



**Annual Report and Financial Update for period ended 29th September 2016  
To accompany Financial Report for 2015 – 2016**

**Registered Charity No: 1158661**

# **STANNINGTON LIBRARY**



## Reference and administrative information

**Charity Name:** Stannington & District Library Group

**Other names the charity is known by:** STAND

**Registered Charity Number:** 1158661

**Principal address:** Stannington Library  
Uppergate Road  
Stannington  
Sheffield  
S6 6BX

**Registered Office:** 400 Wood Lane  
Stannington  
Sheffield  
S6 6AQ

### Trustees:

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Jenny van Tinteren OBE	Chair		STAND trustees, or STAND members at AGM
Melanie Smart	Secretary and Volunteer Co-ordinator		As above
Patricia Chapman	Treasurer		As above
Carole Allen	Assistant Treasurer		As above
Peter Butler	Buildings Sub Committee chair		As above
Robert Mynors	Communications and publicity		As above
Dorothy Russell	Library Manager		As above
Janet Brown	Trustee		As above
Phil Warhurst	Schools Co-ordinator		As above

### Committee Members:

Richard Mackay	Building Manager		STAND Trustees
John Russell	Building Maintenance		As above

**Bank:**

HSBC Bank plc  
49-63 Fargate  
Sheffield  
S1 2HD

**Independent Examiner:**

Trevor Hutchins  
Chartered Accountant  
Hutchins and Co,  
371 Wood Lane  
Stannington  
Sheffield  
South Yorkshire  
S6 5LR

**Solicitors:**

Kerry Maddison  
Taylor Bracewell Solicitors  
17-23 Thorne Road  
Doncaster  
DN1 2RP

## Report of the Trustees for the year ended 29th September 2016

This report is provided in addition to the summary and Charity's Financial Statement for the period ending 31<sup>st</sup> March 2016 and was approved by the trustees on 25<sup>th</sup> October 2016. It also gives a financial update for the period 1<sup>st</sup> April to 29th September 2016, the second anniversary of the date when Stannington library opened as an operation run by volunteers.

The attached financial statement was prepared in accordance with the charity's constitution, the Charities Act 1993, Section 145(5) (b) of the Charities Act 2011, and the Statement of Recommended Practice: Accounting and Reporting by Charities, published in 2005.

### Structure, governance and management

STAND was originally established as an unincorporated association in November 2013, in response to Sheffield City Council's plans to close 11 public libraries (including Stannington) unless community volunteers stepped forward to keep the services running. Volunteer library groups were asked to submit business plans for consideration, which STAND did successfully in June 2014 and opened the volunteer operation on 29<sup>th</sup> September of that year.

### How STAND is constituted

Stannington & District Library Group ("STAND") is a registered charity (number 1158661) and is constituted as a Charitable Incorporated Organisation or CIO. STAND's governing document is its Constitution, and both this and our charity status were approved by the Charity Commission and registered on 24<sup>th</sup> September 2014.

### Appointment of Trustees

Under the terms of STAND's constitution, new Trustees may be appointed by the existing Trustees or by STAND members at the Annual general Meeting (AGM), subject to completion of the appropriate nomination form and provided the nominated person fulfils the necessary eligibility conditions and agrees to abide by the Charity Commission's code of conduct.

STAND held its first AGM on 10<sup>th</sup> November 2015, and in line with the Constitution, all 7 trustees in post at that time retired from office, and stood for re-election. Two additional trustees also stood for election, and all nine were subsequently elected by STAND members.

Under the terms of the current constitution, one third of the trustees must retire at subsequent AGMs, although they may stand for re-election. A charity trustee who has served three consecutive terms may not currently be appointed for a fourth consecutive term, but may be reappointed after an interval of at least 3 years. **Note: This part of the constitution is the subject of an amendment being proposed this year by the Trustees.**

### Governance

STAND is managed by a committee, currently consisting of 9 Trustees and 2 co-opted officers. This can be changed by decision of the Trustees, of whom there must be at least 3. These Trustees should normally be honorary officers of STAND, e.g. Chair, Secretary, Treasurer etc.

