

**Belfast Library and Society for Promoting  
Knowledge (The Linen Hall Library)  
Annual report  
for the year ended 31 December 2019**

# The Linen Hall Library

## Annual report for the year ended 31 December 2019

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# The Linen Hall Library

## Reference and administrative details

### Governors

<b>President:</b>	Mrs A Chapman, OBE, BSSc Hons, MSW (to October 2019)	(6/8)
<b>Acting President:</b>	Dr E Hughes, BA, MA, PHD (from October 2019)	(8/8)
<b>Vice-President:</b>	Mr D Lewis, MA, PGDip, BSc (to April 2019)	(0/3)
	Dr E Hughes, BA, MA, PHD (from May to October 2019)	(8/8)
<b>Honorary Secretary:</b>	Mr J Stewart, MSc, MA, BSc (to May 2019)	(1/8)
	Mr C Radcliffe, BA Hons (from May 2019)	(7/8)
<b>Honorary Treasurer:</b>	Mr C McCleane	(7/8)
	Mr M Adair (from December 2019)	(1/1)
	Ms K Blair, LLB, LLM, LARTPI	(5/8)
	Mr H Campbell, LLB, LLM (to October 2019)	(0/7)
	Mr P Cavan (to October 2019)	(0/7)
	Ms C Gallen, MSc (to September 2019)	(0/6)
	Ms K Hoey (from May 2019)	(4/5)
	Mr J Johnston, MA, MLitt, JP (to December 2019)	(4/8)
	Mr G Lucy, BA Hons, PGCE (from May 2019)	(4/5)
	Ms M Mackin, BA, MSc, PGDip (to April 2019)	(2/3)
	Ms L Maltman, BSc, MSc (from May 2019)	(4/5)
	Mr H Odling-Smee, MA, AdDip (to April 2019)	(1/3)
	Dr O Purdue, BA, MA, PHD (from October 2019)	(1/2)
	Mr J Roberts	(5/8)
	Mr J M Scott, BA, MA (to December 2019)	(2/8)
	Ms S Stevenson, ACR (from December 2019)	(0/1)

*[figure in brackets indicates attendance at Governors' meetings]*

**Principal office** 17 Donegall Square North  
Belfast  
BT1 5GB

**Charity number** NIC104564

**Solicitors** Cleaver Fulton Rankin  
50 Bedford Street  
Belfast  
BT2 7FW

**Bankers** Danske Bank Limited  
Donegall Square West  
Belfast  
BT1 6JS

**Independent auditors** Finegan Gibson Ltd  
Causeway Tower  
9 James Street South  
Belfast  
BT2 8DN

# The Linen Hall Library

## Governors' report for the year ended 31 December 2019

The Library, which operates under the name of the Linen Hall Library, is legally known as the Belfast Library and Society for Promoting Knowledge.

The Board of Governors, who are also the trustees of the Library, submit their annual report and the audited financial statements for the year ended 31 December 2019. The Governors have prepared the accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102, effective 1 January 2015).

### Reference and administration information

Details of the registered office, governors, independent advisers and other relevant information are given on page 1.

### Structure, governance and management

#### Governors

The Governors are responsible for setting the Library's forward strategy and oversight of its business.

#### Governing document

The Library was founded in 1788 and is governed by its Constitution enacted in 1891 under the Educational Endowments (Ireland) Act, 1885 and as subsequently amended.

In 2016, the Library was formally registered as a charity by the new Charity Commission for Northern Ireland.

The Constitution is available on the Library website at [www.linenhall.com](http://www.linenhall.com).

#### Appointment of Governors

There is a maximum of fifteen Governors of the Linen Hall Library who are elected by triennial rotation at the Annual General Meeting and by the subscribing members of the Library. A Governor shall not be eligible for re-election after having served two successive terms of three years, until the lapse of a period of two years. The officers of the Society are also elected annually at the Governors' meeting immediately after the Annual General Meeting.

#### Recruitment of Governors

The Governors annually review the skills required by the Board and available to them and, when appropriate, use their powers of co-option to fill gaps.

#### Governor induction and training

New Governors undertake an induction visit to the Library and are supplied with all key Library documentation. The Library has arrangements in place to provide training for all its Governors on an annual basis.

#### Risk management

The Library has established a risk register which is reviewed by the Governors on a quarterly basis.

Risks arising from the relative weakness of the Library's financial position are being addressed in the context of the ongoing business planning process.

The Governors will continue to review the financial risks that the Library faces and believe that increasing the free reserves to £239,622 will provide sufficient resources in the event of adverse conditions (see Reserves policy on page 4).

The Governors take the responsibility of monitoring financial risk management. The organisation is not significantly exposed to price or credit risk. The organisation has a bank overdraft and the Governors continually review this debt to ensure interest charges are minimised as far as possible.

# The Linen Hall Library

## Governors' report for the year ended 31 December 2019 (continued)

### Structure, governance and management (continued)

#### Management

Responsibility for the day to day running of the Library lies with the Director and the Management Team. The Director is responsible for ensuring that planned services are delivered, that key performance indicators are met, and that agreed procedures are operative.

#### Related parties

The Library is Lead Partner in The National Collection of Northern Ireland Publications (NIPR). The one part-time employee of NIPR based at the Linen Hall was employed and paid for by NIPR.

#### Objectives and activities

#### Constitution and mission

The Library's Constitution at paragraph 11, and as amended in 2006, describes the 'Trusts of the Endowment' as follows:

The Endowments and all other property of or belonging to the Governors, or available for the purposes of this Scheme, shall be held by them upon trust for the promotion of knowledge in Northern Ireland and for the benefit of international scholarship, by the maintenance of a Library, and by such other means as the Society may from time to time deem it advisable to adopt.

The Library's mission statement is as follows:

The Linen Hall Library will advance knowledge and understanding, both locally and internationally, by developing, preserving and interpreting its collections, with unique strengths in Irish and Local Studies, and widening access to an historic library and cultural centre.

