

Annual report 2018-19

Denby Dale Community Project, operating as Denby Dale Community Library

The Trustees are pleased to report another successful year. We provide a safe and welcoming building for the community of Denby Dale and surrounding villages, together with a small and well-used community car park.

The building provides a free space for Kirklees Council to run a community-supported library, thus preserving a popular service within the village. It also provides a community hub for a wide range of activities, both formal and informal. The building benefits from a café and gift shop, run by Kirkwood Hospice, a local charity.

Improvements to our building

We have raised additional funds this year to improve the energy efficiency of our building. We received grants from Kirklees Councillors, the Parish Council and the The Cheridan Raithby Charitable Trust. These have been used to improve our green credentials by installing more energy efficient internal lights and putting photovoltaic panels on our roof. As well as saving us money, this has helped to reduce our carbon footprint by a total of 2.6 tons in 2019.

Our external noticeboard has been renovated so that we can more effectively promote events in our building and in the local area. This is a service welcomed by clubs, choirs, charities and churches in our community.

Feedback from our community

During the year we conducted a survey within Denby Dale and the surrounding villages that form the catchment area for our library. We were delighted to receive 170 responses, representing a return rate of over 10%.

There was overwhelming support for the community library building:

- 44% said it was important and they use it regularly;
- 44% said it was important and they use it occasionally;
- 11% said it was important although they don't use it;
- just 1 person said it was not important.

When we asked what people wanted to do in the building, perhaps not surprisingly, borrowing books came top (87%), but accessing local information was second (79%). The car park and café were also seen as important by around 2/3 of respondents.

Around a third of people said that photocopying, wifi and access to computers was important to them – and we know from experience that, although these numbers are lower, to the people that need them, the services are vital.

Of possible groups, local history, craft and reading were the most popular. Although smaller in numbers, there was also support for activities for pre-school and school age children.

The vast majority of people said they would donate occasionally, indicating that there is support for our annual raffle. Nearly 60 said they were likely to support us with regular donations, over 50 people with one-off tasks and 26 by volunteering.

We are using the feedback from this survey to target our priorities for the next three years, particularly looking at increasing our book stock and improving the provision of local information.

Increased use of our building

We are seeing increased use of our building, by both groups and individuals.

Kirklees Library statistics show over 12,500 books were borrowed by 844 active users. Our number of active users has increased by nearly 20% since last year. 223 new users were registered in the year and there were 489 uses of the public access computers (WiFi use is not recorded). Volunteers gave 874 hours in support of Kirklees Library Service, with a volunteer always matching the paid staff hours.

Over the summer we promoted reading for children through the national Reading Challenge. At the end of the summer we held a successful celebration event, where special certificates were presented to the children by our local Member of Parliament. There were lots of proud parents in attendance.

We have a number of regular craft and reading groups, which are open to anyone in the community to join, meeting in our building during the day. We also see many familiar faces, with some older people who live on their own coming in most days for a drink and a friendly welcome. People who work from home can also become isolated and a number of them come to use our free wifi and get some company.

Our evening use is rather more limited, offering weekly meditation classes and a monthly programme of literary events, including author talks and poetry readings.

Our partner, Kirkwood Hospice run the café and gift shop. They too are seeing increased takings and are making good use of the building for meetings and events.

Governance and finance

One of our founding Trustees and Chair, Jim Dodds, stood down just after the end of the financial year after six years of service. We are very grateful for his leadership. Pete Belsey took over as Chair on an interim basis. Two new Trustees were appointed during the year demonstrating continued support from our community.

The partnerships with Kirklees Library Service and Kirkwood Hospice are important to us and we hold regular meetings with their representatives to make sure our building continues to meet their needs and that our purposes are aligned.

We are in a good financial position, with an operating surplus of £850 – rent and lettings income covered our running costs for the year. Fundraising, donations and grants covered building improvements this year and have given us enough to pay for the planned car park works next year. We are very grateful for all our supporters, including members of our Supporters Club; people who have bought raffle tickets, attended events or donated into our collecting tins; the Parish Council and local Kirklees councillors who have given us grants; and local people who have donated money and time.

Our accounts, available on the CC website, have been professionally checked and approved.

Risks

We have identified the following key risks:

Health & safety

- We take the health and safety of the people using our building seriously. During the year we have set up a volunteer caretaking group who perform an agreed programme of tests, checks and inspections. All of our volunteers have a health & safety induction.

Data protection

- We are compliant with the General Data Protection Regulation.

The future of the Kirklees Library Service

- We waited most of the year to hear the outcome of the Kirklees Library Service review, which formed part of the local authority cuts. This was originally expected in summer 2018; but was finally announced in March 2019.
- The Library Service is now part of Adult, Health & Social Care, where the positive benefits in early intervention, combating loneliness, provision of information etc. are better appreciated. As a result, Kirklees Council intends to keep all 24 Kirklees libraries open operating on a “hub and spoke” model. Our community library will be a “spoke” from the main Huddersfield library “hub”.
- This model is about community-supported rather than community-run libraries so each library will need its own plan especially as it will depend on the number, skill and willingness of volunteers.
- We will continue to work closely with Kirklees Library Service to make best use of the resources allocated to our library.

| Denby Dale Community Library | | | |
|---|----------------------------------|-------------|-------------------|
| Income & Expenditure Account for year to 31st March 2019 | | | |
| | | £ | £ |
| RECEIPTS | | | |
| | Rent & room hire | | 8,200.75 |
| | Donations | | 1,007.00 |
| | Supporters fund / Fund raising | | 3,102.01 |
| | Solar feed in tariff | | 58.45 |
| | Bank interest received | | 17.11 |
| | | | 12,385.32 |
| PAYMENTS | | | |
| | Services | | 4,041.86 |
| | Maintenance | | 2,565.25 |
| | Others | | 1,188.79 |
| | | | 7,795.90 |
| TRADING SURPLUS | | | |
| | | | 4,589.42 |
| CAPITAL ITEMS (wholly funded by grant) | | | |
| | Solar panels | 8,838.50 | |
| | Lighting | 1,283.16 | |
| | Cashbox | 15.99 | |
| | Less: Capital grants / donations | - 15,000.00 | 4,862.35 |
| OVERALL SURPLUS FOR YEAR | | | |
| | | | 9,451.77 |
| Balance Sheet as at 31st March 2019 | | | |
| | | £ | £ |
| | Building | 250,000.00 | |
| | Additions - covered by grant | - | 250,000.00 |
| | Equipment b/fwd | | 500.00 |
| | Rent refund (paid in error) | | - 243.00 |
| | Bank current account | | 9,254.85 |
| | Bank deposit account | | 16,895.45 |
| | Cash float | | 50.01 |
| | | | 276,457.31 |
| | Funds b/forward | | 267,005.54 |
| | Surplus for the year | | 9,451.77 |
| | | | 276,457.31 |

Independent examiner's report to the trustees of Denby Dale Community Library

I report on the accounts of the Library for the year ended 31 March 2019, which are attached.

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 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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 next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect the requirements :
 - To keep accounting records in accordance with section 130 of the 2011 Act and
 - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met, 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: Adam J M Corn

Professional Body : Association of Accounting Technicians

Address: 50 Woodside Road, Beaumont Park, Huddersfield, HD4 5JR.

Date: 20th July 2019

Signed :

