

**Glasgow Women's Library Limited**

**Report and Financial Statements for the year ended 31 March 2023**

**Charity number: SC029881**

**Company number: SC178507**

**Glasgow Women's Library Limited****Contents**

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**Glasgow Women's Library Limited**  
**Year Ended 31 March 2023**  
**Legal and Administrative Information**

<b>Charity Name</b>	Glasgow Women's Library Limited	
<b>Charity Registration Number</b>	SC029881	
<b>Company Registration Number</b>	SC178507	
<b>Directors</b>	H Anderson Z Strachan J Barber S Figueiredo K Alexander-McGarry A Webster S Asante K Devine T Ferry G Bradley (Appointed 28/04/2022)	
<b>Company Secretary</b>	S A John	
<b>Senior Management Personnel</b>	S A John A Patrick	
<b>Registered Office</b>	23 Landressy Street Glasgow G40 1BP	
<b>Auditors</b>	Gerber Landa & Gee Registered Auditors Chartered Accountants Pavilion 1 Finnieston Buisness Park Minerva Way Glasgow G3 8AU	
<b>Bankers</b>	Virgin Money Banking Hall 30 St Vincent Place Glasgow G1 2HL	

## **Glasgow Women's Library Limited**

### **Directors' Annual Report For the year ended 31 March 2023**

The Directors present their report and the financial statements of the charity for the year ended 31 March 2023.

#### **Directors**

The Trustees of the charity are its Directors for the purpose of company law and throughout this report are collectively referred to as the Directors.

The Directors serving during the year and since the year end are detailed on page 1.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The organisation is controlled by its governing documents, a Memorandum and Articles of Association dated 23 December 1999 and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006. It is a registered charity with the the Inland Revenue and the Office of the Scottish Charity Regulator.

##### **Recruitment and appointment of new Directors**

The Charitable Company has ten Directors at the year end who were elected at the Charitable Company's AGM. The minimum number of Directors is five, as determined by the Memorandum and Articles of Association. Directors are recruited in via an open and transparent recruitment process, so as to fill any skills gaps that exist within the Board.

##### **Directors' induction and training**

New Directors are appointed at the discretion of the Board and take part in an induction programme which aims to familiarise them with the charity's values, aims and objectives, together with its day-to-day operations, in addition to clarifying their statutory responsibilities as Directors of a company limited by guarantee and Trustees of a charity. Ongoing training and education takes place in conjunction with the charity's board meetings and at other specific occasions.

##### **Organisational structure**

Directors shall be appointed to the offices of Chair and any other offices which the Directors may consider appropriate, these appointments being made at meetings of Directors. Each office shall be held until conclusion of the AGM which next follows the appointment but a Director whose period of office expires at the AGM may be reappointed.

The day to day decisions of Glasgow Women's Library Limited are delegated to the senior management team led by Sue John, Chief Executive, with the Board of Directors ratifying any major decisions made by senior management. Remuneration for senior management staff is set by the Board. The remuneration is based on market conditions and is reviewed regularly.

##### **Risk management**

The Directors have a duty to identify and review the risks to which the Charitable Company is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

There is a risk management strategy which comprises:

1. A six-monthly review of the risks which the Charitable Company face.
2. The establishment of systems and controls to mitigate those risks identified.
3. The implementation of procedures designed to minimise any potential impact on the Charitable Company should any of those risks materialise.

Glasgow Women's Library has grown steadily, particularly since relocating into its permanent premises in 2013, with increases in staff and dedicated projects, expansion of its services across Scotland, Accreditation as a Museum, the awarding of the status of a Recognised Collection of National Significance, relocation to and refurbishment of its premises, and the development of independent income generation. The process of understanding, evaluating, and assessing the organisation's risks, therefore, has consequently grown more complex.

As five out of 25 posts are funded on a 'project' basis, the greatest risk facing the organisation is the potential for funding of these projects to cease, although three of the posts are funded on a short-term basis, ending on 31st March 2024, in any case. The majority of other posts are funded by local or central government and are highly likely to retain funding. One core project (covering six posts) has a funding cycle commitment to at least 30th September 2024; two projects (covering nine posts) have funding until 31st March 2026 with a high likelihood of renewal; and one project (covering five posts) is funded until 31st March 2024 with a three year funding cycle to be re-introduced by the funder after that.

With 25 members of staff, the required redundancy reserve this year is £94,664. While GWL works to incorporate full cost recovery into project funding applications, some costs are part-funded out of unrestricted income.

Looking forward, the organisation has returned to delivering full programmes of in-person projects, events, exhibitions and activities, with the continuation of some online provision to a wide range of audiences. Due diligence is in place to ensure that the building is kept in a good condition, with regular maintenance and contracts in place. Glasgow Women's Library is a popular choice for Venue Hire by external organisations and this provides independent income generation - this has shown an increase in demand following the Covid-19 restrictions of the previous years.

The implementation of the Strategic Plan is well underway, with systems and frameworks in place to ensure an ongoing and robust analysis of risks at board and staff levels, developing a clear philosophy for approaching risk, including risk mitigation and monitoring strategies. A new three year Strategic Plan will be written during the next year.

**Directors' Annual Report  
For the year ended 31 March 2023**

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The objects for which the Charitable Company is established are the advancement of education and the relief of poverty of women who are often affected because of the discrimination to which they are subjected.

- a) To advance the education of the general public by increasing knowledge and understanding of women's history, lives and culture through the provision of an accessible library, resource centre and archive collection;
- b) To advance the education of women by providing a resource centre with a range of historical and contemporary materials in order to increase knowledge and understanding of women of all ages, social classes, ethnicities and cultures, with or without disabilities;
- c) To relieve the poverty of women by producing documentary evidence of the extent of that poverty and thereby increased the awareness of those public bodies and others who would be able to alleviate that poverty.

**Activities**

The work carried out by Glasgow Women's Library relates directly to its charitable aims and objectives and the Directors consider these to be one single activity of Education.

Glasgow Women's Library is the sole resource of its kind in Scotland and is open to all. As the only Accredited Museum dedicated to women's history in the UK, and also a Recognised Collection of National Significance, it has become central to the cultural ecology of Scotland, and is a well-respected, multi-award winning, and highly valued heritage resource. The integrated, vibrant and constantly growing museum and archive collection uniquely exemplifies the lives of women, charting their historical and contemporary achievements and contributions. Permanent, temporary and themed exhibitions and displays tell a comprehensive and coherent story that champions, celebrates and teaches us about how women have shaped lives, families, communities and the country, and ultimately changed hearts, minds and laws in the strive for equality. A well-qualified, specialist collections staff team, comprising a Librarian, an Archivist and a Museum Curator, ensures that a professional, high quality, accessible range of activities is provided at both Glasgow Women's Library and in outreach locations across the country.