#### Objectives in 2019

The Library aimed to:

- Develop the Linen Hall Library's standing on an international stage
- Protect and develop new and existing Collections
- Improve interpretation of the Collections
- Widen access to an historic library and cultural centre
- Contribute to cultural development in the UK and Ireland
- Improve the financial sustainability of the Library

# The Linen Hall Library

## Governors' report for the year ended 31 December 2019 (continued)

### Structure, governance and management (continued)

#### Achievements and performance

The Library faced challenges and enjoyed successes in another year during which its main aims were working to enhance its contribution to society and the future financial security of the institution.

- The development phase of the "Seen & Heard" major digitisation project was completed early in 2020 and a further successful application was made to the National Lottery Heritage Fund for the delivery phase of the project, which was renamed "extraORDINARY women". This project will begin in April 2020 and will consider women's social, economic and political development in Northern Ireland from 1965 to the present day.
- Arts and cultural programming activity continued throughout the year, maintaining the Library's role as a wider arts and cultural centre despite the withdrawal of Arts Council NI funding for the project.
- The Linen Hall Library Endowment Fund continued to attract donations and all income generated is being used to enhance the Library and its Collections, helping to ensure their future sustainability.
- Other funded projects at the Library also thrived in 2019; these included "Linenopolis", "Making the Future", "Staging Sexuality" and "Partition Poetry".
- Ulster Scots Agency funding allowed work to be continued at the Linen Hall Library to conserve and make accessible the Gibson Collection of Ulster Scots material.
- The Library's charity bookshop produced a surplus of £19,000 towards Library funds in 2019 (2018: £17,000).

#### Financial review

##### Results

In common with many other charities, the Library faces challenging economic times, and continuing efforts are being made to increase revenue and to control costs. The Library has worked successfully with funders and bankers to deal with the deficit going forward. The statement of financial activities for the year is set out on page 8.

The Library incurred a deficit of £97,877 (2018: £147,039) in the year, before the impact of the actuarial loss on the defined benefit pension scheme and gains on revaluation of fixed assets and investments. The Library had net current liabilities of £171,373 (2018: £162,310) at the year end.

##### Principal funding sources

The Library's key funders in 2019 were the Department for Communities which provided grants of £283,500 (2018: £268,500), the National Lottery Heritage Fund £38,750 (2018: £71,229) and Belfast City Council £35,000 (2018: £35,000).

##### Reserves policy

The long-term objective of the Governors over a three to five-year period is to achieve a level of unrestricted funds not invested in tangible or fixed assets (the free reserves) equivalent to three months' expenditure on the core activities of the Library. At the end of 2019 this equates to £239,622 (2018: £232,913).

##### Taxation

The Library is a registered charity, and as such is entitled to certain tax exemptions on income and profits from investments, and surpluses on any trading activities carried on in furtherance of the Library's primary objectives, if these profits and surpluses are applied solely for charitable purposes.

##### Borrowings

The Library relies on an overdraft facility with Danske Bank. This facility was reviewed in 2019 and sufficient facilities to meet projected cash flow requirements were approved. At the year end the Library had net liabilities of £67,958 (2018: £50,481) at Danske Bank; this was inclusive of £60,385 (2018: £60,385) of funds (including gift aid and interest) held for the Michael McLaverty Trust (see page 5) and a bank overdraft of £128,585 (2018: £115,452).

# The Linen Hall Library

## Governors' report for the year ended 31 December 2019 (continued)

### Financial review (continued)

#### Endowment funds

The Library administers the Michael McLaverty award and holds £60,385 in respect of this trust. This is an endowment, the income from which is available to the Library only for the specific purpose of running the biennial Michael McLaverty Short Story Award.

In 2013, the Library launched its Catalyst Endowment Fund, under which every £1 raised by the Library was matched by a £1 grant from the Heritage Lottery Fund's Catalyst endowment programme, over a four-year period. Funds raised under this programme are invested for a period of 25 years, and the income used to further the Library's mission. The balance held in this fund at the year-end was £220,707 (2018: £193,886).

The New Linen Hall Library Endowment Fund was set up in 2018 to provide an income for the preservation and conservation of the collections held within the Linen Hall Library. The balance held in this fund at 31<sup>st</sup> December 2019 was £32,016 (2018: £8,072).

#### Pension scheme

The Library operates a defined benefit scheme through NILGOSC. Prior to 2006 the Library's share of this scheme could not be identified by NILGOSC and, in keeping with other such multi-employer schemes, the Library treated its pension cost as if it were a defined contribution (rather than a defined benefit) scheme in accordance with accounting standards.

In late 2006 NILGOSC separated each of the employer scheme details and, as a result, the Library complies with FRS 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland, and incorporates the year end deficit on the scheme in its balance sheet and the movement on the scheme within the Statement of Financial Activities. At 31 December 2019 the scheme showed a deficit of £357,422, increased from £188,422 in the previous year, the change arising from changes in assumptions used by the scheme actuary.

#### Plans for the future

A Business Plan for 2020 was approved by the Governors in October 2019.

The Library aims to:

- Develop the Linen Hall Library's standing on an international stage
- Protect and develop new and existing Collections
- Improve interpretation of the Collections
- Widen access to an historic library and cultural centre
- Contribute to cultural development in the UK and Ireland
- Improve the financial sustainability of the Library

# The Linen Hall Library

## Governors' report for the year ended 31 December 2019 (continued)

### Statement of Governors' responsibilities

The Governors are responsible for preparing the Governors' Report and the financial statements in accordance with applicable law and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102, effective 1 January 2015).

The law applicable to charities requires the Governors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Governors are required to:

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

The Governors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act (Northern Ireland) 1964 and under the Charities (NI) Order 1987 and in accordance with the Educational Endowments Act 1885. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Statement of disclosure of information to auditors

So far as each of the Governors in office at the date of approval of these financial statements is aware:

- there is no relevant audit information of which the Library's auditors are unaware; and
- they have taken all the steps that they ought to have taken as Governors in order to make themselves aware of any relevant audit information and to establish that the Library's auditors are aware of that information.

### Independent auditors

A motion to reappoint the auditors will be proposed at the AGM.

By order of the Board

**Mr C. McCleane**  
Honorary Treasurer

Date: 21<sup>st</sup> April 2020



# The Linen Hall Library

## Independent auditor's report to the Governors of The Linen Hall Library for the year ended 31 December 2019

### Opinion

We have audited the financial statements of The Linen Hall Library (the 'charity') for the year ended 31 December 2019 which comprise the statement of financial activities, statement of financial position, statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 charity's affairs as at 31 December 2019 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Charities Act (Northern Ireland) 2008.

