

Company no. 08313429

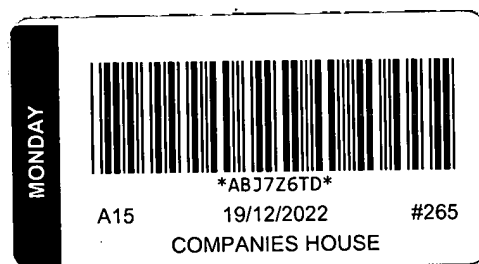
Charity no. 1151668

## Upper Norwood Library Trust

### Company Limited by Guarantee

### Annual Report and Financial Statements

31 March 2022



## **Contents**

REFERENCE AND ADMINISTRATIVE DETAILS	3
CHAIR'S REPORT	5
STRUCTURE, GOVERNANCE AND MANAGEMENT	7
OBJECTIVES AND ACTIVITIES	9
ACHIEVEMENTS AND PERFORMANCE	10
FINANCIAL REVIEW	11
INDEPENDENT EXAMINER'S REPORT	15
NOTES TO THE FINANCIAL STATEMENTS	19

**Upper Norwood Library Trust (UNLT)**

Company Limited by Guarantee

Reference and administrative details

Year ended 31 March 2022

The Trustees present their report and the unaudited financial statements for the year ended 31 March 2021. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered charity name:** Upper Norwood Library Trust (UNLT)  
UNLT runs the Upper Norwood Library Hub (UNLH)

**Charity registration number:** 1151668

**Company registration number:** 08313429

**Registered Office:** 39 Westow Hill  
Upper Norwood  
London SE19 1TQ

**The Trustees:**

The following Trustees who were in office at 31st March 2022 and at the time this report was approved and served throughout the year.

Trustee	Title	Joining Date	Resignation Date
Samantha C Brown	Trustee		
Grahame Danby	Trustee	15 June 2021	
Thea J Edwards	Chair	(to 11 July 2022)	11 July 2022
Sarah Fok	Trustee		25 September 2021
Pam M Gray	Trustee		1 December 2021
Sheung Wah Lee	Treasurer	2 May 2022	
Clare Paget	Chair	15 June 2021 (Chair from 11 July 2022)	
June O'Sullivan	Trustee		
Andrew Sturtevant	Trustee	15 June 2021	
Yee Man Anna Hui	Treasurer		15 April 2022
Angeliki Karydi	Trustee	2 May 2022	
Katie Finn	Trustee	12 July 2022	

**Senior Management:**

Name	Title	Resignation Date
Margaret Adjaye	Joint Hub Director	30 November 2021
Emily Jewell	Joint Hub Director	11 March 2022
Chris Neath	Library Hub Manager	30 June 2022
Jenny Irish	Hub Director (appointed 2 August 2022)	
Sub Baidya	Library Hub Manager (appointed 15 September 2022)	

**Bankers:** National Westminster Bank plc  
PO Box 575  
Rotherham, S63 3FJ

**Solicitor:** Shoosmiths  
9th Floor  
Platform Building  
New Station St  
Leeds  
LS1 4JB

**Independent examiner:** BDA Associates Limited  
Chartered Accountants  
Global House  
1 Ashley Avenue  
Epsom  
KT18 5AD

**Exemptions from disclosure**

No details concerning the names of Trustees, senior management team, the Charity's principal address, name of any chief executive officer or other senior staff members have been withheld from this report.

**Funds held as custodian Trustee on behalf of others**

Neither the Charity nor its Trustees are acting as custodian Trustees therefore this is not featured in this report.

**Upper Norwood Library Trust (UNLT)**  
Company Limited by Guarantee  
Trustees' Annual Report (Incorporating the Director's Report)  
Year ended 31 March 2022

**Chair's Report**



Upper Norwood Library Trust is a small, passionate innovative community business located in the Upper Norwood Library Hub in the heart of Crystal Palace. Our building houses the library service provided by Boroughs of Lambeth and Croydon and the Trust ensures the continuation of library services. We also provide a home to the Library of Things. The Hub provides educational, cultural, performance and wellbeing services for the benefit of the community.

Our building is owned by the Local Authorities of Lambeth and Croydon and the Trust are in the final stages of agreeing the terms of a lease. Much needed repair work on the building has been agreed. The London Borough of Lambeth have secured a decarbonisation grant to enable works to go ahead to make the beautiful old building more environmentally efficient and sustainable

UNLT continued to provide services for the community through the pandemic thanks to specialists in our team who worked to provide a live stream service when the premises were closed. When the Hub opened up its doors again the community, service users returned, as did service providers who came back to provide events, classes and clubs for the benefit of the community. The Trust were able once again to provide holiday camps for children and performing arts clubs and wellbeing services. The services currently provided at the Hub include services for the community such as the Big Energy Saving Network which assists vulnerable energy consumers with their energy bills, and The Clear Community Web, which provides computer classes and advice to local residents and English classes. We regularly run events, such as comedy and music nights, and provide regular children's performing arts classes during the week and at weekends as well as providing space for hire for private events, including weddings. The Hub has emerged from the pandemic as a lively and vibrant community asset, providing events, education and assistance for all sections of the community.

The Trust has not been immune to the national trend of job movement post pandemic. Our Joint Hub Directors, Margaret Adjaye and Emily Jewell (who job shared the Joint Hub Director post), sadly left to move on to pastures new. The Board wishes to record our appreciation and thanks to our outgoing Joint Hub Directors who took UNLT through the difficult circumstances of the pandemic with creativity, innovation and hard work and the management team who stepped up to take the reins during a period of staff turnover.

The Board also saw some fluctuations of personnel post pandemic. We sadly said goodbye to Anna Hui, our Treasurer. I am writing this report as our Chair, Thea Edwards also sadly stepped down in August 2022. The Board would like to place on record their appreciation and thanks to the outgoing Trustees for all their hard work and dedication to UNLT and the community of Crystal Palace.

The Trustees have recruited Jenny Irish as our new Hub Director who began her role on the 2<sup>nd</sup> of August.

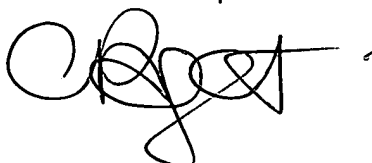
UNLT has emerged from the pandemic with a reinvigorated sense of purpose and energy. The Trustees and the Hub Director will focus on business resilience, inclusion and ensuring that the building is secured and fit for purpose, particularly in relation to the forthcoming energy challenges. The focus of UNLT will be on continuing to ensure that the future of the Library Hub is secure, and ensuring that

we have a compelling offer to all sections of the community. We will continue to work for a stable and secure future for community services and the library.

