

Charity Registration No. 1031800

Company Registration No. 2884347 (England and Wales)

FIRSTSITE LIMITED
AMENDED CONSOLIDATED ANNUAL REPORT
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021



FIRSTSITE LIMITED

AMENDED ACCOUNTS

Trustees' declarations:

- the revised financial statements replace the original documents;
- these are now the statutory financial statements;
- they have been prepared as at the date of the original financial statements, and not as at the date of revision and accordingly do not deal with events between those dates;

The original financial statements of the Charity omitted paragraphs required on the audit report that have now been included.

FIRSTSITE LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr G C Armitage Mr T Field Ms Rosie Millard OBE Mr R A Polom Ms C Francis Ms D Leacock Ms S Pui San Lok Mr P Tibber Mr M Durham
Chief Executive	Ms S Shaw MBE
Charity number	1031800
Company number	2884347
Registered office	Lewis Gardens High Street Colchester Essex CO1 1JH
Auditors	Whittles Whittle & Partners LLP The Old Exchange 64 West Stockwell Street Colchester Essex CO1 1HE
Solicitors	Ellisons Headgate Court Head Street Colchester Essex CO1 1NP

FIRSTSITE LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Bankers

HSBC
26 High Street
Colchester
Essex
CO1 1DG

CCLA Investment Management Limited
COIF Charity Funds
80 Cheapside
London
EC2V 6DZ

Lloyds Bank
22 High Street
Colchester
Essex
CO1 1DU

FIRSTSITE LIMITED

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FIRSTSITE LIMITED

CHAIR'S STATEMENT

FOR THE YEAR ENDED 31 MARCH 2021

This has been a memorable year for Firstsite, notwithstanding the Covid-19 pandemic which devastated the UK from the first lockdown which occurred almost exactly at the start of our financial year. Firstly I would like to extend acknowledgement, sympathy and respect to partners, colleagues, members of staff and stakeholders who may have been grievously affected by Coronavirus, to anyone who has been bereaved and to anyone who has suffered long-term effects. The effort from partners, staff and the Board of Trustees to continue working, and to help Firstsite come through this national challenge has been remarkable. The fact that we are open once more, and stronger than ever, is down to them.

We were only open for 4 months in the last financial year. We closed on 12 March 2020, and reopened on 12 July. Then we closed again for a month from November 4 to December 3 2020, and closed once more from 24 December through to May 2021.

However, our exhibitions during the brief moments of access through the year were remarkable. They included our continuation of presentation of works from the Arts Council Collection, beginning with Super Black, which was curated by members of the Black community and included many important works by Black artists including Turner Prize nominee Hurvin Anderson, and Elsa James. Tell Me The Story of These Things represented Arts Council Collection art by leading female artists including Tracey Emin, Sarah Lucas and Cornelia Parker, selected by a female curating team of radical women from Colchester. The exhibition was mounted alongside comments and quotations from the team which allowed a remarkable and moving dialogue within the gallery. The final show from the Arts Council Collection was My name is Not Refugee, which reopened just before Christmas. Curated by a group of refugees and asylum seekers living in Colchester, it included work by Jananne Al-Ani, David Shrigley and Mona Hatoum and explored what it means to find new connections in a different place.

Each of these presentations were a powerful and brilliant example of our overarching concept; namely to allow particular groups from our local community, many of whom are marginalised, to curate and express views through the work selected. Each show had its particular dynamic and each its particular sensibility.

Other presentations during the year included a remarkable array of giant sculptures by Phillida Barlow in the newly opened up foyer, an exhibition from the Ipswich and Colchester Art Societies which was as diverse and delightful as this event always is, and a presentation by artist and President of Firstsite, Sonia Coode-Adams MBE, of beautiful paintings done in her garden during lockdown. Lockdown Garden delighted us all with its uplifting colour and beautiful line. It was moving and profound to have artwork from someone who has done so much to ensure the creation and onward success of Firstsite, actually presented in the gallery. Thank you Sonia!

Also present in the gallery was Background Bob and Rachel Spender's Saltmarsh from the Air. Outside, Firstsite put up the town's first open air ice rink, so that families could enjoy an outside activity when so much had been cancelled over Christmas. It was opened on the ice by Colchester's MP Will Quince who proved himself a rather effective skater.

Digitally, Firstsite made huge leaps and I think it is fair to say that our advances would not have been thus had not lockdown forced our Director Sally Shaw to think creatively on how we might remain open, while being closed. Immediately after the first lockdown was announced, Firstsite produced the first of three Artists' Activity Packs which were downloaded by a local, national and international audience to great acclaim. In each pack, artists of national significance including Jeremy Deller, Grayson Perry and Sonia Boyce advised people at home how to be creative and how to make work themselves for little or no financial outlay. Each Pack could be printed out at home. The project gained national coverage on Radio 4's Front Row and in The Guardian.

As an acknowledgement of her work for the arts during lockdown Sally Shaw was awarded an MBE in the Queen's Birthday Honours List. We were all absolutely delighted by this very well-deserved honour for Sally.

FIRSTSITE LIMITED

CHAIR'S STATEMENT

FOR THE YEAR ENDED 31 MARCH 2021

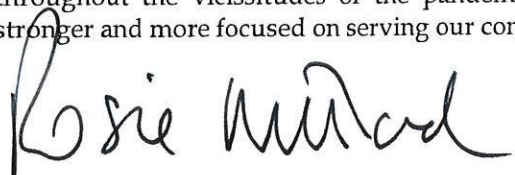
Our engagement with the nation at home continued with The Great Big Art Exhibition, which was started and promoted by Firstsite and continued in newspapers and across the nation. This encouraged the UK to use its front windows as a gallery and inspired people to make their own artwork which was then displayed by them at home. Nationally renowned artists suggested themes such as animals or flowers, and prizes were given to the most inventive productions. The entire exhibition was captured digitally and is currently on display at Firstsite.

Firstsite's beautiful building was repurposed during lockdown and turned into a food distribution hub for shielding communities. We also continued our Holiday Fun project and gave out many hundreds of nourishing lunches and dinners throughout lockdown to families who needed them. It was a way in which Firstsite could continue our community engagement which is so much part of our mission.

I would like to thank Colchester Borough Council and Essex County Council for their continued support for Firstsite during this most difficult year. Thanks, too, to the Arts Council of England for supporting Firstsite when we were closed. Emergency funding from the Arts Council of England and the furlough scheme, implemented by the DCMS, meant that we have reopened in a position of strength and have been able to present an acclaimed and successful programme straightaway. Thanks also goes to our audiences for keeping faith with the gallery, and for coming back, particularly as we have a beautiful fresh new café overlooking the fields at the back of the site.

I would also like to thank the dedicated and talented staff of Firstsite, and the Board who have worked so hard and taken part in many Zoom meetings to ensure that Firstsite could meet the Covid challenge with ingenuity and integrity.