The committee has responsibility for overall oversight of STAND and the running of Stannington Library. The members meet every fortnight and receive reports from all officers, including a financial report and statement of accounts. In addition, the committee holds workshops as required, to review plans and annual strategy. New Trustees and committee members are provided with a copy of the constitution and the latest annual report and financial statement.

The Committee abides by STAND's CIO constitution, which sets out all major governance procedures such as duties of Trustees, elections, general meetings and AGMs, voting rights and eligibility for membership of STAND. The committee makes all major decisions although day to day management decisions for the Library are made by the Library manager (see below). A minimum of 2 Trustees is required to form a quorum of the committee.

The STAND trustees work on a volunteer basis and did not receive any remuneration in the period covered by this report, although they have been reimbursed any expenses incurred on behalf of STAND, for example printing ink, paper, or cleaning materials. These reimbursements must be agreed with the Treasurer in advance.

## **Management**

The library is under the direction of the Library Manager, Dot Russell, who is also a Trustee and who reports to the Committee on a fortnightly basis. She manages the team of front line volunteers, who run the library service for 21 hours per week, and is responsible for collating the staffing rota and co-ordinating staff induction and training, supported by Mel Smart (STAND Secretary and Volunteer Co-ordinator). Volunteers are unpaid but can claim out of pocket expenses e.g. for attendance at extra sessions such as training.

As Volunteer Co-ordinator, Mel Smart is responsible for recruiting new volunteers and ensuring there are enough to run the service. Both these officers hold regular staff meetings and provide support and advice to front line volunteers. The Co-ordinator also keeps in regular touch with the wider pool of around 60 local volunteers and members of STAND who have expressed a wish to help and who get involved for example in running events and fund-raising.

## **Policies**

The STAND committee has adopted a framework of management policies governing important aspects of running the library, including legislative compliance. These cover:

- Volunteer Management
- Financial Management
- Data Protection
- Health & Safety
- Asbestos Management Plan
- Fire safety
- Food handling
- Safeguarding and Protection of Individuals
- Equal Opportunities
- Comments and Complaints.

These policies are kept under review as our experience of running the library grows, and are available in the library and on our website. Over the past year we have reviewed and updated the Safeguarding Policy, and drafted new policies on letting out library space, and use of Wi-fi.

## **Relationships with other organisations**

Sheffield City Council: Stannington Library is one of 10 Associate libraries which are being run using volunteers and with support from Sheffield City Council. Over the past year, we have continued to benefit from the original 2014 support package, which consisted of:

- 5 year or 25 year leases at peppercorn rent, subject to conditions about lease length (so far only Totley Library has been able to actually sign a lease)
- A grant equal to the building running costs, to be paid for 3 years (2014/15, 2015/16 and 2016/17) - for Stannington this is £9,500 per annum;
- Use of the Council's library management computer system, with all the book stock as of 2014 and a grant of £1,000 for new books (not received till October 2016)
- Participation in the library van service delivering customer title requests or books being returned by other libraries;
- Retention of the computers and links to the People's network (internet) so customers could continue to use them;
- A programme of training for volunteers, and
- Services of a Volunteer Co-ordinator.

STAND is an independent charity with its own charitable objects (see below), and with the freedom to deliver other services with the aim of operating as a sustainable community hub, provided we abide by the terms of our lease. Associate libraries in Sheffield are free to apply for funding from a range of grant bodies. They are not subsidiary organisations of the Council and do not run library services on the Council's behalf, or under any form of contract.

STAND's relationship with the Council is covered by:

- (i) a Grant Agreement setting out the arrangements for paying the 3 year grant and how library performance and expenditure using the grant will be monitored;
- (ii) a Memorandum of Understanding, dealing with the use of the library book stock, building security, and the library management computer system;
- (iii) Heads of Terms agreed for the current licence to occupy the building; and
- (iv) a 5 year lease due to be finalised shortly, together with an Options Agreement for a 25 year lease, should this be required.

