

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 2020

**Small World
CULTURAL ARTS COLLECTIVE**



West Yorkshire Community Accounting Service

Small World Cultural Arts Collective

Annual Report and Financial Statements for the year ended 31 March 2020

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Prepared by West Yorkshire Community Accounting Service

Small World Cultural Arts Collective

Trustees' report for the year ended 31 March 2020

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	Resigned 14 January 2020
Judith Brooksbank		Resigned 14 January 2020
Marcus Richardson		
Gareth Bannister		Appointed 14 January 2020
Charity number	1109457	Registered in England and Wales
Company number	04984522	Registered in England and Wales
Registered and principal address	Bankers	
Keighley Arts Hub	Yorkshire Bank	
47 Low Street	73 North Street	
Keighley	Keighley	
BD21 3PP	BD21 3SD	

Independent examiner

Rhys North ACA

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 as amended 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.

Small World Cultural Arts Collective

Trustees' report (continued) for the year ended 31 March 2020

Objectives and activities

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.

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.

Achievements and performance

Welcome to our year 2019-2020! We went into April 2019 with three projects running, Tune Up & Chill Out (TUCO), Breathing Space and Baby Music. We held our first camp out, braving the rain of the Pennines. We met new people who joined activities. Then we had to close the doors at the end of March 2020 with two of the three projects still running, Baby Music having ended.

One of our most exciting developments was getting outdoors with the camp at Ponden which was held over 10 days and was well attended despite the bad weather with arts activities, cooking, dogs and lots of relaxing.

2019 also saw the 20th anniversary of Small World with a fantastic exhibition at Keighley Creative Space, thanks to Jane Howie who was running the building and who invited us to celebrate in style.

Both TUCO and Breathing Space continued to run successfully throughout the year and although Baby Music came to an end we were able to work with some wonderful little musicians and parents from the refugee community before it finished.

Small World Cultural Arts Collective

Trustees' report (continued) for the year ended 31 March 2020

Achievements and performance continued

Our aims for young people under 25 in Keighley

Advancing their education and development by providing and promoting a broad range of sustained, participatory, creative arts activities;

Promoting the arts in particular by the establishment and maintenance of a Community Arts and Music Centre;

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

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.

Staff

Sam Atkins - Admin/funding/Tune Up Chill Out & Breathing Space

Dawn Noutch - Tune Up Chill Out

Oscar Manthorp - Baby Music and Breathing Space

Cat Ledgerwood - Baby Music & Breathing Space

Financial review

The net expenditure for the year was £4,932, including net expenditure of £596 on unrestricted funds and net expenditure of £4,336 on restricted funds, after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £3,250.

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 just less than one month of running costs. The trustees are aware of this position and whilst the current funding climate is not good, they have been successful in attracting new grant funding towards the core running costs of the charity. Additionally as a result of moving, premises rent costs have been reduced.

Accordingly, whilst the charity has been impacted by the global Covid-19 virus, the trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

Small World Cultural Arts Collective

Trustees' report (continued) for the year ended 31 March 2020

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: Anita Gregory

(Trustee)

Date: 31 March 2021

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 2020, which are set out on pages 7 to 12.

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: Rhys North

Relevant professional qualification or body: ACA

Date: 31 March 2021

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 2020

	Notes	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
Income from:					
Grants and donations	(2)	-	32,443	32,443	33,748
Sales and fees		-	-	-	1,150
Total income		<u>-</u>	<u>32,443</u>	<u>32,443</u>	<u>34,898</u>
Expenditure on:					
Salaries and NI	(3)	238	15,536	15,774	16,071
Payroll charges		-	318	318	338
Freelancer fees		-	1,150	1,150	3,536
Volunteer expenses		-	-	-	9
Training		-	-	-	250
Travel and transport		-	-	-	28
Rent and rates		-	10,786	10,786	14,092
Heat, light and power		-	1,316	1,316	936
Water rates		-	186	186	543
Building expenses and materials		-	2,528	2,528	1,594
Premises and office expenses		14	603	617	857
Insurance		-	1,361	1,361	1,295
Telephone, fax and internet		-	317	317	1,073
Postage and stationery		-	11	11	14
Materials and event expenses		-	1,102	1,102	1,788
Refreshments		-	385	385	998
Small equipment		-	959	959	1,857
Computer equipment and software		-	-	-	3,916
Professional fees		-	13	13	130
Independent examination		480	-	480	480
Advertising and printing		-	72	72	-
Total expenditure		<u>732</u>	<u>36,643</u>	<u>37,375</u>	<u>49,805</u>
Net income / (expenditure)		<u>(732)</u>	<u>(4,200)</u>	<u>(4,932)</u>	<u>(14,907)</u>
Transfers between funds		<u>136</u>	<u>(136)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>(596)</u>	<u>(4,336)</u>	<u>(4,932)</u>	<u>(14,907)</u>
Fund balances brought forward		<u>3,846</u>	<u>5,526</u>	<u>9,372</u>	<u>24,279</u>
Fund balances carried forward	(4)	<u>3,250</u>	<u>1,190</u>	<u>4,440</u>	<u>9,372</u>

All incoming resources and resources expended derive from continuing activities.

