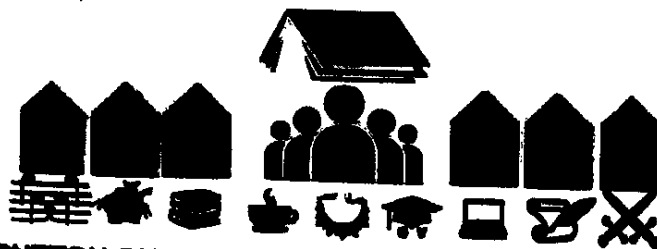


100052/15



**SUTTON ON SEA LIBRARY & COMMUNITY HUB CIC**  
Registered Address: Broadway, Sutton-on-Sea, Mablethorpe, Lincolnshire, LN12 2JN  
Email: [suttononsealibrary@gmail.com](mailto:suttononsealibrary@gmail.com)

# **SUTTON ON SEA LIBRARY AND COMMUNITY HUB CIC**

## **MICRO-ENTITY ACCOUNTS**

**FOR THE YEAR ENDING  
30 APRIL 2018**

**COMPANY NUMBER 09548973**



**SUTTON ON SEA LIBRARY AND COMMUNITY HUB CIC**

**MICRO-ENTITY INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE PERIOD ENDED 30 APRIL 2018**

	£	£
<b><u>INCOME AND EXPENDITURE</u></b>		
LCC Revenue Grant	5167.00	
Writers group	24.91	
Petty Cash	405.85	
Sale of Books & Comics	<u>33.00</u>	
	5630.76	<b>5631</b>
<b><u>EXPENSES</u></b>		
Admin Wages	1875.42	
Petty Cash Expenses	209.77	
Insurance	347.20	
Utilities:		
Water	180.00	
Gas	582.79	
Electric	<u>745.28</u>	
	1508.07	
Misc (gifts & wreath)	50.36	
Stationery, Postage & Ink	412.81	
Mobile Telephone	93.66	
General Repairs *	167.86	
Cost of Choir	120.00	
Cost of Return	15.00	
Accounts	230.00	
Craft Materials & Tutoring *	<u>146.55</u>	
	5176.70	<b>5177</b>
Depreciation	<u>687.82</u>	<b><u>688</u></b>
<b><u>SURPLUS/(DEFICIT) FOR THE YEAR</u></b>		<b><u>(234)</u></b>

\*see breakdown attached

**SUTTON ON SEA LIBRARY AND COMMUNITY HUB CIC**

**MICRO-ENTITY BALANCE SHEET**  
**AS AT 30 APRIL 2018**

	£	£
<b><u>FIXED ASSETS</u></b>		
Balance b/fwd @ 1 <sup>st</sup> May 2017	3650	
Additions *	<u>197</u>	
	3847	
Depreciation for the year	<u>688</u>	
Balance c/fwd @ 30 <sup>th</sup> April 2018		3159
<b><u>CURRENT ASSETS</u></b>		
Cash at Bank	1415	
Savings Account	5200	
Petty Cash in hand	<u>25</u>	<u>6640</u>
<b>Total Assets</b>		<b>9799</b>
<b>Funded By:</b>		
Retained Surplus from 2017	10033	
Surplus/(Deficit) to Income 2018	<u>(234)</u>	<b>9799</b>

\*see breakdown attached

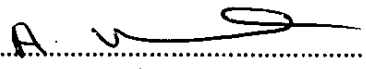
**Audit Exemption Statement**

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime

Signed.......... Anita Watson (on behalf of the Board of Directors)

Dated.....01/08/18.....

## **NOTES TO ACCOUNTS**

### **General Repairs**

£

Joinery Work		45.00	
PAT Testing		33.00	
Solar Light		20.67	
Sundry:	Christmas decoration	1.99	
	Plants	40.00	
	Key cabinet	10.95	
	New Keys	<u>16.25</u>	<u>69.19</u>
			<b>167.86</b>

### **Craft Material & Tutoring**

Games x 3	11.55	
Craft Workshop	100.00	
Calligraphy Tutors	<u>35.00</u>	<b>146.55</b>

**SUTTON ON SEA LIBRARY AND COMMUNITY HUB CIC**

**FIXES ASSET SCHEDULE AT 30 APRIL 2018**

<b>ASSETS B/FWD @1.05.2017</b>	<b>WDV @30.04.17</b>	<b>COST</b>	<b>DEPN YEAR 2017</b>	<b>WDV @30.04.2018</b>
Vacuum Cleaner	79.90		14.38	65.52
Laptop	276.25		49.72	226.53
Laminator	42.50		7.65	34.85
Tea Urn	34.00		6.12	27.88
Printer – Brother A3	116.42		20.95	95.47
Safe	35.00		6.30	28.70
Folding Tables	63.86		11.49	52.37
Blinds	415.59		74.80	340.79
Epson Projector	277.48		49.95	227.53
5 x Laptops	1781.21		320.62	1460.59
Headphones	64.49		11.60	52.89
PA System				
& Microphones	292.49		52.65	239.84
Printer – Epson	<u>170.62</u>		<u>30.71</u>	<u>139.91</u>
<b><u>TOTALS</u></b>	<b><u>3649.81</u></b>		<b>656.94</b>	<b>2992.87</b>
<b>ADDITIONS</b>				
Framed Notice Board		114.00	18.81	95.19
Guillotine	June 2017	24.99	3.75	21.24
Cork Board	July 2017	28.50	4.27	24.23
Desk	July 2017	<u>30.00</u>	<u>4.05</u>	<u>25.95</u>
<b><u>TOTALS</u></b>	Aug 2017	<b><u>197.49</u></b>	<b><u>687.82</u></b>	<b><u>3159.48</u></b>