Elected Representatives: STAND has an excellent relationship with local councillors, who have continued to be very supportive, and during this year we have hosted visits from Councillors Jack Scott, Isobel Bowler, David Baker, Penny Baker, and Sioned-Mair Richards. With their support we were able to obtain our second Ward Pot grant, in 2015/16, for which we are very grateful, as it has enabled us to set up a new annual Stannington Story Festival, and to start the Friendship Club.

Other Associate Libraries: The 10 Associate Libraries have banded together into a co-ordinating group, of which STAND is a regular and active member. The co-ordinating group

meets once a month with the Council, and this provides a valuable forum as well as help and support for member libraries.

This year the main focus has been on (1) persuading the Council to renew our support package (especially the grant for running costs) and (2) joint publicity to raise the profile of volunteer libraries and combat adverse comment by a small number of people in the local press. The group has also combined with the co-delivered libraries as the 16 volunteer libraries can act more strongly together.

Bradfield Parish Council: STAND is supported by our Parish Council, which again provided us with a grant in 2015. We are very grateful for this and Bradfield PC features on our Hall of Fame noticeboard in the library and on our website.

Local community organisations: Over the past year, we have continued to benefit from our good working relationship with Action for Stannington, and we are grateful to Danny Piermatti and the other AFS volunteers for their advice on buildings maintenance, help with matters like waste disposal and keeping the area round the building tidy, and most importantly delivering our regular newsletters to the people of Stannington. The Trustees would like to express their sincere thanks to Danny and his team of volunteers.

We have links to local infant, primary and secondary schools, with classes visiting the library to borrow and return books and hear a story read by one of the volunteers. Our Schools Co-ordinator Phil Warhurst has helped us to build links with Bradfield & Dungworth Primary School as well as Nook Lane and Shooters Grove, and we hope to expand the number of school visits soon.

## **Charitable Objects**

The Charitable Objects of STAND as set out in its constitution are:

(a) the advancement of education for the benefit of the public in the district of Stannington in the City of Sheffield and the surrounding area by the provision of a community lending library and associated services.

(b) to promote for the benefit of the public in the district of Stannington in the City of Sheffield and the surrounding area without distinction of sex, sexual orientation, race or of political, religious or other opinion by associating together the said residents and local authorities, voluntary and other organisations in a common effort to advance education and provide facilities in the interest of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

**Note: These objects are the subject of a constitutional amendment to be proposed at the 2016 AGM, subject to approval by the Charity Commission, to expand the list of protected characteristics to include age, disability, gender assignment and marital or civil partnership status.**

## **Our Mission**

In support of these charitable objects, our mission is to provide a sustainable library service and community hub for the people of Stannington and the surrounding district, encouraging

participation by everyone and innovative use of the building as well as promoting lifelong learning, social and digital inclusion, and the celebration of reading.

The Trustees confirm that they have referred to the guidance published by the Charity Commission on public benefit, when reviewing and agreeing STAND's mission, aims and our service delivery principles (see below).

We have also borne this guidance in mind when setting our objectives, to ensure that we correctly identify the intended beneficiaries of our work, make a real difference and comply with our charitable objects at all times.

## **Service delivery principles**

The area covered by Stannington and district is broadly equivalent to Bradfield Parish. Stannington Library has over 3,000 registered users and Bradfield Parish has a population of around 14,000 people any of whom may become library users at any time. The district is relatively well off compared with other parts of Sheffield, but it does have notable pockets of social deprivation, with large social housing estates, an ageing population and many isolated rural areas. All these demographic sectors have recently suffered the loss of the mobile library service, withdrawn when the Council implemented cuts to services last year.

We also have four primary schools and two secondary schools within the area, for whom we need to provide library and reading facilities, as well as research books linked to school projects etc. There is a steady turnover of members of the Baby time and Story Time groups which we host, both of which provide support to local parents and childminders.

The library is small but fully accessible, being all on one level and with disabled toilet facilities, plus car parking and a good bus service. It therefore attracts a number of disabled users, some of whom come from other parts of the city.