Lastly of course I must thank our Director Sally Shaw MBE who has steered our beautiful golden crescent throughout the vicissitudes of the pandemic with imagination and courage, so that we have re-emerged stronger and more focused on serving our community with equity and quality.



Ms Rosie Millard OBE

Chair

Dated: 10 August 2021

FIRSTSITE LIMITED

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the group's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: 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) (effective 1 January 2019)".

Objectives and activities

The charity's object and its principal activity is to promote the arts in society, in particular the visual and media arts, for the benefit of the inhabitants of Colchester in particular and the surrounding area in East Anglia in general by developing public appreciation of the arts and by improving public access to and the quality of the arts. The organisation is a national leader in commissioning contemporary art, exhibiting it in the organisation's building and providing innovative new learning opportunities for the public to understand and appreciate new and existing art.

The charity's objective is to increase its reach into the community with a programme of exhibited artwork and associated learning activities. The strategy for the artistic programme is to exhibit artwork that includes new art that engages with a broad audience, show work from established artists and to produce innovative exhibitions. The learning programme's aims are to find appropriate and interesting ways to engage with hard to reach sections of the community, attract school visits to exhibitions and artist led workshops and to encourage more members of the community to participate in creative activity.

Vision

Creative Change - We help lots of diverse people see themselves in the world differently, we provide creative opportunities that make a difference when and where needed most and we promote imaginative responses to contemporary issues

Mission

At Firstsite and in our satellite venues, we show a diverse mix of the very best historic, modern and contemporary art from around the world, free for everyone, every day.

Values

Inclusion: equality of access and opportunity combined with best practice to help engage with our audiences, artists, community groups, partners, suppliers and staff.

Quality: the use of analytics to help us continuously improve customer experience and how we work and make decisions, to ensure we make measureable impacts.

Innovation: working collaboratively with our stakeholders, partners and funders to ensure we are continuously looking for better ways of working and achieving higher returns on investment.

Professionalism: adopting best practice in all that we do to ensure that we are well governed, well managed and seen as an effective asset for the communities we serve.

Our business plan - Creative Together - has been successful prior to the extensive lockdown and closure of the building in response to the Covid-19 pandemic. The current 4-year business plan model to 2022, together with the impacts of the lockdown means the challenge to create and implement excellent content is even greater and calls on our small team to be entrepreneurial, outward looking and collaborative in every aspect of our work, driving commercial activity and seeking new partners and investors.

FIRSTSITE LIMITED

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Despite the impacts of the Covid-19 pandemic 2020/21 Firstsite has continued to operate in different ways and remain a valued community asset, enabling positive change and living up to its expectations as an agile and innovative regeneration project. The following report provides an assessment of our progress against our headline goals and KPIs.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the group should undertake.

Achievements and performance

1. Be a radical and outstanding art gallery

KPI: Deliver four headline exhibitions that draw in internationally significant partners and artists as well as supporting emerging and regional talent.

The extended periods of closure resulted in our planned exhibitions for 2020/21 being severely disrupted and have been postponed into mid-2021. It was the second year of programming in partnership with the Arts Council England National Collection. Firstsite hosted two headline exhibitions – Radical Women, Tell me the Story of these things, which included works from Tracey Emin, Cornelia Parker, Sarah Lucas and Gillian Wearing. My Name is not Refugee was also part of this programme which was co-curated with individuals who are supported by Refugee Action Colchester. We also delivered exhibitions with artists Phyllida Barlow and Rachel Spender. Alongside these digital exhibitions and activities (Art is where the Home is and The Great Big Art Exhibition) were produced, reaching national and international audiences. These projects included works and collaborations from a wide range of artists such as Antony Gormley, Anish Kapoor, Tai Shani, Jeremy Deller, Simone Fattal among many more – keeping to our commitment to show work by diverse artists from regional, national, and international contexts.

2. Bring lots of different people together to enjoy art and culture

KPI: Increase audience footfall from 131,000 in 2018/19 to 145,000 in 2020/21

Despite closing our building in mid-March 2020 because of the COVID-19 Pandemic Firstsite achieved its audience target in 2019/20. Had the building remained open it would have exceeded this target by at least 4,000. The prolonged periods of closure during 2020/21 impacted the audience footfall dramatically. When open to the public audience levels were 45% of pre Covid levels for the same period. Audience levels were gradually increasing and in December 2020, audience levels peaked at 70% of pre-Covid levels. As a result of the digital programmes and activities we increased our online audiences by 46,000.

FIRSTSITE LIMITED

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

3. Be bold in improving diversity and inclusion

KPI: Increase levels of diversity in the artistic programme to a minimum of 50% per year, in our audiences to reflect national levels and likewise in our Board and our staff including volunteers to reflect national levels.

Firstsite significantly improved the levels of diversity within its audiences, artistic programme, team, and governance in 2020/21. The artistic programme included diverse artists but also by inviting diverse members of the community to take part in curating exhibitions and authoring the programme, such as My Name is not Refugee. The Firstsite Holiday Fun programme recognised increasing levels in the diversity of its attendees during 2020. In late 2020 a peak of 48% of families who were from a non-white British background were accessing the support from Holiday Fun, reflecting the adverse impact of Covid-19 on these communities. Firstsite's Board membership achieved a greater balance of male and female members, and the average age of members and BAME membership has remained at similar levels. Recruitment of new trustees is taking place during 2021. As part of this process, prospective trustees from diverse backgrounds and lived experiences will be a high priority.

4. Champion the needs of Children and Young People

KPI: Increase the number of children and young people in Colchester and surrounding wards especially those from protected characteristic groups engaging with art and culture by delivering at least 100 sessions and connecting with 40 schools.

The closure of the building due to national lockdown regulations prevented Firstsite delivering its ground-breaking Holiday Fun programme in the usual way. Easter and May half term holidays a takeaway food and activity pack was provided to families. In addition, we worked with the Active Essex programme to support families with food packages during school holidays. In summer 2020 we offered a social restricted holiday fun offering and continued with takeaway meals. In December 2020 we offered an extended period of support throughout December not just for the holiday period. During 2020-21, we provided 4,000 meals to families. School visits did not take place during the year due to closure and restrictions.

5. Be financially resilient and share our resources

Strategic Objective: Successfully apply to the Arts Council England National Portfolio to confirm core funding for the next four years.

Firstsite has continued to successfully manage and report on its on-going funds from ACE, and Colchester Borough Council. Essex County Council core funding ended in 2020/21. Essex County Council have part funded Holiday Fun programme during 2020-21 as part of its Activ-Ate county-wide programme to support children who are eligible for free school meals and Essex Community Fund amounting to £34,880. Firstsite applied for emergency Covid funding in May 2020 and was awarded £250,000 to support during the extended closure periods owing to national lockdown. Arts Council England have extended the original business plan period for a further year. Following this an application will be made to support Firstsite's 4-year business plan from 2023 to 2027.