A lending library of over 20,000 books augments the collection of 4,000 artefacts and over 500,000 archive items to provide an inspiring, accessible resource with a range of historical and contemporary materials in order to increase knowledge and understanding of a diverse range of women and those with Protected Characteristics.

GWL is based in Bridgeton, in the heart of Glasgow's East End, an area that is in the top 5% of most deprived areas of Scotland but with a rich and proud history, and a hunger within the local community for cultural input and initiatives. GWL has successfully created a unique organisation that is visited, loved and valued by people from around the world and from around the corner.

In addition to facilitating ongoing and meaningful engagement with the collections, the advancement of education of the general public is also achieved through the delivery of fresh, innovative programmes of public events and other creative learning opportunities. These are delivered across Scotland, often in partnership with other organisations and community groups and in outreach settings such as H M Prison service. In addition, dedicated projects aimed at advancing the education of women in particular focus on Adult Literacy and Black & Ethnic Minority Women.

This includes both one-to-one and group support with reading and writing, English classes and bibliotherapy focussed reading groups, all of which are designed to be accessible to and inclusive of women from different backgrounds with varied needs, confidence levels and facing different barriers to full participation in society. This work impacts positively on health and well-being, develops skills and confidence, enables the meeting of other people from all walks of life, broadens horizons and increases social and cultural capital of women who feel the most marginalised and vulnerable in society.

The Volunteer Development Programme supports and develops the skills and confidence of over 80 women per year as volunteers, the majority of whom are from marginalised communities – either geographic or communities of interest. The gaining of skills and experience, the increasing of confidence and the building of social networks empowers women to take more control of their lives and achieve their potential. This work acts as a stepping stone to employment, education or further training and helps to tackle inequalities, contributing to increased financial independence and a reduction in poverty.

**Directors' Annual Report  
For the year ended 31 March 2023**

**ACHIEVEMENTS AND PERFORMANCE**

In 2022-2023, Glasgow Women's Library continued to navigate the residual challenges of the Covid-19 pandemic and mitigate any potentially negative impacts on the organisation. With sound strategic and operational responses to working within a consequently highly unpredictable context already in place, the GWL team again excelled itself in working productively, effectively and with huge courage, creativity and compassion throughout this period. GWL worked to ensure that opportunities were taken: continue to improve the building; develop skills across the organisation; and develop expanded digital resources and hybrid programming. The key framework documents developed and implemented at the start of the pandemic (the 'Phased Return Plan', a Covid-19 Specific 'Risk and Opportunities Register' and a set of 'Guiding Principles') were kept in place to support these strategic and operational approaches, highlighting the charity's approach as a values-led, equalities-focused organisation. Robust and effective cross-organisational communication and support systems were maintained to enable a hybrid arrangement of working from home and working in the GWL building across the organisation, and public facing communications were always timely and clear, using the website and Social Media platforms.

GWL has not just been able to continue to deliver across Scotland to diverse audiences, but has also retained high levels of excellence and innovation in its programming, and provided good-practice models for others, while continuing to learn and adjust internally during this unprecedented time. GWL's seasonal programmes of creative, public learning and educational projects, events, exhibitions and activities in 2022-2023 returned to in-person delivery, with the continuation of some online provision to a wide range of audiences. Over 160 individual public events were delivered, and many partnerships sustained and created in this period. In addition, GWL staff gave a range of public talks, Key Note speeches and facilitated workshops for external organisations in the learning, museum, libraries and archives sectors. The GWL public events programme included writing groups, reading groups, discussions, exhibitions, creative workshops, guided Women's Heritage Walks, GWL's annual literary festival Open the Door, and a raft of events related to the items in the museum and archive collections, for example 'Open Archives'. In addition to advancing the education of the general public - and of women in particular - these events also address inequalities and reduce gaps in opportunities for the most marginalised communities, so that they can engage in activities that expand their capacity to be active in social, economic and cultural life. Towards the end of this financial year, visitor numbers had returned to beyond pre-Covid-19 levels, doubling on last year's numbers in the same period. The Visitors' Book records that people have visited GWL from all over the world, as well as from across Scotland and the rest of the UK.

The exhibitions programme drew positive media coverage. With 18 major exhibitions during this period, Weemin's Wark and Vanessa Baird: New Works in particular attracted reviews online and in print.

In addition, GWL's core projects, including Volunteer Development, the BAME women's project, and Adult Literacy and Numeracy, continued throughout the year. ESOL learning, delivered at GWL by Clyde College, resumed in-person delivery, with four classes per week, and GWL signposting new learners to the service. Dedicated support to volunteers also continued, with 89 volunteers (including 31 new) contributing to activities in a range of roles. Additionally GWL hosted 13 placements for students, including from: Museum Studies MSc (University of Glasgow), Museum Education MSc (University of Glasgow), Gender Studies MSc (University of Strathclyde), MLitt Curatorial Practice (Glasgow School of Art), Community Development Undergraduate and Postgraduate (University of Glasgow).

GWL continued its commitment to being an Accredited Living Wage Employer, retained the standards of the Glasgow Volunteering Chartermark, and continued in its commitment to the environment by being a member of the Green Arts Initiative.

GWL continued to improve its building, with an embedded cross-organisational commitment to focus on the climate emergency and environmental issues, and to redress negative impacts of climate change. As part of this work, GWL successfully applied for a grant to the Wolfson Foundation towards its Net Zero ambitions. The grant will enable cavity wall and loft insulation as part of the overall strategy to achieve Net Zero by 2030.

This year, the Three Decades of Changing Lives Project, funded by the National Lottery Heritage Fund, made great progress in cataloguing, digitising, interpreting and showcasing GWL's own 30-year heritage and delivering a range of events and exhibitions. This is ensuring that GWL's institutional knowledge and own history and heritage is not at risk of being lost, and is made available for wider public benefit.

GWL Co-founder and current Director of Creative Development, Delivery and Engagement, Dr Adele Patrick, was bestowed the honour of Fellow of the Royal Society of Edinburgh, and was also awarded the Saltire Society 'Fletcher of Saltoun' Award, which recognises and celebrates the innovators and entrepreneurs who shape the cultural landscape of Scotland in the fields of Science, Arts & Humanities and Public Life.

