

Small World Cultural Arts Collective

Charity number 1109457

A company limited by guarantee number 04984522

Annual Report and Financial Statements for the year ended 31 March 2019

Small World Cultural Arts Collective

Annual Report and Financial Statements for the year ended 31 March 2019

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Prepared by West Yorkshire Community Accounting Service

Small World Cultural Arts Collective

Trustees' report for the year ended 31 March 2019

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Anita Gregory	Chair	
Florence Toch	Treasurer	
Rohman Ali	Secretary	
Judith Brooksbank		
Gemma Taylor		Resigned 5 December 2018
Marcus Richardson		Appointed 5 December 2018
Company secretary	Samantha Atkins	
Charity number	1109457	Registered in England and Wales
Company number	04984522	Registered in England and Wales

Registered and principal address

Small World Cultural Arts Collective
1 Luton Street
Keighley
BD21 2LE

Bankers

Yorkshire Bank
73 North Street
Keighley
BD21 3SD

Independent examiner

Susan Szamakowicz MAAT

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 3 December 2003. It is governed by a memorandum and articles of association dated 5 May 2005. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

Objectives and activities

Public benefit statement

In setting our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of education, the arts and culture.

Small World Cultural Arts Collective

Trustees' report (continued) for the year ended 31 March 2019

Objectives and activities (continued)

The charity's objects

To further such charitable purposes for the benefit of young people under the age of 25 in Keighley and District as the trustees see fit from time to time in particular by:

- a) advancing their education and development by providing and promoting a broad range of sustained, participatory, creative arts activities;
- b) promoting the arts in particular by the establishment and maintenance of a Community Arts and Music Centre;
- c) developing their capacity and skills in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society; and
- d) promoting for their benefit the provision of facilities for recreation or other leisure time occupation in the interests of social welfare and with the object of improving their condition of life.

The charity's main activities

The centre provides community based creative activities for individual and community benefit, focussing on self expression and self development. Primarily, though not exclusively, for young people.

Projects also included music lessons, Saturday Club, Moving On, Planet Drama, Tune Up Chill Out, Music Speaks and Mum Made It.

Achievements and performance

This year saw **TUCO (Tune Up Chill Out)** continue to provide for the wonderful young people who arrive with creative visions and need us to help find the means; the references, the materials and the techniques. These ebb and flow depending on the imaginations of those who come - cardboard and a glue gun are popular at the moment. They inspire and motivate each other. They also take the opportunity to talk through things which cause them stress, they very often arrive frustrated and leave smiling.

Breathing Space has developed into an essential project which again is driven by the people who attend; an end of the week wind down and catch up, a space where ideas develop and mess is made, lots of noise and some quiet space too. The group are massively supportive of each other and it's a joy to watch them enjoy the space and resources. We are working with this group and some of the older TUCO members to develop a future plan for Small World provision.

Musical Play (formerly Baby Music) was a project aimed at the under fives focussing on music, singing and movement. The project attracted a diverse group of children who were able to experience the lovely resources specifically made for that age range. A further grant enabled us to revamp the room and we now have a fantastic space which is bright and airy and is not only still used by the under fives but also a local band to rehearse as well as the Breathing Space group. We hope to do the same with the media room this year.

Although we are still operating, the future of Small World remains precarious. Our funding barely covers our costs and we keep going through determination and funders who understand what we are doing. 2019 is our 20th year of existence and we would like to think we can make it more.

Financial review

The net expenditure for the year was £14,907, including net income of £52 on unrestricted funds and net expenditure of £14,959 on restricted funds.

Reserves policy

The charity's free reserves at the year end were £3,846.

The trustees aim to maintain sufficient reserve funds to cover between 3 and 6 months operating expenditure but the current level of reserves falls short of the policy and equates to less than one month of running costs. The trustees are aware the current funding climate is not good: Small World have experienced a reduction in earned income at a time when they have observed an increase in need from service users.

Small World Cultural Arts Collective

Trustees' report (continued) for the year ended 31 March 2019

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts 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 the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- 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 statements;
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts comply with the Companies Act 2006. 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees:

Signed..... (Trustee)

Name.....

Date.....

Small World Cultural Arts Collective

Independent examiner's report to the trustees of Small World Cultural Arts Collective

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2019, which are set out on pages 6 to 11.

