

LANDMARK ARTS CENTRE

England & Wales · Charity number 1047080

Details

Other names	LANDMARK ARTS CENTRE LTD, ST. ALBANS AT TEDDINGTON LOCK LIMITED
Status	Registered
Legal form	CIO
Registered	1995-06-08
Register	View on the Charity Commission register

Contact

Address	Ferry Road Teddington Middlesex TW11 9NN
Phone	02089777558
Email	info@landmarkartscentre.org
Website	www.landmarkartscentre.org

Activities

Objects: THE CHARITY'S OBJECTS (THE OBJECTS) ARE TO PRESERVE, MAINTAIN AND IMPROVE THE CHURCHBUILDING FORMERLY KNOWN AS ST ALBAN THE MARTYR, TEDDINGTON, FOR THE BENEFIT OF THEPUBLIC AND TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE ARTS AND CRAFTS.

Activities: Preservation of the listed building of the former church of St Albans at Teddington Lock and its development as an arts and community centre via a programme of visual and performing arts events and provision of arts education classes.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Arts/culture/heritage/science, Environment/conservation/heritage
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** SOUTHWEST LONDON
- Richmond Upon Thames
- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£850,713	£617,127	£484,589	14
2024-03-31	£628,758	£685,638	£251,003	13
2023-03-31	£561,247	£564,574	£307,883	5
2022-03-31	£380,664	£371,380	-	-
2021-03-31	£385,867	£244,251	-	-

Trustees

Name	Role	Appointed
Alison Hawkins		2024-09-19
Audrenneive Alareen Farrell		2020-09-24
Gabrielle Kathleen Gale		2020-12-17
Geoffrey Michael Noble		2025-11-23
Joanna Earp		2025-11-23
Jonathan Laidlow ACA		2024-08-19
Sally Millest Taylor		2025-11-23
William Allan John Harding		2023-01-19

LANDMARK ARTS CENTRE

England & Wales - Charity number 1047080

Accounts

Registered Charity number: 1047080

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED
31 MARCH 2025

LANDMARK ARTS CENTRE

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LANDMARK ARTS CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2025

Trustees	Martin Nicholds (Chair) Joan Child Julie Evans Alareen Farrell William Harding Gabrielle Gale Donna McDonald (resigned 21 November 2024) Alastair Pott (resigned 22 May 2025) Jonathan Laidlow (appointed 19 August 2024) Alison Hawkins (appointed 19 September 2024)
Arts Centre Director	Harper Ray
Charity registered number	1047080
Registered office	Ferry Road Teddington Middlesex TW11 9NN
Independent examiner	J Mathieson FCA Lindeyer Francis Ferguson Limited North House 198 High Street Tonbridge Kent TN9 1BE
Bankers	Lloyds Bank Plc Lewisham Branch CAF Bank Limited 25 Kings Hill Avenue Kings Hill Kent ME19 4JQ

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

The trustees present their report and the unaudited financial statements of Landmark Arts Centre for the year ended 31 March 2025.

The trustees confirm that the annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of *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)*- (Charities SORP (FRS 102)).

Legal and administrative information set out on page 1 forms part of this report.

Structure, governance and management

The Landmark Arts Centre (Landmark) operates as a Charitable Incorporated Organisation (CIO) governed by its Constitution, last updated in December 2021. Trustees oversee the charity's direction and activities, with the day-to-day programming, development, and operations are delegated to the Arts Centre Director.

The Trustees meet regularly throughout the year, and in addition to regular reviews, hold an annual strategy day to assess the centre's progress and future ambitions. We are supported by sub-committees focused on finance, buildings, and fundraising. Our long-term strategy benefits from the advice and collaboration of Richmond Community Voluntary Services (RCVS).

The Trustees recognise the importance of maintaining a strong, balanced, and representative board that both fulfils the skills required and reflects the diversity of the community served by the charity. We review tenure of trustees and seek new talent to refresh the board at the right time to ensure corporate knowledge is handed on. To this end we employ a range of methods to recruit trustees, working in conjunction with Richmond Community Voluntary Services.

Aims and objectives

The Landmark believes in the power of the arts to connect, inspire, and enrich lives across the community, from early years through to older generations. We are committed to making the arts accessible to all, regardless of background or financial circumstances. We are fortunate to have our home in the iconic Grade II* listed building located between the towns of Richmond and Kingston which we are committed to maintain for the public benefit and is a vibrant hub for the arts, education, and community activities via a varied programme of visual and performing arts events, music concerts, fairs and the provision of arts education classes for adults and children.

The Trustees acknowledge that the charity's activities must be carried out for public benefit and confirm that in setting its objects and overseeing its work they have had due regard to the Charity Commission's guidance on public benefit.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

Activities and Achievements

Major Refurbishment

The year marked one of the most significant periods of investment in the Landmarks' physical fabric since the charity was founded. With support from the UK Shared Prosperity Fund, Richmond Council and local business patron Foreign Stones, we delivered an ambitious programme of works that will benefit audiences, artists and communities for decades to come.

We delivered:

- New low carbon auditorium seating with dramatically improved acoustics, comfort, safety and sightlines
- New flooring to reduce sound bleed, enhance the visual appeal of the building and enable dance and dance related activities; removed materials were responsibly recycled
- Conservation and safe removal of the historic pulpit following structural assessment
- Accessible paths and green rest spaces in our gardens

Programme Highlights

Despite the challenges posed by inflation and rising operational costs and the occasional interruption caused by our refurbishment, we continued to expand our programming, brought in major names in the arts, and deepened our engagement with the local community. Visitor numbers were level which is reassuring in the competitive market in which we operate and the tightening of people's discretionary spending. Overall, we had 107 bookable live events drawing an audience of 14,053 people. Looking at visitor numbers to all our activities, we were pleased to welcome around 40,000 people of which over 2,575 were attending the Landmark for the very first time and representing 5784 tickets obtained.

Teddington Beer Festival: A key event in our community calendar, this year's festival welcomed over 2,000 attendees and extended over four days and was our biggest fundraiser event for the charity. Beyond being a popular social event, it also reinforces the Landmark as a space where local residents can gather, support, and enjoy arts and culture in an inclusive environment.

We partnered with the Thames RNLi stations to help celebrate the RNLi's 200th anniversary and co-hosted their anniversary concert. British saxophonist, composer, and broadcaster YolanDa Brown and her band spent the day with us presenting musical workshops for children in the day and performing a sold-out jazz concert in the evening for parents and adults. We also enjoyed sell-out performances from Tina Turner tribute acts and performances from some of Britain's top modern artists such as Katherine Priddy, the return of the Gigspanner big band, The South, Aled Jones and Barbara Dickson. In terms of genre, we again covered pop, folk and Americana.

Our three choirs continue to thrive performing again in the Festival of Choirs and ManSong, our resident male only choir were invited once again to take part in the Royal Marsden Hospital Christmas concert.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES *FOR THE YEAR ENDED 31 MARCH 2025*

Art Fairs and Visual Arts Focus

Visual arts remain a cornerstone of our programme and continue to attract thousands of visitors, spread across the four art fairs and various gallery installations. We were proud to offer a platform for more than 300 mid-career artists, who used Landmark as a showcase and an opportunity to sell their work.

These events have become essential to our artistic identity, providing critical exposure for both local and national artists. This year saw record sales at our 'Sparkle' Christmas fair.

Despite challenges, such as the sharp and unprecedented rising costs experienced by all in the cost-of-living crisis, we are determined to continue being a space where visual arts can thrive. We remain confident in the potential of this sector, and of the reputation and momentum we have established.

Educational and Creative Learning Programmes

This year saw a change of leadership in Creative Learning, marking a transition period where we are building the infrastructure and processes necessary to support both the current scale and future growth of the department.

Across the year, 2,953 people attended a creative learning class or course. We offered 285 bookable creative learning options (courses, classes, workshops and choirs). Many courses ran over 4–12 weeks, equating to an estimated 1,140 individual sessions of learning delivered.

Art Mavericks programme, run with the Department for Education and Achieving for Children, provided 466 children's places. The programme aims to provide enriching, extracurricular opportunities for young people during the school holidays, with a focus on those from low-income households in receipt of free school meals. We are proud to say that the initiative received excellent feedback from participants and their families, and we were awarded an "Excellent" grade from 'Achieving for Children' in recognition of our work.

Our early years initiatives, including the 'Art Cafe and Colour Club', and 'Little Yogis' workshops, provided essential creative learning opportunities for young children and families. These free or pay-what-you-can programmes ensure that no child is left behind due to financial constraints and are especially popular with young parents from some of the borough's areas of financial deprivation.

In addition to our early years' focus, our programming for young people and families has expanded with further workshops in arts, music, and performance. Our adult programmes, including yoga, visual arts, and writing workshops, continue to provide a space for lifelong learning, particularly for older community members. These initiatives support Richmond Borough's health and well-being goals, encouraging social interaction and improving mental well-being.

Together, these results highlight not only the strength of Creative Learning but also the Landmark's overall growth and reach, ensuring that more people of all ages are engaging with the arts.

Diversity, Inclusion, and New Projects

Removing barriers to engagement is central to our ethos, we seek to reduce inequality to arts access and increase social cohesion. This year we have worked to widen our reach to underserved groups in Richmond and surrounding areas.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

The cost-of-living crisis has seen more audiences taking up the pay-what-you-can offer. Whilst this allows more marginal community members to engage in the arts, it does place an increasing burden upon our finances.

The Landmark operates an equal opportunities policy and is committed to encouraging equality, diversity and inclusion among our workforce including trustees, staff, freelancers, and volunteers to encourage full use of their talents and resources. During the year we trained staff, volunteer teams and trustees in our Safeguarding policy and approach.

Our Infrastructure

Our team of volunteer gardeners continues to make our woodland gardens look attractive with new planting and we have utilised the area for outdoor pottery and stone carving classes in the summer months.

In November 2024 we signed a new lease with our landlord – the London Diocesan Fund – extending for a further 34-years and expiring in 2058. This now enables us to qualify to bid for capital funding from trusts and foundations.

We continue to need to undertake regular maintenance work to preserve aspects of the building and we will continue to apply for grants for specific items of work.

Our Team

The Landmark operates with a small and highly valued staff team whose skills, energy, enthusiasm, and dedication fuel a successful and wide-ranging set of activities.

The staff team as of September 2025 consisted of:

- Harper Ray, Arts Centre Director
- Colin Newton, Facilities & Operations Manager
- Gina DeCagna, Creative Learning Manager
- Olivia England, Visual Arts Curator
- Gabriella Mather, Marketing Officer
- Deborah Bartlett, Administrator

Our dedicated team of staff and volunteers remains the backbone of the Landmark's success. This year, our volunteer team contributed the equivalent in hours as having an additional two full-time members of the staff team, supporting the Landmark across a wide range of activities, from event management to community outreach. The passion and commitment of these individuals cannot be overstated - volunteerism is the beating heart of the Landmark and these individuals are essential to the smooth running of our events and the continued success of our mission.

Financial review

Gross Income for the year increased to £850,713 (2024: £628,758) and total expenditure reduced to £617,127 (2024: £685,638) resulting in a net surplus of £233,586 (2024: net deficit £56,880).

However, Gross Income included £146,980 of grants for the new seating and floor, £40,000 for the washroom refurbishment, both for which the associated expenditure was subsequently capitalized, not expensed, and also £10,229 under the Big Give campaign, which was expensed in the following year. Gross Income excluding grant income was £653,504, and the net surplus excluding grant income was £36,377.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

Whilst the results show only a 4% increase in revenue excluding grant income, there was a 13% reduction in expenditure on charitable activities, across numerous categories.

Securing funding remains a constant pressure, often taking time away from the team and reducing our capacity to deliver the programme work. However, we remain optimistic that appropriate funding is available, and we will look to secure full cost recovery for future projects. Stability in funding streams remains a key goal for the management of the charity and an inescapable requirement for the future of the Landmark for the audiences and artists who rely on us.

The Trustees consider that the charity remains a viable business and recognise the need to maximise and diversify the charity's income to increase reserves in the future.

Our strategy is for us to continue our development as a major arts centre in South West London by broadening the appeal of the Landmark, maximising the profitable usage of the building, fundraising from our supporters and grant providers, and developing relationships with new partners and sponsors. This in turn will enable us to fund maintenance and development of our wonderful Grade II* listed building.

Reserves

The Trustees agreed to a reserves policy, that the Charity should maintain reserves sufficient to cover planned expenditure on overheads for up to six months and to conduct an orderly reduction or wind-down of its operations. These funds could also cover unplanned repairs required for the building in the short term and then be replaced to the target level through operational results.

Last year this amount was assessed to be £187,808. This target level is kept under review. For 2024/25 we revised this target level to £176,346 reflecting the marginally reduced budget for overhead costs.

The charity's total net assets were increased by the surplus recorded to £484,589 (2024: £251,003). Free, unrestricted reserves, excluding those represented by tangible assets and restricted or designated funds, totalled £186,486 (2024: £162,933). The Landmark Arts Centre has historically been proud of its ability to look after its reserves, with a policy of replacing as soon as possible any reductions.

Our ambition is to maintain reserves at the target level with funds generated from operations whilst also providing funds for investment in future activities and maintenance of the building.

Reserves and restricted funds are placed in various distinct bank accounts and are kept separate from working capital balances. The majority are available with instant access, although we continued to hold £50,000 in a 60-day notice account with Shawbrook Bank.

The investment policy seeks to produce the best financial return within an acceptable level of risk. Capital preservation is of paramount importance.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

Risk management

The Trustees and management identify and review the strategic, business, and operational risks on an annual basis (as a minimum). To achieve this, the Trustees and management have undertaken an assessment of the risks to which the organisation is exposed, producing a risk assessment which identifies the impact of any risk and advises of steps to mitigate that risk.

Key risks identified are: -

- Loss of key staff and/or insufficient volunteers. Mitigation includes regular reviews with staff, addressing volunteer needs with regular communication and involvement in activities. We have increased the core staff team by adding a dedicated marketing resource.
- Income fluctuation due to activities attracting lower audiences, competition and/or general economic conditions.
- Control of expenditure, including full cost recovery, monitoring of results especially for new activities and specific projects.

Landmark Trading Limited

Landmark Trading is a wholly owned subsidiary of the Landmark Arts Centre and exists solely to raise funds for the Centre. Its principal activities are the private hires of the building, generally for wedding receptions and private functions. It also runs the bar, café and shop which stocks work by local artists and craftspeople. Revenues from private hire have struggled this year, with a gap in bookings as the overhang from cancelled events such as weddings has worked their way through the calendar and new bookings have not picked up. The Centre is now licensed for wedding and civil partnership ceremonies. These bookings have a longer lead time and have not made an impact in this current financial year. Revenues generated by the bar and café have been positively impacted by operation of the full programme of activities.

Revenues from the shop are now reflected as the commission received from the sale of artists' work, rather than the full sale price as previous years.

Our staff work for the trading company, for example by managing the private hire bookings and the shop, and Landmark Trading is charged for their time. The trading company donated £17,206 (2024: £12,033) in the year under review to the parent charity under the terms of a deed of covenant. Its financial statements are not included here but are available on request.

Thank you

Our heartfelt thanks go to all those who have supported the Landmark over the past year. We wish to thank the individual donors, supporters, volunteers, and visitors who have contributed to our work over the past year and to express our appreciation to the individual Landmark Friends and business members whose subscriptions we value, not least because they demonstrate an interest in and support for the programming at the Landmark.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

Special recognition is given to the London Borough of Richmond Upon Thames Council, Arts Richmond, The Teddington Society, The National Physical Laboratory, Physics Partners; CREW energy, Munira Wilson MP, Achieving for Children, National Grid, Richmond Community Voluntary Services, Pines and Needles, and the estates of Moya Lambie and Barbara Beckwith as well as the many Friends of the Landmark whose support is vital to our continued success.

Looking to the future, fundraising activities, donations and financial support provided by individuals and funders will be key to the Landmark's future success. With input prices continuing to rise and inflationary pressures on the cost of living in general, we face continuing pressures on overhead costs. Key to next year will be programming activities to continue achieving a surplus which we can use to reinvest in our activities.

In summary we have continued to rebuild the level of activities and to expand our horizons and audiences. As an organisation we embrace change and look forward to rising to challenges in our desire to continue evolving and providing a valuable and vibrant arts offering to the people and communities of South West London.

Trustees' responsibilities

The trustees are responsible for preparing the Trustees' Report and financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice including Financial Reporting Standard 102 (FRS 102).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing those 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 (FRS 102);
- 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 charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity, and that enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the governing document. 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 was approved by the trustees on 19 November 2025 and signed on their behalf by:

Martin Nicholds – Chair of the Trustees

LANDMARK ARTS CENTRE

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

I report to the trustees on my examination of the accounts of the charitable incorporated organisation ('the CIO') for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity's trustees of the CIO, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5) (b) of the Act.

Independent examiner's statement

Since the CIO's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the CIO as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 to enable a proper understanding of the accounts to be reached.

J Mathieson FCA
Lindeyer Francis Ferguson Limited
North House
198 High Street
Tonbridge
Kent TN9 1BE

Date: 1 December 2025

LANDMARK ARTS CENTRE

STATEMENT OF FINANCIAL ACTIVITIES (including income and expenditure account) FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Income from:					
Donations and legacies	3	20,008	197,209	217,217	78,201
Other trading activities		74,711	-	74,711	53,028
Investments	4	23,732	-	23,732	17,410
Charitable activities	5	504,666	-	504,666	446,938
Cross charges to trading subsidiary		30,387	-	30,387	33,181
Total income		653,504	197,209	850,713	628,758
Expenditure on:					
Raising funds	7	75,958	-	75,958	68,594
Charitable activities	8	510,782	-	510,782	583,863
Costs recharged to trading subsidiary	9,10	30,387	-	30,387	33,181
Total expenditure		617,127	-	617,127	685,638
Net income /(expenditure)	11	36,377	197,209	233,586	(56,880)
Transfers between funds	16	153,871	(153,871)	-	-
Net movement in funds	11	190,248	43,338	233,586	(56,880)
Total funds brought forward		242,887	8,116	251,003	307,883
Total funds carried forward	16	433,135	51,454	484,589	251,003

LANDMARK ARTS CENTRE

BALANCE SHEET AS AT 31 MARCH 2025

	Notes	2025 £	2025 £	2024 £	2024 £
Fixed assets					
Tangible assets	12		239,967		58,094
Investments	13		100		100
			<u>240,067</u>		<u>58,194</u>
Current assets					
Debtors	14	70,130		70,309	
Cash at bank and in hand		304,313		256,398	
		<u>374,443</u>		<u>326,707</u>	
Creditors: amounts falling due within one year	15	(129,921)		(133,898)	
Net current assets			<u>244,522</u>		<u>192,809</u>
			<u>484,589</u>		<u>251,003</u>
Funds					
Unrestricted funds			433,135		242,887
Restricted funds			51,454		8,116
Total funds	16		<u>484,589</u>		<u>251,003</u>

Approved by the Board and authorised for issue on 19 November 2025

Martin Nicholds
Trustee

LANDMARK ARTS CENTRE

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2025

	Note	2025 £	2024 £
Cash flows from operating activities:			
Net cash provided by / (used in) operating activities	A	231,905	(30,275)
Cash flows from investing activities:			
Fixed asset additions		(190,516)	-
Bank interest received		6,526	5,377
Net cash (used in) / provided by investing activities		(183,990)	5,377
Change in cash and cash equivalents in the year		47,915	(24,898)
Cash and cash equivalents at the beginning of the year		256,398	281,296
Cash and cash equivalents at the end of the year		304,313	256,398
A. Reconciliation of net income/(expenditure) to net cash flow from operating activities			
Net income / (expenditure)		233,586	(56,880)
Depreciation charges		8,643	8,392
Bank interest		(6,526)	(5,377)
Decrease / (increase) in debtors		179	(28,070)
(Decrease) / increase in creditors		(3,977)	51,660
Net cash provided by / (used in) operating activities		231,905	(30,275)

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

1.1 Basis of preparation

The financial statements have been prepared in accordance with "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)" - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Landmark Arts Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

There are no material uncertainties about the charity's ability to continue, and so the going concern basis of accounting has been adopted.

The financial statements are presented in pounds sterling and rounded to the nearest pound.

The financial statements present information about the charity as an individual undertaking and not about its group. The charity and its subsidiary undertaking comprise a small-sized group. The charity has therefore taken advantage of the exemptions provided by section 139 of the Charities Act 2011 not to prepare group accounts.

1.2 Status

Landmark Arts Centre is a charitable incorporated organisation registered with the Charity Commission in England and Wales. The address of the registered office is Ferry Road, Teddington Lock, Teddington, Middlesex TW11 9NN.