### 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 charity 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

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. 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.

In connection with our audit of the financial statements, 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 audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

# The Linen Hall Library

## Independent auditor's report to the Governors of The Linen Hall Library for the year ended 31 December 2019

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

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

We have nothing to report in respect of the following matters in relation to which the Charities Act (Northern Ireland) 2008 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 trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

### Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

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

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.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.

# The Linen Hall Library

## Independent auditor's report to the Governors of The Linen Hall Library for the year ended 31 December 2019

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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 charity's members, as a body, in accordance with section 65 of the Charities Act (Northern Ireland) 2008. Our audit work has been undertaken so that we might state to the charity's members 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 charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

CONOR DOLAN FCA  
(Senior Statutory Auditor)  
For and on behalf of  
FINEGAN GIBSON LTD  
Chartered Accountants & Statutory Auditors  
Causeway Tower  
9 James Street South  
Belfast  
BT2 8DN

Date: 21<sup>st</sup> April 2020

# The Linen Hall Library

## Statement of financial activities for the year ended 31 December 2019

	Notes	Endowment Funds 2019 £	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £	Endowment Funds 2018 £	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £
<b>Income and endowments from</b>									
Donations and legacies	2	21,905	549,222	200,796	<b>771,923</b>	8,750	498,117	169,263	<b>676,130</b>
Rental income		-	145,683	-	<b>145,683</b>	-	144,864	-	<b>144,864</b>
Income from investments	3	-	7,644	-	<b>7,644</b>	-	6,484	-	<b>6,484</b>
<b>Income from charitable activities</b>									
Other trading activities	4	-	103,804	-	<b>103,804</b>	-	119,859	-	<b>119,859</b>
<b>Other income</b>									
		-	-	-	-	-	-	-	-
<b>Total income</b>		<b>21,905</b>	<b>806,353</b>	<b>200,796</b>	<b>1,029,054</b>	<b>8,750</b>	<b>769,324</b>	<b>169,263</b>	<b>947,337</b>
<b>Expenditure on</b>									
Rental expenses		-	2,000	-	<b>2,000</b>	-	2,000	-	<b>2,000</b>
Expenditure on raising funds	5	-	60,889	-	<b>60,889</b>	-	51,217	-	<b>51,217</b>
		-	62,889	-	<b>62,889</b>	-	53,217	-	<b>53,217</b>
<b>Expenditure on charitable activities</b>									
Projects and events	6	-	-	168,442	<b>168,442</b>	-	-	162,723	<b>162,723</b>
Library operating costs	7	-	895,600	-	<b>895,600</b>	-	878,436	-	<b>878,436</b>
		-	895,600	168,442	<b>1,064,042</b>	-	878,436	162,723	<b>1,041,159</b>
<b>Total expenditure</b>		<b>-</b>	<b>958,489</b>	<b>168,442</b>	<b>1,126,931</b>	<b>-</b>	<b>931,653</b>	<b>162,723</b>	<b>1,094,376</b>
<b>Net (expenditure)/income</b>	10	<b>21,905</b>	<b>(152,136)</b>	<b>32,354</b>	<b>(97,877)</b>	<b>8,750</b>	<b>(162,329)</b>	<b>6,540</b>	<b>(147,039)</b>
<b>Transfers between funds</b>	11	<b>-</b>	<b>(5,719)</b>	<b>5,719</b>	<b>-</b>	<b>-</b>	<b>(1,331)</b>	<b>1,331</b>	<b>-</b>
<b>Net (expenditure)/income before recognised gains and losses</b>		<b>21,905</b>	<b>(157,855)</b>	<b>38,073</b>	<b>(97,877)</b>	<b>8,750</b>	<b>(163,660)</b>	<b>7,871</b>	<b>(147,039)</b>
Net gains/(losses) on investments	12	28,860	-	-	<b>28,860</b>	(6,644)	-	-	<b>(6,644)</b>
Gain on revaluation of fixed assets	13	-	870,000	-	<b>870,000</b>	-	-	-	<b>-</b>
Actuarial losses on defined benefit pension scheme	31	-	(108,000)	-	<b>(108,000)</b>	-	(84,000)	-	<b>(84,000)</b>
<b>Net movement in funds</b>		<b>50,765</b>	<b>604,145</b>	<b>38,073</b>	<b>692,983</b>	<b>2,106</b>	<b>(247,660)</b>	<b>7,871</b>	<b>(237,683)</b>
<b>Fund balance brought forward</b>		<b>262,443</b>	<b>5,864,247</b>	<b>100,409</b>	<b>6,227,099</b>	<b>260,337</b>	<b>6,111,907</b>	<b>92,538</b>	<b>6,464,782</b>
<b>Total funds carried forward</b>		<b>313,208</b>	<b>6,468,392</b>	<b>138,482</b>	<b>6,920,082</b>	<b>262,443</b>	<b>5,864,247</b>	<b>100,409</b>	<b>6,227,099</b>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities

# The Linen Hall Library

## Statement of financial position as at 31 December 2019

	Notes	2019 £	2018 £
<b>Fixed assets</b>			
Tangible assets	13	4,482,975	3,641,725
Heritage assets	14	2,734,000	2,734,000
Investments	15	251,613	202,106
		<b>7,468,588</b>	<b>6,577,831</b>
<b>Current assets</b>			
Stocks	16	7,286	6,889
Debtors	17	84,283	71,073
Cash at bank and in hand		61,448	65,137
		<b>153,017</b>	<b>143,099</b>
<b>Creditors: amounts falling due within one year</b>	18	<b>(324,390)</b>	<b>(305,409)</b>
<b>Net current assets</b>		<b>(171,373)</b>	<b>(162,310)</b>
<b>Creditors: amounts falling due after one year</b>	20	<b>(19,711)</b>	-
<b>Net assets excluding pension liability</b>		<b>7,277,504</b>	<b>6,415,521</b>
<b>Pension liability</b>	31	<b>(357,422)</b>	<b>(188,422)</b>
<b>Net assets including pension liability</b>		<b>6,920,082</b>	<b>6,227,099</b>
<b>Funds</b>			
<b>Unrestricted funds:</b>			
- General fund	22	(541,770)	(275,915)
- Revaluation fund	22	7,010,162	6,140,162
		<b>6,468,392</b>	<b>5,864,247</b>
<b>Restricted funds</b>	23	<b>138,482</b>	<b>100,409</b>
<b>Endowment funds</b>	24	<b>313,208</b>	<b>262,443</b>
Total funds	25	<b>6,920,082</b>	<b>6,227,099</b>