**FINANCIAL REVIEW**

**Principal funding sources**

The main sources of funding during the year were Glasgow City Council, The Scottish Government, Creative Scotland, The Robertson Trust, Historic Environment Scotland, The John Ellerman Foundation and The National Lottery Heritage Fund.

**Results for the year**

Per the Statement of Financial Activities, the charity reported Net Expenditure (i.e. a deficit) for the year of £254,506 (2022 - Deficit £83,186) and total funds of £1,601,594 at 31 March 2023 (2022 - £1,856,100) which included £709,882 (2022 - £758,651) relating to the charity's Designated Funds and £640,905 (2022 - £890,183) relating to Restricted Funds. Total income for the year to 31 March 2023 was £513,919 (2022 - £633,455) which included accrued grant income of £303,526 (2022 - £448,618) representing confirmed future funding of various projects over future years. Due to income recognition rules, grant income is recognised in the period in which the grant has been awarded. Any income which relates to a future period will remain in Restricted Reserves until utilised by the Charity. A detailed breakdown of these funds held at 31 March 2023 can be found in note 21 to the accounts. Income was recognised in the year ended 31 March 2023 due to the award date, with related costs being recognised in future years.

## **Glasgow Women's Library Limited**

### **Directors' Annual Report For the year ended 31 March 2023**

#### **FINANCIAL REVIEW (Cont...)**

##### **Reserves policy**

The charitable company holds a prudent general reserve to cover costs arising in the event of the closure of the charitable company. This policy is reviewed by the Directors on an on-going basis at board meetings. The charity's General Fund at 31 March 2023 is £250,807 (2022 - £207,266) and is deemed sufficient to cover the aforementioned costs of closure.

##### **Investment policy**

Under the Memorandum and Articles of Association, the Charitable Company has the power to invest in any investments and securities as may be considered from time to time to be advantageous.

#### **PLANS FOR FUTURE PERIODS**

Continuing to deliver vibrant, impactful, life-changing programmes of events, creative learning activities, projects and exhibitions will be at the core of GWL's work over the next year, setting the highest standards of innovation and excellence in line with its Strategic Aims. Programme planning and delivery will continue, both in-person and digitally, informed by ongoing feedback from learners, audiences, participants, and conversations with creatives, partners and colleagues across the sector/s.

In addition, the organisation will continue to build, care for, curate and make accessible its unique, world-class collections, which are recognised as being of national significance in Scotland.

A new Strategic Plan will be devised and implemented across the organisation, making clear GWL's vision and ambitions to 2026-2027, and paying particular attention to developing GWL's role as a change-maker and influencer, and to securing a sustainable future.

The Directors and senior management team are fully aware of the need to continue to meet the challenges of the longer term impacts of the Covid-19 pandemic on people's lives, compounded by the additional ongoing challenges of the cost of living rises, economic downturn, pressures on public sector finances and Brexit. GWL will continue to plan and reflect on the complexities, risks and opportunities offered in this context, maintaining due diligence while embarking on the development and delivery of the new Strategic Plan.

#### **LEGAL AND ADMINISTRATIVE INFORMATION**

The charity's legal and administrative information is detailed on page 1 of these financial statements.

#### **STATEMENT OF DIRECTORS' RESPONSIBILITIES**

The Directors (who are also Trustees of Glasgow Women's Library Limited for the purposes of charity law) are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting standards have been followed, subject to any material departures disclosed and explained in the financial
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in

The Directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Directors are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware, and
- the Directors have taken all the steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The Directors are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**Glasgow Women's Library Limited**

**Directors' Annual Report  
For the year ended 31 March 2023**


**STATEMENT OF DIRECTORS' RESPONSIBILITIES (Cont...)**

**Auditors**

A resolution proposing that Gerber Landa & Gee, Chartered Accountants and Registered Auditors, be reappointed as auditors of the charitable company will be put to the Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

This report was approved by the Directors on 22nd June 2023 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'Judith Barber', written over a dotted line.

**Judith Barber, Director**



## **Independent Auditor's Report to the Trustees and Members of Glasgow Women's Library Limited**

### **Opinion**

We have audited the financial statements of Glasgow Women's Library (the 'charitable company') for the year ended 31 March 2023 which comprise the Statement of Financial Activities (incorporating the income and expenditure account), the Balance Sheet and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023, and of its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### **Other information**

The other information comprises the information included in the trustee's annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report (incorporating the directors' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit ; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

## **Independent Auditor's Report to the Trustees and Members of Glasgow Women's Library Limited**

### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement set out on pages 5 and 6, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with regulations made under those Acts.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- The engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- We identified the laws and regulations applicable to the company through discussions with trustees and other management, and from our commercial knowledge and experience of the sector;
- We focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the company, including the Companies Act 2006, data protection, anti-bribery, employment, environmental and health and safety legislation;
- We assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- Making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- Considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- Performed analytical procedures to identify any unusual or unexpected relationships;
- Investigated the rationale behind significant or unusual transactions; and

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance; and
- enquiring of management as to actual and potential litigation and claims.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

**Independent Auditor's Report to the Trustees and Members of  
Glasgow Women's Library Limited**

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>. This description forms part of our auditor's report.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charitable company's trustees, as a body, in accordance with Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charitable company's members and trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company, the charitable company's members as a body and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



**Darren Smith CA (Senior Statutory Auditor)**

For and on behalf of Gerber Landa & Gee

Statutory Auditor

Chartered Accountants

Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006

Pavilion 1

Finnieston Business Park

Minerva Way

GLASGOW

G3 8AU

Date: 22 June 2023

**Glasgow Women's Library Limited**

**Statement of Financial Activities**  
**(incorporating the income and expenditure account)**  
**For the year ended 31 March 2023**