FIRSTSITE LIMITED

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

6. Be excellent in our Governance and management

Headline KPI: Reduce Firstsite's overall organisational risk ratio from 0.6 in 2017/18 to 0.4 by 2021/22 by continuously assessing immediate and long-term risk and improving mitigation plans.

Prior to COVID-19 Firstsite's risk category level with Arts Council England was rated 'normal' This was because of continuing improvements in financial management, governance, decision-making, procurement, and risk review practice. Improved communication and team-working at all levels of the organisation have enabled a strong and agile response to COVID-19 pandemic. The impact of the pandemic continues to be a major risk to the organisation and the whole of the arts sector. Risk mitigation in part will take the form of developing our artistic programme so that potential future building closures do not prevent Firstsite reaching and developing its audiences.

Financial review

The charitable company continues to endeavour to implement its risk management strategy and reserves policy in line with its business planning for the full operation of the building and the carrying out of its charitable objectives. The policy is to have 3 months of expenditure covered by unrestricted reserves at any time and the trustees are working towards achieving this.

2020/21 was a period of unprecedented financial uncertainty because of the Covid-19 pandemic. Firstsite was only able to open its building to the public for only 4 months out of the 12- month financial period. The accumulated consolidated surplus in the unrestricted fund account as of 31 March 2021 was £420,744 and there were restricted funds of £211,219. During the financial period, Firstsite received financial support in the form of emergency funding from Arts Council England £250,000, £162,775 from the government's Coronavirus Job Retention Scheme, £50,000 Bounce Back loan. Firstsite Enterprises Ltd received £34,892 Covid Business grants from the local authority.

Income from restricted activity reduced by £263,047 from the prior year, which reflects the impact of Covid pandemic placing a pause on available funding as funders responded to the situation. Funding from the Arts Council Collection continued for year two (£120,000) of the three-year project. Funding was available to support community projects, such as Holiday Fun and develop our digital capacity, which amounted to £73,000.

The trading activities of the group are carried out by Firstsite Enterprises Limited, a wholly owned subsidiary, whose results are included in these consolidated financial statements. The Trading activity was negatively impacted by the pandemic due to closure and limited opening periods with low audience levels to the building and social distancing requirements limiting what we normally offer. An operating in-year loss was made on trading activity amounting to £33,515 before the receipt of £34,892 in Covid trading grants during the year (2019/20: profit £140,447).

Income from both unrestricted and restricted sources reduced from the prior year by £162,326. Income included for Arts Council England's emergency Covid grant (£250,000), trading Covid grants (£34,000) and claims under the Coronavirus Job Retention Scheme (£162,775). When these funds are excluded from the income total the overall reduction in income from the prior year amounted to £609,101. This was mostly attributable to the reduction in restricted income from trusts and foundations (£263,047), reduced trading from Firstsite Enterprises Ltd (£295,699) and reduction in other unrestricted income sources such as talks and classes. We have invested the Covid-19 trading grants to Firstsite Enterprises Ltd to develop our café and restaurant. The activities that we have produced have been well received and with the development of our digital programme we have reached a wider audience. We have demonstrated that we can deliver high quality exhibitions and projects for our audiences, despite lockdown.

FIRSTSITE LIMITED

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Expenditure overall reduced from the prior year by £378,251, this reduction is reflective of the reduced activity in the building during the year. Of this reduction, £129,164 related to a reduction in activity associated with restricted projects and £194,503 was a reduction in operating costs and a reduced exhibition offering.

Tangible net fixed assets increased to £1,364 from the prior financial year and this movement in assets reflects the depreciation charge based upon the Charity's accounting policies and IT equipment to upgrade servers.

Debtors include for £28,670 of deferred exhibition costs relating to Welcome to Essex and Art for Life exhibitions which opened in May 2021. £22,974 income accrual for the March furlough grant from the Coronavirus Job Retention scheme. Included within debtors is £35,431 (2019/20: £65,602) in respect to Exhibition Tax Relief claim that is made post year end.

Creditors falling due within one year of included £101,000 of deferred income grants from Artfund, Ampersand and Arts Council Collection Workforce grant. It also includes for £5,000 recognising Firstsite's liability to pay within a year part of the £50,000 Bounce Back loan, which has a 6 year term.

Post year end Firstsite was awarded £692,625 funding in response to the impact of the Coronavirus pandemic to support re-opening in 2021. This funding was from DCMS and was round two of the Culture Recovery Funding scheme. Of the total funding £65,000 is to support capital works to improve building accessibility and £246,048 was to reflate reserves using a predefined grant formula, the remaining £381,577 is to support core operational activity for the period up to December 2021. The trustees have formed a judgement, at the time of approving the financial statements, that based upon funding secured and actions being taken to respond the financial impact of Coronavirus, the group will continue its activities for the foreseeable future and remains a going concern.

Funding continues to be awarded by Arts Council England and Colchester Borough Council, which is dependent on Firstsite achieving several performance objectives.

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. In addition, the Trustees consider other risks to the continuance of Firstsite as an artistic learning and viewing venue. The major risks to which the charity is exposed, as identified by the trustees, include the financial position and facilities available, have been reviewed and a system has been established to mitigate those risks. The Trustees continue to work closely with the major sponsors of Firstsite to ensure common objectives and activities are achieved to ensure continued support.

Structure, governance and management

The group is a company limited by guarantee.

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr G C Armitage

Mr R C Hirst

(Resigned 9 September 2020)

Ms J R Knowles

(Resigned 4 March 2021)

Mr T Field

Ms Rosie Millard OBE

Mr R A Polom

Mr A K Shah

(Resigned 17 October 2020)

Ms C Francis

Ms D Leacock

Ms S Pui San Lok

Mr P Tibber

FIRSTSITE LIMITED

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Ms J Young
Mr M Durham

(Resigned 7 May 2021)

Trustees are recruited via an agreed procedure:

1. Establish and agree the competencies required;
2. Advertise the positions via Firstsite's website and other appropriate media and invite other applicants;
3. Carry out a paper short-listing exercise comparing experience and qualifications etc., against the preferred criteria;
4. Carry out structured, competency-based interviews with members of the Nominations and Remuneration Committee and the Chair of the Managing Board and score the evidence against the pre-determined rating scale. Follow up with competency based references;
5. Arrange a meeting of the Nominations and Remuneration Committee to decide on the successful candidates;
6. Put forward the names of successful candidates to a meeting of the Board of Trustees for formal approval.