1.3 Income

Income from donations and grants is recognised when the charity is entitled to the funds, the receipt is probable and the amount can be measured reliably. For donations, this is usually on receipt. For grants, this is usually when a formal offer is made in writing, unless the grant contains terms and conditions outside of the charity's control which must be met before the charity is entitled to the funds.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies continued

1.3 Income continued

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Fund that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income from charitable activities is recognised over the period to which the income relates. Where income for events, hire or educational classes is received in advance, the income is deferred.

Investment income is recognised when receivable. Interest is accounted for as accrued income where it is due but has not yet been credited. Gift Aid donations from the trading subsidiary are recognised when receivable.

Incoming resources from charitable activities have been analysed between the activities undertaken by the charity.

All income is recognised net of VAT.

1.4 Expenditure

Expenditure is recognised when a present legal or constructive obligation exists at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and the amount can be estimated reliably.

Expenditure has been classified under headings that aggregate all costs related to the category:

Expenditure on raising funds includes an allocation of the staff costs of the charity's Arts Centre Director, and other staff, along with the direct costs of fundraising events and membership services.

Expenditure on charitable activities includes the direct costs of the activities, direct staff costs and an allocation of support costs.

Staff costs have been allocated to expenditure headings on the basis of an estimate of the amount of time spent by staff members in each area.

Support costs are those costs incurred in support of expenditure on the objects of the charity. Support costs are allocated between activities on the basis of direct costs.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies continued

1.4 Expenditure continued

The charity is registered for VAT and is partially exempt. Irrecoverable VAT is shown separately within support costs.

1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated realisable value, on a straight line basis over their expected useful lives, as follows:

Property improvements	20 years, or over the remaining life of the lease, if shorter
Fixtures, fittings & IT equipment	4 years

1.6 Investments

Investments in subsidiary undertakings are stated at cost less provision for impairment.

1.7 Financial instruments

The charity only has financial instruments which are classified as basic financial instruments. Short-term debtors and creditors are measured at the settlement value. Any losses from impairment are recognised in profit and loss.

1.8 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

1.9 Taxation

The charity is exempt from corporation tax on its charitable activities.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

2 Restricted income

In the prior period, restricted income was as follows:

2024
£

Donations and legacies

5,000

5,000

3 Income from donations and legacies

2025
£

2024
£

Donations and Gift Aid recoverable

22,744

44,311

Membership subscriptions

7,493

7,130

Grants

186,980

5,000

Legacies

-

21,760

217,217

78,201

4 Income from investments

2025
£

2024
£

Gift Aid donation from trading subsidiary

17,206

12,033

Interest received

6,526

5,377

23,732

17,410

5 Income from charitable activities

2025
£

2024
£

Education

251,917

216,274

Exhibitions

94,616

96,685

Staged events

141,728

118,704

Community hire

16,405

15,275

504,666

446,938

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

6 Funds received as agent

During the year the charity received £28,153 (2024: £19,028) in ticket sales on behalf of performers who hired the centre for staged events. Of this amount £22,511 (2024: £19,028) was paid over during the year, with £5,642 (2024: £Nil) outstanding and included in other creditors.

7 Expenditure on raising funds

	2025 £	2024 £
Staff costs	22,465	21,808
Fundraising events	32,087	25,514
Support costs	21,406	21,272
	<u>75,958</u>	<u>68,594</u>

8 Expenditure on charitable activities

	2025 <i>Direct</i> <i>staff costs</i> £	2025 <i>Direct</i> <i>costs</i> £	2025 <i>Support</i> <i>costs</i> £	2025 <i>Total</i> <i>costs</i> £	2024 <i>Total</i> <i>costs</i> £
Education	75,528	104,181	69,511	249,220	260,344
Exhibitions	35,564	26,553	17,717	79,834	170,324
Staged events	31,786	83,438	55,671	170,895	146,059
Community hire	10,833	-	-	10,833	7,136
	<u>153,711</u>	<u>214,172</u>	<u>142,899</u>	<u>510,782</u>	<u>583,863</u>

In the prior period, expenditure of £5,000 was funded from restricted funds.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

9 Support costs

	2025 £	2024 £
Staff costs	21,248	23,264
Staff training	504	1,457
Light, heat and rates	19,996	13,471
Insurance	20,675	19,383
Repairs, servicing and maintenance	18,405	26,694
Grant costs	2,151	5,806
Cleaning, water and waste disposal	12,596	12,992
Postage, stationery and telephone	4,083	4,448
Computer and photocopier costs	3,904	7,114
Advertising and website	15,873	46,763
Accountancy and payroll fees	15,645	14,007
Legal and professional fees	98	-
Bank and credit card charges	18,187	24,396
Irrecoverable VAT - partial exemption	20,508	29,061
Sundry expenses	2,329	3,402
Depreciation	8,643	8,392
Governance costs:		
Independent examination	1,800	1,700
	<u>186,645</u>	<u>242,350</u>
Less: shared costs recharged to trading subsidiary	(22,340)	(24,352)
	<u>164,305</u>	<u>217,998</u>

	2025 %	2024 %	2025 £	2024 £
Education	42.3%	38.4%	69,511	83,616
Exhibitions	10.8%	27.9%	17,717	60,854
Staged events	33.9%	23.9%	55,671	52,181
Community hire	0.0%	0.0%	-	75
Fundraising	13.0%	9.8%	21,406	21,272
	<u>100%</u>	<u>100%</u>	<u>164,305</u>	<u>217,998</u>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

10 Staff costs

	2025 £	2024 £
Wages and salaries	186,800	188,808
Casual staff	2,802	2,509
Employer's NIC	9,942	10,041
Employer's pension contributions	5,927	3,751
	<u>205,471</u>	<u>205,109</u>
Less: shared costs recharged to the trading subsidiary	(8,047)	(8,829)
	<u>197,424</u>	<u>196,280</u>

During the year, no staff earned in excess of £60,000 (2024: none).

The average number of staff on a headcount basis during the year was 14 (2024: 13).

11 Net income / (expenditure)

	2025 £	2024 £
This is stated after charging:		
Depreciation of tangible fixed assets	8,643	8,392
Independent examiner's fees:		
For the independent examination	1,800	1,700
For other financial services	7,025	7,125
	<u>17,468</u>	<u>17,217</u>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

12 Tangible fixed assets

	<i>Property improvements</i> £	<i>Fixtures fittings & equipment</i> £	<i>Total</i> £
Cost			
At 1 April 2024	180,702	51,487	232,189
Additions	190,516	-	190,516
At 31 March 2025	<u>371,218</u>	<u>51,487</u>	<u>422,705</u>
Depreciation			
At 1 April 2024	125,058	49,037	174,095
Charge for the year	7,533	1,110	8,643
At 31 March 2025	<u>132,591</u>	<u>50,147</u>	<u>182,738</u>
Net book value			
At 31 March 2025	<u>238,627</u>	<u>1,340</u>	<u>239,967</u>
At 31 March 2024	<u>55,644</u>	<u>2,450</u>	<u>58,094</u>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

13 Investments

	2025 £	2024 £
Investment in Landmark Trading Limited	100	100

The charity owns 100% of the issued ordinary share capital of Landmark Trading Limited, which comprises 100 ordinary shares of £1 each. Landmark Trading Limited is registered in England, and shares the registered office address of its parent charity. Landmark Trading Limited donates all its profits to the parent charity during the year or within nine months of the year end in accordance with a deed of covenant. Its summarised trading results are shown below.

	2025 £	2024 £
Revenue	77,349	84,346
Expenditure	(60,143)	(72,313)
Profit before Gift Aid donation to parent	17,206	12,033
Capital and reserves	100	100

14 Debtors

	2025 £	2024 £
Trade debtors	27,168	23,605
Prepayments and accrued income	26,309	23,734
Other debtors	3,131	-
Amounts due from subsidiary undertaking	13,522	22,970
	70,130	70,309

15 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	27,279	45,600
VAT liability	-	4,268
Other creditors	8,557	1,400
Accruals	32,485	4,756
Deferred income	61,600	77,874
	129,921	133,898

Deferred income relates to payments for events, educational courses and exhibitions received in advance. During the year, £61,600 was deferred and £77,874 was released from the prior year.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

16 Statement of movements on funds

<i>Current year</i>	<i>At 1 Apr 2024</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>At 31 Mar 2025</i>
	£	£	£	£	£
Unrestricted funds					
General fund	221,127	653,504	(617,127)	169,049	426,553
Designated Fund - Legacy	21,760	-	-	(15,178)	6,582
Total unrestricted funds	242,887	653,504	(617,127)	153,871	433,135
Restricted funds					
Welcome project	4,619	-	-	(4,619)	-
Property development	3,497	-	-	-	3,497
UK Shared Prosperity Funding	-	146,980	-	(146,980)	-
Community Fund	-	40,000	-	(2,272)	37,728
The Big Give	-	10,229	-	-	10,229
Total restricted funds	8,116	197,209	-	(153,871)	51,454
Total funds	251,003	850,713	(617,127)	-	484,589
<i>Prior year</i>	<i>At 1 Apr 2023</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>At 31 Mar 2024</i>
	£	£	£	£	£
Unrestricted funds					
General fund	297,698	601,998	(678,569)	-	221,127
Designated Fund - Legacy	-	21,760	-	-	21,760
Total unrestricted funds	297,698	623,758	(678,569)	-	242,887
Restricted funds					
Welcome project	6,688	-	(2,069)	-	4,619
Property development	3,497	-	-	-	3,497
GAIA installation	-	5,000	(5,000)	-	-
Total restricted funds	10,185	5,000	(7,069)	-	8,116
Total funds	307,883	628,758	(685,638)	-	251,003

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

16 Statement of movements on funds continued

Designated Fund

Funds received during the year from the estate of Barbara Beckwith (a former Chair and Trustee of the Charity) have been designated towards a number of building improvements, namely the basement, towards the completion of the woodland path and the re-siting of the pulpit as preparatory works for the new seating. During the year the costs for the removal of the pulpit were incurred and have been transferred from this fund.

Welcome Project

This fund represents grants and donations towards the renovation of the woodland entrance to the Centre. This includes a pathway through the woodland area with seating, information board and space for outdoor arts activities. This work was completed in the year.

Property development

This fund represents a grant from the Hampton Fund. It has been given towards the undertaking of development and feasibility work for building a new extension to the main building.

UK Shared Prosperity Fund

This fund represents a grant from central government via The London Borough of Richmond upon Thames towards the replacement of flooring and seating within the Landmark's Main Hall. This work was completed in the year.

Community Fund

This fund represents a grant from The London Borough of Richmond upon Thames towards the Everyone Project, which includes a complete refurbishment of the toilets. This grant will be spent in the next financial year.

The Big Give

The fund represents donations raised through Big Give to fund a part-time Arts Programme Coordinator in the next financial year.

Gaia Installation

In the prior year Landmark Arts hosted the anchor event of the Richmond Festival of Arts which was the installation of Gaia, a seven metre in diameter representation of the Earth. In the previous year £5,000 was received from Arts Richmond for the cost of the installation hire which was fully utilised in that year.

Transfers

The transfers out from restricted funds in the year represent the use of the funds towards capital expenditure included in fixed asset additions.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

17 Analysis of net assets between funds

<i>Current year</i>	<i>Unrestricted funds 2025 £</i>	<i>Restricted funds 2025 £</i>	<i>Total funds 2025 £</i>
Tangible fixed assets and investments	240,067	-	240,067
Net current assets	193,068	51,454	244,522
	<u>433,135</u>	<u>51,454</u>	<u>484,589</u>

18 Analysis of net assets between funds continued

<i>Previous year</i>	<i>Unrestricted funds 2024 £</i>	<i>Restricted funds 2024 £</i>	<i>Total funds 2024 £</i>
Tangible fixed assets and investments	58,194	-	58,194
Net current assets	184,693	8,116	192,809
	<u>242,887</u>	<u>8,116</u>	<u>251,003</u>

19 Related party transactions

During the year, the charity recharged £8,047 (2024: £8,829) to its trading subsidiary in respect of shared staff costs, and charged £22,340 (2024: £24,352) to its trading subsidiary in respect of the use of the charity's facilities; this comprises £20,000 (2024: £20,000) in rent and £2,340 (2024: £4,352) in shared costs.

At the year end the trading subsidiary donated its taxable profits of £17,206 (2024: £12,033) to the charity under a deed of covenant.

At the balance sheet date, the charity was owed £13,522 by its trading subsidiary (2024: £22,970).

The Board of Trustees and the Arts Centre Director are considered to be the charity's key management personnel.

There was no Trustees' remuneration, reimbursed expenses or other benefits during the current or prior period. Aggregate donations received from Trustees and related parties was £nil (2024: £Nil).

The total amount of employee benefits (salary, employer's national insurance and employer's pension contributions) received by key management personnel during the year was £55,131 (2024: £50,592).

LANDMARK ARTS CENTRE

England & Wales - Charity number 1047080

Accounts

Registered Charity number: 1047080

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED
31 MARCH 2024

LANDMARK ARTS CENTRE



This picture shows Rambert School performing underneath Luke Jerram's art installation 'Gaia'

LANDMARK ARTS CENTRE

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Ronnie Scott's show at the Landmark

Swedish group Baskery perform



LANDMARK ARTS CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2024

Trustees	Martin Nicholds (Chair) Joan Child Julie Evans Alareen Farrell William Harding Gabrielle Gale Donna McDonald Alastair Pott Jonathan Laidlow (appointed 19 August 2024) Alison Hawkins (appointed 19 September 2024)
Arts Centre Director	Harper Ray
Charity registered number	1047080
Registered office	Ferry Road Teddington Middlesex TW11 9NN
Independent examiner	A S Healey FCA CTA DChA Lindeyer Francis Ferguson Limited North House 198 High Street Tonbridge Kent TN9 1BE
Bankers	Lloyds Bank Plc Lewisham Branch CAF Bank Limited 25 Kings Hill Avenue Kings Hill Kent ME19 4JQ

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

The trustees present their report and the unaudited financial statements of Landmark Arts Centre for the year ended 31 March 2024.

The trustees confirm that the annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of *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)*- (Charities SORP (FRS 102)).

Legal and administrative information set out on page 1 forms part of this report.

Structure, governance and management

The Landmark Arts Centre (Landmark) operates as a Charitable Incorporated Organisation (CIO) governed by its Constitution, last updated in December 2021. Trustees oversee the charity's direction and activities, and the day-to-day programming, development, and operations are delegated to the Arts Centre Director.

The Trustees meet regularly throughout the year, and in addition to regular reviews, hold an annual strategy day to assess the centre's progress and future ambitions. We are supported by sub-committees focused on finance, buildings, and fundraising. Our long-term strategy benefits from the advice and collaboration of Richmond Community Voluntary Services (RCVS).

The Trustees recognise the importance of maintaining a strong, balanced, and representative board that both fulfils the skills required and reflects the diversity of the community served by the charity. We review tenure of trustees and seek new talent to refresh the board at the right time to ensure corporate knowledge is handed on. To this end we employ a range of methods to recruit trustees, working in conjunction with RCVS.

Aims and objectives

The Landmark believes in the power of the arts to connect, inspire, and enrich lives across the community, from early years through to older generations. We are committed to making the arts accessible to all, regardless of background or financial circumstances. We are fortunate to have our home in the Grade II* listed arts centre located between Richmond and Kingston.

The charity's objects are to preserve for the public benefit the Grade II* listed former church building of St Alban at Teddington Lock, and its development as an arts and community centre via a programme of visual and performing arts events, music events and the provision of arts education classes.

We maintain the iconic building which is a vibrant hub for the arts, education, and community activities.

The Trustees acknowledge that the charity's activities must be carried out for the public benefit and confirm that in setting its objects and overseeing its work they have had due regard to the Charity Commission's guidance on public benefit.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES *FOR THE YEAR ENDED 31 MARCH 2024*

Activities and achievements

Programme Highlights

The year 2023-2024 has been a period of significant growth and innovation, despite the challenges posed by inflation and rising operational costs. We have expanded our programming, brought in major names in the arts, and deepened our engagement with the local community. Visitors increased substantially which speaks to the importance of the Landmark to the wider communities of artists and audiences in this region of South West London.

We hosted 'Gaia': Luke Jerram's installation, as part of the inaugural Richmond Festival of Arts and Ideas and was one of the year's most exciting events. Approximately 17,000 tickets were claimed for the sixteen-day exhibition. Making the tickets free provided an invaluable mechanism for attracting new audiences, the overwhelming majority of whom were visiting the Landmark for the first time. The exhibition invited reflection on global environmental challenges, aligning closely with Richmond Borough's sustainability goals. Collaborations with the Rambert School and the National Physical Laboratory (NPL) brought new dimensions to the exhibition, blending the arts with scientific inquiry and creative learning for local schools.

Festival of Choirs: The Festival of Choirs this year brought together participants from all walks of life, from across the UK, including groups from Crystal Palace and Cornwall. The event reflects our commitment to fostering cultural engagement through accessible, community-driven experiences.

Teddington Beer Festival: A key event in our community calendar, this year's festival welcomed 1,850 attendees over three days. Beyond being a popular social event, it also reinforces the Landmark as a space where local residents can gather, support, and enjoy arts and culture in an inclusive environment.

Aside from this we partnered with the Guildford School of Acting for performances based on Shakespeare's love sonnets for Valentine's Day and will continue to develop this partnership. Other performances included sell-out nights with the Ronnie Scott's club who left their Soho club to spend an evening with us; Roger McGough, UK's much-loved poet, premiered his new show 'Alive and Kicking' at the Landmark; Rob Brydon presented 'An Evening With – In progress', which displayed superlative wit and comedy. Musically, we enjoyed sell-out performances from tribute acts and performances from some of Britain's top folk artists such as Cara Dillon and Josienne Clarke. In terms of genre, we covered pop, folk and Americana.

Art Fairs and Visual Arts Focus

Visual arts remain a cornerstone of our programme and continues to attract thousands of visitors, spread across the four art fairs and various gallery installations. We were proud to offer a platform for more than 300 mid-career artists, who used the Landmark as a showcase and an opportunity to sell their work.

These events have become essential to our artistic identity, providing critical exposure for both local and national artists. This year saw record sales at our 'Sparkle' fair, and the launch of 'Paper Ink Print' was an exciting new initiative designed to create new opportunities in the region.

Despite challenges, such as the sharp and unprecedented rising costs experienced by all in the cost-of-living crisis, we are determined to continue being a space where visual arts can thrive. We remain confident in the potential of this sector, and on the reputation and momentum we have established.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

Educational and Creative Learning Programmes

This year saw continued growth in our Creative Learning programmes, particularly with young people. Our early years initiatives, including the 'Art Cafe and Colour Club', and 'Little Yogis' workshops, provided essential creative learning opportunities for young children and families. These free or pay-what-you-can programmes ensure that no child is left behind due to financial constraints, and are especially popular with young parents from some of the borough's areas of financial deprivation.

In addition to our early years focus, our programming for young people and families has expanded with further workshops in arts, music, and performance. Our adult programmes, including yoga, visual arts, and writing workshops, continue to provide a space for lifelong learning, particularly for older community members. These initiatives support Richmond Borough's health and well-being goals, encouraging social interaction and improving mental well-being.

Sustainability and Environmental Leadership

At the Landmark, sustainability is not just a goal but a guiding principle. This year, in partnership with CREW Energy, we continued our journey towards a more environmentally sustainable arts centre. We are grateful to have secured a £147,000 grant from the UK Shared Prosperity Fund to support the installation of a new auditorium floor compatible with innovative underfloor heating, and a flexible seating system. The funding agreement has yet to be signed. These improvements represent a further step in our journey to reduce our carbon footprint as well as to enhance the comfort and accessibility of our venue.

As part of our sustainability efforts, we hosted the 'Powered by Change' talks during the 'Gaia' Exhibition. This event allowed the community to engage in peer-led discussions on the intersection of art and environmental responsibility with an expert panel of engineers working at the cutting edge of environmental impact, all of whom identified as part of the LGBTQ+ community. These conversations aligned with the wider sustainability objectives in the area, further embedding our role as a community leader in environmental education and platform for social action.

Diversity, Inclusion, and New Projects

Removing barriers to engagement is central to our ethos, we seek to reduce inequality to arts access and increase social cohesion. This year we have worked to widen our reach to underserved groups in Richmond and surrounding areas.

We launched several initiatives that directly reinforce our commitment to inclusivity; we distributed over £85,000 worth of tickets for free; a major part of our promise that that no one in our community should be excluded from participating in a range of Landmark events.

Other notable examples include the new 'Art Mavericks' programme; developed in partnership with the Department for Education and 'Achieving for Children' as part of the national FUEL scheme. The programme aims to provide enriching, extracurricular opportunities for young people during the school holidays, with a focus on those from low-income households in receipt of free school meals. We are proud to say that the initiative received excellent feedback from participants and their families, and we were awarded an "Excellent" grade from 'Achieving for Children' in recognition of our work.