These are the key beneficiaries of our services, and our Service Delivery Principles have consequently been developed with their needs in mind. Our library is:

- Welcoming, available and accessible to everyone;
- Free to use within normal opening hours for borrowing books and as a reading space for reference books, newspapers and periodicals;
- Publicised and promoted as free and available to all sections of the community, using a wide range of publicly available media;
- Aiming to offer other services in future which may be charged for at affordable rates, to help keep our library sustainable;
- Publishing and maintaining clear and accessible information about any fees and charges, which are applied in a fair way to all service users;
- Providing a safe and comfortable environment that meets the diverse needs of a wide-spread community including many children, elderly and disabled people;
- Providing high quality services to all, regardless of political or religious affiliation; and
- Supportive of the local community, encouraging participation and increasing community capability.

## **Risk management**

STAND Trustees have reviewed the risks associated with taking on the running of the library service, expanding into a community hub and obtaining enough funding and volunteers to keep the operation stable and sustainable. The top six risks identified in our business plan are set out in the table below. The overall severity rating is derived from the likelihood and impact ratings.

	<b>Risk</b>	<b>Severity rating</b>	<b>Mitigation Plan</b>
1	Loss of leadership team members and need for succession planning, lack of time and relevant skills, burn-out	16	Identify deputies; encourage new Committee members; compile handbook of job/task descriptions to support handover; regular discussion to ensure nobody gets overloaded; ensure constitution meets our needs.
2	Too few volunteers, attrition, overload,	16	Volunteer events, support meetings, publicity, training, sound management policies; partnerships with Voluntary Action Sheffield, other libraries; SCC support; wide range of roles
3	Lease issues not resolved - Sheffield Council unable or unwilling to offer acceptable terms, leading to unexpected legal costs and inability to undertake building repairs or alterations	16	Legal and professional surveyors' advice during negotiation process; seek compromise agreements
4	Inability to recruit enough new volunteers to replace losses and assist the team	16	Run volunteer recruitment events; review progress at every trustee meeting; outreach to other organisations e.g. University or VAS seeking volunteers
5	Insufficient building space and lack of progress with projects and fund-raising for refurbishment and expansion	12	Delegate to specific focused project team; recruit volunteers to assist; seek help from professionals, Council and Locality; set up fund-raising team.
6	Inability to generate enough income to cover running costs in future years when SCC grants withdrawn	15	support campaign for extension of Council grant and support package; Ensure bids made for all available SCC grants; consider alternative funding methods and sources; run more events; seek to cut costs; save into contingency fund; maximise sales of books etc;

Key:

<b>Likelihood</b>	1 = Very Low	2 = Low	3 = Medium	4 = High	5 = Very High
<b>Impact</b>	1 = Minor	2 = Modest	3 = Significant	4 = Very Significant	5 = Catastrophic
The risk severity rating is achieved by multiplying the figures, e.g. low likelihood x significant impact = 6					

These risks have been reviewed by STAND Trustees and the mitigations are being progressed in order to manage them down. There are significant changes since last year,

because the likelihood of insufficient funds to cover running costs has reduced due to the Council Review, which we hope will result in a further package of support. If it does not, we have a contingency fund that we could draw on, while we reviewed our Business Plan.

## **Objectives**

Our work in the first year was focused on getting up and running, by recruiting enough volunteers to operate the library service, run the committee and maintain the building. We also concentrated on running events, building up our funds, and most of all creating a sense in the community that their library is fully open, successful, and meeting their needs.

In our second year, our first objective was to expand the volunteer team and ensure we had stable staff resources. We also wanted to go beyond simply maintaining the existing level of service, towards improving and expanding the book collection, encouraging reading for pleasure and children's literacy, developing community capacity and skills, enhance social engagement and hosting community cultural events such as the Story Festival.

The issue of attracting more volunteers was raised as a priority at our AGM on 9 November 2015 and we made this our number one objective for the year, starting with a workshop on 12<sup>th</sup> January 2016 to set up a volunteer event and review recruitment processes. This effort resulted in the recruitment of 4 new volunteers and there have been 4 more since.

