ANNUAL REPORT 2023-2024

for

Gnosall Library, Environment and Nurture Hub

Charity Registration 1175263

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I am pleased to present the 2023-2024 Annual Report.

We were established in 2016 as a constituted group, our main aim has been to provide a community Library service for the village of Gnosall, Staffordshire. We started operating as a library on 20th February 2019 and the official opening was 4th April 2019.

Opening Times from January 2023 as follows: -

Monday	05:00pm - 07:30pm
Tuesday	10:00am - 12:30pm
Wednesday	03:00pm - 05:30pm
Thursday	02:00pm – 04:00pm
Friday	02:00pm – 04:00pm
Saturday	10:00am - 12:30pm

Vision

GLEAN Hub's goal is still to create a vibrant community library and information service that is valued and well-used by the people of Gnosall.

GLEAN Hub achieved this by:

- Operating at times which are convenient for potential users. (We opened when many other library and institutions didn't).
- Being situated at a central and accessible village location (the Grosvenor Centre site).
- Providing an efficient lending or reference service - for books, other printed materials/information.
- Developing a range of activities to engage all age-groups and promote a love of reading, literature, culture and the valuing of information.
- Supporting library users in the use of information technology and reference materials.
- Creating a welcoming environment where people can meet and enjoy the company of friends and local residents.
- Providing an appropriate and suitable environment for silent study or related work.
- Working positively with other groups.
- Encouraging a sense of community and inclusion.
- Promoting innovation and talent in Creative Writing.
- Helping the elderly/physically impaired to enjoy the library by providing home delivery.

Mission

GLEAN Hub aims to work within the framework of a wider Gnosall CIO, to include other related community projects as well as the Community Library.

Contracts

We have three-way contracts in place. A contract between Staffordshire County Council (SSC) and Gnosall Parish Council (GPC) for SCC to lease the library building. A contract between SCC and GLEAN Hub where GLEAN Hub sublet the building from SCC. A

contract between GPC and GLEAN Hub for the use of other facilities such as the adjoining building for our events, maintenance etc. These contracts were renewed on 21st February 2024. The new agreements expire in 2029.

Community Library Service

The service we provide is the same as a public library. All Library stock is provided by SCC (Staffordshire County Council) public library service and we use its library computer management systems to operate. The community library does not however, have any paid staff, only unpaid volunteers operating on a monthly roster system. Each session is manned by a minimum of two library volunteers. There is a web-based Library system, implemented in May 2022 which issues reminders to volunteers on rota and has been very successful.

Websites

We continue with our existing website www.gleanhub.org representing the charity, as before, but we decided to add another website www.gnosall-library.org.uk which better explains its purpose to the public. We have a link back to the www.gleanhub.org site within the homepage.

Policy & Standards

All are policies can be found on our website www.gleanhub.org which include: -

1. SCC's Policies
    a. Acceptable Use Policy
    b. Corporate Information Security Policy
    c. IG and Data Protection Dos and Don'ts
    d. Information Governance Reference Document
2. GLEAN Hub's policies.
    a. Vulnerable Adults Policy
    b. Financial Controls Policy
    c. Health & Safety Policy
    d. Data Protection Policy
    e. Events Group Policy
    f. Fire Evacuation Policy
    g. Information Security Policy

At all times we endeavour to provide the highest level of service to both our customers and attending volunteers.

Record of Achievement

This year our customer base has increased steadily although not quite as much as last year. We have also been successful in attracting more volunteers with a wealth of experience and we continue to attract volunteers to the library.
We have replaced the old computer desk deemed a safety hazard.

Contract Renewal

Our five-year library service contract ended in February 2024. The renewal of contracts have been achieved between Staffordshire County Council and ourselves for the book stock and computer services etc and consequential renewal of our contract between

Gnosall Parish Council for the library building and use of the adjacent building for our events and meetings.

Planning Agreement

Originally there was only a 5-year planning agreed by Stafford Borough council for the use of the land containing the library. However, Gnosall Parish Council (GPC) have successfully removed the limitation of an 'end date' to the use of the land.

