



Market Bosworth Community Library

Annual Report for the period April 1st 2016 to March 31st 2017

Registered Charity Number 1165437

Principal Address Market Bosworth Community Library
42/54 Station Road,
Market Bosworth,
CV13 0JS

1) Charity Trustees

Brian Granger	Chairperson
Susan Styche	Vice Chairperson
Kenneth Gilbert	Treasurer
Stephen Kelly	
Tim Brooke	
Simon Paul	
Susan Kelly	
Bryan Cole	
Isabel Granger	
Jacqueline Pope	

2) Governance

The charity is constituted as a Charitable Incorporated Organisation with a Constitution dated 1st February 2016 as its governing document. Trustees are elected by all volunteer members

Market Bosworth Community Library was entered in the Register of Charities on 4th February 2016 as a Charitable Incorporated Organisation.

Operation of the library was transferred from Leicestershire County Council to MBCL on the 15th August 2016 with a 10 year lease and a funding agreement by which the library transits from full funding support to no financial support by 31st March 2022. LCC continue to offer professional support and provide all loan stock and internet access.

The Constitution requires that there shall be a minimum of three Trustees and no more than twelve Trustees at all times.

There were eleven first charity Trustees who will retire from office at the first AGM. At subsequent AGMs one third of Trustees will retire from office. Trustees will be elected by members as defined in the constitution.

The charity is resourced entirely by volunteers.

Trustees identified the major risks to the charity as being :

- 1) The failure to recruit and retain volunteers which required an effective recruitment campaign, suitable initial training for volunteers and ongoing support.
- 2) Failure to implement income generation strategies and reduce revenue costs which would be mitigated by transition planning that would reduce the revenue costs and the development of income sources from the day of transfer.
- 3) Inability to provide the level of service expected by the community which required Trustees to introduce robust systems to ensure that the library would open for 19 hours each week.
- 4) The ambivalence of the Academy which controls the remainder of the site surrounding the library to the continuation of the library in its current venue and the need to seek ongoing legal advice to ensure that access to the library would be retained.

3) Objectives and Activities

The objects of the charity are:

- a) The advancement of education for the public benefit in Market Bosworth and surrounding area by the provision of a volunteer run lending library.
- b) To promote for the benefit of the residents of Market Bosworth the provision of a public library for recreation and or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of said residents.

The main activities of the charity are:

- 1) The continued availability of a public library service free of charge to the community of Market Bosworth and surrounding area for 19 hours each week including the loan of stock provided by Leicestershire Library Service and the provision of free internet access.
- 2) The provision of information concerning local community, its resources and groups operating within it.
- 3) Acting as a point of access to local community provision.
- 4) The availability of a room for meetings of up to 60 people.
- 5) Providing group activities for a range of needs and ages.
- 6) Income generation to ensure the continuance and development of the charity's activities

4) Public Benefit

The Trustees have had due regard of the Charity Commission's guidance on public benefit and can confirm that our operations are in accordance with the guidance.

5) Achievements and Performance

Between April and August 2016 the charity committed its resources to the preparation work to ensure the transfer from Leicestershire County Council to a community managed library. This included the recruitment and assessment of volunteers , their training , establishment of a system

for shift management and the introduction of an organisational structure for day to day operations. The Trustees developed and adopted a range of policies and procedures necessary to operate the library. The charity established a web presence and introduced regular newsletters. Negotiations between the Trustees and Leicestershire County Council resulted in the County Council installing independent energy, heating and water resources which would help reduce future revenue costs.

Since the transfer of the library in August 2016 the principle achievement has been the maintenance of a public library service for the same opening hours that had been provided by the County Council. The library is open for 19 hours each week with a session each day except Sundays. During the period from August 15th 2016 to 31st March 2017 MBCL loaned 7,829 books of which 2,631 were for children and 211 were talking books. MBCL also signed up 107 new members to the Leicestershire Library Service which entitled them to borrow books and use all of the on line facilities available. In the same period the library had a total of 4,411 visitors. Most sessions had between 20 and 23 visitors although our late Thursday evening session was significantly lower with an average of 7 visitors and Friday mornings attracted an average of 12 visitors.