## **Year 3 Objectives**

Our objectives for the year ahead will focus on specific activities and strategies, aimed at developing the library as well as maintaining and enhancing the services we already deliver. In developing these objectives, the Trustees have taken care to ensure we deliver real benefits for the local community in line with our charitable objects.

### Developing the library

1. Continue with a campaign for recruitment of new volunteers;
2. Encourage a love of reading and children's literacy, increasing the number of school visits from all local schools where possible, including applying for funding to pay for coach transport;
3. Complete the agreement and signing of a 5 year lease with additional option of 25 years at a peppercorn rent;
4. Apply for an Awards For All grant to purchase and install new computer, printing and photocopying equipment to improve user access to the internet;
5. Progress our plans for extending the building, conducting a feasibility study, developing a business plan, applying for planning permission, and applying for funding (this objective will run on throughout Year 3);
6. Undertake internal building improvements e.g. installation of a baby changing unit, refurbishment of the disabled toilet;
7. Continue improving the library's book stock, through donations and where possible, collaboration with the Council.

## Maintaining services

8. Run a programme of cultural and fundraising events, grant applications, donation requests and a subscription scheme, not only to help cover the library's costs but also to build up reserves for contingencies
9. Continue with the pilot of a Friendship group for people who may be experiencing social isolation for whatever reason, reviewing progress and setting up a plan for funding it in future, as appropriate;
10. Support and encourage local groups and clubs, Baby time, Story time etc including fund raising for materials and equipment for the latter;
11. Building on our relationship with the local Tenants & Residents Association (Tara) with the aim of drawing more people in to use the library.

In addition to the above objectives, the Trustees will continue with our normal programme of governance and management activity, by:

- Maintaining a programme of regular communications and publicity, including use of social media;
- Actively promoting and contributing to the work of the volunteer libraries co-ordinating group, now called Volunteer Libraries in Sheffield, with special focus on building a web portal and improving our own website;
- Continuing with the review of our management policies to ensure they remain fit for purpose as our experience of running the library develops; and
- Reviewing and updating our Business Plan and Financial Strategy.

## **Achievements and performance**

We are very proud of the success of the volunteers in keeping the library running so well for a second year. Again, there have been some challenges, but we have largely met our objectives (some will continue into the third year). We have continued to open for 21 hours per week, without any missed sessions. This exceeds the opening hours that Sheffield maintains for the libraries it runs.

48 volunteers, including 31 delivering the front line library service, have devoted a total of over 5000 hours over the past year to keeping our library operating, including trustees, cleaners, building manager and maintenance officers, a volunteer architect, a qualified auditor who has helped us validate our accounts, as well as the front line staff. The level of volunteer skills has been excellent and their contribution has been very successful and encouraging, and the Trustees would like to thank everyone for all they have done.

Once again, our most sincere thanks go to our Library Manager Dot Russell, who has attended for many of the sessions, steering the volunteers through new developments, ensuring everyone received training and support. We are also immensely grateful to all the front line volunteers, for all their work in delivering an excellent level of service and covering for each other during holiday periods.

A major achievement this year has been the introduction of over 2500 new books, either donated by the community or purchased through grants (e.g. from Bradfield Parish Council) and donations. The volunteers have put in a lot of work discarding old tatty books to create space, preparing new books to go on the shelves, and learning a new computer catalogue and issue system developed at Ecclesfield. Many thanks to all those involved, and we can

be proud of the resulting increase in lending figures and enthusiasm for the new books shown by library users.

Over the past year, our activities have been aimed at meeting the needs of a wide range of people, including older people, children and young people, and new or existing library users who may be experiencing social isolation or who may be wanting to access government services. We want to keep the library popular with families and enhance children's views of the library as an interesting and entertaining place, as well as creating a safe comfortable space for anyone who needs or want to use it.