I would like to thank all our staff, volunteers, trustees, funders, donors, partners, library staff and Lambeth and Croydon councils for their continued support for the Trust as well as our community and service users. We look forward to continuing our work with the people of Crystal Palace and surrounding areas and maintain the place of the Library Hub at the heart of the community.

**Clare Paget**

**Chair of Trustees**

A handwritten signature in black ink, appearing to read 'Clare Paget', with a large circular flourish at the start and a horizontal line extending to the right.

## **Structure Governance and Management**

### **Structure and governance**

Upper Norwood Library Trust ('the Charity') is a company limited by guarantee (Company no. 08313429) and a registered charity (Charity no. 1151668) governed by its memorandum and articles of association.

### **Appointment of Trustees**

Upper Norwood Library Trust has a structured recruitment and interview process for Trustees. Diversity and Equality lies at the heart of the process, and the Charity welcomes trustees from all backgrounds, irrespective of sex, sexual orientation, age, disability, race, nationality, or political, religious or other beliefs. Applicants successful at interview are approved by Trustees before they join the Board. Trustee vacancies are advertised locally, in the library hub and through relevant professional networks particularly when seeking trustees with specific/specialist skills. Trustee vacancies are sometimes advertised in national charity/umbrella organisations. To ensure both new and existing trustees have the specific and general knowledge required of their responsibilities as a Charity Trustee to enable them to carry out their roles, UNLT has a structured induction programme including individual meetings with other trustees, as well as a Trustee Reference Manual, which includes material on the Charity Commission's regulation and guidelines, the Charity's policies and processes.

The Trustees are Directors of the Company for the purposes of company law.

Before the pandemic ("Covid-19"), trustees met as a body four times and additionally considered specific items via group email or visits/informal meetings with the Hub Directors. Trustees met virtually with increased frequency from March 2020 when the pandemic started, sometimes weekly. Since January 2021, they meet monthly as a Board. Trustees on the sub-committees of the Board meet quarterly and the sub-committees update the Board regarding their actions at the monthly and now quarterly Board meetings. Trustees receive financial updates approved by the Finance Committee and detailed organisational and business reports from the Senior Management Team.

No Trustee received any remuneration from the Charity during the period (2020/21: £nil).

### **Organisational structure**

The Charity is controlled by The Board of Trustees, who are also directors of the Company. Day to day management and decision making is delegated to the Hub Directors who are not trustees.

Three sub-committees of the board, namely the Finance Working Group, HR Committee and the Fundraising and Income Generation Working Group meet quarterly and support the strategic development and monitoring of the Charity's business, financial and fundraising strategies, legal, governance and organisational development activities.

## **Finance and Administration**

The Charity uses Xero for day-to-day financial management and reporting. The Charity received a small grant from the Community Trade Up Programme (a Power to Change and the School for Social Entrepreneurs initiative), and with Trustees approval, it invested in Calxa. Calxa provides accurate monthly reports, forecasts and business insights. The Charity also secured additional support on a volunteer basis from the previous Treasurer, bringing much needed capacity to the team.

Everyday management accounting, secretarial, legal and administrative requirements of the charity is delegated to the Senior Management team, supported by the Treasurer. Trustees receive monthly financial updates from the Senior Management team, detailed management reports are then presented by the Finance Committee at quarterly trustee meetings for forward planning and decision making.

### **Arrangements for setting the pay and remuneration of the Charity's key senior management personnel**

Senior management personnel are remunerated in line with market rates for comparable roles in similar organisations in the Charity sector. The Trustees reviewed the salary range for the role of UNLT Director when advertising the vacant position in March 2022 and approved a salary increase on this basis. The Trustees also approved salary increases based on market data for comparable roles in the sector when seeking to fill the position of Programme Manager and Library Hub Manager, both on a substantive continuing basis in July 2022. Our pay policy aims to ensure we can attract and retain staff at UNLT whilst ensuring the budget is well managed.

### **Relationship with Third Party**

There were no transactions with the Charity's wholly owned subsidiary Upper Norwood Library Enterprises Limited which was dormant throughout the period.

Other than those transactions stated above there were no related party transactions during the period.

### **Donation to Charity by Trustee or Third Party**

The total amount of donations received from a Trustee or a related party was £Nil (2020/21: £500).



## **Upper Norwood Library Trust**

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) (continued)

Year ended 31 March 2022

### **OBJECTIVES AND ACTIVITIES**

#### **Charitable purpose**

The charitable objects of the Charity relate to the community and residents of Upper Norwood and surrounding areas and in particular but without limitation are to:

1. Advance the education of the public by the provision of or assistance in the provision of a library and/or a library service to be available to the public at large;
2. Without prejudice to the generality of the above, advance the education of the public by the management and operation of The Upper Norwood Library, including facilities for adults, children, young people, including information and study facilities;
3. Advance the education of the public through the development of programmes to promote literacy and lifelong learning;
4. Develop the skills and capacity of those sections of the community in need, whether by reason of youth, age, infirmity, disability or social or economic circumstances to enable them to participate more fully in society;
5. Pursue such other charitable purposes consistent with the above, as the trustees in their absolute discretion shall determine.

#### **Our Vision**

To provide lifelong learning and opportunity for local communities.

#### **Our Mission**

Designing inclusive spaces for learning, wellbeing and the arts that support local communities and protect and sustain libraries.

#### **Our aims and objectives**

To:

- a) Ensure local residents have ongoing access to a professional library service and community services they need locally and cannot access elsewhere. Delivered through the following activity areas:
  - Culture and Creativity
  - Lending and Sharing
  - Community Enterprise
  - Community learning
  - Health and wellbeing
  - Financial Growth

**Establish a robust and consistent fundraising strategy:** to develop an overarching fundraising strategy and plan, with a well-rounded fundraising model. Fundraising will leverage community relationships for ongoing support, both with larger donations and consistent small contributions that will allow us to expand our impact. Build relationships with charitable trusts and foundations who offer unrestricted and capital funds to keep the building in good repair and to improve the premises. Utilise project funds to support programmes and experiment with new areas of delivery for the community.

## Public benefit

UNLT continues to identify and apply for grant funding to support the charity's work and to generate income through its programmes and services.