Financial Record

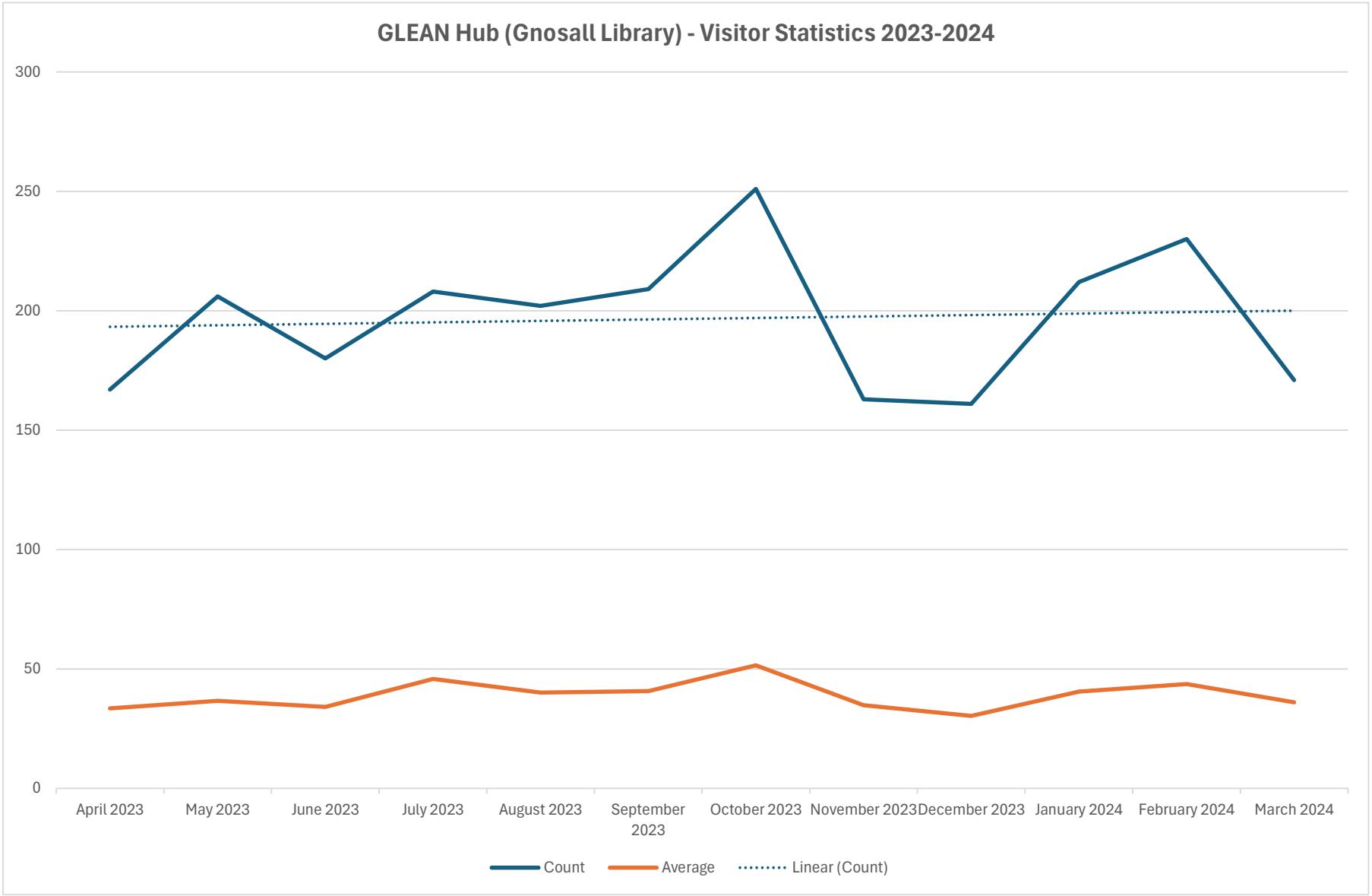
We have sufficient funding for at least 24 months' operation.

No major funding events have been held and there is a continuing decrease of opportunities for funding. However, we have managed to secure some <£1000 and smaller donations from several bodies.

Full Accounts attached.

Trustees

(As at 31/04/2024)
Robert Alker (Chairman)
Cllr Patricia Alker (Health & Safety)
Annette Davies (Finance)
Janet Carr
Robert Hidderley (Secretary/Vice Chair)
Gaye Courtney


GLEAN Hub (Gnosall Library) - Visitor Statistics 2023-2024
300
250
200
150
100
50
0
April 2023
May 2023
June 2023
July 2023
August 2023
September 2023
October 2023
November 2023
December 2023
January 2024
February 2024
March 2024
Count
Average
Linear (Count)