The cost-of-living crisis has seen more audiences taking up the pay-what-you-can offer. Whilst this allows more marginal community members to engage in the arts, it does place an increasing burden upon our finances.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES *FOR THE YEAR ENDED 31 MARCH 2024*

The Landmark operates an equal opportunities policy and is committed to encouraging equality, diversity and inclusion among our workforce including trustees, staff, freelancers, and volunteers to encourage full use of their talents and resources. During the year we trained staff, volunteer teams and trustees in our Safeguarding policy and approach.

Our Infrastructure

Our team of volunteer gardeners have made our woodland gardens look attractive and we have utilised the area for outdoor pottery and stone carving classes in the summer months. The installation of a replacement pathway which will enable wheelchair friendly access was completed in summer 2024.

We have agreed a new lease with our landlord – the London Diocesan Fund – extending for a further 35-years, expiring in 2058. This lease was signed on 10 October 2024. This will enable us to qualify to bid for capital funding from trusts and foundations.

Building on previous year's discussions with the London Borough of Richmond upon Thames Council and consultants to review potential future energy and heating options, we worked with CREW Energy, a registered Community Benefit Society, to explore new heating technology and funding options.

We continue to need to undertake capital works to preserve aspects of the building and we will continue to apply for grants for specific items of work.

Our Team

The Landmark operates with a small and highly valued staff team whose skills, energy, enthusiasm, and dedication fuel a successful and wide-ranging set of activities.

The staff team as of September 2024 consisted of:

- Harper Ray, Arts Centre Director
- Colin Newton, Facilities & Operations Manager
- Abigail Thomas, Visual Arts Curator
- Gregory Emfietzis, Learning Programme Manager
- Deborah Bartlett, Administrator
- Charlotte Bridge, Marketing Officer

Our dedicated team of staff and volunteers remains the backbone of the Landmark's success. This year, our volunteer team contributed the equivalent in hours as having an additional two full time members of the staff team, supporting the Landmark across a wide range of activities, from event management to community outreach. The passion and commitment of these individuals cannot be overstated - volunteerism is the beating heart of the Landmark and these individuals are essential to the smooth running of our events and the continued success of our mission.

Financial review

Gross Income for the year increased to £628,758 (2023: £561,247) and total expenditure increased to £685,638 (2023: £564,574) resulting in a net deficit of £56,880 (2022: £3,327).

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

Whilst the results show a 12% increase in revenue, this is outweighed by a 21% increase in expenditure. Some of this expenditure represents investment in resources e.g. increase in the core staff team, and unplanned repairs and increases in operational expenses linked to inflationary pressures and together represents a cost control challenge for the future.

The Gaia exhibition was a tremendous success in increasing the number of visitors and raising awareness of the potential of the venue which we hope will lead to increased attendance and sales in the future. However, it did not carry through to a financial success as the level of voluntary donations made from the visitor numbers was below our expectations. The ancillary costs of putting on this installation were a factor in the financial results.

Securing funding remains a constant pressure, often taking time away from the team and reducing our capacity to deliver the charitable work. However, we remain optimistic that appropriate funding is available and we will look to secure full cost recovery for future projects. Stability in funding streams remains a key goal for the management of the charity and an inescapable requirement for the future of the Landmark for the audiences and artists who rely on us.

The Trustees consider that the charity remains a viable business, and recognise the need to maximise and diversify the charity's income to increase reserves in the future.

Our strategy is for us to develop as a major arts centre in South West London by broadening the appeal of the Landmark, maximising the profitable usage of the building, fundraising from our supporters and grant providers, and developing relationships with new partners and sponsors. This will enable us to fund maintenance and development of our wonderful Grade II* listed building.

Reserves

The Trustees agreed a reserves policy, that the Charity should maintain reserves sufficient to cover planned expenditure on overheads for up to six months and to conduct an orderly reduction or wind-down of its operations. These funds could also cover unplanned repairs required for the building in the short term and then be replaced to the target level through operational results.

Last year this amount was assessed to be £182,792. This target level is kept under review. For 2024/25 we have revised this target level to £187,808 reflecting the increased budget for overhead costs.

The charity's total reserves were reduced by the deficit recorded to £251,003 (2023: £307,883). Free, unrestricted reserves, excluding those represented by tangible assets and restricted funds, totalled £184,693 (2023: £231,112). The Landmark Arts Centre has historically been proud of its ability to look after its reserves, with a policy of replacing as soon as possible any reductions. This constitutes a significant challenge for the next financial year.

Our ambition is to maintain reserves at the target level with funds generated from operations whilst also providing funds for investment in future activities and maintenance of the building.

Reserves and restricted funds are placed in various distinct bank accounts and are kept separate from working capital balances. The majority are available with instant access. Now that our financial horizon is more predictable with activities returning to normal levels, we have placed £50,000 into a 60-day notice account with Shawbrook Bank.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

The investment policy seeks to produce the best financial return within an acceptable level of risk. Capital preservation is of paramount importance.

Risk management

The Trustees and management identify and review the strategic, business, and operational risks to which the organisation is exposed, on an annual basis (as a minimum). To achieve this, the Trustees and management have undertaken an assessment of the risks to which the organisation is exposed, producing a risk assessment which identifies the impact of any risk and advises of steps to mitigate that risk.

Key risks identified are: -

- Loss of key staff and/or insufficient volunteers. Mitigation includes regular reviews with staff, addressing volunteer needs with regular communication and involvement in activities. We have increased the core staff team by adding a dedicated marketing resource;
- Income fluctuation due to activities attracting lower audiences, competition and/or general economic conditions;
- Control of expenditure, including full cost recovery, monitoring of results especially for new activities and specific projects.

Landmark Trading Limited

Landmark Trading is a wholly owned subsidiary of the Landmark Arts Centre and exists solely to raise funds for the centre. Its principal activities are the private hires of the building, generally for wedding receptions and private functions. It also runs the bar, café and shop which stocks work by local artists and craftspeople. Revenues from private hire have struggled this year, with a gap in bookings as the overhang from cancelled events such as weddings has worked their way through the calendar and new bookings have not picked up. The centre is now licensed for wedding and civil partnership ceremonies. These bookings have a longer lead time and have not made an impact in this current financial year. Revenues generated by the bar and café have been positively impacted by operation of the full programme of activities.

Revenues from the shop are now reflected as the commission received from the sale of artists' work, rather than the full sale price as previous years.

Our staff work for the trading company, for example by managing the private hire bookings and the shop, and Landmark Trading is charged for their time. The trading company donated £12,033 (2023: £31,521) in the year under review to the parent charity under the terms of a deed of covenant. Its financial statements are not included here but are available on request.

Thank you

Our heartfelt thanks go to all those who have supported the Landmark over the past year. We wish to thank the individual donors, supporters, volunteers, and visitors who have contributed to our work over the past year and to express our appreciation to the individual Landmark Friends and business members whose subscriptions we value, not least because they demonstrate an interest in and support for the programming at the Landmark.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

Special recognition is given to the London Borough of Richmond Upon Thames Council, Arts Council England Culture Recovery Fund, Arts Richmond, The Teddington Society, The National Physical Laboratory, Physics Partners, CREW energy, Munira Wilson MP, Achieving for Children, National Grid, Richmond Community Voluntary Services and the estate of Barbara Beckwith (former Chair of the Landmark), as well as the many Friends of the Landmark whose support is vital to our continued success.

Looking to the future, fundraising activities, donations and financial support provided by individuals and funders will be key to the Landmark's future success. With input prices continuing to rise and inflationary pressures on the cost of living in general, we face continuing pressures on overhead costs. Key to the next year will be programming activities to return to a surplus.

In summary we have continued to rebuild the level of activities and to expand our horizons and audiences. As an organisation we embrace change and look forward to rising to challenges in our desire to continue evolving and providing a valuable and vibrant arts offering to the people and communities of South West London.

Trustees' responsibilities

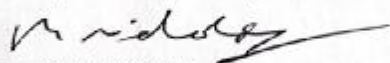
The trustees are responsible for preparing the Trustees' Report and financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice including Financial Report Standard 102 (FRS 102).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing those 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 (FRS 102);
- 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 charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity, and that enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the governing document. 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 was approved by the trustees on and signed on their behalf by:



.....
Martin Nicholds – Chair of the Trustees

LANDMARK ARTS CENTRE

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

I report to the trustees on my examination of the accounts of the charitable incorporated organisation ('the CIO') for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity's trustees of the CIO, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5) (b) of the Act.

Independent examiner's statement

Since the CIO's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the CIO as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 to enable a proper understanding of the accounts to be reached.



A S Healey FCA CTA DChA
Lindeyer Francis Ferguson Limited
North House
198 High Street
Tonbridge
Kent TN9 1BE

Date: 27 November 2024

LANDMARK ARTS CENTRE

STATEMENT OF FINANCIAL ACTIVITIES (including income and expenditure account) FOR THE YEAR ENDED 31 MARCH 2024

	Notes	<i>Unrestricted funds 2024 £</i>	<i>Restricted funds 2024 £</i>	<i>Total funds 2024 £</i>	<i>Total funds 2023 £</i>
Income from:					
Donations and legacies	3	73,201	5,000	78,201	53,132
Other trading activities		53,028	-	53,028	40,144
Investments	4	17,410	-	17,410	33,676
Charitable activities	5	446,938	-	446,938	402,255
Cross charges to trading subsidiary		33,181	-	33,181	32,040
Total income		623,758	5,000	628,758	561,247
Expenditure on:					
Raising funds	7	68,594	-	68,594	61,837
Charitable activities	8	576,794	7,069	583,863	470,697
Costs recharged to trading subsidiary	9,10	33,181	-	33,181	32,040
Total expenditure		678,569	7,069	685,638	564,574
Net expenditure and net movement in funds	11	(54,811)	(2,069)	(56,880)	(3,327)
Total funds brought forward		297,698	10,185	307,883	311,210
Total funds carried forward	16	242,887	8,116	251,003	307,883

LANDMARK ARTS CENTRE

BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	2024 £	2023 £	2023 £
Fixed assets					
Tangible assets	12		58,094		66,486
Investments	13		100		100
			<u>58,194</u>		<u>66,586</u>
Current assets					
Debtors	14	70,309		42,239	
Cash at bank and in hand		256,398		281,296	
		<u>326,707</u>		<u>323,535</u>	
Creditors: amounts falling due within one year	15	<u>(133,898)</u>		<u>(82,238)</u>	
Net current assets			<u>192,809</u>		<u>241,297</u>
			<u>251,003</u>		<u>307,883</u>
Funds					
Unrestricted funds			242,887		297,698
Restricted funds			8,116		10,185
Total funds	16		<u>251,003</u>		<u>307,883</u>

Approved by the Board and authorised for issue on 21/11/2024


.....
Martin Nicholds
Trustee

LANDMARK ARTS CENTRE

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2024

	Note	2024 £	2023 £
Cash flows from operating activities:			
Net cash (used in) / provided by operating activities	A	(30,275)	246
Cash flows from investing activities:			
Bank interest received		5,377	2,155
Net cash provided by investing activities		5,377	2,155
Change in cash and cash equivalents in the year		(24,898)	2,401
Cash and cash equivalents at the beginning of the year		281,296	278,895
Cash and cash equivalents at the end of the year		256,398	281,296
A. Reconciliation of net (expenditure)/income to net cash flow from operating activities			
Net expenditure and net movement in funds for the year		(56,880)	(3,327)
Depreciation charges		8,392	8,968
Bank interest		(5,377)	(2,155)
(Increase) in debtors		(28,070)	(12,695)
Increase in creditors		51,660	9,455
Net cash (used in) / provided by operating activities		(30,275)	246

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

1.1 Basis of preparation

The financial statements have been prepared in accordance with "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)" - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Landmark Arts Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

There are no material uncertainties about the charity's ability to continue, and so the going concern basis of accounting has been adopted.

The financial statements are presented in pounds sterling and rounded to the nearest pound.

The financial statements present information about the charity as an individual undertaking and not about its group. The charity and its subsidiary undertaking comprise a small-sized group. The charity has therefore taken advantage of the exemptions provided by section 139 of the Charities Act 2011 not to prepare group accounts.

1.2 Status

Landmark Arts Centre is a charitable incorporated organisation registered with the Charity Commission in England and Wales. The address of the registered office is Ferry Road, Teddington Lock, Teddington, Middlesex TW11 9NN.

1.3 Income

Income from donations and grants is recognised when the charity is entitled to the funds, the receipt is probable and the amount can be measured reliably. For donations, this is usually on receipt. For grants, this is usually when a formal offer is made in writing, unless the grant contains terms and conditions outside of the charity's control which must be met before the charity is entitled to the funds.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies continued

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Fund that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income from charitable activities is recognised over the period to which the income relates. Where income for events, hire or educational classes is received in advance, the income is deferred.

Investment income is recognised when receivable. Interest is accounted for as accrued income where it is due but has not yet been credited. Gift Aid donations from the trading subsidiary are recognised when receivable.

Incoming resources from charitable activities have been analysed between the activities undertaken by the charity.

All income is recognised net of VAT.

1.4 Expenditure

Expenditure is recognised when a present legal or constructive obligation exists at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and the amount can be estimated reliably.

Expenditure has been classified under headings that aggregate all costs related to the category:

Expenditure on raising funds includes an allocation of the staff costs of the charity's chief executive officer and the direct costs of fundraising events and membership services.

Expenditure on charitable activities includes the direct costs of the activities, direct staff costs and an allocation of support costs.

Staff costs have been allocated to expenditure headings on the basis of an estimate of the amount of time spent by staff members in each area.

Support costs are those costs incurred in support of expenditure on the objects of the charity. Support costs are allocated between activities on the basis of direct costs.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies continued

The charity is registered for VAT and is partially exempt. Irrecoverable VAT is shown separately within support costs.

1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated realisable value, on a straight line basis over their expected useful lives, as follows:

Property improvements	20 years, or over the remaining life of the lease, if shorter
Fixtures, fittings & IT equipment	4 years

1.6 Investments

Investments in subsidiary undertakings are stated at cost less provision for impairment.

1.7 Financial instruments

The charity only has financial instruments which are classified as basic financial instruments. Short-term debtors and creditors are measured at the settlement value. Any losses from impairment are recognised in profit and loss.

1.8 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

1.9 Taxation

The charity is exempt from corporation tax on its charitable activities.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

2 Restricted income

In the prior period, restricted income was as follows:

2023
£

Donations and legacies

16,889

16,889

3 Income from donations and legacies

2024
£

2023
£

Donations and Gift Aid recoverable

44,311

22,742

Membership subscriptions

7,130

5,995

Grants

5,000

24,389

Legacies

21,760

6

78,201

53,132

4 Income from investments

2024
£

2023
£

Gift Aid donation from trading subsidiary

12,033

31,521

Interest received

5,377

2,155

17,410

33,676

5 Income from charitable activities

2024
£

2023
£

Education

216,274

171,346

Exhibitions

96,685

86,801

Staged events

118,704

124,453

Community hire

15,275

19,655

446,938

402,255

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

6 Funds received as agent

During the year the charity received £19,028 (2023: £7,302) in ticket sales on behalf of performers who hired the centre for staged events. Of this amount £19,028 (2023: £7,302) was paid over during the year, with £Nil (2023: £Nil) outstanding and included in other creditors.

7 Expenditure on raising funds

	2024	2023
	£	£
Staff costs	21,808	17,941
Fundraising events	25,514	22,748
Support costs	21,272	21,148
	<u>68,594</u>	<u>61,837</u>

8 Expenditure on charitable activities

	2024	2024	2024	2024	2023
	<i>Direct</i>	<i>Direct</i>	<i>Support</i>	<i>Total</i>	<i>Total</i>
	<i>staff costs</i>	<i>costs</i>	<i>costs</i>	<i>costs</i>	<i>costs</i>
	£	£	£	£	£
Education	76,449	100,279	83,616	260,344	168,552
Exhibitions	36,489	72,981	60,854	170,324	102,668
Staged events	31,298	62,580	52,181	146,059	195,120
Community hire	6,972	89	75	7,136	4,357
	<u>151,208</u>	<u>235,929</u>	<u>196,726</u>	<u>583,863</u>	<u>470,697</u>

In the prior period, expenditure of £16,889 was funded from restricted funds.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

9 Support costs	2024	2023
	£	£
Staff costs	23,264	33,138
Staff training	1,457	1,256
Light and heat	13,471	13,539
Insurance	19,383	17,065
Repairs, servicing and maintenance	26,694	24,993
LED Project costs	-	14,695
Grant costs	5,806	-
Cleaning, water and waste disposal	12,992	12,070
Postage, stationery and telephone	4,448	5,321
Computer and photocopier costs	7,114	4,055
Advertising and website	46,763	27,325
Accountancy and payroll fees	14,007	14,167
Legal and professional fees	-	1,456
Bank and credit card charges	24,396	13,583
Irrecoverable VAT - partial exemption	29,061	25,061
Sundry expenses	3,402	926
Depreciation	8,392	8,968
Governance costs:		
Independent examination	1,700	1,525
	<hr/>	<hr/>
	242,350	219,143
Less: shared costs recharged to trading subsidiary	(24,352)	(23,327)
	<hr/>	<hr/>
	217,998	195,816
	<hr/> <hr/>	<hr/> <hr/>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

9 Support costs continued

Support costs are allocated between fundraising and charitable activities based on direct costs. The 2023 allocation of support costs have been restated to include an allocation to fundraising as this has now become a material activity for the charity. The effect on the prior period is to increase fundraising costs and decrease costs of charitable activities by £21,148. There is no effect on total costs for the year and no effect on the opening reserves at 1 April 2023.

	2024	2023	2024	2023
	%	%	£	£
Education	38.4%	30.3%	83,616	59,332
Exhibitions	27.9%	17.9%	60,854	35,051
Staged events	23.9%	40.8%	52,181	79,893
Community hire	0.0%	0.2%	75	392
Fundraising	9.8%	10.8%	21,272	21,148
	<u>100%</u>	<u>100%</u>	<u>217,998</u>	<u>195,816</u>

10 Staff costs

	2024	2023
	£	£
Wages and salaries	188,808	155,509
Casual staff	2,509	2,164
Employer's NIC	10,041	7,788
Employer's pension contributions	3,751	3,097
	<u>205,109</u>	<u>168,558</u>
Less: shared costs recharged to the trading subsidiary	(8,829)	(8,713)
	<u>196,280</u>	<u>159,845</u>

During the year, no staff earned in excess of £60,000 (2023: none).

The average number of staff on a headcount basis during the year was 13 (2023: 12).

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

11	Net income			
			2024	2023
			£	£
	This is stated after charging:			
	Depreciation of tangible fixed assets		8,392	8,968
	Independent examiner's fees:			
	For the independent examination		1,700	1,525
	For other financial services		7,125	7,300
			<u> </u>	<u> </u>
12	Tangible fixed assets			
		<i>Property</i>	<i>Fixtures</i>	
		<i>improvements</i>	<i>fittings &</i>	<i>Total</i>
		£	£	£
	Cost			
	At 1 April 2023	180,702	51,487	232,189
	At 31 March 2024	<u>180,702</u>	<u>51,487</u>	<u>232,189</u>
	Depreciation			
	At 1 April 2023	118,000	47,703	165,703
	Charge for the year	7,058	1,334	8,392
	At 31 March 2024	<u>125,058</u>	<u>49,037</u>	<u>174,095</u>
	Net book value			
	At 31 March 2024	<u>55,644</u>	<u>2,450</u>	<u>58,094</u>
	At 31 March 2023	<u>62,702</u>	<u>3,784</u>	<u>66,486</u>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

13 Investments

	2024	2023
	£	£

Investment in Landmark Trading Limited	100	100
--	-----	-----

The charity owns 100% of the issued ordinary share capital of Landmark Trading Limited, which comprises 100 ordinary shares of £1 each. Landmark Trading Limited is registered in England, and shares the registered office address of its parent charity. Landmark Trading Limited donates all its profits to the parent charity during the year or within nine months of the year end in accordance with a deed of covenant. Its summarised trading results are shown below.