During the year the Charity successfully applied for grants to deliver a range of services to local residents which included:

- Arts Philanthropy Trust
- Power To Change – Community Business Renewal Fund
- The Big Energy Saving Network (BESN) jointly funded by the Department for Business, Energy and Industrial Strategy (BEIS) and National Energy Action (NEA)
- Croydon Council HAF
- Norwood Forum – Gipsy Hill Health & Wellbeing Fund
- GLA High Street Delivery
- Croydon Council – Croydon Household Support Fund
- Lambeth Council – Local Restart Grant
- Lambeth Council – Local Restart Grant
- Lambeth Council – Lambeth Omicron Hospitality and Leisure Grant

The Charity is actively investigating and implementing different ways of generating income through music, arts, cultural and social events, funding applications, organising activities and letting space which will enable it to continue both housing the provision of the library service and provide free or subsidised cost services and activities which benefit the local community.

## ACHIEVEMENTS AND PERFORMANCE

### What we set out to do    What we achieved

#### Manage the UNLH building

We negotiated with some suppliers to keep running costs low and followed guidance during the Omicron wave of the pandemic. We continued lease negotiations with Lambeth and Croydon including discussions to 'make good'/repair

#### Sustain and develop Community Learning activities in the library hub

Crystal Palace Performing Arts developed into a very successful performance school in the community and continued to engage local children and young people across 2 weekly sessions. We delivered Croydon and Lambeth Holiday Activities and Food Projects as part of our children's creative holiday camps providing meals for local children throughout the holiday period alongside creative, educational activities.

#### Grow and sustain wellbeing activities.

Our partnership with our digital partner ClearCommunityWeb continues to be invaluable and our space provides weekly opportunities for the organisation to engage with digitally excluded adults. Our valued long term ESOL volunteers continued to support a number of people online all through the pandemic. Their commitment and passion enabled us to support 100s of people who needed support with English Language skills. We started delivering weekly chair exercise classes for older adults to improve their health and wellbeing as well as meet others, feel connected and part of their

	local community. We introduced Boxercise to improve physical and mental wellbeing amongst local residents.
<b>Sustain and develop the lending and sharing economy</b>	The library co-funded by Lambeth and Croydon Council continued to serve the local community and the Library of Things enabled the community to borrow equipment they desperately needed.
<b>Grow our reputation as a local performance, cultural and creative hub.</b>	We offered a varied programme of theatre and performances via our community spaces and our community ran numerous classes and activities through our space hires. This vibrant offer has helped solidify our presence as a leading venue locally. We recruited a Programme Producer to ramp up our performance, cultural and creative activities; to build new connections and opportunities for the library hub and our community, and to support our drive for sustainability. UNLH is always striving to create partnerships which will benefit its communities, and we secured a partnership with RTI & ORBIT to launch a pilot community lab later in 2022.
<b>Develop and sustain enterprise activities in order to increase trading income</b>	We continued to build our trading income and explore opportunities through hiring of equipment, rooms in the library hub and our studio space. The bar was available for people to use during events, activities and for hire. We extended our successful children's performance arts events across libraries and venues in Croydon generating some income to support the organisation and to increase our social impact.
<b>Maintain good governance and communication across the organisation</b>	Trustees continued to meet quarterly. A number of policies were reviewed and updated. In June 2021, we recruited additional trustees with legal, HR and research experience and have since recruited additional Trustees with environmental and marketing experience and a new Treasurer. We revised existing HR and organisational policies and introduced new ones. Weekly meetings were initiated with staff and volunteers to continue to strengthen communication across the organisation and to update them on the changes we made to our HR and organisational policies.
<b>Continue to monitor and report on our impact and the differences we make.</b>	We recruited an Impact and Evaluations officer to maintain and develop our impact and reporting framework. We continued to request completed evaluations after each event and project activities; the analysis of these feed into the planning of future activities. We also complete evaluation reports for funders, we share our impact and the differences we make on our website, through our newsletters and with our partners and stakeholders.

## **GOING CONCERN AND OUR PLANS FOR 2022/23**

Like many other organisations, we are still facing unprecedented uncertainty about our future. Trustees continued to work on recovery plans and worked hard to secure grants and maintain the financial resilience of our Charity, and to review the impact on our staff and our services. We continue to adapt and keeping our 5-year business plan under review as we emerge from the pandemic in a very competitive market place.

To generate income, we will:

- continue to maintain a pipeline of funding opportunities and work hard to secure multi-year funding wherever possible to assure our viability and future in the long term. Funding will also be sought to sustain and expand existing services and activities.
- Revisit our branding and build a stronger foundation which more clearly communicates our objectives and intended impact
- explore new partnership and funding opportunities with councils, arts and theatres, and community and public service organisations to bring local communities the services they need and want.

We will also continue to strengthen the library hub as an organisation, recognising our evolving needs as we grow and become more established. We recently initiated an employee wellbeing programme and instituted a pay policy for the organisation

Due to prudent management of our finances in earlier years we had sufficient reserves which, together with securing some available specific funding, helped us weather this difficult time.

Trustees will continue to meet with Lambeth and Croydon Councils to finalise outstanding building issues and lease arrangements. Further, we will strengthen involvement in the Community Managed Libraries peer network to ensure learning from the Network's activities and engagement with government, statutory and national bodies to inform decision making/plans in the organisation.

We continue to maintain reserves to cushion any future period of closure or enforced reduced activity, and together with reduced operating costs and our plans to generate income, the trustees are content to adopt the going concern basis for preparing these accounts.

### **Volunteer Numbers**

We supported 21 volunteers, bringing more volunteers in to support building services, reading with children, events, library of things, front of office, events, bid writing, social impact, marketing and communications.

In accordance with the SORP, due to the absence of any reliable measurement basis, the contribution of these volunteers is not recognised in the financial statements.

### **Financial Review**

The statement of financial activities on page 16 summarises the income and expenditure of the charity during the year ended 31 March 2022.

#### **Income**

Our principal funding sources are grants from charitable trusts and foundations, grants from Lambeth and Croydon councils, donations, consultancy and income through use of the building and its facilities for the local community.

Total income for the year was £332,586 (2020/2021: £351,989). Donations for the year were £4,659 (2020/2021: £30,778) and grants received were £135,748 (2020/2021: £181,561). Income from

Charitable Activities was £66,010 (2020/2021: £16,041) and from Trading Activities was £84,271 (2020/2021: £45,779). Due to the pandemic, we lost income from performance arts and community events and from confirmed space hire bookings. Potential income was also lost as enquirers and those ready to make a booking did not go ahead due to Covid-19, There has been a slow return to previous activities. We received furlough payments from the Government's Job Support Scheme of £41,898 (2020/2021: £77,830).