None of the Trustees has any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Induction and training of new trustees

New trustees undergo a period of training to brief them on their legal obligations under Charity and Company Law, the content of the Memorandum and Articles of Association, the decision making process, the business plan and recent financial performance of the charity. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisational Structure

The Board of Trustees meets at least quarterly to review the policy, strategy and medium and long term planning needs of the organisation.

The Finance and Enterprise Committee meets regularly with the Finance Director and Director to ensure that the organisation is focused on the Business Plan priorities whilst managing risks proactively.

A Company Secretary role is appointed from amongst the Trustees to help continually develop our governance arrangements ensuring we adhere to best practice. Firstsite has also appointed a Vice Chair to take on duties and responsibilities in the absence of the Chair.

The Board of Trustees delegate day-to-day management to the Director, Ms S Shaw. Please note that Ms S Shaw is not a formal Director at Companies House.

Wider network

Firstsite has a close relationship with Arts Council of England, which is a charity, Colchester Borough Council and Essex County Council, all of which provide funding to enable Firstsite to carry out its charitable objectives. Firstsite is also an active member of the +Tate network and the Contemporary Visual Arts Network, contributing to sector-wide strategic projects that support increased access to art and culture across the UK.

FIRSTSITE LIMITED

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Related parties

Firstsite Enterprises Limited is a wholly owned subsidiary company and operates the commercial aspect of the organisation which includes a number of elements. 15 Queen Street offers a creative hub for local small and new businesses. At the year-end there were 10 resident members with creative skills ranging from illustration, crafts and marketing with a mix of charity, and social enterprise status.

The other activities that comprise those of Firstsite Enterprises Limited include managing the hire of spaces in Firstsite's building and organising events, conferences and meetings; the provision of a permanent café in the building which is open for food and drink 7 days a week; the provision of a shop selling art related items that includes locally produced artwork and craft. The operation of the auditorium which is used to screen live performances and with the partnership with Curzon Cinemas, a full film programme. In addition, there are a number of related talks and debates which are on offer to the public.

The commercial activity produced an income that allows Firstsite to show informative and interesting art exhibitions as well as the provision of educational workshops and classes that are free to attend or are offered at a subsidy.

Auditor

In accordance with the company's articles, a resolution proposing that Whittles be reappointed as auditor of the company will be put at a General Meeting.

Disclosure of information to auditor

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The Trustees report was approved by the Board of Trustees.



Ms Rosie Millard OBE

Trustee

Dated: 10 August 2021

FIRSTSITE LIMITED

STATEMENT OF TRUSTEES RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees, who are also the directors of Firstsite Limited for the purpose of company law, are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the group will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the group and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

FIRSTSITE LIMITED

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF FIRSTSITE LIMITED

Opinion

We have audited the financial statements of Firstsite Limited (the 'group') for the year ended 31 March 2021 which comprise the consolidated statement of financial activities, the consolidated and parent company balance sheets, the consolidated statement of cash flows and the notes to the financial statements, 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 Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable group and company's affairs as at 31 March 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

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 group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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

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

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

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

FIRSTSITE LIMITED

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF FIRSTSITE LIMITED

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the Trustees report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the Trustees report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

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

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

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

Responsibilities of Trustees

As explained more fully in the statement of Trustees responsibilities, the Trustees, who are also the directors of the group for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the Trustees are responsible for assessing the group's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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

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

FIRSTSITE LIMITED

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF FIRSTSITE LIMITED

The audit tests, including planning procedures, adopted for the audit of these financial statements are designed to assess and detect the risk of irregularities, including fraud. Our risk assessment of the likelihood of irregularities included the high degree of involvement of the experienced directors, which reduces the risk of irregularities. The audit team was competent to assess the risk and identify any potential irregularities. A thorough understanding of the process, frameworks and authorisations in place was obtained from the directors and tested throughout the audit.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report

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



Michael Greene BSc FCCA (Senior Statutory Auditor)
for and on behalf of Whittles

20 August 2021

Chartered Accountants
Statutory Auditor

Whittle & Partners LLP
The Old Exchange
64 West Stockwell Street
Colchester
Essex
CO1 1HE

FIRSTSITE LIMITED

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Income and endowments from:							
Donations and legacies	3	1,316,314	-	1,316,314	1,068,725	-	1,068,725
<u>Charitable activities</u>							
Learning & education	4	12,522	17,917	30,439	25,528	286,303	311,831
Artistic programme	4	21,264	176,744	198,008	40,910	171,405	212,315
Investments	5	21,454	-	21,454	23,110	-	23,110
Other income	6	328,476	-	328,476	441,036	-	441,036
Total income		1,700,030	194,661	1,894,691	1,599,309	457,708	2,057,017
<u>Expenditure on:</u>							
<u>Raising funds</u>							
Costs of generating voluntary income	7	25,253	-	25,253	35,718	-	35,718
Trading costs	7	125,036	-	125,036	237,011	-	237,011
		150,289	-	150,289	272,729	-	272,729
<u>Charitable activities</u>							
Learning & education	8	421,972	107,256	529,228	417,563	150,202	567,765
Artistic programme	8	793,935	158,042	951,977	924,991	244,260	1,169,251
Total charitable expenditure		1,215,907	265,298	1,481,205	1,342,554	394,462	1,737,016
Total resources expended		1,366,196	265,298	1,631,494	1,615,283	394,462	2,009,745
Net gains/(losses) on investments	13	-	-	-	(20,000)	-	(20,000)

FIRSTSITE LIMITED

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

Gross transfers between funds	-	-	-	(41,595)	41,595	-
Net incoming/(outgoing) resources	333,834	(70,637)	263,197	(77,569)	104,841	27,272
Other recognised gains and losses						
Revaluation of tangible fixed assets	-	-	-	-	64,520	64,520
Net movement in funds	333,834	(70,637)	263,197	(77,569)	169,361	91,792
Fund balances at 1 April 2020	86,910	281,856	368,766	164,479	112,495	276,974
Fund balances at 31 March 2021	420,744	211,219	631,963	86,910	281,856	368,766

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

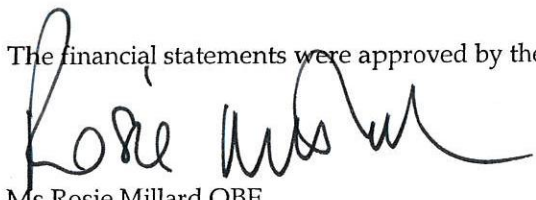
FIRSTSITE LIMITED

CONSOLIDATED BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	16		35,621		34,257
Heritage assets	15		79,400		79,400
Investment properties	17		175,000		175,000
			<u>290,021</u>		<u>288,657</u>
Current assets					
Stocks	20	32,527		37,357	
Debtors	22	161,600		126,897	
Cash at bank and in hand		428,403		31,401	
		<u>622,530</u>		<u>195,655</u>	
Creditors: amounts falling due within one year	23	(235,588)		(115,546)	
Net current assets			386,942		80,109
Total assets less current liabilities			676,963		368,766
Creditors: amounts falling due after more than one year	24		(45,000)		-
Net assets			<u>631,963</u>		<u>368,766</u>
Income funds					
General restricted funds		146,699		217,336	
Revaluation reserve		64,520		64,520	
	28		211,219		281,856
Unrestricted funds			420,744		86,910
			<u>631,963</u>		<u>368,766</u>