	2024	2023
	£	£

Revenue	84,346	106,479
Expenditure	(72,313)	(74,958)

Profit before Gift Aid donation to parent	12,033	31,521
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Capital and reserves	100	100
----------------------	-----	-----

14 Debtors

	2024	2023
	£	£

Trade debtors	23,605	-
Prepayments and accrued income	23,734	9,738
Amounts due from subsidiary undertaking	22,970	32,501

	70,309	42,239
--	--------	--------

15 Creditors: amounts falling due within one year

	2024	2023
	£	£

Trade creditors	45,600	-
PAYE and National Insurance due	-	3,980
VAT liability	4,268	4,263
Other creditors	1,400	1,394
Accruals	4,756	7,269
Deferred income	77,874	65,332

	133,898	82,238
--	---------	--------

Deferred income relates to payments for events, educational courses and exhibitions received in advance. During the year, £77,874 was deferred and £65,532 was released from the prior year.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

16 Statement of movements on funds

<i>Current year</i>	<i>At 1 Apr 2023</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>At 31 Mar 2024</i>
	£	£	£	£	£
Unrestricted funds					
General fund	297,698	601,998	(678,569)	-	221,127
Designated Fund - Legacy	-	21,760	-	-	21,760
Total unrestricted funds	297,698	623,758	(678,569)	-	242,887
Restricted funds					
Welcome project	6,688	-	(2,069)	-	4,619
Property development	3,497	-	-	-	3,497
GAIA installation	-	5,000	(5,000)	-	-
Total restricted funds	10,185	5,000	(7,069)	-	8,116
Total funds	307,883	628,758	(685,638)	-	251,003
<i>Prior year</i>	<i>At 1 Apr 2022</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>At 31 Mar 2023</i>
	£	£	£	£	£
Unrestricted funds					
General fund	301,025	544,358	(547,685)	-	297,698
Total unrestricted funds	301,025	544,358	(547,685)	-	297,698
Restricted funds					
Welcome project	6,688	-	-	-	6,688
Property development	3,497	-	-	-	3,497
LED project	-	16,889	(16,889)	-	-
Total restricted funds	10,185	16,889	(16,889)	-	10,185
Total funds	311,210	561,247	(564,574)	-	307,883

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

16 Statement of movements on funds continued

Designated Fund

Funds received during the year from the estate of Barbara Beckwith (a former Chair and Trustee of the Charity) have been designated towards a number of building improvements, namely the basement, towards the completion of the woodland path and the re-siting of the pulpit as preparatory works for the new seating.

Gaia Installation

Landmark Arts hosted the anchor event of the Richmond Festival of Arts which was the installation of Gaia. A seven metre in diameter representation of the Earth. £5,000 was received from Arts Richmond for the cost of the installation hire.

Welcome Project

This fund represents grants and donations towards the renovation of the woodland entrance to the Centre. This includes a pathway through the woodland area with seating, information board and space for outdoor arts activities.

Property development

This fund represents a grant from the Hampton Fund. It has been given towards the undertaking of development and feasibility work for building a new extension to the main building.

LED Project

In 2023 a grant of £16,889 was received from Richmond Borough Council for the introduction of Light-emitting Diodes in most parts of the building, including the provision of LED lamps and cables for exhibitions. The entire grant was spent on lamps, cables, the contractor's fee and unreclaimable VAT

17 Analysis of net assets between funds

<i>Current year</i>	<i>Unrestricted funds 2024 £</i>	<i>Restricted funds 2024 £</i>	<i>Total funds 2024 £</i>
Tangible fixed assets and investments	58,194	-	58,194
Net current assets	184,693	8,116	192,809
	<u>242,887</u>	<u>8,116</u>	<u>251,003</u>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

18 Analysis of net assets between funds continued

<i>Previous year</i>	<i>Unrestricted funds 2023 £</i>	<i>Restricted funds 2023 £</i>	<i>Total funds 2023 £</i>
Tangible fixed assets and investments	66,586	-	66,586
Net current assets	231,112	10,185	241,297
	<u>297,698</u>	<u>10,185</u>	<u>307,883</u>

19 Related party transactions

During the year, the charity recharged £8,829 (2023: £8,713) to its trading subsidiary in respect of shared staff costs, and charged £24,352 (2023: £23,327) to its trading subsidiary in respect of the use of the charity's facilities; this comprises £20,000 (2023: £20,000) in rent and £4,352 (2023: £3,327) in shared costs.

At the year end the trading subsidiary donated its taxable profits of £12,033 (2023: £31,521) to the charity under a deed of covenant.

At the balance sheet date, the charity was owed £22,970 by its trading subsidiary (2023: £32,501).

The Board of Trustees and the Arts Centre Director are considered to be the charity's key management personnel.

There was no trustees' remuneration, reimbursed expenses or other benefits during the current or prior period. Aggregate donations received from trustees and related parties was £Nil (2023: £Nil).

The total amount of employee benefits (salary, employer's national insurance and employer's pension contributions) received by key management personnel during the year was £50,592 (2023: £50,826).

LANDMARK ARTS CENTRE

England & Wales - Charity number 1047080

Accounts

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES
AND
UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED
31 MARCH 2023



This picture shows activity in our free sustainability and art project "TrashtoTreasure" (Oct 2022).

A family are actively engaged in looking at an exhibition of art work which had transferred to the Landmark directly from COP 26 (26th UN Climate Change Conference of the Parties).

LANDMARK ARTS CENTRE

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The Landmarks three choirs come together for an end of term public performance.

LANDMARK ARTS CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2023

Trustees	Martin Nicholds (Chair) Joan Child Julie Evans Alareen Farrell William Harding (appointed 19 January 2023) Gabrielle Gale Donna McDonald Alastair Pott (appointed 15 December 2022) Nicholas del Rio (resigned 27 December 2022) Edward Kershaw (resigned 27 June 2022)
Arts Centre Manager	Harper Ray (Arts Centre Director from 1 August 2022) Lesley Bossine (resigned August 2022)
Charity registered number	1047080
Registered office	Ferry Road Teddington Middlesex TW11 9NN
Independent examiner	A S Healey FCA CTA DChA Lindeyer Francis Ferguson Limited North House 198 High Street Tonbridge Kent TN9 1BE
Bankers	Lloyds Bank Plc 17 Heath Road Twickenham TW1 4AW CAF Bank Limited 25 Kings Hill Avenue Kings Hill Kent ME19 4JQ

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their report and the unaudited financial statements of Landmark Arts Centre for the year ended 31 March 2023.

The trustees confirm that the annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of *"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)"* - (Charities SORP (FRS 102)).

Legal and administrative information set out on page 1 forms part of this report.

Structure, governance and management

The charity converted to a Charitable Incorporated Organisation ('CIO') on 15 December 2021 and this financial year marks the first full year of our new status. We are governed by our Constitution, last updated in December 2021.

The trustees have overall control of the charity and are responsible for making sure that it is doing what it was set up to do. The charity greatly depends on the work of its trustees, all of whom are volunteers. Edward Kershaw resigned in June 2022. Nick Del Rio resigned in December 2022 and following a successful recruitment process with Richmond Community Volunteer Services ("RCVS") we were pleased to appoint Will Harding and Alastair Pott as trustees with backgrounds in media and historic building conservation respectively.

The programming, development and day to day running of the Landmark is delegated to the Arts Centre Director. The trustees meet regularly to maintain a strategic overview of the operation. Additionally, some trustees work specifically on sub-committees aligned with their experience and interests in particular areas such as finance, education and the building. With the COVID-19 crisis behind us and a new Arts Centre Director in place the trustees are once again able to take more of a strategic overview role whilst giving direct support to major projects.

The trustees are aware of their responsibility to provide proper induction and training for new trustees in line with Charity Commission guidance. New trustees are given copies of all current policies and documents relating to the charity and are encouraged to read The Essential Trustee to ensure they understand their role and responsibilities. New trustees are also given information about training courses provided by RCVS.

The trustees recognise the importance of maintaining a strong, balanced, and representative board that both fulfils the skills required and reflects the diversity of the community served by the charity.

To this end it employs a range of methods to recruit trustees, working in conjunction with RCVS, including direct recommendation and considering unsolicited applications.

Aims and objectives

The charity's objects are to preserve for the public benefit the Grade II* listed former church building of St Alban at Teddington Lock, and its development as an arts and community centre via a programme of visual and performing arts events, music events and the provision of arts education classes.

The Landmark Arts Centre aims to offer exhibitions, classes and performances to the whole of our community, offering a vigorous and varied programme. This vision, together with ensuring financial stability, contributes to the measurement and assessment of success over any given period.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

The trustees acknowledge that the charity's activities must be carried out for the public benefit and confirm that in setting its objects and overseeing its work they have had due regard to the Charity Commission's guidance on public benefit.

Activities and achievements

This year represented a bounce back from Covid and lockdowns and we were able to return to putting on a very wide range of events and activities for the benefit of the community.

On the music front we had sellout shows from former Dire Straits member John Illsley and Glen Tilbrook from Squeeze as well as a host of up and coming but less well-known artists. In terms of genre, we covered pop, folk and Americana.

In the classical and choral genres, we hosted daytime and evening performances from Richmond Orchestra and Thames Philharmonia. The three choral groups that are based with us continue to thrive and collaborated for the first time in a sell-out performance in the summer to mark the end of term and were joined by choirs from Crystal Palace and Cornwall for a festival of choral music.

ManSong, our male only choir, was invited to perform for the Royal Marsden Hospital Christmas Choir Concert and took part in a day long series of choral performances at the Tower of London, organised nationally, designed to encourage more people in the public to sing since this had suffered during the pandemic.

Our monthly comedy nights continued to grow, and we are now attracting bigger names which in turn generate significantly higher ticket sales, typically at full capacity.

The various lockdowns had served as a catalyst for us to review ourselves and consider what changes we needed to make for the future. One of these changes was a greater awareness of the need to develop new audiences and bring more people from more diverse backgrounds into the Centre. The potential of this was very visibly shown to us when we held a three-day inaugural Teddington Beer Festival, as a fundraiser. This proved to be extremely popular and brought in 1600 customers. Very many of these were local, had not visited the Landmark before and were impressed by both the building we occupy and the range of activities we do.

Our focus on visual arts continues and we experimented with our first exhibition on Paper, Ink and Print which proved popular, and which we will repeat on a two-yearly cycle. With the UK hosting COP 26 during the year, we created a week-long multimedia exhibition entitled 'Trash to Treasure' featuring the visual images used at COP 26 along with talks, workshops, interactive activities, and specially composed music, all designed to raise awareness of the need to recycle more.

We also held several fairs featuring 284 artists which brought in thousands of visitors. These fairs are an important outlet for artists, both local and national, in which to display and sell their work.








Our strong education programme continues and, under the leadership of our Learning Programme Manager, has increased in terms of the range of classes offered and subsequent income by 50% over pre – Covid levels. Classes which had traditionally been focussed on visual arts and painting now also include yoga, stone carving, music workshops and production and a wider range of activities aimed at young children

The graphic below summarizes the year and compares with pre-lockdown and full lockdown.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

Summary: 2019 2023

<u>2019/20 – Pre pandemic</u>	 <u>2020/21 – Pandemic lockdown</u>	 <u>2021/22 – Full, partial, & post lockdown</u>	<u>2022/23</u>
 40 Live concerts and events	3 Live concerts and events	31 Live concerts and events	48 Live concerts and events
 5058 people came to our live events	224 people came to our live events	1631 people came to our live events	8777 people came to our live events
 15 weekly classes + 20 monthly and summer	9 weekly classes over only 13 weeks	616 students attended classes + 111 online	880 students attended classes
 314 artists showcased at our art fairs	3 'Zoom' shows, 2 online fairs, digital shop, online arts classes	270 artists showcased at our art fairs	284 artists showcased at our art fairs
 £296,856 net income from our own activities	£90,972 net income from our own activities	£276,048 net income from our own activities	£334,356 net income from our own activities

Our Infrastructure

On the I.T. front we are now reaping the benefits of our new website and ticketing system with the better management information that it brings. We are recruiting for a marketing officer which will help fully utilise the Customer Relationship Management facilities that the ticket platform offers. With the switch to far greater preference for cashless payment, we have upgraded our card payment abilities to enable a future move to totally cashless.

In terms of physical infrastructure, the woodland grounds have continued to be maintained and developed thanks to the stalwart efforts of a volunteer team, with new planting to increase the variety of plants. The Welcome project continues and planning permission has been applied for to replace the current wood bark path with a permanent one enabling greater accessibility.

In addition to this we also need to undertake capital works to preserve aspects of the building and we will continue to apply for grants for specific items of work.

Building on last year's discussions with the London Borough of Richmond upon Thames Council and consultants to review potential future energy and heating options, we are now working with CREW Energy, a registered Community Benefit Society, to explore new heating technology and funding options.

Our discussions with our leaseholder, the London Diocesan Fund, on extending our lease are continuing. We have been advised verbally that there is the intention to extend the lease, but exact timings are under discussion.

Our Team

The Landmark Arts Centre operates with a small and highly valued staff team whose skills, energy, enthusiasm and dedication fuel a successful and wide-ranging set of activities. Following the resignation of Lesley Bossine, our long serving Arts Centre Manager, we conducted a recruitment exercise. Lesley made a longstanding contribution to the

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

development of the Centre, creating the platform for our continued development and financial sustainability and we wish her well in her future endeavours.

We were pleased to welcome Harper Ray to an enhanced role as Director in August 2022. Harper has a strong background in the arts with previous roles at the Globe Theatre and South Hill Park Arts Centre and we look forward to him broadening our reach, variety and inclusion.

The current staff team as at August 2023 consists of:

- Harper Ray, Arts Centre Director
- Colin Newton, Facilities & Operations Manager
- Abigail Thomas, Visual Arts Curator
- Gregory Emfietzis, Learning Programme Manager
- Deborah Bartlett, Administrator

The pay of staff is reviewed annually and normally increased by a percentage amount that takes into account the rate of inflation and average earnings, together with the financial results of the organisation. The trustees are mindful to benchmark pay levels against other organisations operating in a similar geographic area and offering a similar range of activities.

The staff team is supplemented by a group of volunteers who continue to play a pivotal role in keeping our programmes and operation going. We held a volunteer recruitment event during the year and again attended the RCVS volunteer recruitment event. As a result of these and other activities which have brought new visitors into the Centre, the volunteer team has been refreshed and enlarged. Volunteers help us in a variety of ways; some call for regular participation whilst others are more project based. All are enthusiastically welcomed.

Equality, Diversity, and Inclusion: The Landmark Arts Centre operates an equal opportunities policy and is committed to encouraging equality, diversity and inclusion among our workforce including trustees, staff, freelancers, and volunteers to encourage full use of their talents and resources. We also aim to provide artistic and educational programming which reflects the widest possible variety of cultural influences and to attract audiences irrespective of age, gender, race, and sexual orientation. During the year we revised our EDI policy and review it bi-annually.

During the year we significantly updated our Safeguarding policies to include the use of digital media, and this was approved in January 2023, followed by externally provided training for the staff, volunteer teams and trustees.

Financial review

Gross Income for the year increased to £561,247 (2022: £380,644) and total expenditure increased to £564,574 (2022: £371,380) resulting in a net deficit of £3,327 (2022: net income of £9,264).

Expenditure was closely monitored throughout the year with repairs and maintenance, marketing and advertising all returning to more of a usual level, with energy and utilities costs rising. Fortunately, we have longer term contracts in place for gas and electricity which have protected us from the worst of the cost increases.

The Trustees consider that the charity remains a viable business.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

The Trustees also recognize the need to maximize and diversify the charity's income to maintain its reserves.

Our strategy is for us to develop as a major arts centre in south west London by broadening the appeal of the Landmark, maximising the profitable usage of the building at all times, fundraising from our supporters and grant providers, and developing relationships with new partners and sponsors. This will enable us to fund maintenance and development of our wonderful Grade 2* listed building.

Reserves

The charity's total reserves were reduced by the deficit recorded to £307,883 (2022: £311,210). Free, unrestricted reserves, excluding those represented by tangible assets and restricted funds, totalled £231,112 (2022: £225,471). The Landmark Arts Centre has been proud of its ability to look after its reserves, with a policy of replacing as soon as possible any reductions.

The Trustees agreed a reserves policy, that the Charity should maintain reserves sufficient to cover planned expenditure on overheads for up to six months and to conduct an orderly reduction or wind-down of its operations. Last year this amount was assessed to be £137,500. This target level is kept under review. For 2023/2024 we have revised this target level to £182,792 reflecting the increased budget for overhead costs.

The free reserves at the end of the year were £231,112. This is largely unchanged with the deficit recorded being offset by a lower level of restricted funds and depreciation of the tangible assets. Our intention is to maintain reserves at the target level with funds generated from operations whilst also providing funds for investment in future activities and maintenance of the building.

Reserves and restricted funds are placed in various distinct bank accounts and are kept separate from working capital balances. They are available with instant access. Now that our financial horizon is more secure with activities returning to normal levels, we are investigating the potential for term deposits of a longer duration. The investment policy seeks to produce the best financial return within an acceptable level of risk. Capital preservation is of paramount importance.

Risk management

The Trustees and management identify and review the strategic, business and operational risks to which the organisation is exposed, on an annual basis (as a minimum). In order to achieve this, the Trustees and management have undertaken an assessment of the risks to which the organisation is exposed, producing a risk assessment which identifies the impact of any risk and advises of steps to mitigate that risk.

Key risks identified are:-

- Loss of key staff and/or insufficient volunteers. Mitigation includes regular reviews with staff, addressing volunteer needs with regular communication and involvement in activities. The loss of our part-time finance person has been mitigated by the outsourcing of bookkeeping services to a specialist company;
- Income fluctuation due to activities attracting lower audiences, competition and/or general economic conditions. Mitigation includes using budget controls by event, including full cost recovery, monitoring of results especially for new activities.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

Landmark Trading Limited

Landmark Trading is a wholly owned subsidiary of the Landmark Arts Centre and exists solely to raise funds for the centre. Its principal activities are the private hires of the building, generally for wedding receptions and private functions. It also runs the bar, café and shop which stocks work by local artists and craftspeople. Its activities this year have seen a recovery with private hire bookings being carried over from the pandemic affected years. Revenues generated by the bar/café have been positively impacted by operation of the full programme of activities. The centre is now licensed for wedding and civil partnership ceremonies, adding to its attraction as a venue for these special occasions.

Our staff work for the trading company, for example by managing the private hire bookings and the shop, and Landmark Trading is charged for their time. The trading company donated £31,521 (2022: £3,396) in the year under review to the parent charity under the terms of a deed of covenant. Its financial statements are not included here but are available on request.

We wish to thank the individual donors, supporters and visitors who have contributed to our work over the past year and to express our appreciation to the individual Landmark Friends and business members whose subscriptions we value, not least because they demonstrate an interest in and support for the programming at the Landmark. We particularly wish to thank Richmond Council for its strong ongoing moral support.

Looking to the future, fundraising activities, donations and financial support provided by individuals and funders will be key to the Landmark's future success. We have a range of fundraising events planned such as wine tastings, quiz nights and an annual beer festival. With input prices continuing to rise and inflationary pressures on the cost of living in general, we face pressures on overhead costs.

In summary it has been a year of rebuilding the level of activities, with some continued turbulence. As an organisation we embrace change and look forward to rising to challenges in our desire to continue evolving and providing a valuable and vibrant arts offering to the people and communities of south-west London.

Trustees' responsibilities

The trustees are responsible for preparing the Trustees' Report and financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice including Financial Report Standard 102 (FRS 102).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing those 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 (FRS 102);
- 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 charity will continue in business.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES *FOR THE YEAR ENDED 31 MARCH 2023*

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity, and that enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the governing document. 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 was approved by the trustees on and signed on their behalf by:

.....
Martin Nicholds – Chair of the Trustees

LANDMARK ARTS CENTRE LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

I report to the trustees on my examination of the accounts of the charitable incorporated organisation ('the CIO') for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the CIO, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5) (b) of the Act.

Independent examiner's statement

Since the CIO's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the CIO as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 to enable a proper understanding of the accounts to be reached.

.....
A S Healey FCA CTA DChA
Lindeyer Francis Ferguson Limited
North House
198 High Street
Tonbridge
Kent TN9 1BE

Date:

LANDMARK ARTS CENTRE

STATEMENT OF FINANCIAL ACTIVITIES (including income and expenditure account) FOR THE YEAR ENDED 31 MARCH 2023

	Notes	<i>Unrestricted funds 2023 £</i>	<i>Restricted funds 2023 £</i>	<i>Total funds 2023 £</i>	<i>Total funds 2022 £</i>
Income from:					
Donations and legacies	3	36,243	16,889	53,132	70,577
Other trading activities		40,144	-	40,144	10,138
Investments	4	33,676	-	33,676	3,977
Charitable activities	5	402,255	-	402,255	276,048
Cross charges to trading subsidiary		32,040	-	32,040	19,904
Total income		544,358	16,889	561,247	380,644
Expenditure on:					
Raising funds	7	40,689	-	40,689	13,882
Charitable activities	8	474,956	16,889	491,845	337,594
Costs recharged to trading subsidiary	9,10	32,040	-	32,040	19,904
Total expenditure		547,685	16,889	564,574	371,380
Net (expenditure) /income and net movement in funds	11	(3,327)	-	(3,327)	9,264
Total funds brought forward		301,025	10,185	311,210	301,946
Total funds carried forward	16	297,698	10,185	307,883	311,210

LANDMARK ARTS CENTRE

BALANCE SHEET AS AT 31 MARCH 2023

	Notes	2023 £	2023 £	2022 £	2022 £
Fixed assets					
Tangible assets	12		66,486		75,454
Investments	13		100		100
			<u>66,586</u>		<u>75,554</u>
Current assets					
Debtors	14	42,239		29,544	
Cash at bank and in hand		281,296		278,895	
		<u>323,535</u>		<u>308,439</u>	
Creditors: amounts falling due within one year	15	<u>(82,238)</u>		<u>(72,783)</u>	
Net current assets			<u>241,297</u>		<u>235,656</u>
			<u>307,883</u>		<u>311,210</u>
Funds					
Unrestricted funds			297,698		301,025
Restricted funds			10,185		10,185
Total funds	16		<u>307,883</u>		<u>311,210</u>

Approved by the Board and authorised for issue on 2023.