### **Expenditure**

Expenditure for the year was £332,411 (2020/2021: £221,435), £13,443 (2020/2021: £9,915) of this relates to raising funds; £258,481 (2020/2021: £172,400) was spent on charitable activities and £60,487 (2020/2021: £39,120) was spent on trading activities. Due to the pandemic and reduction in events expenditure was correspondingly below budget in many areas.

### **Financial Position**

The net movement in funds for the year was a surplus of £175 (2020/2021: surplus £130,554). This is due mainly to lower furlough payments and to expenditure on grants, especially those which are supporting recovery from the effects of the pandemic, and to a return to keeping the building operational 7 days a week.

The Charity ended the year with reserves of £261,191 (2020/2021: £261,016) of which £17,315 was restricted (2020/2021: £9,520) and £243,876 (2020/2021: £251,496) was unrestricted.

Details of restricted funds can be found in note 17 to the financial statements together with an analysis of movements in the year. Funds raised in the year are held as either restricted funds (where grant funders or donors have specifically requested that their grants or donations are used on a project) or within unrestricted funds (where no restrictions are placed by the donor). The Trustees are satisfied with the year-end position of the Charity.

### **Reserves policy**

The Trustees reviewed the Charity's reserves policy during the year. Trustees believe it is prudent to hold a level of free reserves to enable them to weather disruptions to income and cash flow, to take advantage of change and opportunity as it presents itself and to allow the fundraising and core charitable operations of the Charity to continue for a minimum of six months. This will allow the Charity to respond in a considered way to an adverse change in circumstances, give sufficient time to assess emerging circumstances, and to develop and implement appropriate plans, without requiring a crisis response. This was shown to be particularly important during the Covid crisis and in the lengthy recovery period since.

As the Charity's activities expand, the Trustees continue to assess the appropriate level of free reserves for such purposes to allow for the uncertainty of both actual receipt and timing of grants and future fundraising income and meeting the unplanned costs of urgent requirements or of sudden closure. These reserves will be held in liquid and readily realisable assets accessible within one month.

Any free reserves held at any time over and above the agreed amount will be considered by Trustees to be available for new projects.

Our target reserve levels are set at a level to cover six months' fixed costs based on the higher of six months' fixed cost for the financial year ended or budgeted for the upcoming financial year. Based on the budget for 2022/23 this requires £100,000.

Our free reserves currently stand at £221,926 (2020/21: £228,051) which is above our target.

We expect to utilise the reserves above our target to rebuild our income streams following the lengthy recovery period following Covid-19 closure and recommencement of activities following our reinvigorated strategy review. Further, we face headwinds of both a reduction of funding granted opportunities and increased competition for such funding, and increased costs, particularly in the running and maintenance of the building. We no longer receive any statutory grant funding from local councils. Our financial projections for FY22/23 indicate that for the next financial year, we will be operating at a net loss which will naturally erode our level of free reserves.

Trustees will continue to monitor and manage spend across the organisation. The organisation will continue to use experienced volunteers for specific project activities reducing staff costs wherever possible. We will continue to seek grant income to support improvements to the building and activities and services which benefit our community. We will undertake new trading initiatives to assure our long-term sustainability

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the order of the board of Trustees on 8<sup>th</sup> December 2022 and signed on its behalf by:

Clare Paget  
Chair of Trustees

A handwritten signature in black ink, appearing to read 'Clare Paget', written over a horizontal line.

## Independent Examiner's Report to the Trustees of Upper Norwood Library Trust

### Independent examiner's report to the trustees of Upper Norwood Library Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

#### Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

#### Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

BDA Associates

Rajesh Amin FCA

ICAEW

BDA Associates Limited

Chartered Accountants

Global House

1 Ashley Avenue

Epsom

Surrey

KT18 5AD

Date: .....15 December 2022

# Statement of Financial Activities

## Upper Norwood Library Trust

### Company Limited by Guarantee

Statement of financial activities (incorporating an income and expenditure account) for the year ended 31 March 2022

		Unrestricted funds	2022 Restricted funds	Total funds	Unrestricted funds	2021 Restricted funds	Total funds
	Note	£	£	£	£	£	£
<b>Income from:</b>							
Voluntary donations	2	4,659	-	4,659	30,778	-	30,778
Grants receivable	3	41,040	94,708	135,748	86,261	95,300	181,561
Charitable activities	4	66,010	-	66,010	16,041	-	16,041
Trading activities	5	84,271	-	84,271	45,779	-	45,779
Furlough scheme		41,898	-	41,898	77,830	-	77,830
<b>Total income</b>		<b>237,878</b>	<b>94,708</b>	<b>332,586</b>	<b>256,689</b>	<b>95,300</b>	<b>351,989</b>
<b>Expenditure on:</b>							
Raising funds	6	13,443	-	13,443	9,915	-	9,915
Charitable activities	7	171,171	87,310	258,481	73,859	98,541	172,400
Trading activities	8	60,487	-	60,487	39,120	-	39,120
<b>Total expenditure</b>		<b>245,101</b>	<b>87,310</b>	<b>332,411</b>	<b>122,894</b>	<b>98,541</b>	<b>221,435</b>
<b>Net income/(expenditure)</b>		<b>(7,223)</b>	<b>7,398</b>	<b>175</b>	<b>133,795</b>	<b>(3,241)</b>	<b>130,554</b>
Transfers between funds		(397)	397	-	(427)	427	-
<b>Net movement in funds</b>		<b>(7,620)</b>	<b>7,795</b>	<b>175</b>	<b>133,368</b>	<b>(2,814)</b>	<b>130,554</b>
<b>Reconciliation of funds</b>							
Total funds brought forward at 1 April		251,496	9,520	261,016	118,128	12,334	130,462
<b>Total funds carried forward at 31 March</b>	17	<b>243,876</b>	<b>17,315</b>	<b>261,191</b>	<b>251,496</b>	<b>9,520</b>	<b>261,016</b>

All of the above results are derived from continuing activities.  
There were no other recognised gains or losses other than those stated above.



