.	<u>1137</u>	<u>465</u>

## 3 Grants

	2023 £	2022 £
Parish Councils	600	500
Friends of Scarborough Library		270
	<u>600</u>	<u>770</u>

## 4 Restricted funds

Name of funder	b/f 1 April £	Receipts £	Payments £	Transfers £	c/f 31 March £
No new restricted funds received	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

## 5 Designated funds

These amounts relate to the Pat Almond Memorial.

## 6 Reserves Policy

The trustees have approved a reserves policy which supports the accumulation of unrestricted reserves to an amount that will enable the organisation to function for at least 12 months.

## 7 Guarantees to third parties

The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at the year end the CIO did not have any outstanding guarantees to third parties nor any debts secured on assets of the CIO.

## 8 Trustees

No trustees received any remuneration for services rendered during the year, nor payment for trustee expenses (2022: Nil)