The financial statements were approved by the Trustees on 10 August 2021



Ms Rosie Millard OBE
Trustee

Company Registration No. 2884347

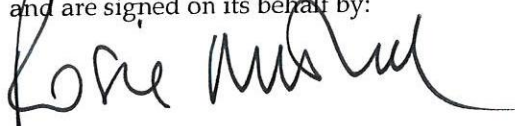
FIRSTSITE LIMITED

CHARITY BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	16		35,620		33,351
Heritage assets	15		79,400		79,400
Investment properties	17		175,000		175,000
Investments	18		100		100
			<u>290,120</u>		<u>287,851</u>
Current assets					
Debtors	22	205,501		119,436	
Cash at bank and in hand		365,762		25,457	
			<u>571,263</u>	<u>144,893</u>	
Creditors: amounts falling due within one year	23	(228,060)		(104,433)	
Net current assets			<u>343,203</u>		<u>40,460</u>
Total assets less current liabilities			<u>633,323</u>		<u>328,311</u>
Creditors: amounts falling due after more than one year	24		(45,000)		-
Net assets			<u><u>588,323</u></u>		<u><u>328,311</u></u>
Income funds					
General restricted funds		146,683		217,336	
Revaluation reserve		64,520		64,520	
			<u>211,203</u>		<u>281,856</u>
Unrestricted funds	28		<u>377,120</u>		<u>46,455</u>
			<u><u>588,323</u></u>		<u><u>328,311</u></u>

The financial statements were approved by the board of directors and authorised for issue on 10 August 2021 and are signed on its behalf by:



Ms Rosie Millard OBE

Trustee

Company Registration No. 2884347

FIRSTSITE LIMITED

CONSOLIDATED STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Cash flows from operating activities					
Cash generated from operations	34		374,036		41,035
Investing activities					
Purchase of tangible fixed assets		(27,035)		(4,641)	
Interest received		1		3	
		<u> </u>		<u> </u>	
Net cash used in investing activities			(27,034)		(4,638)
Financing activities					
Proceeds of new bank loans		50,000		-	
Repayment of bank loans		-		(16,057)	
		<u> </u>		<u> </u>	
Net cash generated from/(used in) financing activities			50,000		(16,057)
			<u> </u>		<u> </u>
Net increase in cash and cash equivalents			397,002		20,340
Cash and cash equivalents at beginning of year			31,401		11,061
			<u> </u>		<u> </u>
Cash and cash equivalents at end of year			428,403		31,401
			<u> </u>		<u> </u>

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

Firstsite Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is Lewis Gardens, High Street, Colchester, Essex, CO1 1JH.

1.1 Accounting convention

The financial statements have been prepared in accordance with the group's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: 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) (effective 1 January 2019)". The group is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the group. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the Trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the group is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the group has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

The charity occupies a Council funded building within Colchester for a peppercorn rent. It has not been possible to ascertain an accurate market rate for inclusion in the financial statements due to the specialist nature of the building provided.

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

Income from grants is included in incoming resources when these are receivable, except as follows:

- when donors specify that grants given to the charity must be used in future accounting periods;
- when donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the preconditions have been met;
- when donors specify that grants are for restricted purposes which do not amount to preconditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

1.5 Expenditure

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

Where the costs of charitable activities cannot be directly attributed to a charitable activity they are allocated proportionally between the artistic programme 64% (2020: 67%) and learning and education 36% (2020: 33%).

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant, equipment & auditorium	33.3% straight line
Fixtures and fittings	20% straight line
Gallery equipment & IT	25% straight line
Office IT	25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

Heritage assets consist of previously donated art. These assets are not depreciated as the value is not considered to diminish. During the year, the heritage assets have been revalued by an independent valuer for insurance purposes.

1.7 Investment properties

Investment property, which is property held to earn rentals and/or for capital appreciation, is initially recognised at cost, which includes the purchase cost and any directly attributable expenditure. Subsequently it is measured at fair value at the reporting end date. The surplus or deficit on revaluation is recognised in the SOFA.

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.10 Financial instruments

The group has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Basic financial instruments are initially recognised at transaction value and subsequently measured at amortised cost.

Financial assets comprise cash at bank and in hand, together with trade and other debtors. A specific provision is made for debts for which recoverability is in doubt.

Cash at bank and in hand is defined as all cash held in instant access bank accounts and used as working capital. Investments, including those in subsidiary undertakings are held at fair value at the balance sheet date, with gains and losses being recognised within income and expenditure.

Financial liabilities held at amortised cost comprise all creditors except social security and other taxes, deferred income and provisions.

1.11 Taxation

Firstsite is an exempt charity within the meaning of the Charities Act 2011 and as such is a charity within the meaning of Part 11, Corporation Tax Act 2010. Accordingly, Firstsite is partially exempt from taxation in respect of income or capital gains received within the categories by Part 11, Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied exclusively to its charitable purposes.

Firstsite received no similar exemption in respect of Value Added Tax. Firstsite is a partially exempt organisation for VAT purposes and consequently input tax on its purchases are not fully recoverable.

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the group is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.14 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

1.15 Consolidation

The consolidated financial statements incorporate the financial statements of the charitable company and its subsidiary. As a consolidated statement of financial activities is published, a separate statement of financial activities for the parent company is omitted from the group financial statements by virtue of section 408 of the Companies Act 2006.

1.16 COVID-19

The coronavirus pandemic has significantly disrupted individuals' personal lives and businesses' economic prospects in the UK and across the globe. The UK entered lockdown in March 2020 and some restrictions and social distancing provisions remain in place.

The charity has been negatively affected by COVID-19 but has continued to operate.

We have continued to prepare the accounts on a going concern basis and deem this appropriate. We do not consider that a material uncertainty about our going concern status currently exists. In making this assessment we have considered the likely trading conditions for a period of twelve months from the date of our approval of these accounts.