		<b>Unrestricted funds</b>			<b>2023</b>	<b>2022</b>
		<b>General</b>	<b>Designated</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
	<b>Notes</b>	<b>Fund</b>	<b>funds</b>	<b>funds</b>	<b>Total</b>	<b>Total</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income from:</b>						
Donations and legacies	2	57,632	-	-	57,632	39,145
Charitable activities	3	10,184	-	405,031	415,215	564,911
Other trading activities	4	21,607	-	-	21,607	8,662
Investments	5	8,817	-	-	8,817	195
Other income	6	10,648	-	-	10,648	20,542
<b>Total</b>		<b>108,888</b>	<b>-</b>	<b>405,031</b>	<b>513,919</b>	<b>633,455</b>
<b>Expenditure on:</b>						
Raising funds	7	8,107	-	10,610	18,717	6,677
Charitable activities	8	53,766	52,126	643,816	749,708	709,964
<b>Total</b>		<b>61,873</b>	<b>52,126</b>	<b>654,426</b>	<b>768,425</b>	<b>716,641</b>
<b>Net income/(expenditure)</b>		<b>47,015</b>	<b>(52,126)</b>	<b>(249,395)</b>	<b>(254,506)</b>	<b>(83,186)</b>
<b>Transfers between funds</b>	18	<b>(3,474)</b>	<b>3,357</b>	<b>117</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>43,541</b>	<b>(48,769)</b>	<b>(249,278)</b>	<b>(254,506)</b>	<b>(83,186)</b>
<b>Reconciliation of funds</b>						
Total funds brought forward		207,266	758,651	890,183	1,856,100	1,939,286
<b>Total funds carried forward</b>		<b>250,807</b>	<b>709,882</b>	<b>640,905</b>	<b>1,601,594</b>	<b>1,856,100</b>

The Statement of Financial Activities includes all gains and losses in the year. All income and expenditure derive from continuing activities.

The notes on pages 13 - 23 form part of these financial statements

**Glasgow Women's Library Limited**  
**Company No. SC178507**  
**Balance Sheet**  
**As at 31 March 2023**

		<u>2023</u>	<u>2022</u>
		£	£
<b>Fixed Assets</b>			
Tangible assets	13	709,882	758,651
<b>Current assets</b>			
Debtors	14	463,318	569,299
Cash at bank and in hand		380,000	374,886
		<u>843,318</u>	<u>944,185</u>
<b>Creditors: amounts falling due within one year</b>	15	<u>(30,606)</u>	<u>(33,850)</u>
<b>Net current assets</b>		812,712	910,335
<b>Debtors: amounts falling due after more than one year</b>	16	79,000	187,114
<b>Net assets</b>		<u>1,601,594</u>	<u>1,856,100</u>
<b>Funds</b>			
Unrestricted funds			
General Fund	19	250,807	207,266
Designated funds	20	709,882	758,651
Restricted funds	21	640,905	890,183
		<u>1,601,594</u>	<u>1,856,100</u>

The financial statements are prepared in accordance with the special provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Directors on 22 June 2023 and signed on their behalf by:



**Judith Barber**



**Kirsty Devine**

**The notes on pages 13 - 23 form part of these financial statements**

**Glasgow Women's Library Limited**  
**Company No. SC178507**  
**Statement of Cash Flows**  
**For the year ended 31 March 2023**

	Notes	2023 £	2022 £
<b>Cash provided by operating activities</b>	<b>23</b>	<b>8,471</b>	<b>11,548</b>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(3,357)	(24,015)
<b>Cash used in investing activities</b>		<b>(3,357)</b>	<b>(24,015)</b>
<b>Increase/(Decrease) in cash &amp; cash equivalents in year</b>		<b>5,114</b>	<b>(12,467)</b>
<b>Cash and cash equivalents at beginning of the year</b>		<b>374,886</b>	<b>387,353</b>
<b>Cash and cash equivalents at end of the year</b>		<b>380,000</b>	<b>374,886</b>

The notes on pages 13 - 22 form part of these financial statements

**Notes to the Financial Statements  
For the year ended 31 March 2023**

**1. Accounting Policies**

**1.1 Accounting convention**

The financial statements are prepared under the historical cost convention with items recognised at cost value unless otherwise stated in the relevant Notes to these financial statements. The financial statements are prepared in Sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are round to the nearest £. The financial statements have been prepared in accordance with the Financial Reporting Standard 102 and with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their Accounts in accordance with Financial Reporting Standard 102 (effective January 2019), the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006. Glasgow Womens Library meets the definition of a public benefit entity under FRS102. The Board believes that preparing the accounts on a going concern basis is appropriate. The principal accounting policies adopted in the preparation of the financial statements are set out below:

**1.2 Fund Accounting**

Funds are classified as either Restricted Funds or Unrestricted Funds, defined as follows:

**Restricted Funds** are funds subject to specific requirements as to their use which may be declared by the donor or with their authority or created through legal processes, but still within the wider objects of the charity.

**Unrestricted Funds** are expendable at the discretion of the Trustees in furtherance of the objects of the charity. If parts of the Unrestricted Funds are earmarked at the discretion of the Trustees for a particular purpose, they are designated as a separate fund. This designation has an administrative purpose only and does not legally restrict the Trustees' discretion to apply the fund.

**1.3 Donations and legacies**

Donations are recognised when the charity has evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably. Entitlement usually arises immediately upon receipt, however, in the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Legacy gifts must be recognised when it is probable that it will be received. This is normally following the granting of probate, when the administrator/executor of the estate has communicated in writing both the amount and settlement date and any conditions attached to the legacy are either within the control of the charity or have been met. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

**1.4 Grants receivable**

Income from government and other grants, whether 'capital' or 'revenue' in nature, are recognised when the charity has unconditional entitlement to the funds, it is probable that the income will be received, the amount can be measured reliably. Unconditional entitlement will be achieved once any performance or other conditions attached to the grants have been met, or fulfilment of those conditions is wholly met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the Balance Sheet as deferred income to be released.

Where grants have been awarded for subsequent years and meet the conditions detailed for recognition, the income is recognised as accrued income on the Balance Sheet. Amounts falling due after more than one year are detailed separately on the Balance Sheet if deemed material and disclosed in the notes to the accounts as "Debtors: amounts falling due after more than one year".

**1.5 Gift Aid**

Income tax recoverable on Gift Aid donations is recognised when the respective donation has been recognised and the recoverable amount of income tax can be measured reliably; this is normally when the donor has completed the relevant Gift Aid declaration form. Income tax recoverable on Gift Aid donations is allocated to the same fund as the respective donation unless specified by the donor.

**1.6 Charitable Activities**

Income from charitable activities includes income earned both from the supply of goods or services under contractual arrangements and from performance-related grants which have conditions that specify the provision of particular goods or services to be provided by the charity. Income from charitable activities is recognised as earned (as the related goods or services are provided).