Small World Cultural Arts Collective

Balance sheet

as at 31 March 2020

	2020	2020	2020	2019
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Debtors and prepayments	(5) 345		345	727
Cash at bank and in hand	(6) 3,865	1,190	5,055	9,197
Total current assets	<u>4,210</u>	<u>1,190</u>	<u>5,400</u>	<u>9,924</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(7) 960	-	960	552
Total current liabilities	<u>960</u>	<u>-</u>	<u>960</u>	<u>552</u>
Net current assets / (liabilities)	<u>3,250</u>	<u>1,190</u>	<u>4,440</u>	<u>9,372</u>
Net assets	<u>3,250</u>	<u>1,190</u>	<u>4,440</u>	<u>9,372</u>
Funds				
Unrestricted funds	3,250	-	3,250	3,846
Restricted funds	-	1,190	1,190	5,526
Total funds	<u>3,250</u>	<u>1,190</u>	<u>4,440</u>	<u>9,372</u>

For the year ending 31 March 2020 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 2019).

The financial statements were approved by the board of trustees on

Date: 31 March 2021

Signed: Anita Gregory

(Trustee)

Small World Cultural Arts Collective

Notes to the accounts

for the year ended 31 March 2020

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 2019) 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.

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 2020

2 Grants and donations	2020	2020	2020	2019
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
BBC Children in Need (CiN)	-	28,895	28,895	27,688
Craven Trust	-	550	550	-
National Foundation for Youth Music (NFYM)	-	2,998	2,998	-
Awards For All	-	-	-	4,260
Sir George Martin Trust	-	-	-	1,800
	<u>-</u>	<u>32,443</u>	<u>32,443</u>	<u>33,748</u>

3 Staff costs and numbers	2020	2019
	£	£
Gross salaries	15,774	16,071
Social security costs	-	58
Employment allowance	-	(58)
	<u>15,774</u>	<u>16,071</u>

The average number employees during the year was 3.8, being an average of 1 full time equivalent (2019: 3.8, 1 FTE). There were no employees with emoluments above £60,000.

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
NFYM	3,930	2,998	6,928	-	-
BBC Children in Need (1)	374	9,214	9,574	-	14
BBC Children in Need (2)	887	19,681	19,640	-	928
Awards For All	335	-	135	-	200
Craven Trust	-	550	366	(136)	48
	<u>5,526</u>	<u>32,443</u>	<u>36,643</u>	<u>(136)</u>	<u>1,190</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.
Craven Trust	For costs associated with the building. The transfer relates to costs incurred in 2019 that were funded by the grant.

5 Debtors and prepayments	2020	2019
	£	£
Debtors	-	400
Prepayments	345	327
	<u>345</u>	<u>727</u>

Small World Cultural Arts Collective
Notes to the accounts continued
for the year ended 31 March 2020

6 Cash at bank and in hand	2020	2019
	£	£
Cash at bank	5,055	9,180
Cash in hand	-	17
	<u>5,055</u>	<u>9,197</u>

7 Creditors and accruals	2020	2019
	£	£
Creditors	-	72
Accruals	960	480
	<u>960</u>	<u>552</u>

8 Related party transactions

Trustee expenses

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

Trustee remuneration and benefits

		2020	2019
		£	£
Name of trustee	Legal authority		
Anita Gregory	Governing document	617	399
		<u>617</u>	<u>399</u>

Anita Gregory (AG Cleaning Services) was paid £617 in this financial year for cleaning services (2019:£399).

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

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 £7,961 (2019: £7,702).

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

9 Operating leases

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

Within one year	1 Luton Street, Keighley £
	<u>5,569</u>
	<u>5,569</u>

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 2020

	2020 Unrestricted funds £	2019 Unrestricted funds £	2020 Restricted funds £	2019 Restricted funds £	2020 Total funds £	2019 Total funds £
Income						
Grants and donations	-	-	32,443	33,748	32,443	33,748
Sales and fees	-	1,150	-	-	-	1,150
Total income	-	1,150	32,443	33,748	32,443	34,898
Expenditure						
Salaries and NI	238	912	15,536	15,159	15,774	16,071
Payroll charges	-	-	318	338	318	338
Freelancer fees	-	-	1,150	3,536	1,150	3,536
Volunteer expenses	-	9	-	-	-	9
Training	-	125	-	125	-	250
Travel and transport	-	28	-	-	-	28
Rent and rates	-	-	10,786	14,092	10,786	14,092
Heat, light and power	-	-	1,316	936	1,316	936
Water rates	-	-	186	543	186	543
Building expenses and materials	-	2	2,528	1,592	2,528	1,594
Premises and office expenses	14	-	603	857	617	857
Insurance	-	-	1,361	1,295	1,361	1,295
Telephone, fax and internet	-	5	317	1,068	317	1,073
Postage and stationery	-	2	11	12	11	14
Materials and event expenses	-	15	1,102	1,773	1,102	1,788
Refreshments	-	-	385	998	385	998
Small equipment	-	-	959	1,857	959	1,857
Computer equipment and software	-	-	-	3,916	-	3,916
Professional fees	-	-	13	130	13	130
Independent examination	480	-	-	480	480	480
Advertising and printing	-	-	72	-	72	-
Total expenditure	732	1,098	36,643	48,707	37,375	49,805
Net income / (expenditure)	(732)	52	(4,200)	(14,959)	(4,932)	(14,907)
Transfers between funds	136	-	(136)	-	-	-
Net movement in funds	(596)	52	(4,336)	(14,959)	(4,932)	(14,907)
Fund balances brought forward	3,846	3,794	5,526	20,485	9,372	24,279
Fund balances carried forward	3,250	3,846	1,190	5,526	4,440	9,372