2 Critical accounting estimates and judgements

In the application of the group's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Donations and gifts	89,800	57,198
Grants	1,226,514	1,011,527
	<u>1,316,314</u>	<u>1,068,725</u>
Grants receivable for core activities		
Arts Council England	1,079,514	814,527
Essex County Council	50,000	-
Colchester Borough Council	97,000	97,000
University of Essex	-	100,000
	<u>1,226,514</u>	<u>1,011,527</u>

4 Charitable activities

	Learning & education £	Artistic programme £	Total £	Total 2020 £
Sales within charitable activities	<u>30,439</u>	<u>198,008</u>	<u>228,447</u>	<u>524,146</u>
Analysis by fund				
Unrestricted funds	12,522	21,264	33,786	
Restricted funds	<u>17,917</u>	<u>176,744</u>	<u>194,661</u>	
	<u>30,439</u>	<u>198,008</u>	<u>228,447</u>	
For the year ended 31 March 2020				
Unrestricted funds	25,528	40,910		66,438
Restricted funds	<u>286,303</u>	<u>171,405</u>		<u>457,708</u>
	<u>311,831</u>	<u>212,315</u>		<u>524,146</u>

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

5 Investments

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Rental income	21,453	23,107
Interest receivable	1	3
	<u>21,454</u>	<u>23,110</u>

6 Other income

	2021	2020
	£	£
Other income	288,504	209,981
Room and venue hire	25,439	101,395
Auditorium programme	14,533	129,660
	<u>328,476</u>	<u>441,036</u>

7 Raising funds

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
<u>Costs of generating voluntary income</u>		
Staff costs	<u>25,253</u>	<u>35,718</u>
<u>Trading costs</u>		
Direct trading costs	<u>125,036</u>	<u>237,011</u>
	<u>150,289</u>	<u>272,729</u>

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

8 Charitable activities

	Learning & education 2021 £	Artistic programme 2021 £	Total 2021 £	Total 2020 £
Staff costs	175,225	384,579	559,804	528,177
Direct costs	121,419	153,916	275,335	368,270
	<u>296,644</u>	<u>538,495</u>	<u>835,139</u>	<u>896,447</u>
Share of support costs (see note 9)	217,609	386,861	604,470	771,267
Share of governance costs (see note 9)	14,975	26,621	41,596	69,302
	<u>529,228</u>	<u>951,977</u>	<u>1,481,205</u>	<u>1,737,016</u>
Analysis by fund				
Unrestricted funds	421,972	793,935	1,215,907	1,342,554
Restricted funds	107,256	158,042	265,298	394,462
	<u>529,228</u>	<u>951,977</u>	<u>1,481,205</u>	<u>1,737,016</u>
For the year ended 31 March 2020				
Unrestricted funds	417,563	924,991		1,342,554
Restricted funds	150,202	244,260		394,462
	<u>567,765</u>	<u>1,169,251</u>		<u>1,737,016</u>

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

9 Support costs

	Support costs	Governance costs	2021 Support costs	Governance costs	2020
	£	£	£	£	£
Staff costs	281,240	-	281,240	297,647	297,647
Depreciation	25,671	-	25,671	41,028	41,028
Office costs	3,285	-	3,285	13,814	13,814
Insurance	27,842	-	27,842	27,100	27,100
Communication	24,481	-	24,481	47,206	47,206
Recruitment and training	5,748	-	5,748	8,889	8,889
Utilities	82,920	-	82,920	132,041	132,041
Building costs	99,712	-	99,712	145,314	145,314
Computer and telecoms	40,398	-	40,398	46,238	46,238
Licence and subscriptions	13,173	-	13,173	10,440	10,440
Bad debts	-	-	-	1,550	1,550
Audit fees	-	9,807	9,807	-	8,750
Accountancy	-	3,000	3,000	-	3,000
Legal and professional	-	13,691	13,691	-	42,740
Board and committee expenses	-	5,290	5,290	-	860
Bank charges	-	9,808	9,808	-	13,952
	<u>604,470</u>	<u>41,596</u>	<u>646,066</u>	<u>771,267</u>	<u>840,569</u>
Analysed between					
Charitable activities	<u>604,470</u>	<u>41,596</u>	<u>646,066</u>	<u>771,267</u>	<u>840,569</u>

10 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year, but two of them were reimbursed a total of £430 travelling expenses (2020 : three were reimbursed £540).

During the year, a trustee made sales for artist and exhibition fees of £6,000 to the charity. At the year end, £nil was outstanding. These sales were made on an arm's length basis.

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

11 Auditor's remuneration

The analysis of auditor's remuneration is as follows:

Fees payable to the group's auditors and associates:	2021 £	2020 £
Audit of the groups annual accounts	9,807	8,750
Non-audit services		
All other non-audit services	3,000	3,000

12 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
General	59	54
Employment costs		
	2021 £	2020 £
Wages and salaries	791,161	778,285
Social security costs	47,229	57,205
Other pension costs	27,907	26,052
	866,297	861,542

The number of employees whose annual remuneration was £60,000 or more were:

	2021 Number	2020 Number
£60,000 - £70,000	1	1

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

13 Net gains/(losses) on investments

	Total Unrestricted funds	
	2021	2020
	£	£
Revaluation of investment properties	-	(20,000)
	<u> </u>	<u> </u>

14 Profit/(Loss) of Parent Company

As permitted by Section 408 of the Companies Act 2006, the profit and loss account of the parent company is not presented as part of these financial statements. The parent company's surplus was £260,012 (2020: £99,339).

15 Heritage assets Group and Charity

	2018 £
At 1 April 2020	79,400
At 1 April 2020 and at 31 March 2021	<u>79,400</u>

The heritage assets have been revalued in line with the amount the assets are insured for. This has created a gain of £64,520. It is the intention of the trustees to professionally revalue the heritage assets over the coming year.

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

16 Tangible fixed assets Group

	Plant, Fixtures and equipment & auditorium	fittings	Gallery equipment & IT	Office IT	Total
	£	£	£	£	£
Cost					
At 1 April 2020	192,080	337,396	370,244	48,708	948,428
Additions	-	-	27,035	-	27,035
At 31 March 2021	192,080	337,396	397,279	48,708	975,463
Depreciation and impairment					
At 1 April 2020	174,135	330,555	360,773	48,708	914,171
Depreciation charged in the year	10,369	6,841	8,461	-	25,671
At 31 March 2021	184,504	337,396	369,234	48,708	939,842
Carrying amount					
At 31 March 2021	7,576	-	28,045	-	35,621
At 31 March 2020	17,945	6,841	9,471	-	34,257

Charity

	Plant, Fixtures and equipment & auditorium	fittings	Gallery equipment & IT	Office IT	Total
	£	£	£	£	£
Cost					
At 1 April 2020	186,310	337,396	370,244	48,708	942,658
Additions	-	-	27,035	-	27,035
At 31 March 2021	186,310	337,396	397,279	48,708	969,693
Depreciation and impairment					
At 1 April 2020	169,272	330,555	360,773	48,708	909,308
Depreciation charged in the year	9,463	6,841	8,461	-	24,765
At 31 March 2021	178,735	337,396	369,234	48,708	934,073
Carrying amount					
At 31 March 2021	7,575	-	28,045	-	35,620
At 31 March 2020	17,038	6,841	9,471	-	33,350

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

17 Investment property Group and charity

	2021 £
Fair value	
At 1 April 2020 and 31 March 2021	175,000

Investment property comprises the long leasehold of 15 Queen Street, Colchester until the year 2160. Lloyds Bank PLC have a registered charge over the property.