**1.7 Other trading activities**

Income from other trading activities includes income earned from both trading activities to raise funds for the charity and income from fundraising events and is recognised when the charity has entitlement to the funds, it is probable that these will be received and the amounts can be measured reliably.

**1.8 Investment income**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

**1.9 Volunteers**

General volunteer time is not recognized – refer to the Trustees' Annual Report for more information about their contribution.

**1.10 Expenditure recognition**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured or estimated reliably.

**Notes to the Financial Statements  
For the year ended 31 March 2023**

**1. Accounting Policies (cont...)**

**1.10 Expenditure recognition**

Liabilities are measured on recognition at historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date. The exception is that certain financial instruments must be adjusted to their present value; these include financial liabilities where settlement is deferred for more than 12 months after the reporting date.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. Further information on the basis of allocation is provided below.

**1.11 Raising funds**

Expenditure on raising funds includes all expenditure incurred by a charity to raise funds for its charitable purposes. It includes the costs of all fundraising activities and events together with those costs incurred in seeking donations, grants and legacies.

**1.12 Charitable expenditure**

Expenditure on charitable activities includes all costs incurred by the charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities. The costs of charitable activities presented in the Statement of Financial Activities includes the costs of direct service provision.

**1.13 Support costs**

Support costs are incurred supporting the charity's activities and include expenditure associated with administrative and finance functions, business support, HR, IT and governance. These support functions are shared across the charity's activities and are apportioned across those activities in order to arrive at the full cost for each reported activity. The method of apportionment adopted by the charity are outlined in the notes to the financial statements.

**1.14 Governance costs**

Governance costs (which are included as a component of support costs in accordance with SORP) comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include those related to constitutional and statutory requirements, external scrutiny (audit or independent examination), strategic management, and other legal and professional fees.

**1.15 Activity reporting**

The Trustees are of the opinion that the charity carries out the single activity of education and that it would not be appropriate to analyse charitable activities further.

**1.16 Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at the carrying value plus accrued interest less repayments. The financing charge to expenditure is at a constant rate calculated using the effective interest method.

**1.17 Judgements**

In preparing the financial statements, the Trustees have made judgements regarding the allocation of support costs to the individually reported activities of the charity. Details of the apportionment basis are included in the notes to the financial statements.

**1.18 Pension costs and other post retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**1.19 Tangible Fixed Assets**

Fixed assets less than £500 per individual item are written off within the Statement of Financial Activities in the year of acquisition.

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its useful life, as follows:

Leasehold Improvements	Remaining Length of lease
Fixtures, Fittings & Equipment	10% & 25%    Straight line

**1.20 Debtors**

Debtors are measured at their recoverable amounts, being the amount the charity anticipates it will received in settlement of the debt (net of any discounts offered and provision against bad debt). Prepayments are valued at the amount prepaid at the reporting date.

Debtors that fall due after more than one year and are deemed material in comparison to the total current assets are detailed separately in the notes to the accounts and are shown on the face of the Balance Sheet.

**1.21 Cash and Cash Equivalents**

Cash at bank and in hand includes all cash equivalents held in the form of short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**1.22 Irrecoverable VAT**

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.



# Glasgow Women's Library Limited

## Notes to the Financial Statements For the year ended 31 March 2023

### 1. Accounting Policies (cont...)

#### 1.23 Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of economic benefit - generally in the form of a cash payment - to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due. If there is an unconditional right to defer payment for more than 12 months from reporting date then they are presented as non-current liabilities.

#### 1.24 Leasing

Costs in respect of operating leases are charged on a straight line basis over the term of the lease.

#### 1.25 Taxation

The charitable company is exempt from corporation tax on its charitable activities.

#### 1.26 Legal Form

Glasgow Womens' Library is a private company, limited by guarantee, registered in Scotland. The company's registered number and office address can be found on page 1.

### 2. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Donations	36,170	-	36,170	21,716
Subscriptions	16,187	-	16,187	17,429
Grants	5,275	-	5,275	-
	57,632	-	57,632	39,145

### 3. Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b>Government funding</b>				
The Scottish Government - Equalities & Human Rights Fund	-	186,804	186,804	123,395
Glasgow City Council - Dennistoun Heritage Walk	-	4,501	4,501	-
	-	191,305	191,305	123,395
<b>Grant funding</b>				
Museum Galleries Scotland - She Settles in the Shields 10 years on	-	4,730	4,730	-
Museum Galleries Scotland - Bush Tea	-	-	-	1,000
Glasgow Life	-	1,995	1,995	-
Book Week Scotland	-	650	650	675
Scotrail	120	-	120	286
Wolfson Foundation	-	44,000	44,000	-
Hertiage Lottery Fund - Digital Volunteer	-	-	-	19,424
Hertiage Lottery Fund - 3 Decades	-	-	-	198,227
National Centre For Writing - OTD Festival	-	2,500	2,500	-
The Second Shelf	-	15,000	15,000	-
OCA Norway	-	2,370	2,370	-
BEMIS	-	-	-	1,000
University of Edinburgh	-	-	-	2,470
CILIPS - A Beacon of Hope	3,000	-	3,000	-
John Ellerman Foundation	-	(537)	(537)	-
University of Manchester	-	-	-	2,000
British Council - Kenya Project	-	-	-	20
GCVS Community Health & Wellbeing Fund	-	9,980	9,980	-
GCVS - ALN Project	-	-	-	14,000
Creative Scotland - RFO	-	119,989	119,989	119,989
Creative Scotland - Recovery Fund	-	-	-	58,992
Learning Link	-	-	-	9,618
University of Strathclyde	-	-	-	5,500
University of Glasgow	-	12,600	12,600	-
University of St Andrews	-	450	450	1,886
<b>Education and training</b>	7,064	-	7,064	6,429
	10,184	405,031	415,215	564,911

Grant income is recognised in the period in which the grant has been awarded with related costs being recognised in future years. Any income which relates to a future period will remain in Restricted Reserves until utilised by the Charity. A detailed breakdown of these funds held at 31 March 2023 can be found in note 21 to the accounts.

**Glasgow Women's Library Limited**

**Notes to the Financial Statements  
For the year ended 31 March 2023**

**4. Other trading activities**

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Fundraising events	2,000	-	2,000	425
Book sales	1,847	-	1,847	1,534
Walks	970	-	970	544
Venue hire & catering	6,313	-	6,313	1,968
Merchandise	10,477	-	10,477	4,191
	21,607	-	21,607	8,662

**5. Investment income**

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Interest received	8,817	-	8,817	195
	8,817	-	8,817	195

Investment income was earned from the charity's bank deposits and bank account balances.  
All investment income is derived from assets held within the UK.

