

# Harlech Library and Institute Annual Report 2021

## Name: Harlech Library and Institute

Address: Stryd Fawr/High Street  
Harlech  
Gwynedd  
LL46 2YB

Charity number: 702412

(Other names: Harlech Old Library/Hen Lyfrgell Harlech)

## Introduction



The unincorporated charity, Harlech Library and Institute, known locally as the Old Library, owns and manages a 112 year old building in the centre of Harlech (population 2,000) in a Conservation Area near the Harlech Castle World Heritage site.

The Harlech Old Library and Institute was opened in 1908 by the Crown Receiver, Mr. W H More, following a two year fund raising effort with public subscriptions and also philanthropic support from the Earl of Winchelsea and Lord Harlech. It has been set up as an unincorporated charitable trust (charity number 702412) with the aim of *improving the conditions of life for the inhabitants of the community of Harlech*. The intended use covers meetings, lectures, classes and other forms of recreation and leisure time occupation.

## Management

The day to day running of the building is carried out by the Old Library Management Committee made up of local volunteers representative of the users of the facility. The Custodian Trustee is the Harlech Community Council.

The Management Committee meets monthly on, normally, the second Thursday evening of each month. In 2021 there were 12 members. New members are recruited from the Harlech community by advertisement at the time of the AGM or, where this is not successful, by invitation. Applications from suitable community representatives can be considered at any time. Community representatives can also be co-opted, as volunteers, for specific tasks.

The Management Committee members for 2021:

Reg Chapman - Chairperson  
James Maxwell - Secretary  
Sheila Maxwell - Treasurer  
Martin Hughes - Vice-Chairperson/Harlech Community Council appointee  
Julie Williamson - bookings secretary  
Edwina- Evans - Harlech Community Council appointee  
Tom Mort - Harlech Community Council appointee  
Ena Ridley  
Jane Chapman  
Susan Eagle  
Bob Major  
Neil Evans

There are no paid members of staff and no member of the Management Committee receives any payment other than reimbursement for necessary purchases (all such purchases must be supported by an invoice).

### **Activities for 2021.**

In 2021 regular activities, such as the hire of rooms for classes and meetings, were severely restricted due to the covid epidemic. Some intermittent use was possible but the main regular income stream, Welsh classes, stopped completely.

The main activities for the year were capital improvements to the structure. Grants had been sought and obtained from a number of funders and during 'lockdown' it was possible to proceed with the following work:

- Completion of the formation of a new Reference Library
- Installation of a new heating system to include the whole building
- Treatment of dampness and re-plastering
- Installation of a new ramped access to the building to allow wheelchair access.

### **Grant funds 2021:**

Pilgrim Trust	£4,094
Landfill Tax/WCVA	£16,000
Lockdown grants	£20,000
Harlech Community Council	£1,500
<b>Total</b>	<b>£41,594</b>

## Financial review

The financial year runs from 1 January 2021 to 31 December 2021. The Harlech Old Library operates receipts and payments accounts which are independently examined each year. In 2021 they were examined and signed off by an independent examiner who gave his opinion that they were a true record of income and expenditure for the year and raised no matters of concern.

The income for 2021 was £33,924 and expenditure £43,312. Most of this money was grant funding for capital work. The budget for 2021 had a planned deficit of £4,128. The actual year end deficit was £9,388. The budget was discussed and agreed at all the Management Committee meetings.

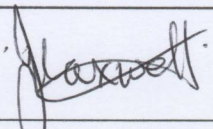
The budget deficit was met by the funds in the current account which reduced from £22,410 to £13,022. It was not necessary to use the reserves account of £15,156. A relatively high reserves account is kept in view of the age and condition of the building. Income is dependent on a small number of regular users and their loss, which is now possible due to changes in practices (i.e. Use of Zoom for classes), could mean a shortfall in funds and further deficit.

The Management Committee has addressed the concerns of future deficits which will be met by promotion of the now improved building and diversification, where possible, of use and users. There are no material risks to the charity at the present time.

There were no serious incidents during the year which should be reported to the Charity Commission.

## Declaration

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

<b>Signature</b>		
<b>Full name</b>	James Maxwell	
<b>Position</b>	Secretary	
<b>Date</b>	15 September 2022	

**The Old Library and Institute/Yr Hen Lyfrgell, Harlech**

Charity No: 702412

**Statement of Income and Expenditure 01.01.2021 – 31.12.2021**

Income	2021	2020	Expenditure	2021	2020
Cash @31.12.2020	22,410.60		Water	167.94	107.43
Snooker	459.00	276.00	Insurance	1,120.27	1003.27
Room hire	805.00	2,937.50	Oil	1,075.20	464.29
Storage	0	0	Cleaning	554.39	832.00
Harlech CC	1,500.00	1,000.00	Electricity	507.29	659.88
Sales	141.00	0	Security	126.00	199.82
Donations	653.47	294.80	Phone/Bband	437.22	430.94
Social Club	0	189.00	Snooker	0	36.97
			Maintenance	836.58	378.79
Fund raising lib	0	11.61	Development	15,602.60	750.00
Printing	271.31	320.90	CH Library	0	6088.63
R. W. grant lib	0	375.00	New equipment	2,445.79	403.98
Beer Fest g	0	249.00	Administration	37.50	35.70
Lockdown g	10,000.00	13,000.00	Printing	152.39	19.49
Pilgrim Trust	4,094.40	0	Pilgrim Trust	3,360.00	0
WCVA landfill	16,000.00	0	WCVA landfill	16,884.55	0
			Bank charges	5.00	0
			Cash @31.12.2021	£13,022.06	
<b>Total</b>	<b>£56,334.78</b>				<b>£56,334.78</b>

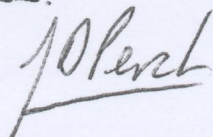
Cash @31.12.2020		Cash @ 31.12.21	
Bank account	22,410.60	Bank account	13,022.06
COIF account	15,154.94	COIF account	15,156.73
<b>Total</b>	<b>£37,565.54</b>	<b>Total</b>	<b>£28,178.79</b>

In my opinion this is a true record of income and expenditure for the year ended 31.12.2021

Signed

Dated 12/4/2022.

Independent Examiner



**The Old Library and Institute/Yr Hen Lyfrgell, Harlech**

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