From 1 October 2015 to 30 September 2016, we have hosted:

- 3 Reading Groups a month (1 taking place in the library);
- Stannington Gardening Club;
- weekly Story Time (children up to 5 years);
- fortnightly Baby Time (up to 2.5 years);
- Monthly Writer's Group, founded by volunteers;
- Easter holiday and half term activities including Easter egg hunt
- Children's University (at half term);
- Hypedance (ditto);
- Heritage group meeting (local history);
- Chaplaincy pastoral friendship group;
- Acted as a polling station for the May elections and the June referendum
- In the first half of the year we hosted bi-monthly Sheffield 50 Plus sessions.

The Baby Time and Story Time groups provide an essential service to local parents and childminders, offering the opportunity to socialise with other parents and keep the children entertained with stories, singing, dancing, and craft activities. This, along with our hosted School Visits, has helped to encourage literacy and the joy of reading and enhance the feeling that the library is a fun and interesting place.

A key achievement has been the effort put in by Stannington volunteers to making this year's Summer Reading Challenge a big success. Volunteers attended school assemblies in all four of our local primary schools to talk about the fun of reading and the awards and prizes to be won, including a new soft toy character called Lola the Bookworm.

Spurred on by the chance to win Lola, no fewer than 97 young readers completed the challenge, reading six different books and making at least three library visits in the holidays. All 97 received a certificate and a golden medallion to mark their achievement, and Lola was won by one of the children at Nook Lane.

Since September 2015 we have held the following events:

- 2 carol performances from the local infant and primary schools (1<sup>st</sup> & 8<sup>th</sup> Dec)
- 2 performance events for schools, featuring local performers Carmel Page and Eden Ballantyne (11<sup>th</sup> & 15<sup>th</sup> Dec)
- Stannington Hand bell Ringers concert 19<sup>th</sup> Dec
- Volunteer Christmas Thank you social 10<sup>th</sup> Dec and Committee Dinner 15<sup>th</sup> Dec
- Ran a book stall at Wood Lane Christmas Fair 29<sup>th</sup> November 2015.
- We ran a fund-raising event in conjunction with Stannington Players about WW2 ("Stannington All Clear") followed by a fish and chip supper.

- We ran a successful book stall and plant stall at Stannington Carnival,
- Ran a quiz night at the Church hall.

We have continued to attend external meetings and events on behalf of Stannington Library, such as monthly Stannington TARA and fortnightly Associate Libraries Co-ordinating Group meetings.

This year, the Trustees devoted a lot of time to working with other libraries and the Council to obtain continued financial support and access to the library computer system. We made a strong case, and also contributed evidence to the Council's Review during August/September. The review recommendations will be going to the Council Cabinet in November, and we hope they will be agreed as they include a renewal of the entire funding package plus a promise of new books.

During the year, our Communications Office Bob Mynors has maintained a consistent campaign of media activity, including press releases, Facebook & Twitter updates, and regular press releases about our activities such as the Story Festival which have maintained our profile in the local papers. He has also continued the publication of our newsletter (STAND & Chat). Once again the Trustees would like to express their grateful thanks to Bob for a professional and competent job.

## **Fundraising**

This year we have introduced a Coffee Corner with a new coffee machine, seating and tables, and more newspapers. This is aimed at Wi-fi users, younger people and older people who want to sit and rest with a hot drink for a bit, as well as parents with children. As the space in our library is very tight, we carefully designed the Coffee space to make sure no library shelving space was lost. Our ability to accommodate a range of different activities is also unaffected. So far, the coffee corner has generated a small income (£134 in the last quarter) although this is increasing, and we will be seeking feedback on it from library users and volunteers on how it is going.

Our bookstall and plant stalls at Stannington carnival were successful, raising £550 which with match funding from HSBC Bank reached a total of £1050. Thanks to the volunteers and Shirley Quinn.

Not only that, but we were honoured to receive a share (£215) of the Carnival proceeds, for which we were nominated by Julie Shaw. Many thanks to Julie and to the Carnival organisers.

We have recently put collecting boxes in local shops as an additional means of fundraising and this is working well, with local proprietors being very supportive. The collecting boxes are carefully controlled in line with charity commission guidance, and income recorded separately and receipted to the shop owner. They have generated £192.87 in funds so far.