## Balance Sheet

### Upper Norwood Library Trust

Company Limited by Guarantee

Balance Sheet as at 31 March 2022

		The Group		The Charity	
	Note	2022 £	2021 £	2022	2021
<b>Fixed assets</b>					
Tangible fixed assets	14	13,950	18,612	13,950	18,612
Investment in subsidiary company		-	-	1	1
<b>Current assets</b>					
Debtors and prepayments	15	30,634	18,632	30,634	18,632
Stock		1,504	-	1,504	-
Cash at bank and in hand		250,019	255,268	250,019	255,268
<b>Total Current Assets</b>		<u>282,157</u>	<u>273,900</u>	<u>282,157</u>	<u>273,900</u>
<b>Liabilities</b>					
Creditors: amounts falling due within 1 year	16	<u>(34,916)</u>	<u>(31,496)</u>	<u>(34,917)</u>	<u>(31,497)</u>
<b>Net current assets</b>		<u>247,241</u>	<u>242,404</u>	<u>247,240</u>	<u>242,403</u>
<b>Total assets less current liabilities</b>		<u>261,191</u>	<u>261,016</u>	<u>261,191</u>	<u>261,016</u>
<b>Total net assets</b>		<u>261,191</u>	<u>261,016</u>	<u>261,191</u>	<u>261,016</u>
<b>The funds of the Charity</b>					
<b>Restricted funds</b>					
Junior Library (CP Mums)		1,013	1,013	1,013	1,013
Local Voluntary Partnership Grant		-	750	-	750
Power to Change - C-19 Emergency Support		-	3,007	-	3,007
Croydon Cultural grant		-	4,000	-	4,000
Croydon Council HAF		6,357	-	6,357	-
Croydon Household Support Fund		5,000	-	5,000	-
SSE - Community Business Trade Up		-	750	-	750
Norwood Forum - Healthy Gipsy Hill		4,945	-	4,945	-
<b>Unrestricted funds</b>					
Fixed assets		13,950	18,612	13,950	18,612
Power to Change - Community Business Renewal		8,000	-	8,000	-
SSE - Community Business Trade Up		-	4,833	-	4,833
General funds		<u>221,926</u>	<u>228,051</u>	<u>221,926</u>	<u>228,051</u>
<b>Total Charity funds</b>	17	<u>261,191</u>	<u>261,016</u>	<u>261,191</u>	<u>261,016</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022. The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006. The trustees acknowledge their responsibilities for:

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its Upper Norwood Library Trust Annual Report and Financial Statements 2021/22 surplus or deficit for each financial year in accordance with

the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company. These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies' regime.

Approved by the Trustees and signed on their behalf on 8<sup>th</sup> December 2022 by:

Clare Paget

Trustees and Directors

Sheung Wah Lee:

Company no. 08313429

Charity no. 1151668

**Notes to Financial Statements**  
**Upper Norwood Library Trust**

Company Limited by Guarantee

Notes to the financial statements

Year ended 31 March 2022

**1. Principal accounting policies**

**a) Basis of preparation**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2015.

The trustees have assessed whether the use of going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charitable company to continue as a going concern.

The trustees have made this assessment for a period of at least one year from the date of the approval of these financial statements.

In particular, the trustees have considered the charitable company's forecasts and projections and have taken account of pressures on income.

The trustees have assessed the consequences of the Covid-19 pandemic and recognise that this will impact income from donations, grants and the Charity's ability to generate income from its building and other assets. The Directors and Trustees have taken steps to reduce the expenses of the charity, seek funding from grant opportunities, corporates and major donors and develop a strategy to offer paid services online and grow our supporter scheme (see "Going Concern and Our Plans for 2022/23" and "Reserves Policy" sections for more information).

Considering these actions, together with the Charity's existing reserves, the trustees have concluded that there is a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. The charitable company therefore continues to adopt the going concern basis in preparing its financial statements.

The Charity is a public benefit entity. The financial statements are presented in sterling.

**b) Income**

Income is recognised once the Charity is entitled to receipt, it is probable (more likely than not) that the resources will be received and the amount can be measured with reasonable reliability. Where there are terms or conditions attached to income, particularly grants, then these terms or conditions must be met before the income is recognised as the entitlement condition will not be satisfied until that point. Where terms or conditions have not been met or uncertainty exists as to whether they can

be met then the relevant income is not recognised in the year but deferred and shown on the balance sheet as deferred income. There are however no deferred grants this financial year.

#### Goods and services donated to the Charity

In the case of items donated for resale income is recognised at the point of sale.

#### **c) Expenditure**

Expenditure is included in the statement of financial activities on an accruals basis and recognised when there is a legal or constructive obligation to make payments to third parties and includes any attributable VAT which cannot be recovered.

Expenditure, including attributable VAT, is allocated to the particular activity where the cost relates directly to that activity and comprises the following:

1. The costs of raising funds are those costs attributable to generating income for the Charity, other than those costs incurred in undertaking charitable activities or the costs incurred in undertaking trading activities in furtherance of the Charity's objects. The costs of raising funds represent fundraising costs, direct costs and overheads associated with raising donated income.
2. Costs of charitable activities comprise all costs incurred in the pursuit of the charitable objects of the Charity.
3. Support costs, which include governance costs, are those costs which do not relate directly to a single activity. These comprise costs incurred which are directly attributable to the administration of the Charity, management of the Charity's assets, organisational procedures and the necessary legal procedures for compliance with statutory and constitutional requirements, and other support costs. The majority of costs are directly attributable to specific activities. Support costs are allocated on the basis of the proportion of overall resources attributable to each activity.

#### **d) Employee benefits**

The costs of short-term employee benefits are recognised as a liability and an expense. The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received. Termination benefits are recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **e) Pension costs and other retirement benefits**

Employees of the Charity, including the hub directors, are entitled to join the People's Pensions Scheme. The Scheme is a defined contribution scheme.

A defined contribution plan is a pension plan under which fixed contributions are paid into a pension fund and the Charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised as employee benefit expense when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

**f) Investment in subsidiary company**

The Charity's investment in the subsidiary company is included in the financial statements valued at £1.00.

**g) Tangible fixed assets and depreciation**

Tangible fixed assets are initially recognised at their transaction value. Donated assets are recognised at the value provided by the company making the donation or the lower of market or net realisable cost. The assets are depreciated using the straight-line method over their expected useful lives – usually 3 years.

**h) Debtors**

Debtors are amounts owed to the Charity. They are measured based on the amount recoverable. All amounts included as debtors fall due within one year.

**i) Cash and cash equivalents**

Cash at bank and in hand is held to meet the day-to-day running costs of the Charity and grant payments as they fall due.

**j) Creditors**

Creditors are amounts owed by the Charity. They are measured at the amount that the Charity expects to have to pay to settle the debt. Amounts which are payable in more than a year are shown as long-term creditors.

**k) Restricted funds**

Restricted funds comprise monies raised for, or their use restricted to, a specific purpose, or contributions subject to donor-imposed conditions.

**l) General funds**

General funds represent those monies which are freely available to the Trustees for application towards achieving any charitable purpose that falls within the Charity's charitable objects.