.....
Martin Nicholds
Trustee

LANDMARK ARTS CENTRE

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2023

	Note	2023 £	2022 £
Cash flows from operating activities:			
Net cash provided by operating activities	A	246	68,093
Cash flows from investing activities:			
Bank interest received		2,155	581
Purchase of tangible fixed assets		-	(2,053)
Net cash provided by /(used in) investing activities		2,155	(1,472)
Change in cash and cash equivalents in the year		2,401	66,621
Cash and cash equivalents at the beginning of the year		278,895	212,274
Cash and cash equivalents at the end of the year		281,296	278,895
A. Reconciliation of net (expenditure)/income to net cash flow from operating activities			
Net (expenditure) / income and net movement in funds for the year		(3,327)	9,264
Depreciation charges		8,968	13,461
Bank interest		(2,155)	(581)
(Increase) in debtors		(12,695)	(3,459)
Increase in creditors		9,455	49,408
Net cash provided by operating activities		246	68,093

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

1.1 Basis of preparation

The financial statements have been prepared in accordance with "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)" - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Landmark Arts Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

There are no material uncertainties about the charity's ability to continue, and so the going concern basis of accounting has been adopted.

The financial statements are presented in pounds sterling and rounded to the nearest pound.

The financial statements present information about the charity as an individual undertaking and not about its group. The charity and its subsidiary undertaking comprise a small-sized group. The charity has therefore taken advantage of the exemptions provided by section 139 of the Charities Act 2011 not to prepare group accounts.

1.2 Status

Landmark Arts Centre is a charitable incorporated organisation registered with the Charity Commission in England and Wales. The address of the registered office is Ferry Road, Teddington Lock, Teddington, Middlesex TW11 9NN.

1.3 Income

Income from donations and grants is recognised when the charity is entitled to the funds, the receipt is probable and the amount can be measured reliably. For donations, this is usually on receipt. For grants, this is usually when a formal offer is made in writing, unless the grant contains terms and conditions outside of the charity's control which must be met before the charity is entitled to the funds.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies continued

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Fund that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income from charitable activities is recognised over the period to which the income relates. Where income for events, hire or educational classes is received in advance, the income is deferred.

Investment income is recognised when receivable. Interest is accounted for as accrued income where it is due but has not yet been credited. Gift Aid donations from the trading subsidiary are recognised when receivable.

Incoming resources from charitable activities have been analysed between the activities undertaken by the charity.

All income is recognised net of VAT.

1.4 Expenditure

Expenditure is recognised when a present legal or constructive obligation exists at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and the amount can be estimated reliably.

Expenditure has been classified under headings that aggregate all costs related to the category:

Expenditure on raising funds includes an allocation of the staff costs of the charity's chief executive officer and the direct costs of fundraising events and membership services.

Expenditure on charitable activities includes the direct costs of the activities, direct staff costs and an allocation of support costs.

Staff costs have been allocated to expenditure headings on the basis of an estimate of the amount of time spent by staff members in each area.

Support costs are those costs incurred in support of expenditure on the objects of the charity. Support costs are allocated between activities on the basis of direct staff costs.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies continued

The charity is registered for VAT and is partially exempt. Irrecoverable VAT is shown separately within support costs.

1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated realisable value, on a straight line basis over their expected useful lives, as follows:

Property improvements	20 years, or over the remaining life of the lease, if shorter
Fixtures, fittings & IT equipment	4 years

1.6 Investments

Investments in subsidiary undertakings are stated at cost less provision for impairment.

1.7 Financial instruments

The charity only has financial instruments which are classified as basic financial instruments. Short-term debtors and creditors are measured at the settlement value. Any losses from impairment are recognised in profit and loss.

1.8 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

1.9 Taxation

The charity is exempt from corporation tax on its charitable activities.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

2 Restricted income

In the prior period, restricted income was as follows:

2022
£

Donations and legacies

3,000

3,000

3 Income from donations and legacies

2023
£

2022
£

Donations and Gift Aid recoverable

22,742

4,815

Membership subscriptions

5,995

4,105

Grants

24,389

59,062

Legacies

6

2,595

53,132

70,577

4 Income from investments

2023
£

2022
£

Gift Aid donation from trading subsidiary

31,521

3,396

Interest received

2,155

581

33,676

3,977

5 Income from charitable activities

2023
£

2022
£

Education

171,346

117,419

Exhibitions

86,801

87,099

Staged events

124,453

57,442

Community hire

19,655

14,088

402,255

276,048

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

6 Funds received as agent

During the year the charity received £7,302 (2022: £5,430) in ticket sales on behalf of performers who hired the centre for staged events. Of this amount £7,302 (2022: £5,430) was paid over during the year, with £Nil (2022: £Nil) outstanding and included in other creditors.

7 Expenditure on raising funds

	2023 £	2022 £
Staff costs	17,941	11,425
Fundraising events	22,748	2,457
	<u>40,689</u>	<u>13,882</u>

8 Expenditure on charitable activities

	2023 <i>Direct</i> <i>staff costs</i> £	2023 <i>Direct</i> <i>costs</i> £	2023 <i>Support</i> <i>costs</i> £	2023 <i>Total</i> <i>costs</i> £	2022 <i>Total</i> <i>costs</i> £
Education	45,622	63,598	70,494	179,714	161,138
Exhibitions	30,045	37,572	43,667	111,284	68,185
Staged events	29,631	85,596	79,110	194,337	76,134
Community hire	3,468	497	2,545	6,510	32,137
	<u>108,766</u>	<u>187,263</u>	<u>195,816</u>	<u>491,845</u>	<u>337,594</u>

In the prior period, expenditure of £8,316 was funded from restricted funds.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

9	Support costs	<i>2023</i>	<i>2022</i>
		£	£
	Staff costs	33,138	23,570
	Staff training	1,256	562
	Light and heat	13,539	6,513
	Insurance	17,065	15,665
	Repairs, servicing and maintenance	24,993	15,860
	LED Project costs	14,695	-
	Welcome Project	-	180
	Cleaning, water and waste disposal	12,070	8,384
	Postage, stationery and telephone	5,321	4,732
	Computer and photocopier costs	4,055	8,158
	Advertising and website	27,325	16,320
	Accountancy and payroll fees	14,167	12,543
	Legal and professional fees	1,456	2,339
	Bank and credit card charges	13,583	3,405
	Irrecoverable VAT - partial exemption	25,061	11,332
	Sundry expenses	926	1,826
	Depreciation	8,968	13,460
	Governance costs:		
	Independent examination	1,525	1,470
		<u>219,143</u>	<u>146,319</u>
	Less: shared costs recharged to trading subsidiary	(23,327)	(10,160)
		<u><u>195,816</u></u>	<u><u>136,159</u></u>

Support costs are allocated between the charitable activities based on direct staff time.

	<i>2023</i>	<i>2022</i>	<i>2023</i>	<i>2022</i>
	%	%	£	£
Education	36.0%	54.0%	70,494	73,525
Exhibitions	22.3%	15.0%	43,667	20,424
Staged events	40.4%	8.0%	79,110	10,893
Community hire	1.3%	23.0%	2,545	31,317
	<u>100%</u>	<u>100%</u>	<u><u>195,816</u></u>	<u><u>136,159</u></u>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

10 Staff costs	2023	2022
	£	£
Wages and salaries	155,509	113,783
Casual staff	2,164	3,489
Employer's NIC	7,788	5,255
Employer's pension contributions	3,097	2,368
	<u>168,558</u>	<u>124,895</u>
Training Costs	-	562
Less: shared costs recharged to the trading subsidiary	(8,713)	(9,744)
	<u>159,845</u>	<u>115,713</u>

During the year, no staff earned in excess of £60,000 (2022: none).

The average number of staff on a headcount basis during the year was 12 (2022: 9).

11 Net income	2023	2022
	£	£
This is stated after charging:		
Depreciation of tangible fixed assets	8,968	13,460
Independent examiner's fees:		
For the independent examination	1,525	1,470
For other financial services	7,300	7,355
	<u>17,793</u>	<u>32,245</u>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

12 Tangible fixed assets

	<i>Property improvements</i> £	<i>Fixtures fittings & equipment</i> £	<i>Total</i> £
Cost			
At 1 April 2022	180,702	126,657	307,359
Disposals	-	(75,170)	(75,170)
At 31 March 2023	<u>180,702</u>	<u>51,487</u>	<u>232,189</u>
Depreciation			
At 1 April 2022	110,942	120,963	231,905
Charge for the year	7,058	1,910	8,968
Eliminated on disposal	-	(75,170)	(75,170)
At 31 March 2023	<u>118,000</u>	<u>47,703</u>	<u>165,703</u>
Net book value			
At 31 March 2023	<u>62,702</u>	<u>3,784</u>	<u>66,486</u>
At 31 March 2022	<u>69,760</u>	<u>5,694</u>	<u>75,454</u>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

13 Investments

2023
£

2022
£

Investment in Landmark Trading Limited	100	100
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The charity owns 100% of the issued ordinary share capital of Landmark Trading Limited, which comprises 100 ordinary shares of £1 each. Landmark Trading Limited is registered in England, and shares the registered office address of its parent charity. Landmark Trading Limited donates all its profits to the parent charity during the year or within nine months of the year end in accordance with a deed of covenant. Its summarised trading results are shown below.

2023
£

2022
£

Revenue	106,479	52,485
Expenditure	(74,958)	(49,089)

Profit before Gift Aid donation to parent	31,521	3,396
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Capital and reserves	100	100
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14 Debtors

2023
£

2022
£

Prepayments and accrued income	9,738	9,324
Amounts due from subsidiary undertaking	32,501	20,220

	42,239	29,544
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15 Creditors: amounts falling due within one year

2023
£

2022
£

PAYE and National Insurance due	3,980	2,819
VAT liability	4,263	6,639
Other creditors	1,394	7,661
Accruals	7,269	8,442
Deferred income	65,332	47,222

	82,238	72,783
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Deferred income relates to payments for events, educational courses and exhibitions received in advance. During the year, £65,332 was deferred and £47,222 was released from the prior year.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

16 Statement of movements on funds

<i>Current year</i>	<i>At 1 Apr 2022</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>At 31 Mar 2023</i>
	£	£	£	£	£
Unrestricted funds					
General fund	301,025	544,358	(547,685)	-	297,698
Total unrestricted funds	301,025	544,358	(547,685)	-	297,698
Restricted funds					
Welcome project	6,688	-	-	-	6,688
Property development	3,497	-	-	-	3,497
LED project	-	16,889	(16,889)	-	-
Total restricted funds	10,185	16,889	(16,889)	-	10,185
Total funds	311,210	561,247	(564,574)	-	307,883
<i>Prior year</i>	<i>At 1 Apr 2021</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>At 31 Mar 2022</i>
	£	£	£	£	£
Unrestricted funds					
General fund	286,445	377,644	(363,064)	-	301,025
Total unrestricted funds	286,445	377,644	(363,064)	-	301,025
Restricted funds					
Piano fund	46	-	(46)	-	-
Welcome project	6,868	-	(180)	-	6,688
Property development	3,497	-	-	-	3,497
Energy audit	-	3,000	(3,000)	-	-
Historic England Risk Response	5,090	-	(5,090)	-	-
Total restricted funds	15,501	3,000	(8,316)	-	10,185
Total funds	301,946	380,644	(371,380)	-	311,210

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

16 Statement of movements on funds continued

Welcome Project

This fund represents grants and donations towards the renovation of the woodland entrance to the Centre. This includes a pathway through the woodland area with seating, information board and space for outdoor arts activities.

Property development

This fund represents a grant from the Hampton Fund. It has been given towards the undertaking of development and feasibility work for building a new extension to the main building.

LED Project

A grant of £16,889 was received from Richmond Borough Council for the introduction of Light-emitting Diodes in most parts of the building, including the provision of LED lamps and cables for our exhibitions. The entire grant was spent on lamps, cables, the contractor's fee and unreclaimable VAT

17 Analysis of net assets between funds

Current year

	<i>Unrestricted funds 2023 £</i>	<i>Restricted funds 2023 £</i>	<i>Total funds 2023 £</i>
Tangible fixed assets and investments	66,586	-	66,586
Net current assets	231,112	10,185	241,297
	<u>297,698</u>	<u>10,185</u>	<u>307,883</u>

18 Analysis of net assets between funds continued

Previous year

	<i>Unrestricted funds 2022 £</i>	<i>Restricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Tangible fixed assets and investments	75,554	-	75,554
Net current assets	225,471	10,185	235,656
	<u>301,025</u>	<u>10,185</u>	<u>311,210</u>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

19 Related party transactions

During the year, the charity recharged £8,713 (2022: £9,744) to its trading subsidiary in respect of shared staff costs, and charged £23,327 (2022: £10,160) to its trading subsidiary in respect of the use of the charity's facilities; this comprises £20,000 (2022: £8,333) in rent and £3,327 (2022: £1,827) in shared costs.

At the year end the trading subsidiary donated its taxable profits of £31,521 (2022: £3,396) to the charity under a deed of covenant.

At the balance sheet date, the charity was owed £32,501 by its trading subsidiary (2022: £20,220).

The Board of Trustees and the Arts Centre Director are considered to be the charity's key management personnel.

There was no trustees' remuneration, reimbursed expenses or other benefits during the current or prior period. Aggregate donations received from trustees and related parties was £Nil (2022: £Nil).

The total amount of employee benefits (salary, employer's national insurance and employer's pension contributions) received by key management personnel during the year was £50,826 (2022: £38,072).

LANDMARK ARTS CENTRE

England & Wales - Charity number 1047080

Accounts

Registered Charity number: 1047080

LANDMARK ARTS CENTRE
REPORT OF THE TRUSTEES
AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2022



Setting up for one of our Arts Exhibitions

LANDMARK ARTS CENTRE

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The Landmarks three choirs come together for an end of term public performance.

LANDMARK ARTS CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2022

Trustees	Martin Nicholds (Chair) Joan Child Julie Evans Alareen Farrell Gabrielle Gale Donna McDonald Nicholas del Rio Edward Kershaw (resigned June 2022)
Company Secretary	Donna McDonald
Arts Centre Manager	Lesley Bossine (resigned August 2022) Harper Ray (Arts Centre Director from 1 August 2022)
Charity registered number	1047080
Registered office	Ferry Road Teddington Middlesex TW11 9NN
Independent examiner	A S Healey FCA CTA DChA Lindeyer Francis Ferguson Limited North House 198 High Street Tonbridge Kent TN9 1BE
Bankers	Lloyds Bank Plc 17 Heath Road Twickenham TW1 4AW CAF Bank Limited 25 Kings Hill Avenue Kings Hill Kent ME19 4JQ

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their report and the unaudited financial statements of Landmark Arts Centre for the year ended 31 March 2022.

The trustees confirm that the annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of *"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)"* - (Charities SORP (FRS 102)).

Legal and administrative information set out on page 1 forms part of this report.

Structure, governance and management

The charity converted to a Charitable Incorporated Organisation ('CIO') on 15 December 2021 and the net assets of the former charitable company, a company limited by guarantee and registered at Companies House as 03061090, were transferred to the new CIO. It is governed by its Constitution last updated in December 2021.

The trustees have overall control of the charity and are responsible for making sure that it is doing what it was set up to do. The charity greatly depends on the work of its trustees, all of whom are volunteers. At the final Annual General Meeting of the former company, Gabrielle Gale and Joan Child were elected as Trustees. Julie Evans, Donna McDonald and Martin Nicholds were re-elected. Edward Kershaw resigned in June 2022. All the other Trustees who were in office at the time of the conversion to CIO continued to serve.

While the day to day running of the Landmark is delegated to the Arts Centre Manager, the trustees meet regularly to maintain a strategic overview of the operation. Additionally, each trustee works specifically on projects aligned with their experience and interests in particular areas such as finance, programming, education and the building. The impact of the Covid-19 crisis meant that the trustees have again continued to take a more executive role this year to both support the Arts Centre Manager, and to focus on fundraising and development.

The trustees are aware of their responsibility to provide proper induction and training for new trustees in line with Charity Commission guidance. New trustees are given copies of all current policies and documents relating to the charity and are encouraged to read The Essential Trustee to ensure they understand their role and responsibilities. New trustees are also given information about training courses provided by the Richmond Community Voluntary Services (RCVS).

The trustees recognise the importance of maintaining a strong, balanced, and representative board that both fulfils the skills required and reflects the diversity of the community served by the charity.

To this end it employs a range of methods to recruit trustees, including direct recommendation and considering unsolicited applications.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES *FOR THE YEAR ENDED 31 MARCH 2022*

Aims and objectives

The charity's objects are to preserve for the public benefit the Grade II* listed former church building of St Alban at Teddington Lock, and its development as an arts and community centre via a programme of visual and performing arts events, music events and the provision of arts education classes.

The Landmark Arts Centre aims to offer exhibitions, classes and performances to the whole of our community, offering a vigorous and varied programme. The trustees acknowledge that the charity's activities must be carried out for the public benefit and confirm that in setting its objects and overseeing its work they have had due regard to the Charity Commission's guidance on public benefit. Normally we would fulfil this obligation through a variety of means but this year again, the forced closure for part of the year and the impact upon audience confidence levels post lockdown has had an impact upon this.

Activities and achievements

The year under review has again been influenced by the impact of the pandemic. Continued lockdowns until July 2021 meant that it was difficult to plan the programme with certainty and long lead times meant that some planned activities had to be postponed. Restrictions on capacity continued when audiences were allowed to return and even when these were lifted in the Autumn, we noticed a degree of reticence by many people to go out and be entertained. This seemed to be a common factor across the arts spectrum.

These factors did not stop us developing our programme with new streams of regular comedy nights, contemporary folk nights and trialling cinema with audience participation, all designed to broaden our appeal and attract audiences. In all we put on 31 live events in the period June 2021 – March 2022 with a total attendance of 1,631 (Covid rules meant that events until end July were limited to maximum audience of 70). A highlight as such was welcoming a full capacity audience in the autumn for renowned folk artist Cara Dillon in an event which was emotionally charged for the performers, the audience and the Landmark team.

Covid restrictions meant many classes were unable to run to capacity before September 2021. However, our education programme continued with 616 students attending classes physically, with a further 111 attending online. We experienced a notable reluctance to come back to classes throughout the Autumn 2021 term and into the Spring 2022 term. This meant that classes which would normally sell out, didn't. We kept class sizes below capacity to reassure users that we were still taking their welfare seriously.