The financial statements on pages 10 to 32 were approved by the Board on 21<sup>st</sup> April 2020 and were signed on its behalf by:

Mr C McCleane  
Honorary Treasurer

Dr E Hughes  
Acting President

# The Linen Hall Library

## Statement of cash flows for the year ended 31 December 2019

	Notes	2019 £	2018 £
<b>Cash flows from operating activities</b>	29	<b>81,749</b>	(6,665)
<b>Cash flows from investing activities</b>			
Interest income		244	327
Dividend income		7,400	6,157
Purchase of tangible fixed assets		(70,904)	(23,072)
Purchase of investments		(20,647)	(208,750)
<b>Cash used in investing activities</b>		<b>(83,907)</b>	(225,338)
<b>Cash flows from financing activities</b>			
Interest and fees paid		(14,664)	(8,631)
<b>Cash used in financing activities</b>		<b>(14,664)</b>	(8,631)
<b>Decrease in cash and cash equivalents in the year</b>		<b>(16,822)</b>	(240,634)
<b>Cash and cash equivalents at the beginning of the year</b>	30	<b>(50,315)</b>	190,319
<b>Total cash and cash equivalents at the end of the year</b>	30	<b>(67,137)</b>	(50,315)

# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 1 Accounting policies

#### Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act (Northern Ireland) 2008. The charity meets the definition of a public benefit entity under FRS 102.

#### Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

#### Incoming resources

All incoming resources are included in the statement of financial activities when the Library is legally entitled to the income and the amount can be quantified with reasonable accuracy.

#### Voluntary income

##### Legacies

Legacies are recognised when received or when their amount is capable of measurement.

##### Donations

Donations are included in full when received.

##### Grants

Revenue grants are credited to incoming resources on the earlier date of when they are received or when they are receivable, unless they relate to a specified future period, in which case they are deferred.

Grants for the purpose of capital expenditure are credited to restricted incoming resources when receivable and transferred to unrestricted funds on purchase of asset.

#### Activities for generating funds

##### Voluntary income

Annual subscriptions are included as voluntary income and are accounted for on an accruals basis.

##### Other income

Other income is included in full in the Statement of Financial Activities when received.

##### Investment income

Investment income is accounted for when received.

##### Fundraising income

Fundraising income is accounted for when received.

#### Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

##### Library operating costs

Library operating costs are those incurred in connection with administration of the Library and compliance with constitutional and statutory requirement

# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 1 Accounting policies (continued)

#### Irrecoverable VAT

Any irrecoverable VAT is charged to the statement of financial activities or capitalised as part of the cost of the related asset, where appropriate.

#### Pensions

The Library operates a defined benefit scheme through the Northern Ireland Local Government Officers' Superannuation Committee (NILGOSC) for specific employees. The assets of the scheme are held separately from those of the Library.

The Library has adopted FRS 102 in these financial statements. Pension scheme assets are measured using market value. Pension scheme liabilities are measured using the projected unit method and discounted at the current rate of return on a high-quality corporate bond of equivalent term to the liability. The increase in the present value of the liabilities of the Library's defined benefit pension scheme arising from employee service in the period is charged to operating profit. The expected return on the scheme's assets and the increase during the period in the present value of the scheme's liabilities arising from the passage of time are included in other finance costs. Actuarial gains and losses are recognised in the statement of financial activities.

#### Tangible assets

The cost of tangible fixed assets is their purchase cost, together with any incidental costs of acquisition. Depreciation is calculated so as to write off the cost, or valuation, of tangible fixed assets, less their estimated residual values, on a straight-line basis over the expected useful economic lives of the assets concerned. The principal annual rates used are as follows:

		%
Buildings	-	2
Leasehold improvements	-	10
Fixtures & fittings	-	15
Computer equipment	-	33

When circumstances dictate, an impairment review is carried out. Land and buildings are revalued on a regular basis by a suitably qualified individual. The Library ensures that a full valuation is undertaken every five years. The resulting revaluation gains or losses are recognised in the statement of financial activities and result in a movement on revaluation reserves to the extent that they result in gains or offset previous gains. If the revaluation results in a loss greater than previously recognised revaluation gains, the excess loss will be charged to the statement of financial activities.

#### Heritage assets

The heritage assets are held by the Library in support of the primary objective of the charity to promote knowledge in Northern Ireland and for the benefit of international scholarship. Heritage assets are recognised and measured (including the treatment of revaluation gains and losses) in accordance with the Library's policy on other fixed assets. The heritage assets held by the charity consist of various collections of books and periodicals covering a wide range of topics relating largely to Irish history including some documents over three hundred years old. The collections are carried at a current valuation. The collections are deemed to have indeterminate lives and a high residual value and therefore depreciation has not been charged. The carrying amounts of the assets are reviewed when there is evidence of impairment and any impairment is recognised in accordance with the Library's general policy on impairment.

#### Stocks

Stocks are stated at the lower of cost and net realisable value.



# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 1 Accounting policies (continued)

#### Fund accounting

The Library has various types of funds for which it is responsible, and which require separate disclosure. A definition of the various types of funds is as follows:

##### Unrestricted funds

Funds which are expendable at the discretion of the Library, in furtherance of the purpose of the Library. In addition to expenditure on activities, such funds may be held in order to finance capital investment and working capital.

##### Restricted funds

Restricted funds are to be used for specified purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of overheads and support costs.

##### Endowment funds

Permanent endowment funds are restricted funds where a donor has specified that only income arising from the donation can be used by the Library. This income is restricted for the particular purpose specified by the donor.