**m) Going concern**

The financial statements have been prepared on a going concern basis as the Trustees consider that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from the date of approval of these financial statements. The budgeted income and expenditure are sufficient with the level of reserves for the charity to be able to continue as a going concern.

## 2. Donations

	2022			2021		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
<b>Donations</b>						
Voluntary donations	4,659	-	4,659	5,778	-	5,778
Donation of building improvements (bar area)	-	-	-	24,000	-	24,000
<b>Total</b>	<b>4,659</b>	<b>-</b>	<b>4,659</b>	<b>30,778</b>	<b>-</b>	<b>30,778</b>

## 3. Grants receivable

	2022			2021		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
Lambeth Council -Business restart grants	24,000	-	24,000	50,428	-	50,428
Croydon Council	-	29,985	29,985	27,500	7,593	35,093
CAB BESN Grant	-	20,758	20,758	-	25,475	25,475
Arts Council - All Alone Together	-	-	-	-	30,043	30,043
GLA - HSFA	-	20,000	20,000	-	-	-
Norwood Forum - Healthy Gypsy Hill	-	4,945	4,945	-	-	-
Power to Change - Community Business Renewal	15,373	-	15,373	-	-	-
Power to Change - C-19 Emergency Support	-	-	-	-	24,470	24,470
SSE - Community Business Trade Up	1,667	400	2,067	8,333	750	9,083
Local Voluntary Partnership	-	-	-	-	5,000	5,000
Arts Philanthropy Trust	-	2,500	2,500	-	489	489
Power to Change - Peer Brokerage	-	16,120	16,120	-	1,000	1,000
Good Things Foundation	-	-	-	-	600	600
Neighbourly Community Fund	-	-	-	-	400	400
Power to Change-Seed Fund - grant balance refunded	-	-	-	-	(520)	(520)
<b>Total</b>	<b>41,040</b>	<b>94,708</b>	<b>135,748</b>	<b>86,261</b>	<b>95,300</b>	<b>181,561</b>

## 4. Income from Charitable Activities

	2022			2021		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
<b>Children's Arts Courses and Camps</b>	<b>59,995</b>	<b>-</b>	<b>59,995</b>	<b>11,806</b>	<b>-</b>	<b>11,806</b>
<b>Adult Performing Arts Courses</b>	<b>5,111</b>	<b>-</b>	<b>5,111</b>	<b>3,708</b>	<b>-</b>	<b>3,708</b>
<b>Other educational events</b>	<b>484</b>	<b>-</b>	<b>484</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ESOL classes</b>	<b>420</b>	<b>-</b>	<b>420</b>	<b>527</b>	<b>-</b>	<b>527</b>
<b>Total</b>	<b>66,010</b>	<b>-</b>	<b>66,010</b>	<b>16,041</b>	<b>-</b>	<b>16,041</b>

## 5. Income from Trading Activities

	2022			2021		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
Space and equipment Hire	44,430	-	44,430	7,334	-	7,334
Events and bar	39,762	-	39,762	26,070	-	26,070
Consultancy	-	-	-	12,375	-	12,375
Other sales	79	-	79	-	-	-
<b>Total</b>	<b>84,271</b>	<b>-</b>	<b>84,271</b>	<b>45,779</b>	<b>-</b>	<b>45,779</b>

## 6. Raising funds

	Note	2022			2021		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
		£	£	£	£	£	£
Direct costs		96	-	96	96	-	96
Support costs	9	15,347	-	15,347	9,519	-	9,519
<b>Total</b>		<b>15,443</b>	<b>-</b>	<b>15,443</b>	<b>9,515</b>	<b>-</b>	<b>9,515</b>

## 7. Expenditure on charitable activities

	Note	2022			2021		
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
		£	£	£	£	£	£
<b>From grants:</b>							
Lambeth Council - Business restart grants		24,000	-	24,000	-	-	-
CABREX Grant		-	20,758	20,758	-	25,475	25,475
GLA - NSFA		-	20,000	20,000	-	-	-
Croydon Council HAF		-	18,628	18,628	-	-	-
Power to Change - Peer Brokerage		-	1,120	1,120	-	1,152	1,152
SSE - Community Business Trade Up		6,500	1,150	7,650	3,500	-	3,500
Croydon Council Cultural Grant		-	4,000	4,000	-	-	-
Power to Change - C-19 Emergency Support		-	3,007	3,007	-	2,453	2,453
Arts Philanthropy Trust		-	2,500	2,500	-	489	489
Power to Change - Community Business Renewal		7,373	-	7,373	-	-	-
Local Voluntary Partnership Grant		-	750	750	-	4,250	4,250
Arts Council - All Alone Together		-	311	311	-	30,043	30,043
Croydon Council Virtual Connections		-	86	86	-	3,593	3,593
National Libraries peer network programme		-	-	-	-	11,076	11,076
Good Things Foundation		-	-	-	-	500	500
Neighbourly Community Fund		-	-	-	-	400	400
		<b>37,873</b>	<b>87,310</b>	<b>125,183</b>	<b>3,500</b>	<b>98,541</b>	<b>102,041</b>
Direct expenditure on other charitable activities		39,872	-	39,872	1,628	-	1,628
Support costs	9	93,426	-	93,426	68,731	-	68,731
<b>Total</b>		<b>171,171</b>	<b>87,310</b>	<b>258,481</b>	<b>73,859</b>	<b>98,541</b>	<b>172,400</b>

\* This was the balance of the grant from Power to Change agreed with them to be transferred to the new charity Community Managed Libraries National Peer Network which was established following work led by UNLT

## 8. Expenditure on trading activities

Note	2022		2021	
	Unrestricted	Restricted	Unrestricted	Restricted
	£	£	£	£
Direct costs	33,794	-	33,794	19,483
Support costs	9	-	26,693	19,537
<b>Total</b>	<b>60,487</b>	<b>-</b>	<b>60,487</b>	<b>39,020</b>

## 9. Support costs

Note	Marketing Aids	Charitable support of the library from grants	Charitable support of the library - general	Trading activities	2022	2021
					Total	Total
	£	£	£	£	£	£
People costs - staff, consultants, volunteers	7,838	3,346	23,511	15,674	78,371	85,041
Library building facilities	3,060	12,241	9,181	6,121	30,603	10,454
Marketing & communications	145	552	436	291	1,454	60
IT and other office costs	965	3,741	2,806	1,871	9,353	822
Governance	1,359	3,474	4,106	2,736	13,685	500
<b>Total</b>	<b>13,347</b>	<b>33,356</b>	<b>40,040</b>	<b>26,693</b>	<b>133,466</b>	<b>98,197</b>

Allocations are made on the basis of the proportion of overall resources attributable to each activity.