Display provision within the library has been reorganised and effective use has been made of the additional human resources available to increase the rotation of displays and increase the community aspect. Local groups such as the Market Bosworth Tennis Club and Joysprings Choir have provided displays. The library also presented a display to commemorate the anniversary of the interment of Richard III and the revealing of the artwork in the village square.

The library has been able to act as a point of sale for local community events including tickets for the Bosworth Festival and the sale of Town Trail Maps produced by the Bosworth Society.

Several local groups including Bosworth in Bloom have hired the library for their committee meetings and The Bosworth Parish Council has booked the library for a future public meeting.

The library offers itself for a regular weekly Knit & Stitch group and we have been able to provide two intensive small group courses by one of our volunteers as an Introduction To Bridge. Participants in this group are able to move on to play in our local very active Bridge Club. We currently have a number of our library volunteers undertaking training to be able to offer a Story & Rhyme group for very young children.

We have been able to provide a significant improvement to the facilities available within the library with the conversion of a store room into a kitchen facility for use by our volunteers and groups hiring the venue.

The charity has worked to maintain and expand its role within the local community. Part of our work with local schools has included the design of the signage for the charity which is the result of a competition undertaken at St Peters CE Primary Academy. The official opening of the library in December 2016 allowed us to welcome over 150 people from the community to the library, celebrate Christmas and featured our youngest volunteer, who is completing her Duke of Edinburgh Award, cutting the tape. The library also provided a Christmas Book Tree for the Christmas celebrations at St Peters Church. Regular articles about the library have been published locally in Aspect, The Graphic and The Hinckley Times.

We would like to thank our County Councillor, our District Councillor and the Parish Council for their continued support.

There have been a variety of initiatives to raise income for the library including the donation and sale of books , DVDs, and jigsaws. We have been impressed with the range of recently published books donated and a number of these have been directed into the Leicestershire Library stock to be available for loan both within the library and across Leicestershire. The sale of donated books has definitely improved the overall use of the library. One of our volunteers is a talented birthday and anniversary card maker who donates her work for sale. Other volunteers have produced quiz sheets which have been sold locally and we have plans for a table top sale in the library. A number of applications have been made for grant funding but with limited success.

The contribution of our volunteers to the success of the charity has been a significant achievement. We have averaged a total of 50 volunteers during the year with 35 of those actively engaged in the daily provision of services within the library. A Weekly Co-ordinator oversees the management of our Three Rings on line shift system which operates seven sessions a week. Each shift has a Session Leader and two Library Assistants. From August 2016 to the end of March 2017 over 2,000 volunteer hours were given to provide the public library service during these sessions. In addition to this we have a number of Working Groups including Fund Raising, Displays, Tourism, Building Maintenance and Children's Reading where our volunteers give additional time. It is also important to remember that the Trustees are also volunteers who commit many hours to ensure the effective governance of the charity.

Looking forward the key objective of the charity remains that of providing and developing a free public library service for the local community . Plans to increase this service include improving access to the online digital library service, the provision of Story & Rhyme sessions for young children, the development of the library as a Tourist Information Centre, the provision of technology insight for those challenged by the interactive world and promoting the library by establishing a Facebook presence.

The final objective of the Trustees is that they will achieve the installation of the promised pathway from the library directly to Station Road .This will improve pedestrian access and allow the library to be more visible to the community.

6) Finance

The Trustees have adopted a reserves policy whereby they seek to accumulate sufficient reserves to fund a minimum of six months operating costs. However, the Trustees would wish to maximise the reserves during the period when they are receiving support from the County Council to ensure that as this support is reduced the financial security of the library will be assured.

The principal source of financial support of the community library has been the grant and assistance in kind from Leicestershire County Council. The Council also decided to allow their community libraries to retain all the cash payments currently raised by the Leicestershire Library system at the library, including fines on late books and reservation fees.

The charity has supplemented this financial support by sales of donated books and DVDs, the sale of other donated items, revenue from room hire and occasional events.

The finance provided by Leicestershire County Council and the money from fundraising is used to support the key objectives of the charity