

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 2021

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 2021

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Prepared by West Yorkshire Community Accounting Service

Small World Cultural Arts Collective

Trustees' report for the year ended 31 March 2021

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	
Flo Toch	Treasurer	
Marcus Richardson		Resigned 25 January 2021
Gareth Bannister		Resigned 26 April 2021
Beth Jones		Appointed 25 January 2021
Tansy Whitfield		Appointed 25 January 2021
Samantha Atkins	Secretary	
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 2021

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

A very strange year indeed, we closed our doors at the end of March along with the rest of the country saying goodbye to our long term participants across the Tune Up and Chill Out (TUCO) and Breathing Space projects and not knowing when we would be able to re-open.

We managed to keep contact with the older group through social media and helped out getting arts resources to lots of members of both groups to ensure they were able to continue being creative. We also set up our own Minecraft server and continued our D&D game online, eventually meeting up for walks when restrictions eased.

In June we received the news that the TUCO project was not to be refunded after 6 years running. This left us not being able to cover the expense of the building and possibly having to close. Luckily we were saved by Jane at Keighley Art Hub who offered us space there and at a huge reduction of our annual costs and we moved in July and August with amazing help from our Breathing Space group and parents. We're still sorting it all out but have managed to open to our bubble in October through to December with online and one to one support throughout.

Now based more centrally and with our costs dramatically reduced as well as support from the Tudor Trust over the next two years we feel in a much stronger position than we have been for a long time enabling us to continue to offer support to young people in the area.

Staff

Sam Atkins - Admin/funding/Tune Up Chill Out & Breathing Space
Dawn Noutch - Tune Up Chill Out
Oscar Manthorp - Breathing Space

Small World Cultural Arts Collective

Trustees' report (continued) for the year ended 31 March 2021

Financial review

The net income for the year was £14,931, including net expenditure of £675 on unrestricted funds and net income of £15,606 on restricted funds.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £2,575.

The trustees aim to maintain sufficient reserve funds to cover between 3 and 6 months of budgeted operating expenditure which equates to between £6,750 and £13,500 in 2021/2022. The trustees recognise that the current level of reserves falls short of the policy and equates to just less than 1.5 months of running costs.

Despite losing our main funding for the TUCO project we have been kept going over lockdown thanks to the National Lottery Emergency Covid Fund and a grant from Bradford Council.

Additionally Small World moved premises as our funding was reduced over lock down and this has left us in a much stronger position to continue as an organisation as our overheads have been dramatically reduced. We also have been successful in being awarded a grant from the Tudor Trust for £35,000 over two years which covers our overheads as well as providing sessional time for young people. We have other funding bids being submitted which will enable other activities to take place, however even if these are not successful we still have enough income to continue for the next two years as our overheads have been reduced compared to previous years.

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 2021

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 on 5/1/2022

Anita Gregory (Trustee)

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 2021, which are set out on pages 7 to 13.

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.

Rhys North ACA

12/1/2022

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 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Income from:					
Grants and donations	(2)	10,000	37,684	47,684	32,443
Total income		<u>10,000</u>	<u>37,684</u>	<u>47,684</u>	<u>32,443</u>
Expenditure on:					
Salaries and NI	(3)	-	10,293	10,293	15,774
Payroll charges		139	144	283	318
Freelancer fees		-	1,155	1,155	1,150
Volunteer expenses		-	-	-	-
Training		-	95	95	-
Travel and transport		181	58	239	-
Rent and rates		5,152	2,988	8,140	10,786
Heat, light and power		-	706	706	1,316
Water rates		-	194	194	186
Building expenses and materials		692	631	1,323	2,528
Premises and office expenses		-	625	625	617
Insurance		678	500	1,178	1,361
Telephone, fax and internet		1,326	141	1,467	317
Postage and stationery		4	68	72	11
Materials and event expenses		1,127	2,285	3,412	1,102
Refreshments		238	586	824	385
Small equipment		814	534	1,348	959
Computer equipment and software		13	861	874	-
Professional fees		-	13	13	13
Independent examination		279	201	480	480
Bank charges		32	-	32	-
Advertising and printing		-	-	-	72
Total expenditure		<u>10,675</u>	<u>22,078</u>	<u>32,753</u>	<u>37,375</u>
Net income / (expenditure)		<u>(675)</u>	<u>15,606</u>	<u>14,931</u>	<u>(4,932)</u>
Fund balances brought forward		<u>3,250</u>	<u>1,190</u>	<u>4,440</u>	<u>9,372</u>
Fund balances carried forward	(4)	<u>2,575</u>	<u>16,796</u>	<u>19,371</u>	<u>4,440</u>

All incoming resources and resources expended derive from continuing activities.