# CIC 34

## Community Interest Company Report

**For official use**  
*(Please leave blank)*

--

*Please  
complete in  
typescript, or  
in bold black  
capitals.*

**Company Name in  
full**

Sutton on Sea Library and Community Hub Community  
Interest Company

**Company Number**

09548973

**Year Ending**

**30<sup>th</sup> April 2018**

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

**(N.B. A Filing Fee of £15 is payable on this document. Please enclose a cheque or postal order payable to Companies House)**

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## **PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT**

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a description of how they have benefited the community.

Annual Report from the Chairman May 2018

This year there has been a change in the directors of the CIC. We now have three new directors. It has been a steep learning curve for all.

This year we have received 7656 visitors and given over 1801 hours of Volunteer time in 200 Library Sessions. We have delivered every session and are highly regarded by Greenwich Leisure Limited (GLL). The overwhelming response from our customers is that we do a very good job and provide a highly valued service. Our Volunteers have been commended on numerous occasions for their customer service especially by customers who have received assistance when using the public computers.

We have numerous groups regularly using the Library space for Community purposes. There are now 2 writing groups one for beginners and the other for more serious writers. There is a new Ukulele group which started in January and has become very successful. We now have approximately 120 people using the Hub every month in addition to the number of visitors using the Library service.

We have held some workshops including crochet. On May Bank Holiday weekend we held an Open Weekend with displays from the different groups using our library. Several members of the local community came to see the displays and this promoted both the clubs/groups and the library.

In December we co-hosted a free Christmas concert with TED (Talk, Eat, Drink) which was well supported and received by the local community in fact it was standing room only, we invited the Louth Male voice choir and the local WI Choir also performed.

We continue to print our information leaflet which is appreciated and informative. Goody bags are still available for new members and children have their own version.

The Swap Shop continues to be highly regarded and used and we exchange around 100 or more items a month. Financially we are in a sound position with our fourth Revenue Grant being due soon.

Without the support of our loyal and dedicated Volunteers we would not be able to continue.

On behalf of the directors I would like to express our sincere thanks to you all for the achievements we have made over the last year and your help in the smooth transition.

Anita Watson (Director)

*(If applicable, please just state "A social audit report covering these points is attached").*



**PART 2 – CONSULTATION WITH STAKEHOLDERS** – Please indicate who the company's stakeholders are; how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear.

**Our stakeholders for 2017-2018:**

**Library members**

**The people of Sutton-on-Sea and its environs**

**Volunteer Librarians**

**Lincolnshire County Council (LCC)**

**Greenwich Leisure Limited (GLL)**

**Womens Institute**

**TED (Talk, Eat, Drink)**

**Sutton on Sea Primary School**

**Overseas student**

**All club leaders and members**

**Consultations with the above have taken place via verbal communication face to face and by telephone, letter, email and completion of 'in house' survey forms. Our ongoing survey has indicated the preferences for activities within the community that are not occurring elsewhere.**

**GLL supply the library book rotation service in behalf of LCC.**

**LCC continue to assist our Library Service with a dedicated Library Development Officer, a customer call centre for use by library members, and a property services division.**

**Our Italian Student completed his volunteer period with us and we both benefited from the experience.**

**TED continues to hold monthly sessions reaching out to isolated, lonely and elderly people in our community. They now hold 2 sessions each time. One in the morning and in the afternoon an informal session where some games are available.**

*(If applicable, please just state "A social audit report covering these points is attached").*

**PART 3 – DIRECTORS’ REMUNERATION** – if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, “There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director’s loss of office, which require to be disclosed” (See example with full notes). If no remuneration was received you must state that “no remuneration was received” below.

**No remuneration was received**

**PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION** – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that “no transfer of assets other than for full consideration has been made” below.

**No transfers were made**

*(Please continue on separate continuation sheet if necessary.)*

## PART 5 – SIGNATORY

The original report must be signed by a director or secretary of the company

Signed

A. [Signature]

Date

02/08/18

Office held (delete as appropriate) Director/Secretary

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Tel	
DX Number	DX Exchange

**When you have completed and signed the form, please attach it to the accounts and send both forms by post to the Registrar of Companies at:**

*For companies registered in England and Wales:* Companies House, Crown Way, Cardiff, CF14 3UZ  
DX 33050 Cardiff

*For companies registered in Scotland:* Companies House, 4<sup>th</sup> Floor, Edinburgh Quay 2, 139  
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

*For companies registered in Northern Ireland:* Companies House, 2nd Floor, The Linenhall, 32-38  
Linenhall Street, Belfast, BT2 8BG

The accounts and CIC34 **cannot** be filed online

**(N.B. Please enclose a cheque for £15 payable to Companies House)**

CH 100058 ENCLOSED