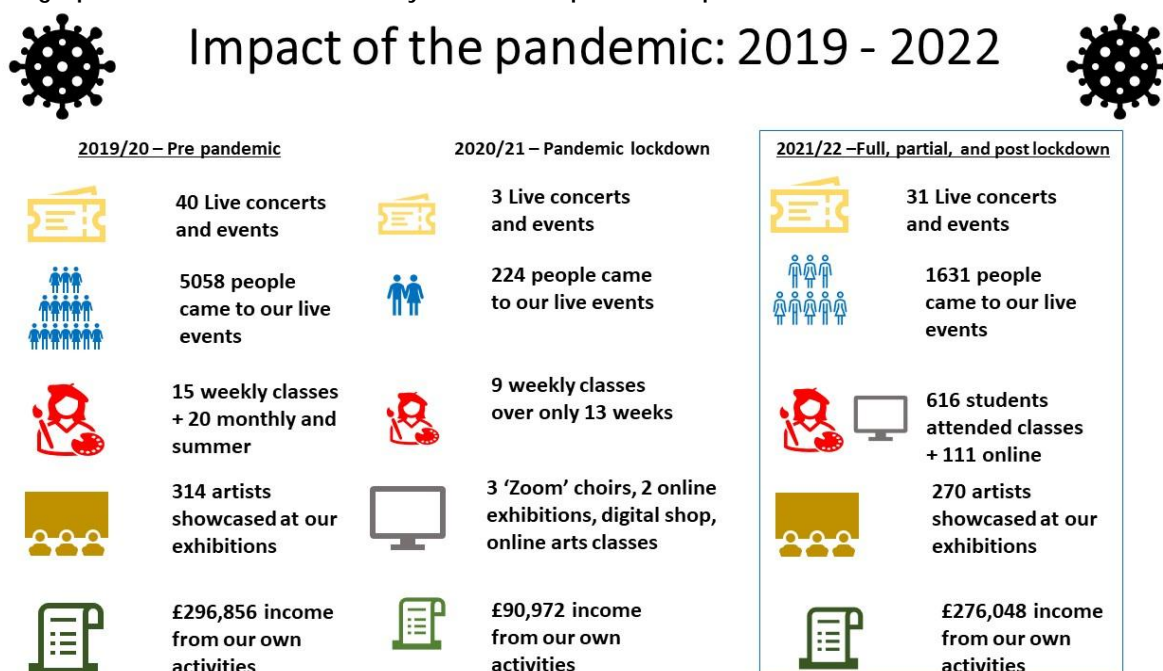
On the Visual Arts side we delivered three fairs between October 2021 and March 2022, featuring 208 exhibiting artists and 4,649 visitors over the three fairs. Due to continuing concerns about Covid we reduced the number of stands to give both artists and visitors more space and thus confidence to exhibit/attend. Despite the restrictions we achieved record visitor attendance and very good sales results for the artists.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

Furthermore, we hosted two large group shows for two local art societies (Richmond Art Society and Surrey Sculpture Society), and a show for a local artist collective, Lad'Art. These three events involved a further 62 artists.

The graphic below summarizes the year and compares with pre-lockdown and full lockdown.



We were pleased to welcome two new Patrons, Jed Mercurio and Amanda Root, both local residents with strong ties in the area.

Jed Mercurio is one of Britain's most successful television writers, whose shows such as 'Line of Duty' regularly break viewing figure records. He is a multi-award winner, and a Fellow of the Royal Television Society.

Amanda Root is a professional actor and has performed in numerous theatre, film and TV roles. She founded the charity Talitha Arts in 2010.

In March we were delighted to host an event to thank members of the community who had generously supported us through the pandemic with donations and/or their time. Some 90 people including our MP, Munira Wilson, local councilors and one of our Patrons, Jed Mercurio enjoyed an evening of informality, speeches and music whilst being able to view a sculpture exhibition.

Community Partnerships

The ongoing uncertainty over Covid meant that several of our prospective collaborations did not go ahead, mainly due to partners' concerns over possible restrictions on ticket sales and/or visitor attendance. Despite this we collaborated with eight community groups on exhibitions and live events

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2022

during the year. We also took part in Teddington Lights Up, a very successful evening in which we opened our shop, collaborated with local drama club, Dragon Drama, a local author for semi-staged readings of her book *The Christmas Fairy* and invited some local makers to have a pop-up stand plus a mini exhibition by Richmond Art Society.

Sadly, a planned collaboration with Richmond Arts Service for the Richmond Literature Festival was cancelled at the last minute due to the key speaker having Covid.

Our Infrastructure

In the preceding financial year, we had taken the opportunity to review what we do and the way we work. The output from this work included several internal financial management principles which we follow and an updated and refreshed approach to programming and marketing.

The ongoing pandemic related restrictions for part of the year hampered some of this work but we have been able to energise and refresh the programme with regular new activities such as comedy, contemporary folk, and cinema.

We have also been able to refresh our IT platforms and web site. We were assisted by a senior IT professional working on a pro bono basis-critically reviewed our current platforms, researched and recommended options and worked with the staff team to purchase and implement a smooth switchover. The new ticketing platform, Ticketsolve, is an industry leader and, importantly for us, brings with it significantly better customer relationship management capabilities by providing us with a rich source of data which enables us to be more creative and efficient in direct marketing. Allied to this is a new website which brings a modern and dynamic feel and greater flexibility and currency. We are grateful to Richmond upon Thames Council for financial support for the website upgrade. These two changes complete one of our strategic objectives – to refresh our digital ‘front door’; the next part of the strategy is to improve and enhance our physical front door to be attractive and welcoming to customers. Fundraising will be necessary to accomplish this.

In terms of physical infrastructure, the woodland grounds have continued to be maintained and developed thanks to the stalwart efforts of a volunteer team. Phase Two of our Welcome Project, funded by a successful Village Planning Fund application dating back to 2018 and a donation from the Teddington Society, is still slowly progressing through the planning process and was hindered by lockdown. This will create a dedicated pedestrian access to our entrance, extra cycle parking facilities and a new external display panel about our building and its history.

In addition to this we also need to undertake capital works to preserve aspects of the building and we will continue to apply for grants for specific items of work.

We have been working with Richmond Council to investigate green options for our heating and energy provision. The Council appointed an energy consultant ‘Silver DCC’ to review our building and energy sources. This was useful but the solutions they suggested which included heat pumps, insulation,

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2022

underfloor heating and solar panels are beyond our financial capability. We continue in a dialogue with Richmond Council on this subject.

Our discussions with our leaseholder, the London Diocesan Fund, on extending our lease continue, albeit slowly and clearly hampered by a backlog of work due to the impact of the pandemic. We have been advised verbally that there is no objection to an extension, but timing is currently outside our hands.

Our Team

The Landmark Arts Centre operates with a small and highly valued staff team whose skills, energy, enthusiasm, and dedication fuel a successful and wide-ranging set of activities. Lesley Bossine, Arts Centre Manager, was responsible for all our activities, staff, and volunteers in the year under review and has since resigned to move on to the next stage of her career after 14 successful years at The Landmark Arts Centre. We bade farewell to a couple of people during the year who have moved to a different part of the country or progressed their careers elsewhere. We were pleased to welcome Gregory Emfietzis as our new education officer from Richmond Music Trust and Abigail Thomas who has joined the staff team as Visual Arts Curator after working for us on a freelance basis. The current staff team as at August 2022 consists of:

- Harper Ray, Arts Centre Director
- Colin Newton, Facilities & Operations Manager
- Abigail Thomas, Visual Arts Curator
- Gregory Emfietzis, Learning Programme Manager
- Deborah Bartlett, Administrator
- Averil Blackadder, Finance Officer

The staff team is supplemented by a group of volunteers who continue to play a pivotal role in keeping our programmes and operation going. We held a volunteer recruitment event during the year and attended the RCVS volunteer recruitment event. As a result of these and other activities, the volunteer team has been refreshed and enlarged during the year. Volunteers help us in a variety of ways, some call for regular participation whilst others are more project based. All are enthusiastically welcomed, and we know that many of our long-standing volunteers were delighted to get back to us following lockdown.

Equality, Diversity, and Inclusion: The Landmark Arts Centre operates an equal opportunities policy and is committed to encouraging equality, diversity and inclusion among our workforce including trustees, staff, freelancers, and volunteers to encourage full use of their talents and resources. We also aim to provide artistic and educational programming which reflects the widest possible variety of cultural influences and to attract audiences irrespective of age, gender, race, and sexual orientation. During the year we revised our EDI policy and have committed to reviewing it bi-annually.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

Financial review

The financial picture is again significantly impacted by lockdown, the re-opening for part of the year only and capacity restrictions. Despite this, income for the year decreased only slightly to £380,644 (2021 £385,867). Expenditure increased to £371,380 (from £244,261) resulting in a net surplus of £9,264 (2021 surplus of £141,616).

The significant change in the surplus is a result of moving from a 'closed' status with grant income coming in (grant income in 2021 was £182,838) and vastly reduced operational costs, to a 'partly open' status with much reduced grant income (grant income 2022 was £59,062). Our thanks go to the Arts Council England Cultural Recovery Fund for further funding in this financial year under phase 2 of the scheme.

Expenditure was closely monitored throughout the year with utilities, repairs and maintenance, marketing and advertising all returning to more of a usual level.

The Trustees consider that the charity remains a viable business despite the continuing impact of the coronavirus pandemic which has manifested itself in a slow return to pre-pandemic levels of business activity and increased overhead costs. This statement is based on return to full operations across all of the business and donations received.

The Trustees also recognize the need to maximize and diversify the charity's income to maintain its reserves.

For us to develop as an arts centre and make the necessary major repairs to the building we will need to focus on broadening the appeal of the Landmark, maximising the profitable usage of the building at all times, fundraising from our supporters and grant providers, and developing relationships with new partners and sponsors.

Reserves

The charity's total reserves were £311,210 (2021: £301,946). Free, unrestricted reserves, excluding those represented by tangible assets and restricted funds, totalled £225,471 (2021: £199,483). The Landmark Arts Centre has been proud of its ability to look after its reserves, with a policy of replacing as soon as possible any reductions. This year has seen this replenishment continue.

Last year the Trustees agreed that the Charity should maintain reserves sufficient to cover planned expenditure on overheads if we had to close the centre for up to six months and, if it ever became necessary, to conduct an orderly reduction or wind-down of its operations. This amount was assessed to be £142,000. This target level is kept under review. For 2022/2023 we have revised this target level to £137,500.

The free reserves at the end of the year were £225,471. This has improved due to the surplus generated, a lower level of restricted funds and depreciation of the tangible assets. Our intention is to maintain reserves at the target level with funds generated from operations whilst also providing funds for investment in future activities and maintenance of the building.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES *FOR THE YEAR ENDED 31 MARCH 2022*

Landmark Trading Limited

Landmark Trading is a wholly owned subsidiary of the Landmark Arts Centre and exists solely to raise funds for the centre. Its principal activities are the private hires of the building, generally for wedding receptions. It also runs the bar, café and shop which stocks work by local artists and craftspeople. Its activities this year continue to be negatively impacted by the loss of wedding receptions due to the pandemic. These are usually planned well in advance and bookings in this area will continue to lag. The centre is now licensed for wedding and civil partnership ceremonies, adding to its attraction as a venue for these special occasions.

Our staff work for the trading company, for example by managing the private hires, and Landmark Trading is charged for their time. The trading company donated £3,396 (2021: £6,204) in the year under review to the parent charity under the terms of a deed of covenant. Its financial statements are not included here but are available on request.

We wish to thank the individual donors, supporters and visitors who have contributed to our work over the past year and to express our appreciation to the individual members and business members whose subscriptions we value, not least because they demonstrate an interest in and support for the programming at the Landmark. We also wish to thank Richmond Council and the Hampton Fund for their ongoing moral support.

Looking to the future, fundraising activities, donations and financial support provided by individuals and funders will be key to the Landmark's future success. We have a range of fundraising events planned such as cinema, wine tastings, quiz nights and a beer festival. With energy prices soaring and inflationary pressures on the cost of living in general we face pressures on overhead costs.

In summary it has been a year of change, with some continued turbulence. As an organisation we embrace change and look forward to rising to challenges in our desire to continue evolving and providing a valuable and vibrant arts offering to the people and communities of south-west London.

Trustees' responsibilities

The trustees are responsible for preparing the Trustees' Report and financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice including Financial Report Standard 102 (FRS 102).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing those 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 (FRS 102);
- make judgements and estimates that are reasonable and prudent;

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2022

- 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 charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity, and that enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the governing document. 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 was approved by the trustees on 26 October 2022 and signed on their behalf by:

Martin Nicholds – Chair of the Trustees

LANDMARK ARTS CENTRE LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

I report to the trustees on my examination of the accounts of the charitable incorporated organisation ('the CIO') for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the CIO, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5) (b) of the Act.

Independent examiner's statement

Since the CIO's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the CIO as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 to enable a proper understanding of the accounts to be reached.

A S Healey FCA CTA DChA
Lindeyer Francis Ferguson Limited
North House
198 High Street
Tonbridge
Kent TN9 1BE

Date: 10 November 2022

LANDMARK ARTS CENTRE

STATEMENT OF FINANCIAL ACTIVITIES (including income and expenditure account) FOR THE YEAR ENDED 31 MARCH 2022

	Notes	<i>Unrestricted funds 2022 £</i>	<i>Restricted funds 2022 £</i>	<i>Total funds 2022 £</i>	<i>Total funds 2021 £</i>
Income from:					
Donations and legacies	3	67,577	3,000	70,577	280,082
Other trading activities		10,138	-	10,138	7,886
Investments	4	3,977	-	3,977	6,251
Charitable activities	5	276,048	-	276,048	90,972
Cross charges to trading subsidiary		19,904	-	19,904	676
Total income		377,644	3,000	380,644	385,867
Expenditure on:					
Raising funds	7	13,882	-	13,882	22,287
Charitable activities	8	329,278	8,316	337,594	221,288
Costs recharged to trading subsidiary	9,10	19,904	-	19,904	676
Total expenditure		363,064	8,316	371,380	244,251
Net income and net movement in funds	11	14,580	(5,316)	9,264	141,616
Total funds brought forward		286,445	15,501	301,946	160,330
Total funds carried forward	17	301,025	10,185	311,210	301,946

LANDMARK ARTS CENTRE

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	2022 £	2021 £	2021 £
Fixed assets					
Tangible assets	13		75,454		86,862
Investments	14		100		100
			<u>75,554</u>		<u>86,962</u>
Current assets					
Debtors	15	29,544		26,085	
Cash at bank and in hand		278,895		212,274	
		<u>308,439</u>		<u>238,359</u>	
Creditors: amounts falling due within one year	16	(72,783)		(23,375)	
Net current assets			<u>235,656</u>		<u>214,984</u>
			<u>311,210</u>		<u>301,946</u>
Funds					
Unrestricted funds			301,025		286,445
Restricted funds			10,185		15,501
Total funds	17		<u>311,210</u>		<u>301,946</u>

Approved by the Board and authorised for issue on 26 October 2022.

Martin Nicholds
Trustee

Company registration number: 03061090

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

1.1 Basis of preparation

The financial statements have been prepared in accordance with "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)" - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Merger accounting has been applied in the presentation of these financial statements which combine the results of the former charitable company limited by guarantee and the new Charitable Incorporated Organisation, both called Landmarks Arts Centre. The charity has retained its registered number with the Charity Commission of 1047080, however its previously registered number with Companies House of 03061090 has now closed. The former charity transferred its net assets under a Trust Deed dated 15 December 2021.

Landmark Arts Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

There are no material uncertainties about the charity's ability to continue, and so the going concern basis of accounting has been adopted.

The financial statements are presented in pounds sterling and rounded to the nearest pound.

The financial statements present information about the charity as an individual undertaking and not about its group. The charity and its subsidiary undertaking comprise a small-sized group. The charity has therefore taken advantage of the exemptions provided by section 139 of the Charities Act 2011 not to prepare group accounts.

1.2 Status

Landmark Arts Centre is a charitable incorporated organisation registered with the Charity Commission in England and Wales. The address of the registered office is Ferry Road, Teddington Lock, Teddington, Middlesex TW11 9NN.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies continued

1.3 Income

Income from donations and grants is recognised when the charity is entitled to the funds, the receipt is probable and the amount can be measured reliably. For donations, this is usually on receipt. For grants, this is usually when a formal offer is made in writing, unless the grant contains terms and conditions outside of the charity's control which must be met before the charity is entitled to the funds.

Income from legacies is recognised at the earlier of receipt of the legacy or the date of approval for distribution.

Income from charitable activities is recognised over the period to which the income relates. Where income for events, hire or educational classes is received in advance, the income is deferred.

Investment income is recognised when receivable. Interest is accounted for as accrued income where it is due but has not yet been credited. Gift Aid donations from the trading subsidiary are recognised when receivable.

Incoming resources from charitable activities have been analysed between the activities undertaken by the charity.

All income is recognised net of VAT.

1.4 Expenditure

Expenditure is recognised when a present legal or constructive obligation exists at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and the amount can be estimated reliably.

Expenditure has been classified under headings that aggregate all costs related to the category:

Expenditure on raising funds includes an allocation of the staff costs of the charity's chief executive officer and the direct costs of fundraising events and membership services.

Expenditure on charitable activities includes the direct costs of the activities, direct staff costs and an allocation of support costs.

Staff costs have been allocated to expenditure headings on the basis of an estimate of the amount of time spent by staff members in each area.

Support costs are those costs incurred in support of expenditure on the objects of the charity. Support costs are allocated between activities on the basis of an estimate of the usage of the building by each activity.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies continued

The charity is registered for VAT and is partially exempt. Irrecoverable VAT is shown separately within support costs.

1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated realisable value, on a straight line basis over their expected useful lives, as follows:

Property improvements	20 years, or over the remaining life of the lease, if shorter
Fixtures, fittings & IT equipment	4 years

1.6 Investments

Investments in subsidiary undertakings are stated at cost less provision for impairment.

1.7 Financial instruments

The charity only has financial instruments which are classified as basic financial instruments. Short-term debtors and creditors are measured at the settlement value. Any losses from impairment are recognised in profit and loss.

1.8 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

1.9 Taxation

The charity is exempt from corporation tax on its charitable activities.

2 Restricted income

In the prior period, restricted income was as follows:

	2021 £
Donations and legacies	7,030
	<hr/>
	7,030
	<hr/> <hr/>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

3	Income from donations and legacies	2022 £	2021 £
	Donations and Gift Aid recoverable	4,815	71,754
	Membership subscriptions	4,105	3,490
	Grants	59,062	182,838
	Legacies	2,595	22,000
		<u>70,577</u>	<u>280,082</u>
4	Income from investments	2022 £	2021 £
	Gift Aid donation from trading subsidiary	3,396	6,204
	Interest received	581	47
		<u>3,977</u>	<u>6,251</u>
5	Income from charitable activities	2022 £	2021 £
	Education	117,419	68,321
	Exhibitions	87,099	8,727
	Staged events	57,442	12,258
	Community hire	14,088	1,666
		<u>276,048</u>	<u>90,972</u>
6	Funds received as agent		

During the year the charity received £5,430 (2021: £Nil) in ticket sales on behalf of performers who hired the centre for staged events. Of this amount £5,430 (2021: £Nil) was paid over during the year, with £nil (2021: £nil) outstanding and included in other creditors.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

7 Expenditure on raising funds

	2022 £	2021 £
Staff costs	11,425	22,094
Fundraising events	2,457	193
	<u>13,882</u>	<u>22,287</u>

8 Expenditure on charitable activities

	<i>2022 Direct staff costs £</i>	<i>2022 Direct costs £</i>	<i>2022 Support costs £</i>	<i>2022 Total costs £</i>	<i>2021 Total costs £</i>
Education	44,068	43,545	73,525	161,138	143,671
Exhibitions	12,952	34,809	20,424	68,185	42,712
Staged events	22,316	42,925	10,893	76,134	11,568
Community hire	820	-	31,317	32,137	23,337
	<u>80,156</u>	<u>121,279</u>	<u>136,159</u>	<u>337,594</u>	<u>221,288</u>

In the prior period, expenditure of £4,415 was funded from restricted funds.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

9	Support costs		
		2022	2021
		£	£
	Staff costs	24,132	20,907
	Light and heat	6,513	3,495
	Insurance	15,665	15,595
	Repairs, servicing and maintenance	15,860	5,937
	Woodland Project costs	180	4,276
	Cleaning, water and waste disposal	8,384	3,629
	Postage, stationery and telephone	4,732	3,113
	Computer and photocopier costs	8,158	8,460
	Advertising and website	16,320	4,665
	Accountancy and payroll fees	12,543	11,074
	Legal and professional fees	2,339	-
	Bank and credit card charges	3,405	2,032
	Irrecoverable VAT - partial exemption	11,332	5,356
	Sundry expenses	1,826	500
	Depreciation	13,460	15,892
	Governance costs:		
	Independent examination	1,470	1,425
		<u>146,319</u>	<u>106,356</u>
	Less: shared costs recharged to trading subsidiary	(10,160)	(676)
		<u>136,159</u>	<u>105,680</u>

Support costs are allocated between the charitable activities based on an estimate of the proportion of use of the charity's building.

	2022	2021	2022	2021
	%	%	£	£
Education	54.0%	60.0%	73,525	63,408
Exhibitions	15.0%	15.0%	20,424	15,852
Staged events	8.0%	5.0%	10,893	5,284
Community hire	23.0%	20.0%	31,317	21,136
	<u>100%</u>	<u>100%</u>	<u>136,159</u>	<u>105,680</u>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

10	Staff costs	2022 £	2021 £
	Wages and salaries	113,783	100,903
	Casual staff	3,489	-
	Employer's NIC	5,255	4,352
	Employer's pension contributions	2,368	2,122
		<u>124,895</u>	<u>107,377</u>
	Training Costs	562	-
	Less: shared costs recharged to the trading subsidiary	(9,744)	-
		<u>115,713</u>	<u>107,377</u>

During the year, no staff earned in excess of £60,000 (2021: none).