Responsibilities and basis of report

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4 the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: Name: Susan Szamakowicz

Relevant professional qualification or body: MAAT

Date:

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Small World Cultural Arts Collective
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2019

	Notes	2019 Unrestricted funds £	2019 Restricted funds £	2019 Total funds £	2018 Total funds £
Income from:					
Grants and donations	(2)	-	33,748	33,748	45,380
Sales and fees		1,150	-	1,150	8,127
Total income		<u>1,150</u>	<u>33,748</u>	<u>34,898</u>	<u>53,507</u>
Expenditure on:					
Salaries and NIC	(3)	912	18,695	19,607	20,650
Payroll charges		-	338	338	359
Volunteer expenses		9	-	9	-
Training		125	125	250	-
Travel and transport		28	-	28	1,630
Rent and rates		-	14,092	14,092	13,892
Heat, light and power		-	936	936	1,542
Water rates		-	543	543	344
Building expenses and materials		2	1,592	1,594	1,737
Premises and office expenses		-	857	857	1,139
Insurance		-	1,295	1,295	1,244
Telephone, fax and internet		5	1,068	1,073	1,216
Postage and stationery		2	12	14	4
Materials and event expenses		15	1,773	1,788	2,593
Refreshments		-	998	998	601
Small equipment		-	1,857	1,857	1,686
Computer equipment and software		-	3,916	3,916	58
Professional fees		-	130	130	13
Independent examination		-	480	480	600
Advertising and printing		-	-	-	77
Total expenditure		<u>1,098</u>	<u>48,707</u>	<u>49,805</u>	<u>49,385</u>
Net movement in funds		<u>52</u>	<u>(14,959)</u>	<u>(14,907)</u>	<u>4,122</u>
Fund balances brought forward		<u>3,794</u>	<u>20,485</u>	<u>24,279</u>	<u>20,157</u>
Fund balances carried forward	(4)	<u>3,846</u>	<u>5,526</u>	<u>9,372</u>	<u>24,279</u>

All incoming resources and resources expended derive from continuing activities.

Small World Cultural Arts Collective

Balance sheet

as at 31 March 2019

	2019	2019	2019	2018
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Debtors and prepayments	(5) 727	-	727	715
Cash at bank and in hand	(6) 3,671	5,526	9,197	24,248
Total current assets	4,398	5,526	9,924	24,963
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(7) 552	-	552	684
Total current liabilities	552	-	552	684
Net current assets	3,846	5,526	9,372	24,279
Total assets less current liabilities	3,846	5,526	9,372	24,279
Net assets	3,846	5,526	9,372	24,279
Funds				
Unrestricted funds	3,846	-	3,846	3,794
Restricted funds	-	5,526	5,526	20,485
Total funds	3,846	5,526	9,372	24,279

For the year ending 31 March 2019 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2015).

The financial statements were approved by the board of trustees on

Date:

Signed:

(Trustee)

Name

Small World Cultural Arts Collective

Notes to the accounts

for the year ended 31 March 2019

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

IT and audio visual equipment: over 1 year

Activity equipment: over 1 year

Other equipment: over 4 years

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

Small World Cultural Arts Collective
Notes to the accounts continued
for the year ended 31 March 2019

2 Grants and donations	2019 Unrestricted funds £	2019 Restricted funds £	2019 Total funds £	2018 Total funds £
National Foundation for Youth Music (NFYM)	-	-	-	26,980
BBC Children in Need (1)	-	18,501	18,501	2,953
BBC Children in Need (2)	-	9,187	9,187	15,447
Awards For All	-	4,260	4,260	-
Sir George Martin Trust	-	1,800	1,800	-
	<u>-</u>	<u>33,748</u>	<u>33,748</u>	<u>45,380</u>

3 Staff costs and numbers	2019 £	2018 £
Gross salaries	19,607	20,650
Social security costs	58	19
Employment allowance	(58)	(19)
	<u>19,607</u>	<u>20,650</u>

The average number employees during the year was 3.8, being an average of 1.0 full time equivalent (2018: 4, 1.1 FTE).