**6. Other income**

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
VAT recovered	10,648	-	10,648	20,542
	10,648	-	10,648	20,542

**7. Raising funds**

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Books and merchandise purchases	79	10,610	10,689	-
Training expenses	-	-	-	1,200
Support and governance costs - see note 9	8,028	-	8,028	5,477
	8,107	10,610	18,717	6,677

Glasgow Women's Library Limited

Notes to the Financial Statements  
For the year ended 31 March 2023

8. Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Staff costs	-	524,641	524,641	466,619
Sessional staff	299	3,800	4,099	1,075
Premises costs	-	11,754	11,754	43,100
Events and materials	1,277	73,076	74,353	90,073
Training	-	60	60	2,920
Publicity	-	-	-	564
Administration costs	-	5,921	5,921	1,277
Travel and expenses	-	1,057	1,057	878
Volunteer expenses	-	1,948	1,948	986
Equipment	-	1,500	1,500	-
Depreciation	52,126	-	52,126	53,182
Support and governance costs - see note 9	52,190	20,059	72,249	49,290
	105,892	643,816	749,708	709,964

9. Support and governance costs

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b>Support costs</b>				
Staff costs	-	20,059	20,059	17,850
Premises costs	20,333	-	20,333	12,728
Administration costs	34,525	-	34,525	18,729
<b>Governance costs</b>				
Auditor's remuneration	5,360	-	5,360	5,460
	60,218	20,059	80,277	54,767

Support costs include all core costs that arise during the overall direction and administration on the charity, comprising the salary and overhead costs of the central function. These are apportioned to the SOFA headings on the following basis which are an estimate, based on staff time, of the amount attributable to each:

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Raising funds	8,028	-	8,028	5,477
Charitable activities	52,190	20,059	72,249	49,290
	60,218	20,059	80,277	54,767

10. Activity Reporting

The Trustees are of the opinion that the charity carries out the single activity of education and that it would not be appropriate to analyse charitable activities further.

11. Net Income/(Expenditure) for the year

	2023 £	2022 £
Net income/(expenditure) is stated after charging:		
Depreciation and other amounts written off tangible assets	52,126	53,182
Auditor's remuneration - comprising of the annual audit fee	5,360	5,460

**Notes to the Financial Statements  
For the year ended 31 March 2023**

**12. Employees****Number of employees**

The average monthly numbers of employees during the year were:

	<b>2023</b>	<b>2022</b>
	<b>Number</b>	<b>Number</b>
Charitable activities	22	20
Management and administration	3	3
	<u>25</u>	<u>23</u>

**Employment costs**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Wages and salaries	482,813	430,405
Social security costs	34,243	28,402
Other pension costs	27,650	25,662
	<u>544,706</u>	<u>484,469</u>

There were no employees who received remuneration of over £60,000 in the period.

**Key Management Personnel**

The key management personnel of the charity comprises The Enterprise Development Manager and the Lifelong Learning and Creative Development Manager. The total employee benefits of the key management personnel of the charity were £77,055 (2022 - £74,336).

**Pension costs**

Employees are eligible to join a defined contribution scheme managed by Aegon. The company contributes 6% of pensionable salary. These contributions totalled £27,650 in the year (2022 - £25,662) of which £5,120 was outstanding at the year end (2022 - £Nil).

**13. Fixed Assets**

	<b>Leasehold</b>	<b>Fixtures,</b>	
	<b>Improvements</b>	<b>Fittings &amp;</b>	
	<b>£</b>	<b>Equipment</b>	<b>Total</b>
		<b>£</b>	<b>£</b>
<b>Cost</b>			
As at 1 April 2022	985,366	43,482	1,028,848
Additions	-	3,357	3,357
As at 31 March 2023	<u>985,366</u>	<u>46,839</u>	<u>1,032,205</u>
<b>Depreciation</b>			
As at 1 April 2022	237,745	32,452	270,197
Charge for year	45,841	6,285	52,126
As at 31 March 2023	<u>283,586</u>	<u>38,737</u>	<u>322,323</u>
<b>Net Book Value</b>			
As at 31 March 2023	<u>701,780</u>	<u>8,102</u>	<u>709,882</u>
As at 31 March 2022	<u>747,621</u>	<u>11,030</u>	<u>758,651</u>

**Glasgow Women's Library Limited**

**Notes to the Financial Statements  
For the year ended 31 March 2023**

**14. Debtors: amounts falling due within one year**

	2023 £	2022 £
Trade debtors	16,072	1,080
Other debtors	4,484	5,700
Prepayments and accrued income	442,762	562,519
	<u>463,318</u>	<u>569,299</u>

**15. Creditors: amounts falling due within one year**

	2023 £	2022 £
Trade creditors	5,479	14,736
Other creditors	714	384
Accruals and deferred income	24,413	18,730
	<u>30,606</u>	<u>33,850</u>

**16. Debtors: amounts falling due after more than one year**

	2023 £	2022 £
Accrued income	79,000	187,114
	<u>79,000</u>	<u>187,114</u>

**17. Analysis of net assets between funds**

	Unrestricted General Fund £	Designated funds £	Restricted funds £	Total funds £
Fund balances at 31 March 2023 as represented by:				
Fixed assets	-	709,882	-	709,882
Current assets	273,373	-	569,945	843,318
Current liabilities	(22,566)	-	(8,040)	(30,606)
Debtors: due more than one year	-	-	79,000	79,000
	<u>250,807</u>	<u>709,882</u>	<u>640,905</u>	<u>1,601,594</u>

**18. Fund transfers**

	Unrestricted General Fund £	Designated funds £	Restricted funds £
Transfer to the Designated Assets Fund of FA additions	(3,357)	3,357	-
Transfer from the General Fund to cover restricted funds in deficit.	(117)	-	117
	<u>(3,474)</u>	<u>3,357</u>	<u>117</u>

# Glasgow Women's Library Limited

## Notes to the Financial Statements For the year ended 31 March 2023

19. Unrestricted funds	1 Apr' 22 £	Incoming £	Outgoing £	Transfers £	31 Mar' 23 £
General Fund	207,266	108,888	(61,873)	(3,474)	250,807

### Purposes of General Fund

The General Fund encompasses all income and expenditure relating to the primary activities of the charity, other than those for which funding is restricted or designated.