The fair value of the investment property has been arrived at on the basis of a valuation carried out on 11 February 2020 by Morley Riches & Ablewhite Chartered Surveyors, who are not connected with the group. The valuation was made on an open market value basis by reference to market evidence of transaction prices for similar properties. The Board of Trustees consider that the market value of the property is not materially different to that stated above.

18 Fixed asset investments Charity

	Notes	2021 £	2020 £
Investments in subsidiaries	19	100	100

19 Subsidiaries

Separate company financial statements are required to be prepared by law. Consolidated financial statements for the Firstsite Limited Group are prepared and publicly available.

Details of the group's subsidiaries at 31 March 2021 are as follows:

Name of undertaking and country of incorporation or residency	Nature of business	Class of shareholding	% Held Direct
Firstsite Enterprises Limited United Kingdom	Trading arm of charity	Ordinary	100.00

20 Stocks

	2021 £	2020 £
Shop stock	29,933	33,235
Bar stock	2,594	4,122
	32,527	37,357

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

21	Financial instruments		
	Group	2021	2020
		£	£
	Carrying amount of financial assets		
	Debt instruments measured at amortised cost	117,130	122,924
		<u> </u>	<u> </u>
	Carrying amount of financial liabilities		
	Measured at fair value through profit or loss		
	Measured at amortised cost	270,322	100,248
		<u> </u>	<u> </u>
	Financial instruments		
	Charity	2021	2020
		£	£
	Carrying amount of financial assets		
	Debt instruments measured at amortised cost	166,663	116,104
		<u> </u>	<u> </u>
	Carrying amount of financial liabilities		
	Measured at amortised cost	263,389	89,135
		<u> </u>	<u> </u>
22	Debtors		
	Group	2021	2020
		£	£
	Amounts falling due within one year:		
	Trade debtors	57,225	57,963
	Other debtors	73,910	65,602
	Prepayments and accrued income	30,465	3,332
		<u> </u>	<u> </u>
		161,600	126,897
		<u> </u>	<u> </u>
	Debtors		
	Charity	2021	2020
		£	£
	Amounts falling due within one year:		
	Trade debtors	53,961	51,143
	Amounts owed by subsidiary undertakings	52,797	-
	Other debtors	68,278	64,961
	Prepayments and accrued income	30,465	3,332
		<u> </u>	<u> </u>
		205,501	119,436
		<u> </u>	<u> </u>

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

23 Creditors: amounts falling due within one year Group

	Notes	2021 £	2020 £
Bank loans	25	5,000	-
Other taxation and social security		9,671	15,298
Deferred income	26	595	-
Trade creditors		44,810	20,990
Other creditors		3,218	4,661
Accruals and deferred income		172,294	74,597
		<u>235,588</u>	<u>115,546</u>

Creditors: amounts falling due within one year Charity

	Notes	2021 £	2020 £
Bank loans	25	5,000	-
Other taxation and social security		9,671	15,298
Trade creditors		41,487	14,657
Other creditors		3,218	4,661
Accruals and deferred income		168,684	69,817
		<u>228,060</u>	<u>104,433</u>

24 Creditors: amounts falling due after more than one year Group and charity

	Notes	2021 £	2020 £
Bank loans	25	45,000	-
		<u>45,000</u>	<u>-</u>

25 Loans and overdrafts Group and charity

	2021 £	2020 £
Bank loans	50,000	-
	<u>50,000</u>	<u>-</u>
Payable within one year	5,000	-
Payable after one year	45,000	-
	<u>90,000</u>	<u>-</u>

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

25 Loans and overdrafts

(Continued)

Long-term loans are secured by a fixed charge over the investment property, 15 Queen Street.

This year, the Charity obtain a bounceback loan to aid cashflow. The loan was taken out in September 2020 for a term of 72 months to mitigate the impact of the coronavirus pandemic. It will be repaid in equal instalments of £833 a month at a fixed interest rate of 2.5%. The amount is not secured over any of the charity's assets.

26 Deferred income

	2021	2020
	£	£
Other deferred income	595	-
	<u> </u>	<u> </u>

27 Retirement benefit schemes

Defined contribution schemes

The group operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the group in an independently administered fund.

The charge to profit and loss in respect of defined contribution schemes was £27,908 (2020: £26,052).

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

28 Restricted funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
<i>First Site Development Appeal</i>	1,251	-	(1,251)	-
<i>Artwork fund</i>	79,400	-	-	79,400
<i>Collectors Group - Artists support</i>	22,082	1,951	-	24,033
<i>Tate - Circuit</i>	437	-	-	437
<i>Refugee Action Restaurant</i>	1,912	-	-	1,912
<i>The Britishness project</i>	9,472	-	-	9,472
<i>Royal Opera House</i>	1,094	-	-	1,094
<i>Coode-Adams Firstsite Trust</i>	2,000	-	-	2,000
<i>Youth Music</i>	25,349	-	(16,594)	8,755
<i>Children in Need</i>	1,774	-	(1,774)	-
<i>Percil Bilton Charity</i>	500	-	-	500
<i>New Geographies - Wysing</i>	(3,151)	-	(5,000)	(8,151)
<i>Garfield Weston Lighting</i>	37,334	-	(2,640)	34,694
<i>Arts Council Collection</i>	10,580	121,564	(143,127)	(10,983)
<i>Holiday Fun</i>	54,430	15,966	(70,838)	(442)
<i>Black Essex</i>	26,825	-	(3,536)	23,289
<i>Art Fund</i>	6,969	-	-	6,969
<i>NHS COVID project</i>	-	30,000	-	30,000
<i>ArtFund & BBC Commissioning</i>	-	10,000	-	10,000
<i>Holiday Fund Easter 21</i>	-	15,180	(3,287)	11,893
<i>The Great Big Art Exhibition</i>	-	-	(17,247)	(17,247)
<i>Other</i>	3,598	-	(5)	3,593
	<u>281,856</u>	<u>194,661</u>	<u>(265,299)</u>	<u>211,219</u>

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

28 Restricted funds

(Continued)

Firstsite Development Appeal

This relates to fixed assets purchased out of funds raised following a specific campaign for the of Firstsite.

Artwork Fund

This relates to works of art donated to the gallery which are held as heritage assets.

Collectors Group Artist Support

Funds raised by the Collectors' Group through Membership fees and special events to be used to support artists with the Collectors Group annual bursary awards and to contribute to Firstsite exhibition fundraising projects.