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
NFYM	16,862	-	12,932	-	3,930
BBC Children in Need (1)	966	9,187	9,779	-	374
BBC Children in Need (2)	2,657	18,501	20,271	-	887
Awards For All	-	4,260	3,925	-	335
Sir George Martin Trust	-	1,800	1,800	-	-
	<u>20,485</u>	<u>33,748</u>	<u>48,707</u>	<u>-</u>	<u>5,526</u>

Fund name	Purpose of restriction
NFYM	To deliver the Baby Music Programme 2017-19 (now Musical Play).
BBC Children in Need (1)	For The Breathing Space Project.
BBC Children in Need (2)	For Tune Up Chill Out projects.
Awards For All	To purchase new laptops and software.
Sir George Martin Trust	To refurbish the music space for Musical Play (formerly Baby Music).

Small World Cultural Arts Collective
Notes to the accounts continued
for the year ended 31 March 2019

5 Debtors and prepayments	2019	2018
	£	£
Debtors	400	400
Prepayments	327	315
	<u>727</u>	<u>715</u>

6 Cash at bank and in hand	2019	2018
	£	£
Current account	9,180	24,432
Cash in hand	17	(184)
	<u>9,197</u>	<u>24,248</u>

7 Creditors and accruals	2019	2018
	£	£
Creditors	72	84
Accruals	480	600
	<u>552</u>	<u>684</u>

8 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:

	1 Luton Street Keighley
	£
Within one year	13,322
In the second to fifth years inclusive	5,569
Over five years from the balance sheet date	-
	<u>18,891</u>

Only one quarter (3 months) notice period now required to terminate the lease; value £3,250.

9 Trustee expenses

No trustee received any expenses during this year or the previous year.

10 Trustee remuneration and benefits

		2019	2018
		£	£
Name of trustee	Legal authority		
Anita Gregory	Governing document	399	598
		<u>399</u>	<u>598</u>

Anita Gregory (AG Cleaning Services) was paid £399 in this financial year for cleaning services (2018:£598).

11 Remuneration and benefits received by key management personnel

The key management personnel of the charity include the trustees and the Co-ordinator. The total employee benefits received by the Co-ordinator were £7,702 (previous year: £7,675).

No trustee received any remuneration or benefit in this capacity during this or the previous year.

Small World Cultural Arts Collective

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2019

	2019 Unrestricted funds £	2018 Unrestricted funds £	2019 Restricted funds £	2018 Restricted funds £	2019 Total funds £	2018 Total funds £
Income						
Grants and donations	-	-	33,748	45,380	33,748	45,380
Sales and fees	1,150	8,127	-	-	1,150	8,127
Total income	1,150	8,127	33,748	45,380	34,898	53,507
Expenditure						
Salaries and NIC	912	5,832	18,695	14,818	19,607	20,650
Payroll charges	-	359	338	-	338	359
Volunteer expenses	9	-	-	-	9	-
Training	125	-	125	-	250	-
Travel and transport	28	1,528	-	102	28	1,630
Rent and rates	-	13,892	14,092	-	14,092	13,892
Heat, light and power	-	1,542	936	-	936	1,542
Water rates	-	344	543	-	543	344
Building expenses and materials	2	1,737	1,592	-	1,594	1,737
Premises and office expenses	-	1,139	857	-	857	1,139
Insurance	-	1,244	1,295	-	1,295	1,244
Telephone, fax and internet	5	1,216	1,068	-	1,073	1,216
Postage and stationery	2	4	12	-	14	4
Materials and event expenses	15	118	1,773	2,475	1,788	2,593
Refreshments	-	101	998	500	998	601
Small equipment	-	60	1,857	1,626	1,857	1,686
Computer equipment and software	-	58	3,916	-	3,916	58
Professional fees	-	13	130	-	130	13
Independent examination	-	600	480	-	480	600
Advertising and printing	-	40	-	37	-	77
Total expenditure	1,098	29,827	48,707	19,558	49,805	49,385
Net income / (expenditure)	52	(21,700)	(14,959)	25,822	(14,907)	4,122
Transfers between funds	-	18,537	-	(18,537)	-	-
Net movement in funds	52	(3,163)	(14,959)	7,285	(14,907)	4,122
Fund balances brought forward	3,794	6,957	20,485	13,200	24,279	20,157
Fund balances carried forward	3,846	3,794	5,526	20,485	9,372	24,279