We successfully applied to the Co-op, to become one of their Community Fund charities. This means we get a share of the proceeds from sales of carrier bags and also a donation if someone uses their Co-op card in the Stannington store and has nominated us. This has already generated £400 and is very welcome. We are grateful to the Co-op and its customers for their generosity.

We were very lucky this year to receive grants from the Ward Pot, and Bradfield Parish Council, and we also received donations from Supporters and Friends of Stannington Library. We are very grateful to the Council and BPC, as well as to all those who have donated so generously.

These funds will go towards keeping our services and events going, as well as saving towards the cost of building improvements, and safeguarding our future sustainability.

We are especially grateful to Pat Chapman and Carole Allen, who have done a sterling job in keeping on top of all financial matters, as well as introducing a new accounting computer application this year. The other STAND Trustees offer them our sincere thanks.

## **Challenges**

Library usage: In common with other libraries across Sheffield, our LMS book lending figures showed a decline, although this was to a great extent balanced by an increase in lending figures for the Stannington Book Collection. We aim to continue with book stock and other improvements such as new computers, to attract new users to the library.

Delays to the lease and building plans: We still have not been able to sign a satisfactory lease due to hold-ups with sorting out issues with the Council's lawyers and property management team. However, there has been recent movement and we hope to sign a lease by end November.

We will then be able to move forward with plans for a building extension. Our next step will be to establish a Feasibility Study and develop a business case, with a view to obtaining grant funding. We will also be able to undertake the refurbishment of the building.

Press campaigns: Another challenge this year has been a negative campaign in the press by one or two anonymous individuals, who are arguing for paid library staff to be brought back, meanwhile denigrating the volunteers and removing our events posters from notice boards. We are continuing our press campaigns and working with the Council to counter this and support the volunteers, while emphasising our own regrets that jobs were lost and the view that it would be great if the Council took the libraries back in house.

Keeping up the supply of volunteers is still a challenge, and this year we have been hit by a certain amount of exhaustion and family commitments which have increased pressure on some volunteers and trustees. We will continue to encourage new people to join us, particularly for help with fund-raising, running events, cleaning the building, and IT support.

## **Conclusion**

At the end of another year of success in keeping our library open, STAND Trustees would like to record our sincere thanks to everyone who has helped reach this milestone, especially our volunteers who keep the library running and make it such a welcoming and vibrant place.

**Approved by the STAND Trustees on .....**

**Signed: .....**

**Trustee**

## Financial Update

The accompanying Financial Report shows STAND's receipts and expenditure for the financial year ended 31<sup>st</sup> March 2016. **The table below brings this information up to date for the period 1<sup>st</sup> April to 30<sup>th</sup> September 2016.** This information will also be included in the financial report for next year, and will be subject to independent examination.

<b>Income</b>	<b>Amount</b>
Council grant x 6 instalments	£4748.76
Stannington book collection fines and sales	73.48
Photocopying	42.66
Donations from library users	257.23
Group room hire incl. use as a Polling Station	628.00
Donations from local businesses	1300.00
Sale of books, DVDs, CDs	476.52
Sale of book bags, jam etc.	39.80
Coffee Corner sales	134.75
Friends scheme	225.00
Advertising income	150.00
Collection boxes in local shops	192.87
Income from fund-raising events	1256.00
Donation from carnival proceeds	215.00
<b>TOTAL</b>	<b>£9740.07</b>

<b>Expenditure description</b>	<b>April-June</b>	<b>July-Sept</b>
Events Outlay		111.59
Rates	954.24	
Electricity	94.51	279.18
Gas	275.49	24.31
Water	34.00	31.23
Library Materials	14.00	230.00
Telephone and Broad Band	137.46	181.71
Stationery and Postage	19.86	145.35
Library Consumables Cleaning etc		158.90
Books		303.00
Sage One		19.59
Repairs and Renewals	101.63	178.86
Promotional materials	41.88	
Ink and toner	30.00	
Furniture and bookcases	221.21	
Totals	1924.28	1663.72
<b>Grand Total</b>		<b>£3588.80</b>