20. Designated funds	1 Apr' 22 £	Incoming £	Outgoing £	Transfers £	31 Mar' 23 £
Designated Assets Fund	758,651	-	(52,126)	3,357	709,882

### Purposes of Designated Assets Fund

The Designated Assets Fund represents the net book value of unrestricted funds tied up in fixed assets, which would not be readily convertible in to cash.

21. Restricted funds	1 Apr' 22 £	Incoming £	Outgoing £	Transfers £	31 Mar' 23 £
Scottish Government Equality & Human Rights Fund	91,821	186,803	(153,568)	-	125,056
Glasgow City Council - Dennistoun Heritage Walk	-	4,501	-	-	4,501
British Council - Pakistan Project	2,989	-	(2,989)	-	-
Transformation Project	349	-	(349)	-	-
YCSA	100	-	(100)	-	-
Stellar Quines Theatre Company	861	-	(861)	-	-
Robertson Trust Volunteer Development	124,639	-	(26,548)	-	98,091
MGS - She Settles In The Shields 10 years On	-	4,730	(4,730)	-	-
The Second Shelf	-	15,000	(15,000)	-	-
Creative Scotland - RFO	119,989	119,989	(119,989)	-	119,989
Random Acts of Giving Fund	2,619	-	(17)	-	2,602
HLF - 3 Decades	186,249	-	(99,759)	-	86,490
Glasgow City Council Communities Fund	142,018	-	(142,135)	117	-
Wolfson Foundation	-	44,000	-	-	44,000
OCA Norway	-	2,370	(1,157)	-	1,213
Book Week Scotland	-	650	(383)	-	267
Responders of Colour	3,000	-	(3,000)	-	-
Glasgow Life ESOL & ALN	-	1,995	(1,995)	-	-
National Centre For Writing - OTD Festival	-	2,500	-	-	2,500
University of Glasgow - Wimple Project	-	12,600	(4,145)	-	8,455
GCVS Wellbeing Fund	-	9,980	-	-	9,980
HLF - Digital Volunteering	19,424	-	(17,041)	-	2,383
Dundee International Women's Centre Exhibition	1,082	-	(1,082)	-	-
Life Support Programme	13,356	450	(1,221)	-	12,585
John Ellerman Foundation	27,047	(537)	(26,510)	-	-
Girlhood Project	1,700	-	(120)	-	1,580
Creative Scotland - Recovery Fund	58,992	-	(24,539)	-	34,453
Learning Links	6,589	-	(6,589)	-	-
Bridgeton Refurbishment	87,359	-	(599)	-	86,760
	890,183	405,031	(654,426)	117	640,905

Notes to the Financial Statements  
For the year ended 31 March 2023

21. Restricted funds (cont...)

**Purposes of Restricted Funds**

***Scottish Government Equality & Human Rights Fund***

Funding to support national outreach work and programmes across Scotland as a unique national organisation, including the salaries of key posts central to this work.

***Glasgow City Council - Dennistoun Womens' Heritage Walk***

This Heritage project will engage and work with a diverse range of women based in Dennistoun and elsewhere to investigate the histories and stories behind women's lives in the area. Project participants will receive training and upskilling sessions and in March 2024 the project group will produce a women's heritage trail map and a small booklet with creative responses to what the project discovers.

***British Council - Pakistan Project***

The grant has enabled Glasgow Women's Library to connect with women creative/s and women's creative organisations in Pakistan, and to support a programming focus on South Asian writers.

***Transformations Project***

Funding received from the University of Strathclyde to support workshops delivered by an artist to work with GWL learners and users as part of the University's Transformations research which examines how libraries are transformational places with GWL as a case study.

***Stellar Quines Theatre Company***

Creative Writing workshops for Muslim Women. Offering a safe and welcoming space for Muslim Women to explore themes of interest and playwriting styles. Visits to theatre and performances of interest, meeting Production Directors, Playwrights, Stage Technicians and Cast Members.

***Robertson Trust Volunteer Development***

Volunteer Development is funded by the Robertson Trust to cover the cost of the Volunteer Co-ordinator and Assistant posts and volunteers' training and expenses. It also incorporates the Seeing Things project which encourages women to experience a range of arts, heritage and cultural activities often for the first time.

***Museum Galleries Scotland - She Settles In The Shields: 10 Years On***

To revisit an oral history book published in 2011 by Glasgow Women's Library to acknowledge and celebrate the lives of the first generation of migrant women who settled in Pollokshields, a vibrant area of Glasgow. This fund delivered two events as sequels to the original publication, providing an opportunity to now hear the stories of second and third generation women through a series of film clips, intergenerational storytelling and performance with comedy. This touched upon themes of culture, traditions, values, identity and cross-cultural understanding.

***Robertson Trust Volunteer Development***

Volunteer Development is funded by the Robertson Trust to cover the cost of the Volunteer Co-ordinator and Assistant posts and volunteers' training and expenses. It also incorporates the Seeing Things project which encourages women to experience a range of arts, heritage and cultural activities often for the first time.

***The Second Shelf***

A restricted individual donation that enabled GWL to purchase rare books from the Second Shelf bookshop, London.

***Creative Scotland RFO***

Regularly Funded Organisations are supported by Creative Scotland to deliver artistic and creative programmes of high quality, excellence and innovation to broad, diverse audiences. This Project supports salary costs, programme delivery costs and a contribution to running costs of Glasgow Women's Library.

***Random Acts of Giving Project***

Funds the Seeing Things project which encourages women to experience a range of arts, heritage and cultural activities often for the first time.

***HLF - 3 Decades***

This major grant will enable GWL to embark on a two year project to catalogue and share its 30 year history, including digitising key elements. It will gather and share institutional knowledge and deliver public events. It will also culminate in a fully revamped website.

***Glasgow City Council Communities Fund***

This fund replaced the IGF (Integrated Grants Fund) strand of funding and came into effect on 1st October 2020 for three years. It contributes funding towards the ALN Project, learning events and programmes, BME project delivery, the Librarian and related services.

***OCA Norway***

The Office for Contemporary Art Norway issued grant to support a collaboration with Norwegian Art, Vanessa Baird. After visiting the Library in 2019, Vanessa Baird created a new body of work for GWL which was exhibited in the Autumn 2022 and included an artist's talk for a public event.