## 10. Staff costs

	2022		2021	
	Group £'000	Charity £'000	Group £'000	Charity £'000
Wages and salaries	141,898	141,898	126,359	126,359
Social security costs	6,570	6,570	4,352	4,352
Other pension costs	3,375	3,375	3,209	3,209
<b>Total</b>	<b>151,843</b>	<b>151,843</b>	<b>133,920</b>	<b>133,920</b>

The salaries of the Hub Directors are set by the Trustees. Salaries of other staff are set by the Hub Director within the budget approved by Trustees.

Employees of the Charity are entitled to join the People's Pensions Scheme. The Scheme is a defined contribution scheme. The hub directors are on the Pension scheme.

Pension payments recognised as an expense during the year amount to £3,375 (2020/21: £3,209).

The average number of employees (full time equivalent) of the group and the Charity was 4.8FTE (2020/21: 4.8). Their time was split approximately 10% (2020/21: 10%) Fundraising; 70% (2020/21: 70%) Charitable activities and 20% (2020/21: 20%) Trading activities.



No employees during the year received gross pay and benefits (excluding employer pension contributions) of £60,000 or more.

No Trustee/Director has received any remuneration or expenses during the year (2020/21: none).

The Charity claimed allowable furlough payments from HMRC. The Charity topped up staff wages and salaries where furlough payments did not cover the full amounts staff would normally have expected to have received. The cost of untaken holiday at the year-end has been accrued at the full rate, reflecting the right of furloughed staff to carry forward holiday accrued.

## 11. Taxation

Upper Norwood Library Trust is a registered charity and therefore is not liable to income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities. It is exempt from these taxes on its other income and gains to the extent that these are applied to its charitable objects as primary purpose or ancillary to primary purpose trading.

## 12. Net incoming/(outgoing) resources before transfers

Net expenditure/income for the year is stated after charging depreciation on fixed assets (see note 14) of £11,631 (2021: £9,471). The members have not required the company to obtain an audit of its accounts the year to 31 March 2022 in accordance with section 476 of the Companies Act 2006.

## 13. Results of the subsidiary company

The Charity owns the whole of the issued share capital of Upper Norwood Library Enterprises Limited, a company registered in England (Company number 08313584). The subsidiary will be used for any significant non-primary purpose trading activities but did not trade during the period. As a dormant company since incorporation, the subsidiary company is exempt from the requirements to prepare individual accounts under section 394A, or to file individual accounts under 448A of the Companies Act 2006.

## 14. Fixed assets

### Tangible fixed assets

#### The Group and the Charity

	Building improve- ments	IT office and AV Equipment	2022 Total	Building improve- ments	IT office and AV Equipment	2021 Total
	£	£	£	£	£	£
<b>IT equipment</b>						
<b>Cost or valuation</b>						
At 1 April	24,000	9,303	33,303	-	5,220	5,220
Additions	-	5,969	6,969	24,000	4,053	28,053
Disposals	-	-	-	-	-	-
At 31 March	24,000	15,272	40,272	24,000	9,273	33,273
<b>Accumulated depreciation</b>						
At 1 April	(5,000)	(5,691)	(11,691)	-	(5,220)	(5,220)
Depreciation for the current year	(5,000)	(3,631)	(11,631)	(5,000)	(1,471)	(9,471)
Disposals	-	-	-	-	-	-
At 31 March	(15,000)	(10,322)	(26,322)	(5,000)	(6,691)	(11,691)
<b>Net book value</b>						
At 31 March	9,000	5,950	13,950	19,000	2,582	21,582

## Fixed asset investments

The Charity holds the entire issued share capital of its subsidiary company, Upper Norwood Library Enterprises Limited, totalling £1

## 15. Debtors and prepayments

	The Group	The Charity	The Group	The Charity
	2022	2022	2021	2021
	£	£	£	£
Accounts Receivable	27,250	27,250	5,360	5,360
Prepayments	3,384	3,384	2,685	2,685
Overpayment to HMRC offset in 2021/22	-	-	10,587	10,587
	<u>30,634</u>	<u>30,634</u>	<u>18,632</u>	<u>18,632</u>

## 16. Creditors: amounts falling due within one year

	The Group	The Charity	The Group	The Charity
	2022	2022	2021	2021
	£	£	£	£
Amounts due to Community Managed Libraries	-	-	-	-
National Peer Network	-	-	11,076	11,076
Amounts due to the subsidiary company	-	1	-	1
Accounts payable	9,391	9,391	1,274	1,274
Accruals and deferred income	25,525	25,525	19,146	19,146
	<u>34,916</u>	<u>34,917</u>	<u>31,496</u>	<u>31,497</u>

## 17. Movements in funds

The Group and the Charity	At 1 April 2021	Incoming resources	Outgoing resources	Transfers	At 31 March 2022
	£	£	£	£	£
<b>Restricted Funds:</b>					
Croydon Council Cultural Grant	4,000	-	(4,000)	-	-
Junior Library (OP Mums)	503	-	-	-	503
Local Voluntary Partnership Grant	750	-	(750)	-	-
Power to Change - C-19 Emergency Support	3,007	-	(3,007)	-	-
SSE - Community Business Trade Up - Finance & consultant	750	400	(1,150)	-	-
Arts Philanthropy Trust	-	2,500	(2,500)	-	-
CASBEN Grant	-	20,753	(20,753)	-	-
Croydon Council HAF	-	24,985	(13,623)	-	5,357
Croydon Household Support Fund	-	5,000	-	-	5,000
GLA - HSA	-	20,000	(20,000)	-	-
Norwood Forum - Healthy Gypsy Hill	-	4,945	-	-	4,945
Power to Change - Peer Budgeting	-	15,120	(15,120)	-	-
Arts Council - All Alone Together	-	-	(311)	311	-
Croydon Covid-19 Grant - Virtual Connections	-	-	(55)	55	-
<b>Total Restricted Funds</b>	<u>9,520</u>	<u>94,708</u>	<u>(57,310)</u>	<u>397</u>	<u>47,315</u>
<b>Unrestricted Funds</b>					
Fixed Assets	18,612	5,959	(11,651)	-	12,920
Lambeth Council - Hospitality, Leisure & business restarts	-	24,000	(24,000)	-	-
Power to Change - Community Business Renewal Fund	-	15,373	(7,373)	-	8,000
SSE - Community Business Trade Up	4,833	1,667	(6,500)	-	-
General funds	225,051	152,559	(195,597)	(397)	81,616
<b>Total Unrestricted Funds</b>	<u>253,496</u>	<u>239,089</u>	<u>(245,111)</u>	<u>(397)</u>	<u>137,077</u>
<b>Total funds</b>	<u>263,016</u>	<u>333,797</u>	<u>(302,421)</u>	<u>-</u>	<u>284,392</u>