The average number of paid and freelance staff on a headcount basis during the year was 9 (2021: 8).

11	Net income	2022 £	2021 £
	This is stated after charging:		
	Depreciation of tangible fixed assets	13,460	15,892
	Independent examiner's fees:		
	For the independent examination	1,470	1,425
	For other financial services	7,355	7,400
		<u>13,460</u>	<u>15,892</u>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

12 Conversion to Charitable Incorporated Organisation

On 15 December 2021 the net assets of the former charitable company limited by guarantee, registered number at Companies House 03061090, were transferred to the new Charitable Incorporated Organisation ('CIO'), and the registration at Companies House was closed. The components of the Statement of Financial Activities split between each organisation is shown below, along with the value of net assets at the transfer date.

	Company limited by guarantee to 15 December 2021 £	CIO £	Combined total £
Total income	273,907	106,737	380,644
Total expenditure	(229,891)	(141,489)	(371,380)
Net income and net movement in funds	<u>44,016</u>	<u>(34,752)</u>	<u>9,264</u>
Net assets represented by unrestricted funds at transfer date	<u>345,962</u>		

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

13 Tangible fixed assets

	<i>Property improvements</i> £	<i>Fixtures fittings & equipment</i> £	<i>Total</i> £
Cost			
At 1 April 2021	180,702	146,649	327,351
Additions	-	2,053	2,053
Disposals	-	(22,045)	(22,045)
At 31 March 2022	<u>180,702</u>	<u>126,657</u>	<u>307,359</u>
Depreciation			
At 1 April 2021	102,945	137,544	240,489
Charge for the year	7,997	5,464	13,461
Eliminated on disposal	-	(22,045)	(22,045)
At 31 March 2022	<u>110,942</u>	<u>120,963</u>	<u>231,905</u>
Net book value			
At 31 March 2022	<u>69,760</u>	<u>5,694</u>	<u>75,454</u>
At 31 March 2021	<u>77,757</u>	<u>9,105</u>	<u>86,862</u>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

14 Investments

	2022	2021
	£	£

Investment in Landmark Trading Limited	100	100
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The charity owns 100% of the issued ordinary share capital of Landmark Trading Limited, which comprises 100 ordinary shares of £1 each. Landmark Trading Limited is registered in England, and shares the registered office address of its parent charity. Landmark Trading Limited donates all its profits to the parent charity during the year or within nine months of the year end in accordance with a deed of covenant. Its summarised trading results are shown below.

	2022	2021
	£	£

Revenue	52,485	20,615
Expenditure	(49,089)	(14,411)

Profit before Gift Aid donation to parent	3,396	6,204
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Capital and reserves	100	100
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15 Debtors

	2022	2021
	£	£

Prepayments and accrued income	9,324	20,349
Amounts due from subsidiary undertaking	20,220	2,121
VAT recoverable	-	3,615

	29,544	26,085
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16 Creditors: amounts falling due within one year

	2022	2021
	£	£

PAYE and National Insurance due	2,819	2,757
VAT liability	6,639	-
Other creditors	7,661	1,565
Accruals	8,442	6,029
Deferred income	47,222	13,024

	72,783	23,375
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Deferred income relates to payments for events, educational courses and exhibitions received in advance. During the year, £47,222 was deferred and £13,024 was released from the prior year.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

17 Statement of movements on funds

<i>Current year</i>	<i>At 1 Apr 2021</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>At 31 Mar 2022</i>
	£	£	£	£	£
Unrestricted funds					
General fund	286,445	377,644	(363,064)	-	301,025
Total unrestricted funds	286,445	377,644	(363,064)	-	301,025
Restricted funds					
Piano fund	46	-	(46)	-	-
Welcome project	6,868	-	(180)	-	6,688
Property development	3,497	-	-	-	3,497
Energy audit	-	3,000	(3,000)	-	-
Historic England Risk Response	5,090	-	(5,090)	-	-
Total restricted funds	15,501	3,000	(8,316)	-	10,185
Total funds	301,946	380,644	(371,380)	-	311,210
<i>Prior year</i>	<i>At 1 Apr 2020</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>At 31 Mar 2021</i>
	£	£	£	£	£
Unrestricted funds					
General fund	147,444	378,837	(239,836)	-	286,445
Total unrestricted funds	147,444	378,837	(239,836)	-	286,445
Restricted funds					
Piano fund	46	-	-	-	46
Welcome project	9,343	-	(2,475)	-	6,868
Property development	3,497	-	-	-	3,497
Historic England Risk Response Fund	-	7,030	(1,940)	-	5,090
Total restricted funds	12,886	7,030	(4,415)	-	15,501
Total funds	160,330	385,867	(244,251)	-	301,946

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

17 Statement of movements on funds continued

Piano fund

The final balance on this fund is being used on the costs of the piano's annual service.

Welcome Project

This fund represents grants and donations towards the renovation of the woodland entrance to the Centre. This will include a pathway through the woodland area with seating, information board and space for outdoor arts activities. This project was ongoing at the year end.

Property development

This fund represents a grant from the Hampton Fund. It has been given towards the undertaking of development and feasibility work for building a new extension to the main building.

Energy audit

During the year the charity received £3,000 from the Community Fund of the London Borough of Richmond upon Thames towards an energy audit which was fully expensed.

Historic England Heritage at Risk Response Fund

This fund contains grant funding from Historic England which has been given towards the installation of a new soakaway and for the undertaking of other building repair work. The final costs in relation to this took place in the financial year.

18 Analysis of net assets between funds

<i>Current year</i>	<i>Unrestricted funds 2022 £</i>	<i>Restricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Tangible fixed assets and investments	75,554	-	75,554
Net current assets	225,471	10,185	235,656
	<u>301,025</u>	<u>10,185</u>	<u>311,210</u>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

18 Analysis of net assets between funds continued

<i>Previous year</i>	<i>Unrestricted funds 2021 £</i>	<i>Restricted funds 2021 £</i>	<i>Total funds 2021 £</i>
Tangible fixed assets and investments	86,962	-	86,962
Net current assets	199,483	15,501	214,984
	<u>286,445</u>	<u>15,501</u>	<u>301,946</u>

19 Related party transactions

During the year, the charity recharged £9,744 (2021: £Nil) to its trading subsidiary in respect of shared staff costs, and charged £10,160 (2021: £676) to its trading subsidiary in respect of the use of the charity's facilities; this comprises £8,333 (2021: £nil) in rent and £1,827 (2021: £676) in shared costs.

At the balance sheet date, the charity was due £20,220 from its trading subsidiary (2021:£2,121).

At the balance sheet date, the charity owed an amount of £1,253 (2021: £4,083) to its trading subsidiary in respect of credit card income collected on its behalf. This is netted off, and included in, the amount due from the trading subsidiary above.

The Board of Trustees and the Arts Centre Manager are considered to be the charity's key management personnel.

There was no trustees' remuneration, reimbursed expenses or other benefits during the current or prior period. Aggregate donations received from trustees and related parties was £Nil (2021: £Nil).

The total amount of employee benefits (salary, employer's national insurance and employer's pension contributions) received by key management personnel during the year was £38,072 (2021: £38,499).

LANDMARK ARTS CENTRE

England & Wales - Charity number 1047080

Accounts

Registered Charity number: 1047080

LANDMARK ARTS CENTRE
REPORT OF THE TRUSTEES
AND
UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MARCH 2022



Setting up for one of our Arts Exhibitions

LANDMARK ARTS CENTRE

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The Landmarks three choirs come together for an end of term public performance.

LANDMARK ARTS CENTRE

LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 MARCH 2022

Trustees	Martin Nicholds (Chair) Joan Child Julie Evans Alareen Farrell Gabrielle Gale Donna McDonald Nicholas del Rio Edward Kershaw (resigned June 2022)
Company Secretary	Donna McDonald
Arts Centre Manager	Lesley Bossine (resigned August 2022) Harper Ray (Arts Centre Director from 1 August 2022)
Charity registered number	1047080
Registered office	Ferry Road Teddington Middlesex TW11 9NN
Independent examiner	A S Healey FCA CTA DChA Lindeyer Francis Ferguson Limited North House 198 High Street Tonbridge Kent TN9 1BE
Bankers	Lloyds Bank Plc 17 Heath Road Twickenham TW1 4AW CAF Bank Limited 25 Kings Hill Avenue Kings Hill Kent ME19 4JQ

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their report and the unaudited financial statements of Landmark Arts Centre for the year ended 31 March 2022.

The trustees confirm that the annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of *"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)"* - (Charities SORP (FRS 102)).

Legal and administrative information set out on page 1 forms part of this report.

Structure, governance and management

The charity converted to a Charitable Incorporated Organisation ('CIO') on 15 December 2021 and the net assets of the former charitable company, a company limited by guarantee and registered at Companies House as 03061090, were transferred to the new CIO. It is governed by its Constitution last updated in December 2021.

The trustees have overall control of the charity and are responsible for making sure that it is doing what it was set up to do. The charity greatly depends on the work of its trustees, all of whom are volunteers. At the final Annual General Meeting of the former company, Gabrielle Gale and Joan Child were elected as Trustees. Julie Evans, Donna McDonald and Martin Nicholds were re-elected. Edward Kershaw resigned in June 2022. All the other Trustees who were in office at the time of the conversion to CIO continued to serve.

While the day to day running of the Landmark is delegated to the Arts Centre Manager, the trustees meet regularly to maintain a strategic overview of the operation. Additionally, each trustee works specifically on projects aligned with their experience and interests in particular areas such as finance, programming, education and the building. The impact of the Covid-19 crisis meant that the trustees have again continued to take a more executive role this year to both support the Arts Centre Manager, and to focus on fundraising and development.

The trustees are aware of their responsibility to provide proper induction and training for new trustees in line with Charity Commission guidance. New trustees are given copies of all current policies and documents relating to the charity and are encouraged to read The Essential Trustee to ensure they understand their role and responsibilities. New trustees are also given information about training courses provided by the Richmond Community Voluntary Services (RCVS).

The trustees recognise the importance of maintaining a strong, balanced, and representative board that both fulfils the skills required and reflects the diversity of the community served by the charity.

To this end it employs a range of methods to recruit trustees, including direct recommendation and considering unsolicited applications.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES *FOR THE YEAR ENDED 31 MARCH 2022*

Aims and objectives

The charity's objects are to preserve for the public benefit the Grade II* listed former church building of St Alban at Teddington Lock, and its development as an arts and community centre via a programme of visual and performing arts events, music events and the provision of arts education classes.

The Landmark Arts Centre aims to offer exhibitions, classes and performances to the whole of our community, offering a vigorous and varied programme. The trustees acknowledge that the charity's activities must be carried out for the public benefit and confirm that in setting its objects and overseeing its work they have had due regard to the Charity Commission's guidance on public benefit. Normally we would fulfil this obligation through a variety of means but this year again, the forced closure for part of the year and the impact upon audience confidence levels post lockdown has had an impact upon this.

Activities and achievements

The year under review has again been influenced by the impact of the pandemic. Continued lockdowns until July 2021 meant that it was difficult to plan the programme with certainty and long lead times meant that some planned activities had to be postponed. Restrictions on capacity continued when audiences were allowed to return and even when these were lifted in the Autumn, we noticed a degree of reticence by many people to go out and be entertained. This seemed to be a common factor across the arts spectrum.

These factors did not stop us developing our programme with new streams of regular comedy nights, contemporary folk nights and trialling cinema with audience participation, all designed to broaden our appeal and attract audiences. In all we put on 31 live events in the period June 2021 – March 2022 with a total attendance of 1,631 (Covid rules meant that events until end July were limited to maximum audience of 70). A highlight as such was welcoming a full capacity audience in the autumn for renowned folk artist Cara Dillon in an event which was emotionally charged for the performers, the audience and the Landmark team.

Covid restrictions meant many classes were unable to run to capacity before September 2021. However, our education programme continued with 616 students attending classes physically, with a further 111 attending online. We experienced a notable reluctance to come back to classes throughout the Autumn 2021 term and into the Spring 2022 term. This meant that classes which would normally sell out, didn't. We kept class sizes below capacity to reassure users that we were still taking their welfare seriously.

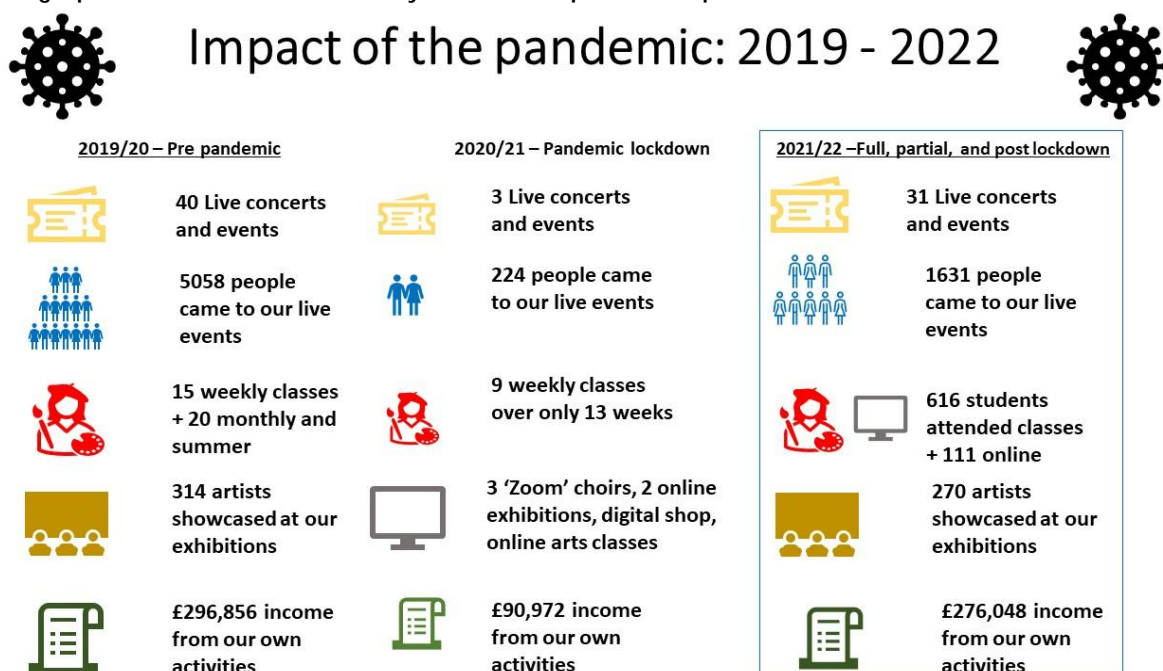
On the Visual Arts side we delivered three fairs between October 2021 and March 2022, featuring 208 exhibiting artists and 4,649 visitors over the three fairs. Due to continuing concerns about Covid we reduced the number of stands to give both artists and visitors more space and thus confidence to exhibit/attend. Despite the restrictions we achieved record visitor attendance and very good sales results for the artists.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

Furthermore, we hosted two large group shows for two local art societies (Richmond Art Society and Surrey Sculpture Society), and a show for a local artist collective, Lad'Art. These three events involved a further 62 artists.

The graphic below summarizes the year and compares with pre-lockdown and full lockdown.



We were pleased to welcome two new Patrons, Jed Mercurio and Amanda Root, both local residents with strong ties in the area.

Jed Mercurio is one of Britain's most successful television writers, whose shows such as 'Line of Duty' regularly break viewing figure records. He is a multi-award winner, and a Fellow of the Royal Television Society.

Amanda Root is a professional actor and has performed in numerous theatre, film and TV roles. She founded the charity Talitha Arts in 2010.

In March we were delighted to host an event to thank members of the community who had generously supported us through the pandemic with donations and/or their time. Some 90 people including our MP, Munira Wilson, local councilors and one of our Patrons, Jed Mercurio enjoyed an evening of informality, speeches and music whilst being able to view a sculpture exhibition.

Community Partnerships

The ongoing uncertainty over Covid meant that several of our prospective collaborations did not go ahead, mainly due to partners' concerns over possible restrictions on ticket sales and/or visitor attendance. Despite this we collaborated with eight community groups on exhibitions and live events

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2022

during the year. We also took part in Teddington Lights Up, a very successful evening in which we opened our shop, collaborated with local drama club, Dragon Drama, a local author for semi-staged readings of her book *The Christmas Fairy* and invited some local makers to have a pop-up stand plus a mini exhibition by Richmond Art Society.

Sadly, a planned collaboration with Richmond Arts Service for the Richmond Literature Festival was cancelled at the last minute due to the key speaker having Covid.

Our Infrastructure

In the preceding financial year, we had taken the opportunity to review what we do and the way we work. The output from this work included several internal financial management principles which we follow and an updated and refreshed approach to programming and marketing.

The ongoing pandemic related restrictions for part of the year hampered some of this work but we have been able to energise and refresh the programme with regular new activities such as comedy, contemporary folk, and cinema.

We have also been able to refresh our IT platforms and web site. We were assisted by a senior IT professional working on a pro bono basis-critically reviewed our current platforms, researched and recommended options and worked with the staff team to purchase and implement a smooth switchover. The new ticketing platform, Ticketsolve, is an industry leader and, importantly for us, brings with it significantly better customer relationship management capabilities by providing us with a rich source of data which enables us to be more creative and efficient in direct marketing. Allied to this is a new website which brings a modern and dynamic feel and greater flexibility and currency. We are grateful to Richmond upon Thames Council for financial support for the website upgrade. These two changes complete one of our strategic objectives – to refresh our digital ‘front door’; the next part of the strategy is to improve and enhance our physical front door to be attractive and welcoming to customers. Fundraising will be necessary to accomplish this.

In terms of physical infrastructure, the woodland grounds have continued to be maintained and developed thanks to the stalwart efforts of a volunteer team. Phase Two of our Welcome Project, funded by a successful Village Planning Fund application dating back to 2018 and a donation from the Teddington Society, is still slowly progressing through the planning process and was hindered by lockdown. This will create a dedicated pedestrian access to our entrance, extra cycle parking facilities and a new external display panel about our building and its history.

In addition to this we also need to undertake capital works to preserve aspects of the building and we will continue to apply for grants for specific items of work.

We have been working with Richmond Council to investigate green options for our heating and energy provision. The Council appointed an energy consultant ‘Silver DCC’ to review our building and energy sources. This was useful but the solutions they suggested which included heat pumps, insulation,

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES *FOR THE YEAR ENDED 31 MARCH 2022*

underfloor heating and solar panels are beyond our financial capability. We continue in a dialogue with Richmond Council on this subject.

Our discussions with our leaseholder, the London Diocesan Fund, on extending our lease continue, albeit slowly and clearly hampered by a backlog of work due to the impact of the pandemic. We have been advised verbally that there is no objection to an extension, but timing is currently outside our hands.

Our Team

The Landmark Arts Centre operates with a small and highly valued staff team whose skills, energy, enthusiasm, and dedication fuel a successful and wide-ranging set of activities. Lesley Bossine, Arts Centre Manager, was responsible for all our activities, staff, and volunteers in the year under review and has since resigned to move on to the next stage of her career after 14 successful years at The Landmark Arts Centre. We bade farewell to a couple of people during the year who have moved to a different part of the country or progressed their careers elsewhere. We were pleased to welcome Gregory Emfietzis as our new education officer from Richmond Music Trust and Abigail Thomas who has joined the staff team as Visual Arts Curator after working for us on a freelance basis. The current staff team as at August 2022 consists of:

- Harper Ray, Arts Centre Director
- Colin Newton, Facilities & Operations Manager
- Abigail Thomas, Visual Arts Curator
- Gregory Emfietzis, Learning Programme Manager
- Deborah Bartlett, Administrator
- Averil Blackadder, Finance Officer

The staff team is supplemented by a group of volunteers who continue to play a pivotal role in keeping our programmes and operation going. We held a volunteer recruitment event during the year and attended the RCVS volunteer recruitment event. As a result of these and other activities, the volunteer team has been refreshed and enlarged during the year. Volunteers help us in a variety of ways, some call for regular participation whilst others are more project based. All are enthusiastically welcomed, and we know that many of our long-standing volunteers were delighted to get back to us following lockdown.

Equality, Diversity, and Inclusion: The Landmark Arts Centre operates an equal opportunities policy and is committed to encouraging equality, diversity and inclusion among our workforce including trustees, staff, freelancers, and volunteers to encourage full use of their talents and resources. We also aim to provide artistic and educational programming which reflects the widest possible variety of cultural influences and to attract audiences irrespective of age, gender, race, and sexual orientation. During the year we revised our EDI policy and have committed to reviewing it bi-annually.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

Financial review

The financial picture is again significantly impacted by lockdown, the re-opening for part of the year only and capacity restrictions. Despite this, income for the year decreased only slightly to £380,644 (2021 £385,867). Expenditure increased to £371,380 (from £244,261) resulting in a net surplus of £9,264 (2021 surplus of £141,616).