Small World Cultural Arts Collective

Balance sheet

as at 31 March 2021

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Prepayments	278	-	278	345
Cash at bank and in hand	(5) 3,257	16,796	20,053	5,055
Total current assets	<u>3,535</u>	<u>16,796</u>	<u>20,331</u>	<u>5,400</u>
Current liabilities:				
amounts falling due within one year				
Accruals	960	-	960	960
Total current liabilities	<u>960</u>	<u>-</u>	<u>960</u>	<u>960</u>
Net current assets / (liabilities)	<u>2,575</u>	<u>16,796</u>	<u>19,371</u>	<u>4,440</u>
Net assets	<u>2,575</u>	<u>16,796</u>	<u>19,371</u>	<u>4,440</u>
Funds				
Unrestricted funds	2,575	-	2,575	3,250
Restricted funds	-	16,796	16,796	1,190
Total funds	<u>2,575</u>	<u>16,796</u>	<u>19,371</u>	<u>4,440</u>

For the year ending 31 March 2021 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 5/1/2022

Anita Gregory (Trustee)

Small World Cultural Arts Collective

Notes to the accounts

for the year ended 31 March 2021

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 2021

2 Grants and donations	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
BBC Children in Need (CiN)	-	11,900	11,900	28,895
Bradford Metropolitan District Council	10,000	-	10,000	-
National Lottery Community Fund (NLCF)	-	8,284	8,284	-
The Tudor Trust	-	17,500	17,500	-
Craven Trust	-	-	-	550
National Foundation for Youth Music (NFYM)	-	-	-	2,998
	<u>10,000</u>	<u>37,684</u>	<u>47,684</u>	<u>32,443</u>

3 Staff costs and numbers	2021 £	2020 £
Gross salaries	10,293	15,774
Social security costs	87	-
Employment allowance	(87)	-
	<u>10,293</u>	<u>15,774</u>

The average number employees during the year was 2.2, being an average of 0.7 full time equivalent (2020: 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 £
BBC Children in Need (1)	14	6,966	6,980	-	-
BBC Children in Need (2)	928	4,934	5,862	-	-
Awards For All	200	-	200	-	-
Craven Trust	48	-	48	-	-
NLCF	-	8,284	8,284	-	-
Tudor Trust	-	17,500	704	-	16,796
	<u>1,190</u>	<u>37,684</u>	<u>22,078</u>	<u>-</u>	<u>16,796</u>

Fund name	Purpose of restriction
BBC Children in Need (1)	For Breathing Space sessions for young people.
BBC Children in Need (2)	For Tune Up and Chill Out art sessions for young people.
Awards For All	To purchase new laptops and software.
Craven Trust	For costs associated with the building.
NLCF	To support the organisation during the Covid pandemic period.
Tudor Trust	For salary and running costs to support young people in Keighley.

Small World Cultural Arts Collective
Notes to the accounts continued
for the year ended 31 March 2021

5 Cash at bank and in hand	2021	2020
	£	£
Cash at bank	19,959	5,055
Cash in hand	94	-
	<u>20,053</u>	<u>5,055</u>
6 Tangible assets	Computer equipment	Total
	£	£
<u>Cost</u>		
At 1 April 2020	3,791	3,791
Additions	-	-
At 31 March 2021	<u>3,791</u>	<u>3,791</u>
<u>Depreciation</u>		
At 1 April 2020	3,791	3,791
Charge for year	-	-
At 31 March 2021	<u>3,791</u>	<u>3,791</u>
<u>Net book value</u>		
At 31 March 2021	<u>-</u>	<u>-</u>
At 31 March 2020	<u>-</u>	<u>-</u>

Small World Cultural Arts Collective
Notes to the accounts continued
for the year ended 31 March 2021

7 Related party transactions

Trustee expenses

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

Trustee remuneration and benefits

No trustee received any 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 Co-ordinator. The total employee benefits received by the Co-ordinator were £7,265 (2020: £7,961).

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

Other transactions with trustees or related parties

			2021	2020
			£	£
Name of trustee or related party	Relationship to charity	Description of transaction		
Anita Gregory	Trustee	Provision of cleaning services	555	617
			<u>555</u>	<u>617</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:

	2021	2020
	£	£
Within one year	-	3,369
	<u>-</u>	<u>3,369</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 2021

	2021 Unrestricted funds £	2020 Unrestricted funds £	2021 Restricted funds £	2020 Restricted funds £	2021 Total funds £	2020 Total funds £
Income						
Grants and donations	10,000	-	37,684	32,443	47,684	32,443
Total income	10,000	-	37,684	32,443	47,684	32,443
Expenditure						
Salaries and NI	-	238	10,293	15,536	10,293	15,774
Payroll charges	139	-	144	318	283	318
Freelancer fees	-	-	1,155	1,150	1,155	1,150
Volunteer expenses	-	-	-	-	-	-
Training	-	-	95	-	95	-
Travel and transport	181	-	58	-	239	-
Rent and rates	5,152	-	2,988	10,786	8,140	10,786
Heat, light and power	-	-	706	1,316	706	1,316
Water rates	-	-	194	186	194	186
Building expenses and materials	692	-	631	2,528	1,323	2,528
Premises and office expenses	-	14	625	603	625	617
Insurance	678	-	500	1,361	1,178	1,361
Telephone, fax and internet	1,326	-	141	317	1,467	317
Postage and stationery	4	-	68	11	72	11
Materials and event expenses	1,127	-	2,285	1,102	3,412	1,102
Refreshments	238	-	586	385	824	385
Small equipment	814	-	534	959	1,348	959
Computer equipment and software	13	-	861	-	874	-
Professional fees	-	-	13	13	13	13
Independent examination	279	480	201	-	480	480
Bank charges	32	-	-	-	32	-
Advertising and printing	-	-	-	72	-	72
Total expenditure	10,675	732	22,078	36,643	32,753	37,375
Net income / (expenditure)	(675)	(732)	15,606	(4,200)	14,931	(4,932)
Transfers between funds	-	136	-	(136)	-	-
Net movement in funds	(675)	(596)	15,606	(4,336)	14,931	(4,932)
Fund balances brought forward	3,250	3,846	1,190	5,526	4,440	9,372
Fund balances carried forward	2,575	3,250	16,796	1,190	19,371	4,440