The Group and the Charity	At 1 April 2020 restated	Incoming resources	Outgoing resources	Transfers	At 31 March 2021
	£	£	£	£	£
<b>Restricted Funds:</b>					
National libraries peer network programme	10,822	-	(11,076)	254	-
Groundwork London WonderWheels project	(1)	-	-	1	-
Junior Library (CP Mums)	1,013	-	-	-	<b>1,013</b>
Arts Council - All Alone Together	-	30,043	(30,043)	-	-
CAB BESN Grant	-	25,475	(25,475)	-	-
Local Voluntary Partnership Grant	-	5,000	(4,250)	-	<b>750</b>
Power to Change- Seed Fund	500	(520)	-	20	-
Power to Change - C-19 Emergency Support	-	24,470	(21,463)	-	<b>3,007</b>
Power to Change - Peer Brokerage	-	1,000	(1,152)	152	-
Good Things Foundation	-	600	(600)	-	-
Croydon Council Cultural Grant	-	4,000	-	-	<b>4,000</b>
Croydon Council Virtual Connections	-	3,593	(3,593)	-	-
SSE - Community Business Trade Up	-	750	-	-	<b>750</b>
Arts Philanthropy Trust	-	489	(489)	-	-
Neighbourly Community Fund	-	400	(400)	-	-
<b>Total Restricted Funds</b>	<b>12,334</b>	<b>95,300</b>	<b>(98,541)</b>	<b>427</b>	<b>9,520</b>
<b>Unrestricted Funds</b>					
Fixed Assets	-	28,083	(9,471)	-	<b>18,612</b>
Lambeth and Croydon Councils	(17,267)	77,928	(60,661)	-	-
SSE - Community Business Trade Up	-	8,333	(3,500)	-	<b>4,833</b>
General funds	<b>135,395</b>	<b>142,345</b>	<b>(49,262)</b>	<b>(427)</b>	<b>228,051</b>
<b>Total Unrestricted Funds</b>	<b>118,128</b>	<b>256,689</b>	<b>(122,894)</b>	<b>(427)</b>	<b>251,496</b>
<b>Total funds</b>	<b>130,462</b>	<b>351,989</b>	<b>(221,435)</b>	<b>-</b>	<b>261,016</b>

## Purposes of restricted funds

The income funds of the Charity include restricted funds comprising balances of donations and grants held on trusts to be applied for specific purposes. The specific purposes for which the funds are to be applied are as follows:

### From grants:

#### Arts Council – All Alone Together

Supporting local artists, creating livestreamed content for the community and cataloguing a Library of Voices heard throughout the pandemic.

#### CAB BESN Energy saving advice programme (Big Energy Saving Network)

To deliver energy advice and support to local residents, plus advice and training sessions for front facing professionals to help them inform and support service users.

#### Local Voluntary Partnerships (LVP Croydon)

Created more opportunities for the elderly, vulnerable, isolated and lonely to access digital services – virtual and inhouse. They developed new skills, learnt how to connect with family and friends on their tablets, phones and laptops and also allowed for more social networking both on and offline.

**Power to Change – C-19 Emergency Support**

Emergency funding awarded to support and compensate for loss of trading income due to the Covid-19 pandemic.

**Power to Change – Peer Brokerage**

To deliver peer support/mentoring to community business leaders.

**Croydon Council Cultural Grant**

To support the delivery of artistic programme(s) in the London Borough of Croydon.

**Croydon Council HAF**

To support the delivery of Children's Holiday Camps for the Arts in the London Borough of Croydon

**Croydon Household Support Fund**

To support a Food & Fuel Poverty project

**Croydon Virtual Connections Covid-19 Emergency Fund**

Supported our digital inclusion services that moved online as soon as the pandemic struck. It connected, informed and supported the elderly, vulnerable, and most isolated in the community.

**GLA – HSFA**

To undertake stage one feasibility and study work as part of the High Streets for All Challenge

**School for Social Entrepreneurs (SSE)**

To help us improve our financial and management reporting and to deliver support and advice to other community organisations.

**Arts Philanthropy Trust**

To support development of skills seeking to fundraise and generate income from the arts.

**Norwood Forum – Healthy Gypsy Hill**

To support Stay Active and Social older people's project

**Other:****Junior library**

To provide facilities for the junior section of the library from funds raised by local community group Crystal Palace Mums.

## 18. Analysis of net assets between funds

The Group	Unrestricted funds £	Restricted funds £	2022	2021
			Total funds £	Total funds £
Fixed assets - IT equipment	13,950	-	13,950	18,612
Fixed asset investments	-	-	-	-
Current assets	264,842	17,315	282,157	273,900
Creditors: amounts falling due within 1 year	(34,916)	-	(34,916)	(31,496)
	<u>243,876</u>	<u>17,315</u>	<u>261,191</u>	<u>261,016</u>
The Charity	Unrestricted funds £	Restricted funds £	2022	2021
			Total funds £	Total funds £
Fixed assets - IT equipment	13,950	-	13,950	18,612
Fixed asset investments	1	-	1	1
Current assets	264,842	17,315	282,157	273,900
Creditors: amounts falling due within 1 year	(34,917)	-	(34,917)	(31,497)
	<u>243,876</u>	<u>17,315</u>	<u>261,191</u>	<u>261,016</u>

## 19. Liability of members

The Charity is constituted as a company limited by guarantee. In the event of the Charity being wound up, the members are required to contribute an amount not exceeding £1 each.

## 20. Related party transactions

Disclosure of related party transactions is provided in the Trustees' Report – Relationships with related parties on page 7. Other than the transactions disclosed in that section there were no related party transactions during the year.

### Thank you

We would like to take the opportunity to thank all of our wonderful funders, supporters, fundraisers and volunteers.

### Get in touch

We welcome feedback and suggestions for future activity that will benefit and enhance the local community.

**Donate:** <https://localgiving.org/charity/uppernorwoodlibraryhub/>

**Find out more or to volunteer:**

Visit: <https://www.uppernorwoodlibraryhub.org/>

Call: 020 8670 4321