The significant change in the surplus is a result of moving from a 'closed' status with grant income coming in (grant income in 2021 was £182,838) and vastly reduced operational costs, to a 'partly open' status with much reduced grant income (grant income 2022 was £59,062). Our thanks go to the Arts Council England Cultural Recovery Fund for further funding in this financial year under phase 2 of the scheme.

Expenditure was closely monitored throughout the year with utilities, repairs and maintenance, marketing and advertising all returning to more of a usual level.

The Trustees consider that the charity remains a viable business despite the continuing impact of the coronavirus pandemic which has manifested itself in a slow return to pre-pandemic levels of business activity and increased overhead costs. This statement is based on return to full operations across all of the business and donations received.

The Trustees also recognize the need to maximize and diversify the charity's income to maintain its reserves.

For us to develop as an arts centre and make the necessary major repairs to the building we will need to focus on broadening the appeal of the Landmark, maximising the profitable usage of the building at all times, fundraising from our supporters and grant providers, and developing relationships with new partners and sponsors.

Reserves

The charity's total reserves were £311,210 (2021: £301,946). Free, unrestricted reserves, excluding those represented by tangible assets and restricted funds, totalled £225,471 (2021: £199,483). The Landmark Arts Centre has been proud of its ability to look after its reserves, with a policy of replacing as soon as possible any reductions. This year has seen this replenishment continue.

Last year the Trustees agreed that the Charity should maintain reserves sufficient to cover planned expenditure on overheads if we had to close the centre for up to six months and, if it ever became necessary, to conduct an orderly reduction or wind-down of its operations. This amount was assessed to be £142,000. This target level is kept under review. For 2022/2023 we have revised this target level to £137,500.

The free reserves at the end of the year were £225,471. This has improved due to the surplus generated, a lower level of restricted funds and depreciation of the tangible assets. Our intention is to maintain reserves at the target level with funds generated from operations whilst also providing funds for investment in future activities and maintenance of the building.

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

Landmark Trading Limited

Landmark Trading is a wholly owned subsidiary of the Landmark Arts Centre and exists solely to raise funds for the centre. Its principal activities are the private hires of the building, generally for wedding receptions. It also runs the bar, café and shop which stocks work by local artists and craftspeople. Its activities this year continue to be negatively impacted by the loss of wedding receptions due to the pandemic. These are usually planned well in advance and bookings in this area will continue to lag. The centre is now licensed for wedding and civil partnership ceremonies, adding to its attraction as a venue for these special occasions.

Our staff work for the trading company, for example by managing the private hires, and Landmark Trading is charged for their time. The trading company donated £3,396 (2021: £6,204) in the year under review to the parent charity under the terms of a deed of covenant. Its financial statements are not included here but are available on request.

We wish to thank the individual donors, supporters and visitors who have contributed to our work over the past year and to express our appreciation to the individual members and business members whose subscriptions we value, not least because they demonstrate an interest in and support for the programming at the Landmark. We also wish to thank Richmond Council and the Hampton Fund for their ongoing moral support.

Looking to the future, fundraising activities, donations and financial support provided by individuals and funders will be key to the Landmark's future success. We have a range of fundraising events planned such as cinema, wine tastings, quiz nights and a beer festival. With energy prices soaring and inflationary pressures on the cost of living in general we face pressures on overhead costs.

In summary it has been a year of change, with some continued turbulence. As an organisation we embrace change and look forward to rising to challenges in our desire to continue evolving and providing a valuable and vibrant arts offering to the people and communities of south-west London.

Trustees' responsibilities

The trustees are responsible for preparing the Trustees' Report and financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice including Financial Report Standard 102 (FRS 102).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing those 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 (FRS 102);
- make judgements and estimates that are reasonable and prudent;

LANDMARK ARTS CENTRE

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2022

- 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 charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity, and that enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the governing document. 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 was approved by the trustees on 26 October 2022 and signed on their behalf by:

Martin Nicholds – Chair of the Trustees

LANDMARK ARTS CENTRE LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

I report to the trustees on my examination of the accounts of the charitable incorporated organisation ('the CIO') for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the CIO, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5) (b) of the Act.

Independent examiner's statement

Since the CIO's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the CIO as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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 to enable a proper understanding of the accounts to be reached.

A S Healey FCA CTA DChA
Lindeyer Francis Ferguson Limited
North House
198 High Street
Tonbridge
Kent TN9 1BE

Date: 10 November 2022

LANDMARK ARTS CENTRE

STATEMENT OF FINANCIAL ACTIVITIES (including income and expenditure account) FOR THE YEAR ENDED 31 MARCH 2022

	Notes	<i>Unrestricted funds 2022 £</i>	<i>Restricted funds 2022 £</i>	<i>Total funds 2022 £</i>	<i>Total funds 2021 £</i>
Income from:					
Donations and legacies	3	67,577	3,000	70,577	280,082
Other trading activities		10,138	-	10,138	7,886
Investments	4	3,977	-	3,977	6,251
Charitable activities	5	276,048	-	276,048	90,972
Cross charges to trading subsidiary		19,904	-	19,904	676
Total income		377,644	3,000	380,644	385,867
Expenditure on:					
Raising funds	7	13,882	-	13,882	22,287
Charitable activities	8	329,278	8,316	337,594	221,288
Costs recharged to trading subsidiary	9,10	19,904	-	19,904	676
Total expenditure		363,064	8,316	371,380	244,251
Net income and net movement in funds	11	14,580	(5,316)	9,264	141,616
Total funds brought forward		286,445	15,501	301,946	160,330
Total funds carried forward	17	301,025	10,185	311,210	301,946

LANDMARK ARTS CENTRE

BALANCE SHEET AS AT 31 MARCH 2022

	Notes	2022 £	2022 £	2021 £	2021 £
Fixed assets					
Tangible assets	13		75,454		86,862
Investments	14		100		100
			<u>75,554</u>		<u>86,962</u>
Current assets					
Debtors	15	29,544		26,085	
Cash at bank and in hand		278,895		212,274	
		<u>308,439</u>		<u>238,359</u>	
Creditors: amounts falling due within one year	16	(72,783)		(23,375)	
Net current assets			<u>235,656</u>		<u>214,984</u>
			<u>311,210</u>		<u>301,946</u>
Funds					
Unrestricted funds			301,025		286,445
Restricted funds			10,185		15,501
Total funds	17		<u>311,210</u>		<u>301,946</u>

Approved by the Board and authorised for issue on 26 October 2022.

Martin Nicholds
Trustee

Company registration number: 03061090

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

1.1 Basis of preparation

The financial statements have been prepared in accordance with "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)" - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Merger accounting has been applied in the presentation of these financial statements which combine the results of the former charitable company limited by guarantee and the new Charitable Incorporated Organisation, both called Landmarks Arts Centre. The charity has retained its registered number with the Charity Commission of 1047080, however its previously registered number with Companies House of 03061090 has now closed. The former charity transferred its net assets under a Trust Deed dated 15 December 2021.

Landmark Arts Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

There are no material uncertainties about the charity's ability to continue, and so the going concern basis of accounting has been adopted.

The financial statements are presented in pounds sterling and rounded to the nearest pound.

The financial statements present information about the charity as an individual undertaking and not about its group. The charity and its subsidiary undertaking comprise a small-sized group. The charity has therefore taken advantage of the exemptions provided by section 139 of the Charities Act 2011 not to prepare group accounts.

1.2 Status

Landmark Arts Centre is a charitable incorporated organisation registered with the Charity Commission in England and Wales. The address of the registered office is Ferry Road, Teddington Lock, Teddington, Middlesex TW11 9NN.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies continued

1.3 Income

Income from donations and grants is recognised when the charity is entitled to the funds, the receipt is probable and the amount can be measured reliably. For donations, this is usually on receipt. For grants, this is usually when a formal offer is made in writing, unless the grant contains terms and conditions outside of the charity's control which must be met before the charity is entitled to the funds.

Income from legacies is recognised at the earlier of receipt of the legacy or the date of approval for distribution.

Income from charitable activities is recognised over the period to which the income relates. Where income for events, hire or educational classes is received in advance, the income is deferred.

Investment income is recognised when receivable. Interest is accounted for as accrued income where it is due but has not yet been credited. Gift Aid donations from the trading subsidiary are recognised when receivable.

Incoming resources from charitable activities have been analysed between the activities undertaken by the charity.

All income is recognised net of VAT.

1.4 Expenditure

Expenditure is recognised when a present legal or constructive obligation exists at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and the amount can be estimated reliably.

Expenditure has been classified under headings that aggregate all costs related to the category:

Expenditure on raising funds includes an allocation of the staff costs of the charity's chief executive officer and the direct costs of fundraising events and membership services.

Expenditure on charitable activities includes the direct costs of the activities, direct staff costs and an allocation of support costs.

Staff costs have been allocated to expenditure headings on the basis of an estimate of the amount of time spent by staff members in each area.

Support costs are those costs incurred in support of expenditure on the objects of the charity. Support costs are allocated between activities on the basis of an estimate of the usage of the building by each activity.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies continued

The charity is registered for VAT and is partially exempt. Irrecoverable VAT is shown separately within support costs.

1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated realisable value, on a straight line basis over their expected useful lives, as follows:

Property improvements	20 years, or over the remaining life of the lease, if shorter
Fixtures, fittings & IT equipment	4 years

1.6 Investments

Investments in subsidiary undertakings are stated at cost less provision for impairment.

1.7 Financial instruments

The charity only has financial instruments which are classified as basic financial instruments. Short-term debtors and creditors are measured at the settlement value. Any losses from impairment are recognised in profit and loss.

1.8 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

1.9 Taxation

The charity is exempt from corporation tax on its charitable activities.

2 Restricted income

In the prior period, restricted income was as follows:

	2021 £
Donations and legacies	7,030
	<hr/>
	7,030
	<hr/> <hr/>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

3	Income from donations and legacies	2022 £	2021 £
	Donations and Gift Aid recoverable	4,815	71,754
	Membership subscriptions	4,105	3,490
	Grants	59,062	182,838
	Legacies	2,595	22,000
		<u>70,577</u>	<u>280,082</u>
4	Income from investments	2022 £	2021 £
	Gift Aid donation from trading subsidiary	3,396	6,204
	Interest received	581	47
		<u>3,977</u>	<u>6,251</u>
5	Income from charitable activities	2022 £	2021 £
	Education	117,419	68,321
	Exhibitions	87,099	8,727
	Staged events	57,442	12,258
	Community hire	14,088	1,666
		<u>276,048</u>	<u>90,972</u>
6	Funds received as agent		

During the year the charity received £5,430 (2021: £Nil) in ticket sales on behalf of performers who hired the centre for staged events. Of this amount £5,430 (2021: £Nil) was paid over during the year, with £nil (2021: £nil) outstanding and included in other creditors.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

7 Expenditure on raising funds

	2022 £	2021 £
Staff costs	11,425	22,094
Fundraising events	2,457	193
	<u>13,882</u>	<u>22,287</u>

8 Expenditure on charitable activities

	2022 <i>Direct</i> <i>staff costs</i> £	2022 <i>Direct</i> <i>costs</i> £	2022 <i>Support</i> <i>costs</i> £	2022 <i>Total</i> <i>costs</i> £	2021 <i>Total</i> <i>costs</i> £
Education	44,068	43,545	73,525	161,138	143,671
Exhibitions	12,952	34,809	20,424	68,185	42,712
Staged events	22,316	42,925	10,893	76,134	11,568
Community hire	820	-	31,317	32,137	23,337
	<u>80,156</u>	<u>121,279</u>	<u>136,159</u>	<u>337,594</u>	<u>221,288</u>

In the prior period, expenditure of £4,415 was funded from restricted funds.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

9	Support costs		
		2022	2021
		£	£
	Staff costs	24,132	20,907
	Light and heat	6,513	3,495
	Insurance	15,665	15,595
	Repairs, servicing and maintenance	15,860	5,937
	Woodland Project costs	180	4,276
	Cleaning, water and waste disposal	8,384	3,629
	Postage, stationery and telephone	4,732	3,113
	Computer and photocopier costs	8,158	8,460
	Advertising and website	16,320	4,665
	Accountancy and payroll fees	12,543	11,074
	Legal and professional fees	2,339	-
	Bank and credit card charges	3,405	2,032
	Irrecoverable VAT - partial exemption	11,332	5,356
	Sundry expenses	1,826	500
	Depreciation	13,460	15,892
	Governance costs:		
	Independent examination	1,470	1,425
		<u>146,319</u>	<u>106,356</u>
	Less: shared costs recharged to trading subsidiary	(10,160)	(676)
		<u>136,159</u>	<u>105,680</u>

Support costs are allocated between the charitable activities based on an estimate of the proportion of use of the charity's building.

	2022	2021	2022	2021
	%	%	£	£
Education	54.0%	60.0%	73,525	63,408
Exhibitions	15.0%	15.0%	20,424	15,852
Staged events	8.0%	5.0%	10,893	5,284
Community hire	23.0%	20.0%	31,317	21,136
	<u>100%</u>	<u>100%</u>	<u>136,159</u>	<u>105,680</u>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

10	Staff costs	2022 £	2021 £
	Wages and salaries	113,783	100,903
	Casual staff	3,489	-
	Employer's NIC	5,255	4,352
	Employer's pension contributions	2,368	2,122
		<u>124,895</u>	<u>107,377</u>
	Training Costs	562	-
	Less: shared costs recharged to the trading subsidiary	(9,744)	-
		<u>115,713</u>	<u>107,377</u>

During the year, no staff earned in excess of £60,000 (2021: none).

The average number of paid and freelance staff on a headcount basis during the year was 9 (2021: 8).

11	Net income	2022 £	2021 £
	This is stated after charging:		
	Depreciation of tangible fixed assets	13,460	15,892
	Independent examiner's fees:		
	For the independent examination	1,470	1,425
	For other financial services	7,355	7,400
		<u>13,460</u>	<u>15,892</u>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

12 Conversion to Charitable Incorporated Organisation

On 15 December 2021 the net assets of the former charitable company limited by guarantee, registered number at Companies House 03061090, were transferred to the new Charitable Incorporated Organisation ('CIO'), and the registration at Companies House was closed. The components of the Statement of Financial Activities split between each organisation is shown below, along with the value of net assets at the transfer date.

	Company limited by guarantee to 15 December 2021 £	CIO £	Combined total £
Total income	273,907	106,737	380,644
Total expenditure	(229,891)	(141,489)	(371,380)
Net income and net movement in funds	<u>44,016</u>	<u>(34,752)</u>	<u>9,264</u>
Net assets represented by unrestricted funds at transfer date	<u>345,962</u>		

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

13 Tangible fixed assets

	<i>Property improvements</i> £	<i>Fixtures fittings & equipment</i> £	<i>Total</i> £
Cost			
At 1 April 2021	180,702	146,649	327,351
Additions	-	2,053	2,053
Disposals	-	(22,045)	(22,045)
At 31 March 2022	<u>180,702</u>	<u>126,657</u>	<u>307,359</u>
Depreciation			
At 1 April 2021	102,945	137,544	240,489
Charge for the year	7,997	5,464	13,461
Eliminated on disposal	-	(22,045)	(22,045)
At 31 March 2022	<u>110,942</u>	<u>120,963</u>	<u>231,905</u>
Net book value			
At 31 March 2022	<u><u>69,760</u></u>	<u><u>5,694</u></u>	<u><u>75,454</u></u>
At 31 March 2021	<u><u>77,757</u></u>	<u><u>9,105</u></u>	<u><u>86,862</u></u>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

14 Investments

	2022	2021
	£	£

Investment in Landmark Trading Limited	100	100
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The charity owns 100% of the issued ordinary share capital of Landmark Trading Limited, which comprises 100 ordinary shares of £1 each. Landmark Trading Limited is registered in England, and shares the registered office address of its parent charity. Landmark Trading Limited donates all its profits to the parent charity during the year or within nine months of the year end in accordance with a deed of covenant. Its summarised trading results are shown below.

	2022	2021
	£	£

Revenue	52,485	20,615
Expenditure	(49,089)	(14,411)

Profit before Gift Aid donation to parent	3,396	6,204
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Capital and reserves	100	100
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15 Debtors

	2022	2021
	£	£

Prepayments and accrued income	9,324	20,349
Amounts due from subsidiary undertaking	20,220	2,121
VAT recoverable	-	3,615

	29,544	26,085
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16 Creditors: amounts falling due within one year

	2022	2021
	£	£

PAYE and National Insurance due	2,819	2,757
VAT liability	6,639	-
Other creditors	7,661	1,565
Accruals	8,442	6,029
Deferred income	47,222	13,024

	72,783	23,375
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Deferred income relates to payments for events, educational courses and exhibitions received in advance. During the year, £47,222 was deferred and £13,024 was released from the prior year.

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

17 Statement of movements on funds

<i>Current year</i>	<i>At 1 Apr 2021</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>At 31 Mar 2022</i>
	£	£	£	£	£
Unrestricted funds					
General fund	286,445	377,644	(363,064)	-	301,025
Total unrestricted funds	286,445	377,644	(363,064)	-	301,025
Restricted funds					
Piano fund	46	-	(46)	-	-
Welcome project	6,868	-	(180)	-	6,688
Property development	3,497	-	-	-	3,497
Energy audit	-	3,000	(3,000)	-	-
Historic England Risk Response	5,090	-	(5,090)	-	-
Total restricted funds	15,501	3,000	(8,316)	-	10,185
Total funds	301,946	380,644	(371,380)	-	311,210
<i>Prior year</i>	<i>At 1 Apr 2020</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>At 31 Mar 2021</i>
	£	£	£	£	£
Unrestricted funds					
General fund	147,444	378,837	(239,836)	-	286,445
Total unrestricted funds	147,444	378,837	(239,836)	-	286,445
Restricted funds					
Piano fund	46	-	-	-	46
Welcome project	9,343	-	(2,475)	-	6,868
Property development	3,497	-	-	-	3,497
Historic England Risk Response Fund	-	7,030	(1,940)	-	5,090
Total restricted funds	12,886	7,030	(4,415)	-	15,501
Total funds	160,330	385,867	(244,251)	-	301,946

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

17 Statement of movements on funds continued

Piano fund

The final balance on this fund is being used on the costs of the piano's annual service.

Welcome Project

This fund represents grants and donations towards the renovation of the woodland entrance to the Centre. This will include a pathway through the woodland area with seating, information board and space for outdoor arts activities. This project was ongoing at the year end.

Property development

This fund represents a grant from the Hampton Fund. It has been given towards the undertaking of development and feasibility work for building a new extension to the main building.

Energy audit

During the year the charity received £3,000 from the Community Fund of the London Borough of Richmond upon Thames towards an energy audit which was fully expensed.

Historic England Heritage at Risk Response Fund

This fund contains grant funding from Historic England which has been given towards the installation of a new soakaway and for the undertaking of other building repair work. The final costs in relation to this took place in the financial year.

18 Analysis of net assets between funds

<i>Current year</i>	<i>Unrestricted funds 2022 £</i>	<i>Restricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Tangible fixed assets and investments	75,554	-	75,554
Net current assets	225,471	10,185	235,656
	<u>301,025</u>	<u>10,185</u>	<u>311,210</u>

LANDMARK ARTS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

18 Analysis of net assets between funds continued

<i>Previous year</i>	<i>Unrestricted funds 2021 £</i>	<i>Restricted funds 2021 £</i>	<i>Total funds 2021 £</i>
Tangible fixed assets and investments	86,962	-	86,962
Net current assets	199,483	15,501	214,984
	<u>286,445</u>	<u>15,501</u>	<u>301,946</u>

19 Related party transactions

During the year, the charity recharged £9,744 (2021: £Nil) to its trading subsidiary in respect of shared staff costs, and charged £10,160 (2021: £676) to its trading subsidiary in respect of the use of the charity's facilities; this comprises £8,333 (2021: £nil) in rent and £1,827 (2021: £676) in shared costs.

At the balance sheet date, the charity was due £20,220 from its trading subsidiary (2021:£2,121).

At the balance sheet date, the charity owed an amount of £1,253 (2021: £4,083) to its trading subsidiary in respect of credit card income collected on its behalf. This is netted off, and included in, the amount due from the trading subsidiary above.

The Board of Trustees and the Arts Centre Manager are considered to be the charity's key management personnel.

There was no trustees' remuneration, reimbursed expenses or other benefits during the current or prior period. Aggregate donations received from trustees and related parties was £Nil (2021: £Nil).

The total amount of employee benefits (salary, employer's national insurance and employer's pension contributions) received by key management personnel during the year was £38,072 (2021: £38,499).