#### Going Concern

The Governors believe it is appropriate that the financial statements for the Library are produced on a going concern basis due to the following:

- The Governors are confident that the Museums and Libraries Branch, within the Department for Communities, and Belfast City Council will continue their respective grant assistance to the Library for the foreseeable future.
- The Governors believe that Library membership will continue at current levels.
- The Library is committed to monitoring and controlling expenditure to ensure the long-term viability of the charity.

#### Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument. Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 1 Accounting policies (continued)

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

### 2 Donations and legacies

	Endowment £	Unrestricted £	Restricted £	2019 £	2018 £
Donations and legacies	21,905	129,049	-	<b>150,954</b>	89,498
Members' subscriptions (see below)	-	137,973	-	<b>137,973</b>	137,669
Grants (see below)	-	282,200	200,796	<b>482,996</b>	448,963
	21,905	549,222	200,796	<b>771,923</b>	676,130

#### Members' subscriptions

	2019 £	2018 £
Members' subscriptions	<b>123,722</b>	121,330
Income tax reclaimable on subscriptions	<b>14,251</b>	16,339
	<b>137,973</b>	137,669

#### Grants

	Endowment £	Unrestricted £	Restricted £	2019 £	2018 £
Arts Council of NI	-	-	4,000	<b>4,000</b>	12,500
National Lottery Heritage Fund	-	-	38,750	<b>38,750</b>	71,229
Belfast City Council	-	35,000	-	<b>35,000</b>	35,000
Department for Communities	-	246,000	37,500	<b>283,500</b>	268,500
SEUPB	-	-	60,672	<b>60,672</b>	17,612
Dept of Foreign Affairs – Reconciliation Fund	-	-	33,341	<b>33,341</b>	4,827
Pilgrim Trust	-	-	-	-	17,153
Ulster Scots Agency	-	-	19,000	<b>19,000</b>	20,000
British Council NI	-	-	-	-	600
Foras Na Gaeilge	-	-	4,644	<b>4,644</b>	342
Community Relations Council	-	-	2,205	<b>2,205</b>	-
National Museums NI	-	-	684	<b>684</b>	-
NIPR	-	1,200	-	<b>1,200</b>	1,200
	-	282,200	200,796	<b>482,996</b>	448,963

In accordance with recommended practice, income received in advance is not deferred, but recognised in the period in which it is received.

# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 3 Income from investments

	2019 £	2018 £
Dividends receivable	7,400	6,157
Interest receivable	244	327
	<b>7,644</b>	<b>6,484</b>

### 4 Other trading activities

	2019 £	2018 £
<b>Sale of books</b>		
Library books and publications	47,193	42,140
<b>Sales of services</b>		
Coffee shop	7,200	7,200
Photocopying and fax	621	1,518
Telephone & Internet	0	120
Postage	2	36
Cultural programming	4,597	3,264
Royalties	1,104	2,038
Facility fees	15,855	15,998
Fundraising events	2,307	215
	<b>31,686</b>	<b>30,389</b>
<b>Sale of products</b>		
Books, prints and pamphlets	5,450	13,365
Other products	2,766	18,936
Gift shop items	16,709	15,029
	<b>24,925</b>	<b>47,330</b>
<b>Total</b>	<b>103,804</b>	<b>119,859</b>

# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 5 Expenditure on raising funds

	2019 £	2018 £
Merchandising costs (see below)	10,480	9,789
Book fund (see below)	14,424	14,053
Charity shop	28,313	25,433
Fundraising costs	7,672	1,942
	<b>60,889</b>	<b>51,217</b>
	2019 £	2018 £
<b>Merchandising costs</b>		
Prints, books and pamphlets	178	536
Coffee shop purchases	1,523	956
Gift shop expenditure	8,779	8,297
	<b>10,480</b>	<b>9,789</b>
	2019 £	2018 £
<b>Book fund</b>		
Irish	4,791	4,372
Reference	0	15
General	9,633	9,666
	<b>14,424</b>	<b>14,053</b>

### 6 Projects and events

	2019 £	2018 £
Cultural Programming (includes salary costs of £Nil (2018: £11,500))	4,685	13,878
Divided Society (includes salary costs of £Nil (2018: £15,644))	-	52,459
Seen & Heard (includes salary costs of £26,103 (2018: £Nil))	32,103	601
Making the Future (includes salary costs of £27,266 (2018: £15,240))	49,431	16,229
Linenopolis (includes salary costs of £23,637 (2018: £15,072))	31,000	18,986
Objects, History & Me (includes salary costs of £Nil (2018: £6,885))	-	17,153
Foras na Gaeilge (includes salary costs of £1,280 (2018: £Nil))	4,272	447
Health, Safety and Governance	3,698	6,392
Repairs and Renewals	12,192	16,129
Staging Sexuality (includes salary costs of £500 (2018: £Nil))	4,051	-
Burns in Ulster (includes salary costs of £18,000 (2018: £18,000))	19,903	18,374
Community Relations Council	2,055	-
National Museums NI	544	-
British Council NI	366	-
Defibrillator and training	241	241
McLavery Short Story Award	3,850	350
Theatre archive	51	-
Leasehold improvements depreciation	-	1,484
	<b>168,442</b>	<b>162,723</b>

Project and events costs include £96,786 (2018: £82,341) of staff costs

# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 7 Library operating costs

	2019	2018
	£	£
<b>Charitable operations</b>		
Information technology	34,712	33,675
Training	8,241	6,503
Advertising & PR	4,856	3,962
Support costs (Note 8)	222,348	215,903
Travelling expenses	691	801
Conservation	4,478	1,385
	<b>275,326</b>	<b>262,229</b>
<b>Establishment</b>		
Rent and rates	20,305	20,323
Insurance	20,143	19,907
Light and heat	21,366	22,907
Repairs and maintenance	42,419	42,026
	<b>104,233</b>	<b>105,163</b>
<b>Depreciation</b>		
Building	78,000	78,000
Fixtures and fittings	990	1,403
Computer equipment	4,533	2,491
	<b>83,523</b>	<b>81,894</b>
<b>Staff costs (note 9)</b>	<b>432,518</b>	<b>429,150</b>
<b>Total</b>	<b>895,600</b>	<b>878,436</b>

# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 8 Support costs

	2019	2018
	£	£
<b>Administration</b>		
Stationery	1,698	1,843
Printing	9,213	10,349
Photocopying	1,447	6,694
Postage	1,421	4,358
Telephone, fax and internet	7,730	9,191
Information technology	11,571	11,225
Miscellaneous	1,559	386
	<b>34,639</b>	<b>44,046</b>
<b>Governance</b>		
Audit and related fees	6,534	6,534
Legal & professional fees	22,338	13,642
	<b>28,872</b>	<b>20,176</b>
<b>Financial expenses</b>		
Bank charges	1,007	1,056
Bank interest	5,299	3,851
Visa paypoint fees	667	745
Other Interest	1,691	979
Other finance costs (see below)	6,000	2,000
	<b>14,664</b>	<b>8,631</b>
<b>Staff costs (note 9)</b>	<b>144,173</b>	<b>143,050</b>
<b>Total</b>	<b>222,348</b>	<b>215,903</b>
<b>Other finance costs</b>		
	2019	2018
	£	£
Expected return on pension scheme	137,000	131,000
Interest on pension scheme liabilities	(143,000)	(133,000)
<b>Net return</b>	<b>(6,000)</b>	<b>(2,000)</b>

# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 9 Staff costs

	Unrestricted £	Restricted £	Total 2019 £	Total 2018 £
Salaries	409,046	84,446	<b>493,492</b>	487,203
Social security costs	36,088	4,990	<b>41,078</b>	39,142
Pension costs	155,061	7,350	<b>162,411</b>	150,139
	600,195	96,786	<b>696,981</b>	676,484

#### Analysis of staff costs

	2019 £	2018 £
Projects	<b>96,786</b>	82,341
Library:		
- Charitable operations	<b>432,518</b>	429,150
- Charity bookshop	<b>23,504</b>	21,943
- Support	<b>144,173</b>	143,050
	<b>696,981</b>	676,484

The average number of employees, calculated on a full-time equivalent basis, analysed by function was:

	2019 Number	2018 Number
Projects	<b>3</b>	2
Charitable operations	<b>11</b>	12
Charity bookshop	<b>1</b>	1
Support	<b>3</b>	3
	<b>18</b>	18

No employees had employee benefits (excluding employer pension costs) in excess of £60,000 (2018: £60,000).

Governors are not remunerated for services to the Library (2018: £Nil), and there were no Governors' expenses incurred (2018: £Nil).

The key management personnel of the Library comprise the Governors, the Director, the Librarian and the Finance Manager. The total employee benefits of the key management personnel of the Library were £188,309 (2018: £184,266).

Indemnity insurance for Governors' liability has been purchased by the Library at a cost of £1,106 (2018: £3,416).

# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 10 Net income/(expenditure)

	2019	2018
	£	£
<b>Net income/(expenditure) is stated after charging:</b>		
Depreciation on owned assets	<b>99,654</b>	106,142
Auditors' remuneration:		
- audit services	<b>5,400</b>	5,400
- non-audit services	-	-
Other operating lease rentals	-	-

### 11 Transfers between funds

	Endowment Funds £	Unrestricted Funds £	Restricted Funds £
Projects	-	-	<b>5,719</b>
General Fund	-	<b>(5,719)</b>	-
	-	<b>(5,719)</b>	<b>5,719</b>

The transfer from unrestricted to restricted funds represents net overspending on funded projects.

### 12 Net gains/(losses) on investments

	2019	2018
	£	£
Catalyst Endowment Fund	26,821	(5,966)
New Linen Hall Library Endowment Fund Endowment funds	2,039	(678)
	<b>28,860</b>	<b>(6,644)</b>



# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 13 Tangible fixed assets

	Land & building £	Leasehold Improvements £	Fixtures & fittings £	Computer equipment £	Total £
<b>Cost or valuation</b>					
At 1 January 2019	3,900,000	14,840	226,584	228,535	4,369,959
Revaluation	480,000	-	-	-	480,000
Additions	-	-	32,797	38,107	70,904
<b>At 31 December 2019</b>	<b>4,380,000</b>	<b>14,840</b>	<b>259,381</b>	<b>266,642</b>	<b>4,920,863</b>
<b>Accumulated depreciation</b>					
At 1 January 2019	312,000	14,840	178,316	223,078	728,234
Charge for the year	78,000	-	14,691	6,963	99,654
Revaluation adjustment	(390,000)	-	-	-	-
<b>At 31 December 2019</b>	<b>-</b>	<b>14,840</b>	<b>193,007</b>	<b>230,041</b>	<b>437,888</b>
<b>Net book amount</b>					
<b>At 31 December 2019</b>	<b>4,380,000</b>	<b>-</b>	<b>66,374</b>	<b>36,601</b>	<b>4,482,975</b>
At 31 December 2018	3,588,000	-	48,268	5,457	3,641,725

The Library's freehold and long leasehold properties were revalued at 31 December 2019 on the basis of open market value and open market rental value for existing use, by McConnell Chartered Surveyors and the revaluation adjustments of £480,000 to cost and £390,000 to accumulated depreciation together resulted in a gain on revaluation of £870,000. The valuations were undertaken in accordance with the Appraisal and Valuation Manual of the Royal Institute of Chartered Surveyors in the United Kingdom. The net book value of freehold and long leasehold properties at 31 December 2019 based on historical cost, had there been no revaluations, would have been £2,653,600 (2018: £2,739,200).

Fixed assets totalling £32,797 were purchased through capital grant funding in the year.

	Land & building £	Leasehold improvement £	Office Equipment £	Computer Equipment £	Total £
<b>Cost or valuation at 31 December 2019 is represented by</b>					
Cost	-	14,840	259,381	266,642	540,863
Valuation	4,380,000	-	-	-	4,380,000
	<b>4,380,000</b>	<b>14,840</b>	<b>259,381</b>	<b>266,642</b>	<b>4,920,863</b>

No deferred tax has been provided for since the Library is a charity and therefore not subject to corporation tax.

### 14 Heritage assets

	2019 £	2018 £
<b>Books and Periodicals at 31 December</b>	<b>2,734,000</b>	2,734,000

The books and periodicals were valued in 2014 by Mr Peter Rowan, P & B Rowan, Antiquarian Booksellers.

# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 15 Investments

Cost or valuation	Cash or cash equivalents £	Listed investments £	Total £
At 1 January 2019	1,761	200,345	<b>202,106</b>
Capital introduced	20,647	-	<b>20,647</b>
Purchase of investments	(21,611)	21,981	<b>370</b>
Charges net of equalisation	(370)		<b>(370)</b>
Fair value movements	-	28,860	<b>28,860</b>
<b>At 31 December 2019</b>	<b>427</b>	<b>251,186</b>	<b>251,613</b>

All investments shown above are held at valuation.

### 16 Stocks

	2019 £	2018 £
Goods for resale	<b>7,286</b>	6,889

### 17 Debtors

	2019 £	2018 £
Trade debtors	<b>13,164</b>	12,980
Other debtors	<b>7,621</b>	4,458
Prepayments and accrued income	<b>63,498</b>	53,635
	<b>84,283</b>	71,073

Included in Prepayments and accrued income is an amount of £26,174 (2018: £Nil) relating to accrued grants receivable.

### 18 Creditors: amounts falling due within one year

	2019 £	2018 £
Bank overdraft	<b>128,585</b>	115,452
Trade creditors	<b>94,200</b>	87,714
Other creditors and accruals	<b>31,379</b>	27,614
Deferred income (Note 19)	<b>56,697</b>	57,167
Taxation and social security	<b>13,529</b>	17,462
	<b>324,390</b>	305,409

# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 19 Deferred income

	£
At 1 January 2019	57,167
Amount released to income	(57,167)
Amount deferred in year	56,697
<b>At 31 December 2019</b>	<b>56,697</b>

Deferred income comprises rental income and membership subscriptions received in advance.

### 20 Creditors: amounts falling due after one year

	2019	2018
	£	£
Obligations under finance leases	<b>19,711</b>	-

# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 21 Contingencies

A contingent liability exists to repay grants and funds received should certain conditions not be fulfilled by the charity. In the opinion of the Governors, the terms of the letters of offer have been, or will be, complied with and no liability is expected.

### 22 Unrestricted funds

	General Fund £	Revaluation Fund £	Total £
Balance at 1 January 2019	(275,915)	6,140,162	5,864,247
Net outgoing resources for the year	(152,136)	-	(152,136)
Transfer to restricted funds	(5,719)	-	(5,719)
Gain on revaluation of fixed assets	-	870,000	870,000
Actuarial losses on defined benefit scheme	(108,000)	-	(108,000)
<b>Balance at 31 December 2019</b>	<b>(541,770)</b>	<b>7,010,162</b>	<b>6,468,392</b>

Unrestricted general funds include a liability of £357,422 (2018: £188,422) in respect of pension scheme liabilities of the pension fund.

### 23 Restricted funds

	Balance at 1 January 2019 £	Incoming Resources £	Project Expenditure £	Transfers (Note 11) £	Balance at 31 December 2019 £
Cultural Programming	-	-	(4,685)	4,685	-
McLavery Trust	16,887	-	(3,850)	983	14,020
Theatre Archive	3,138	-	(51)	-	3,087
extraORDINARY women	17,976	47,091	(32,103)	-	32,964
Burns in Ulster	1,626	19,000	(19,903)	-	723
Making the Future	1,383	60,672	(49,431)	-	12,624
Linenopolis	6,014	25,000	(31,000)	-	14
Staging Sexuality	-	4,000	(4,051)	51	-
Partition Poetry	-	2,205	(2,055)	-	150
British Council NI	600	-	(366)	-	234
Live Well	-	684	(544)	-	140
Foras na Gaeilge	-	4,644	(4,272)	-	372
Health, Safety and Governance	13,562	-	(3,698)	-	9,864
Repairs and Renewals	37,946	37,500	(12,192)	-	63,254
Defibrillator and Training	1,277	-	(241)	-	1,036
	100,409	200,796	(168,442)	5,719	138,482

# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 21 Restricted funds (continued)

**Cultural Programming** - Using the Library's historical position as a cultural leader in Northern Ireland to showcase and nurture the artistic and cultural life of all in the community

**McLavery Trust** - Biennial award to foster and encourage the art of the short story in Ireland

**Theatre Archive** - Digitising the Theatre and Performing Arts Archive

**extraORDINARY women** – Digitisation, collection enhancement, outreach and oral history project, exploring the evolution of women's lives in Northern Ireland since 1965

**Burns in Ulster** – Conservation of the Library's Gibson Collection

**Making the Future** – Led by the Nerve Centre and in collaboration with the Public Record Office of Northern Ireland, aiming to uncover women's stories from the archives

**Linenopolis** – Engaging with community groups to celebrate Belfast's linen industry connections, producing a walking tour, trained tour guides and a travelling exhibition

**Staging Sexuality** – A series of performances and events based around the Library's LGBT+ archive

**Partition Poetry** – A six-week course looking at the Partition of Ireland in the 1920s and India in the 1940's

**British Council NI** – Enabling research into hosting Literary Festivals

**Live Well** – Participation with National Museums NI in delivering a series of "Live Well" seminars

**Foras na Gaeilge** – "Let's Talk About Language", a series of talks celebrating thirty years of Irish language classes in the Linen Hall Library and the European Year of Indigenous Languages, and a children's language project

**Health & Safety and Governance** – Capital items for purposes of health & safety and governance

**Repairs and Renewals** – Capital items for the upkeep of the Library's historic building and internal infrastructure

**Defibrillator and Training** – Provision of defibrillator in the Library's city centre location and training of staff in its use

# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 24 Endowment funds

	Balance at 1 January 2019 £	Income £	(Losses)/gains on investments £	Balance at 31 December 2019 £
McLavery Trust	60,385	-	-	<b>60,385</b>
Catalyst Endowment Fund	193,886	-	26,821	<b>220,707</b>
New Linen Hall Library Endowment Fund	8,072	21,905	2,039	<b>32,016</b>
Linen Hall Library Fund	100	-	-	<b>100</b>
	<b>262,443</b>	<b>21,905</b>	<b>28,860</b>	<b>313,208</b>