**Notes to the Financial Statements  
For the year ended 31 March 2023**

**21. Restricted funds (cont...)**

**Purposes of Restricted Funds**

***Making Her Mark***

Making Her Mark is a Renfrewshire based partnership project with RAMH Renfrewshire (Recovery Across Mental health) and Kairos women's project to upskill women to look into diverse aspects of local women's history and how women are represented in the townscapes of Renfrewshire at present.

***Book Week Scotland***

Represents funding received to fund a writers programme and involve writers with a range of audiences.

***Responders of Colour***

Funding received from the University of Strathclyde to produce a 'mini annual' by Responders of Colour group participants, covering print costs, an Illustrator Commission fee and Contributor costs.

***Glasgow Life ESOL & ALN / GCVS***

Funding from the Glasgow Community Mental Health and Wellbeing Fund to support ALN learners and isolated BME women across Glasgow to participate in 1:1 and group activities to improve literacy, encourage participation in cultural and arts and crafts activities, reduce isolation and increase confidence.

***National Centre For Writing - OTD Festival***

To support a strand of programming in the Open the Door Literature Festival, enabling GWL to work with international partners, Woman Zone and the African Writers Trust, and to host digital events with international writers from both South Africa and Uganda.

***University of Glasgow - Wimple Project***

Wimple Project - this is a research project initiated by Glasgow University and the Nuffield Foundation, looking to document the conditions and experiences of Women In Multiple Low Paid Employment. As part of this project, GWL is partnering to commission an artist to create new work with some of the research participants that will lead to an exhibition to showcase these experiences and the research findings.

***HLF - Digital Volunteering***

This funding will enable GWL to support and train new volunteers in digital and/or remote roles. Volunteers will gain and develop digital and other skills assisting with making our collections more accessible to reach new audiences.

***Dundee International Women's Centre Exhibition***

The Dundee International Women's Centre 50th anniversary exhibition project celebrates the archives and history of DIWC. This involves visits to GWL's archives and the provision of training in oral history and archive skills to women by GWL, along with the formation of exhibition materials. Originally planned to take place at GWL in September 2020, the exhibition has been postponed due to Covid-19, pending a phased reopening of the GWL building and liaison with DIWC staff.

***Life Support Programme***

Life Support: Forms of Care in Art and Activism is an exhibition and research project that starts with the history and collections of GWL to explore how art and activist production have challenged existing systems of care, support and maintenance, and imagined vital alternatives. Funders include the Henry Moore Foundation, the Weston Loan Art Fund and Edinburgh University.

***John Ellerman Foundation***

Funding over 27 months towards the salary of a full time Development Worker for Curating, Programming, Partnership and Participation.

***Girlhood Project***

Funding received to fund Women's Heritage projects including the 'She Settles In The Shields' sequel during Black History Month 2021 and intergenerational stories of migrant women in Pollockshields for International Women's Day 2022.

***Creative Scotland - Recovery Fund***

Covid 19 Recovery funding received to support business change and development projects.

***Learning Links***

The Connect 4 Wellbeing Project funded by Learning Link Scotland was part of the Scottish Government Covid 19 support to deliver a health and wellbeing programme centring on re-engaging adults in face to face and online learning opportunities. This funding enabled in person cafe conversation sessions, set up an ALN Book Group and deliver workshops.

***Bridgeton Refurbishment***

Funding has been provided by a number of sources for different aspects of the refurbishment of the Glasgow Women's Library in Bridgeton including Clyde Gateway, Heritage Lottery Fund, the Scottish Government and the Robertson Trust.

***Wolfson Foundation***

This capital grant will facilitate loft Insulation to the public Community Room and Localised Internal Wall Insulation injected to the front elevation wall cavity of the GWL building. These works are relatively simple and involve no disruptive building works or planning consents.

**22. Transactions with Trustees**

No Trustee or any persons connected to them received remuneration or reimbursed expenses during the year.  
There were no related party transactions during the year requiring disclosure (2022 - £nil).



**Glasgow Women's Library Limited**

**Notes to the Financial Statements  
For the year ended 31 March 2023**

**23. Reconciliation of net movement in funds to net cash flow from operating activities**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Net movement in funds	(254,506)	(83,186)
Add depreciation charges	52,126	53,182
Decrease (increase) in debtors	214,095	63,341
Increase (decrease) in creditors	(3,244)	(21,789)
	<u>8,471</u>	<u>11,548</u>

**24. Financial commitments**

At 31 March 2023 the charity had annual commitments under non-cancellable operating leases as follows:

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Expiry date:</b>		
Within one year		
Between one and five years	750	4,034
Over five years	3,000	3,000
	8,250	9,000
	<u>12,000</u>	<u>16,034</u>

**25. Securities & Charges**

Glasgow City Heritage Trust holds a standard security over the tenants interest in the lease of 19-23 Landressey Street, Glasgow. The charge is limited to the grant funding provided by the above to Glasgow Women's Library.

**26. Going Concern**

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparation of the financial statements.

**27. 2022 Statement of Financial Activities**

	<b>Unrestricted funds</b>			
	<b>General</b>	<b>Designated</b>	<b>Restricted</b>	
	<b>Fund</b>	<b>funds</b>	<b>funds</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>Total</b>
				<b>£</b>
<b>Income from:</b>				
Donations and legacies	39,145	-	-	39,145
Charitable activities	3,359	-	561,552	564,911
Other trading activities	8,662	-	-	8,662
Investments	195	-	-	195
Other income	20,542	-	-	20,542
<b>Total</b>	<u>71,903</u>	<u>-</u>	<u>561,552</u>	<u>633,455</u>
<b>Expenditure on:</b>				
Raising funds	6,677	-	-	6,677
Charitable activities	56,993	53,182	599,789	709,964
<b>Total</b>	<u>63,670</u>	<u>53,182</u>	<u>599,789</u>	<u>716,641</u>
<b>Net income/(expenditure)</b>	8,233	(53,182)	(38,237)	(83,186)
<b>Transfers between funds</b>	(5,045)	24,015	(18,970)	-
<b>Net movement in funds</b>	3,188	(29,167)	(57,207)	(83,186)
<b>Reconciliation of funds</b>				
Total funds brought forward	204,078	787,818	947,390	1,939,286
<b>Total funds carried forward</b>	<u>207,266</u>	<u>758,651</u>	<u>890,183</u>	<u>1,856,100</u>