Refugee Action Restaurant (The Peoples postcode lottery)

Working with Syrian Refugee Community, providing facilities to enable people to mix; developing transferable skills & achieving qualifications.

Britishness Project

Supporting Learning & Education activities working with young people across Essex in a variety of educational settings to produce a set of works both authored and created by young people from national collections which give a high profile platform for young people's interpretations of British Values Britishness.

Coode-Adams Firstsite Trust Retail

Donation to support the commissioning of artist merchandise for sales in the gallery shop.

Youth Music

To expand young people's musical understanding, expression and skills including improvisation, experimentation, listening, composition and performance and developing technical skills in the use of digital technology and software. The project supports participants in engaging with, and collaborating with, a range of other community groups and develop their emotional and psychological capabilities particularly confidence, empathy, self-awareness and creativity.

New Geographies - Wysing Arts

The East Contemporary Visual Arts Network (ECVAN) launched New Geographies in May 2018, a three-year partnership between nine arts organisations in the East of England ECVAN asked people to nominate overlooked or unexpected places in the region that they find meaningful and interesting to them. The exhibition that was produced in collaboration with artist susan pui san lok focussed upon the persecution of men and women in Essex who were branded as witches. This project continues into but has been delayed owing to lockdown and the deficit is due to this delay and timing differences, a further funding payment is due later in 2021.

Garfield Weston Foundation

Firstsite was awarded part funding to support a lighting renewal programme within the gallery areas of the building. These funds are due to be utilised in 2021/22.

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

28 Restricted funds

(Continued)

Arts Council Collection - National Partners Programme

Year two of a three-year funded programme by Arts Council England's National Contemporary Art Collection. The programme consists of several exhibitions that are co-curated by community groups in Colchester, which explores their experiences of life in the United Kingdom, be it cultural, social, or political. It explores and challenges widely held perceptions about identity and diversity. Exhibitions include content produced in partnership with community groups and drawing upon the extensive national collection of contemporary art held by Arts Council England. Final funding is due during 2021-22 financial year for the final year of the project. In addition, Black Essex funds and NHS Covid project part fund the project as part of the matched funding requirement from the funder.

Holiday Fun

This programme is open to all families, but especially those who access support with free school meals. The project consists of a canteen offering a selection of hot food, art activities and engagement and sport activities run by trained coaches. During the financial year the project has been funded by Essex Community Fund, Active Essex.

Black Essex

Funded by Heritage Lottery Fund, the Black Essex exhibition represents a positive assertion of 'black artists' working presence in the UK. Raising the profile of their artistic dignity, inventive use of a visual language reflecting the artists experiences of living and working in a society in which a person with black skin is often considered inferior.

ArtFund

A small project grant to support a collaborative touring project across the Arts Council England's - National Partners Programme, with programme partners Newlyn and Sunderland contemporary art galleries.

NHS COVID Project - Art for Life

A fund from the North East Essex Clinical Commissioning Group who approached Firstsite to make a project that recorded the COVID-19 experiences of NHS key workers. The project started with a simple question: 'Tell us about your experience of the pandemic.' Artist-led workshops with participating key workers supported by an NHS art psychotherapist, will form the content of the exhibition and will include artworks loaned from the Arts Council Collection. This exhibition will be shown in 2021/22

Art Fund - Culture in Quarantine

A project to support Art Fund and the BBC in the R&D period towards a 'Culture in Quarantine' landmark art commission. Firstsite was part of a project team alongside Art Fund and BBC; provide advice and insight. The project will continue and Firstsite will collaborate on a prospect list of artists; manage the relationship with the artists, support with delivering initial ideas to put forward to the project team.

The Great Art Exhibition

Funded by Arts Council Collection, Firstsite created a national digital art exhibition online. The artworks are created by members of the public based around themes. The project required development of our website to enable thousands of artworks to be viewed online. The exhibition is also being displayed within the gallery during 2021/22. Funding for this project has been received after the 31 March 2021.

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

29 Analysis of net assets between funds Group

	Unrestricted £	Restricted £	Total £
Fund balances at 31 March 2021 are represented by:			
Tangible assets	35,621	-	35,621
Heritage assets	-	79,400	79,400
Investment properties	175,000	-	175,000
Current assets/(liabilities)	255,139	131,803	386,942
Long term liabilities	(45,000)	-	(45,000)
	<u>420,760</u>	<u>211,203</u>	<u>631,963</u>

Analysis of net assets between funds Charity

	Unrestricted £	Restricted £	Total £
Fund balances at 31 March 2021 are represented by:			
Tangible assets	35,620	-	35,620
Heritage assets	-	79,400	79,400
Investment properties	175,000	-	175,000
Investments	100	-	100
Current assets/(liabilities)	211,400	131,803	343,203
Long-term liabilities	(45,000)	-	(45,000)
	<u>377,120</u>	<u>211,203</u>	<u>588,323</u>

30 Financial commitments, guarantees and contingent liabilities Group and charity

The investment property, 15 Queen Street, was purchased with the aid of a grant. The terms of this grant state that Firstsite Limited might have to repay the donor their share of the net proceeds of the future sale of the property. Should the property be sold for its current net book value, Firstsite Limited may potentially be required to repay £100,000.

31 Operating lease commitments

At the reporting end date the group had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2021 £	2020 £
Within one year	2,071	1,385
Between two and five years	3,279	2,859
	<u>5,350</u>	<u>4,244</u>

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

32 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2021 £	2020 £
Aggregate compensation	67,993	71,427

During the year the charity received income from an entity with a common trustee of £34,500 (2020: £24,000). At the year end £nil (2020: £12,000) is outstanding.

33 Auditors ethical standards

The relevant circumstances requiring disclosure in accordance with the requirements of APB Ethical Standard - Provisions Available for Small Entities are that, in common with many charities of our size and nature we use our auditors to assist with the preparation of the accounts.

34 Cash generated from operations

	2021 £	2020 £
Surplus for the year	263,197	27,272
Adjustments for:		
Investment income recognised in profit or loss	(1)	(3)
Fair value gains and losses on investment properties	-	20,000
Depreciation and impairment of tangible fixed assets	25,671	41,028
Movements in working capital:		
Decrease in stocks	4,830	1,613
(Increase)/decrease in debtors	(34,703)	88,619
Increase/(decrease) in creditors	114,447	(137,494)
Increase in deferred income	595	-
Cash generated from operations	374,036	41,035

FIRSTSITE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

35 Analysis of changes in net funds

	At 1 April 2020 £	Cash flows £	At 31 March 2021 £
Cash at bank and in hand	31,401	397,002	428,403
Loans falling due within one year	-	(5,000)	(5,000)
Loans falling due after more than one year	-	(45,000)	(45,000)
	<u>31,401</u>	<u>347,002</u>	<u>378,403</u>