



Trustees' Annual Report for the period

Period start date		Period end date	
From	01 04 2021	To	31 03 2022

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Ceredigion County Council	N/A	N/A	N/A
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20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Legal (Internal)	Louise Harries - Legal Services	Cyngor Sir Ceredigion, Penmorfa, Aberaeron, Ceredigion, SA46 0PA
Finance (Internal)	Duncan Hall/Chris Macey – Finance	Canolfan Rheidol, Llanbadarn Fawr, Aberystwyth, Ceredigion
Estates (Internal)	Andrew Harries – Estates Section	Cyngor Sir Ceredigion, Penmorfa, Aberaeron, Ceredigion, SA46 0PA

Name of chief executive or names of senior staff members (Optional information)

N/A

Section B Structure, governance and management

Description of the charity’s trusts

Type of governing document (eg. trust deed, constitution)	Trust deed 1 st Feb 1952 and Declaration of Trust 17/04/1058
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	N/A as only one trustee but the Council as trustee appoints elected members to its Charity Trustee Committee which take decisions on behalf of the trustee.

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity’s organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees’ consideration of major risks and the system and procedures to manage them. 	<p>As described above, the trustee has a Charity Trustee Committee which is set up in the Council’s Constitution and which takes decisions for the trustee.</p> <p>All members of the Committee are provided with trustee training when being appointed to the Committee.</p> <p>Any decisions taken by the Committee are actioned by officers of the Council.</p>
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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

New Quay Library and Reading Room is a property held by the trustee on trust ("the Property").

The object of the charity is to erect a library and reading room (which was achieved and is now the Property) and to permit the Property to be used as a site for a library and reading room for the benefit of the inhabitants of New Quay.

For many years New Quay Town Council has been operating under a service level agreement to provide library services at the Property. The latest agreement was entered into in 2016.

However the library provision relocated to New Quay Memorial Hall as of 01/11/2021 therefore the Property has been vacant since this date.

Whilst the charity when making decisions do act for the benefit of the charity and the public it has not specifically reviewed the Charity Commission's guidance entitled 'Public benefit: reporting (PB3)' at its Charity Trustee Committee meetings and cannot confirm that all members of the Charity Trustee Committee have read the guidance especially as some members will be new to the Committee therefore the charity intends to circulate the guidance (both PB3 and PB2) to the members of its Committee at the next meeting and will reference the same in future decision making.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

None.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Library services were provided from the Property up until vacation on the 01/11/2021.

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Section E

Financial review

Brief statement of the charity's policy on reserves

N/A – no reserves policy.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

None.

Section F

Other optional information

None.

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date