### 25 Analysis of net assets between funds

	Endowment Funds £	Unrestricted Funds £	Restricted Funds £	Total Funds £
<b>Fund balances at 31 December 2019 are represented by:</b>				
Tangible fixed assets	-	4,417,048	65,927	<b>4,482,975</b>
Heritage assets	-	2,734,000	-	<b>2,734,000</b>
Investments	251,613	-	-	<b>251,613</b>
Net current assets/(liabilities)	61,595	(305,523)	72,555	<b>(171,373)</b>
Long term liabilities	-	(19,711)	-	<b>(19,711)</b>
Pension Liability	-	(357,422)	-	<b>(357,422)</b>
<b>Total net assets at 31 December 2019</b>	<b>313,208</b>	<b>6,468,392</b>	<b>138,482</b>	<b>6,920,082</b>

### 26 Financial commitments

At 31 December the Library had annual commitments under non-cancellable operating leases expiring as follows:

	Office equipment	
	2019 £	2018 £
In less than one year	<b>4,832</b>	4,413
In more than one year, but not more than 5 years	<b>13,829</b>	16,659
	<b>18,661</b>	21,072

### 27 Related parties

The Library is Lead Partner in The National Collection of Northern Ireland Publications (NIPR). The one part-time employee of NIPR based at the Linen Hall was employed and paid for by NIPR. The Library received £1,200 (2018: £1,200) from NIPR as its contribution to the cost of running the integrated library system.

# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 28 Post-balance sheet events

There have been no events occurring after 31 December 2019 which require disclosure.

### 29 Reconciliation of net movement in funds to net cash flow from operating activities

	2019 £	2018 £
Net movement in funds	692,983	(237,683)
Add back depreciation charge	99,654	106,142
Less gain on revaluation of fixed assets	(870,000)	-
Less (gain)/loss on investments	(28,860)	6,644
Deduct investment income shown in investing activities	(7,644)	(6,484)
Add back interest paid shown in financing activities	14,664	8,631
(Increase)/decrease in stock	(397)	135
Increase in debtors	(13,210)	(1,030)
Increase (decrease) in creditors falling due within one year	5,848	(13,020)
Increase in creditors falling due after one year	19,711	-
Increase (decrease) in pension liability	169,000	130,000
<b>Net cash provided by operating activities</b>	<b>81,749</b>	<b>(6,665)</b>

### 30 Cash and cash equivalents at 31 December

	2019 £	2018 £
Term deposit at Danske Bank	60,626	60,626
Petty cash	201	166
Divided Society current account at Danske Bank	1	4,345
Cash account at Cunningham Coates	620	-
Bank overdraft at Danske Bank	(128,585)	(115,452)
<b>Total cash and cash equivalents</b>	<b>(67,137)</b>	<b>(50,315)</b>

# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 31 Pension commitments

The Library operates a defined benefit scheme with assets held in separate trustee administered funds.

An actuarial valuation of the defined benefit pension scheme using the projected unit basis was carried out at 31 December 2019 by Xafinity Consulting, independent consulting actuaries.

#### Defined benefit scheme

The amounts recognised in the statement of financial position are as follows:

	2019	2018
	£'000	£'000
Defined benefit obligation	(5,900)	(5,060)
Fair value of plan assets	5,542	4,871
Net defined benefit liability	(358)	(189)
<b>Net amount recognised at year end</b>	<b>(358)</b>	<b>(189)</b>

#### The amounts recognised in comprehensive income are:

The current and past service costs, settlements and curtailments, together with the net interest expenses for the year are included in profit or loss. Re-measurements of the net defined benefit liability are included in other comprehensive income.

	2019	2018
	£'000	£'000
<b>Service cost:</b>		
Current service cost (net of employee contributions)	160	122
Administration expenses	2	1
Net interest expense	6	2
<b>Charge recognised in profit or loss</b>	<b>168</b>	<b>125</b>

#### Re-measurements of the net liability:

Return on scheme assets (excluding amount included in net interest expense)	(497)	233
Actuarial losses/(gains)	605	(149)
<b>Charge recorded in other comprehensive income</b>	<b>108</b>	<b>84</b>

<b>Total defined benefit cost</b>	<b>276</b>	<b>209</b>
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# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 31 Pension commitments (continued)

The principal actuarial assumptions used were:

	2019	2018
Liability discount rate	1.97%	2.81%
Inflation assumption – RPI	2.95%	3.21%
Inflation assumption – CPI	1.85%	2.11%
Rate of increase in salaries	3.35%	3.61%
Revaluation of deferred pensions: CPI	1.85%	2.11%
Increases in pensions for payment	1.85%	2.11%
Proportion of employees commuting pension for cash	75.00%	75.00%

The mortality assumptions used were:

	31 December 2019	31 December 2018
Average expected future life at age 65 for		
Male currently aged 65	23.4	23.3
Female currently aged 65	26.0	25.9
Male currently aged 45	25.7	25.5
Female currently aged 45	28.3	28.2

### Reconciliation of scheme assets and liabilities

	Assets £'000	Liabilities £'000	Total £'000
At start of period	4,871	(5,060)	(189)
Benefits paid	(98)	98	-
Administration expenses	(2)	-	(2)
Current service cost	-	(160)	(160)
Contributions from the employer	107	-	107
Contributions from employees	30	(30)	-
Interest income/(expense)	137	(143)	(6)
Return on assets (excluding amount included in net interest expense)	497	-	497
Actuarial losses	-	(605)	(605)
	<b>5,542</b>	<b>(5,900)</b>	<b>(358)</b>

# The Linen Hall Library

## Notes to the financial statements for the year ended 31 December 2019

### 31 Pension commitments (continued)

The return on plan assets was:

	2019 £'000	2018 £'000
Interest income	137	131
Return on plan assets (excluding amount included in net interest expense)	497	(233)
<b>Total return on plan assets</b>	<b>634</b>	<b>(102)</b>

The major categories of scheme assets are as follows:

	2019 £'000	2018 £'000
Equities and Alternatives	4,068	3,575
Property	720	633
Gilts	682	599
Cash	72	64
Fixed Interest Bonds	-	-
	<b>5,542</b>	<b>4,871</b>