

# ARENA ART AND DESIGN ASSOCIATION

England & Wales · Charity number 1057842

## Details

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**Status** Registered

**Legal form** Charitable company

**Company number** [03237796](#)

**Registered** 1996-08-30

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 27 Parliament Street  
Liverpool  
L8 5RN

**Phone** 01517079879

**Email** [info@arenastudiosandgallery.com](mailto:info@arenastudiosandgallery.com)

**Website** [www.arenastudiosandgallery.com](http://www.arenastudiosandgallery.com)

## Activities

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**Objects:** TO ADVANCE PUBLIC EDUCATION THROUGH THE PROMOTION OF AN APPRECIATION OF EXCELLENCE IN THE ARTS, WITH PARTICULAR REFERENCE TO THE AREAS OF FINE ART, DESIGN AND CRAFT.

**Activities:** To provide affordable studio spaces and an artists network and support for artists with particular reference to the areas of Fine Art, Craft and Design. To advance public education through the promotion of an appreciation for excellence in the arts.

## Classification

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- **How:** Provides Buildings/facilities/open Space, Provides Advocacy/advice/information
- **What:** Arts/culture/heritage/science
- **Who:** Other Defined Groups, The General Public/mankind

## Geography

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- Knowsley
- Liverpool City
- Sefton
- St Helens
- Wirral

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-08-31	£53,215	£53,199	-	-
2024-08-31	£53,189	£49,008	-	-
2023-08-31	£50,359	£49,816	-	-
2022-08-31	£32,164	£35,551	-	-
2021-08-31	£34,731	£28,757	-	-
2020-08-31	£45,586	£30,276	-	-

## Trustees

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Name	Role	Appointed
Christine Bithell		2023-05-01
Gerard McGregor		2021-11-15
Patricia Montague		2021-11-15
Stephanie Trujillo		2025-12-04

**ARENA ART AND DESIGN ASSOCIATION**

England & Wales - Charity number 1057842

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# Accounts

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Registered number: 3237796

Charity number: 1057842

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**Arena Art and Design Association**

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**INDEPENDENTLY EXAMINED ACCOUNTS**

**FOR THE YEAR ENDED 31/08/2025**

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**Prepared By:**

Harvey Guinan LLP

Chartered Certified Accountants

Unit 17 Mersey House

Matchworks Estate, 140 Speke Road

Liverpool

Merseyside

L19 2PH

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31/08/2025**

**TRUSTEES**

Christine Bithell  
Kelly Irvine (appointed 8 April 2024; resigned 1 April 2026)  
Gerard McGregor  
Patricia Montague

**SECRETARY**

Vacant

**REGISTERED OFFICE**

27 Parliament Street  
Baltic Triangle  
Liverpool  
Merseyside  
L8 5RN

**COMPANY NUMBER**

3237796

**CHARITY NUMBER**

1057842

**BANKERS**

Co-operative Bank

**SOLICITORS**

Percy Hughes and Roberts, 19 Hamilton Square, Birkenhead, CH41 6AY

**INDEPENDENT EXAMINER Julie Guinan FCCA**

Harvey Guinan LLP  
Chartered Certified Accountants  
Unit 17 Mersey House  
Matchworks Estate, 140 Speke Road  
Liverpool  
Merseyside  
L19 2PH

**ACCOUNTS  
FOR THE YEAR ENDED 31/08/2025**

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**FOR THE YEAR ENDED 31/08/2025**

**TRUSTEES' REPORT**

The trustees present their report and accounts for the year ended 31/08/2025

The accounts are prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

Company information set out on page 1 forms part of this report. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Companies Act 2006, the Charities Act 2011 and the Statement of Recommended Practice: Accounting and Reporting by Charities applicable to charities preparing their accounts with the Financial Reporting Standard applicable in the UK and Republic of Ireland FRS 102 (effective 1 January 2019).

**COMPANY INFORMATION**

Reference and administrative details are provided on page 1.

**PRINCIPAL ACTIVITIES**

The principal activity of the charity in the year under review was to support practising artists, designers and crafts people by providing affordable studio space and other facilities .

**ORGANISATION OF THE CHARITY**

The charity has a board of trustees. who are also the management committee, who plan to meet quarterly to administer the charity. There is a gallery sub-committee that organises, produces and curates fundraising exhibitions. In setting policies the trustees have complied with their duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission.

The trustees were all licensees in the property managed by the charity at the year end.

The trustees are appointed annually at the annual general meeting. The trustees have access to induction and training to enable them to effectively carry out their duties.

The trustees have an active equal opportunities policy and a health and safety policy. The charity also has produced a complaints and eviction procedure and policy.

**TRUSTEES**

The names of the present trustees and of all who held office during the year are shown on page 1. In accordance with the Articles of Association one third of the Board retire by rotation each year and at the forthcoming annual general meeting Trustees will retire by rotation and, being eligible, will offer themselves for re-election.

**TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and Applicable Law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the net incoming or outgoing resources of the charity for that period. In preparing the financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles of the charities SORP;

**FOR THE YEAR ENDED 31/08/2025**

**TRUSTEES' REPORT**

- Make judgements and estimates that are reasonable and prudent;
- 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 enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**RISK MANAGEMENT**

The charity has occupied the current premises since the year ended 31 August 2009. The accommodation is on a renewed ten year lease with a new lease period commencing on 1 October 2017 to 30 September 2027, with a rent review on 1 October 2025. Strict policies are applied to ensure prompt payment by artists and the Charity manages its resources effectively to meet its charitable objectives.

The trustees confirm that the day to day controls are in place to minimise other financial and operational risk faced by the charity.

**OBJECTIVES AND ACTIVITIES**

The objectives for which the charity is established are:

To advance public education through the promotion of and appreciation of excellence in the arts with particular reference to the areas of fine art, design and craft.

In furtherance of its objects the charity will provide studio space to practising artists who will in turn further the aims and objectives of the charity.

What we do:

Arena supports practising artists, designers and crafts people by providing affordable studio space and other essential facilities which help them to produce and exhibit work of the highest quality. We also serve the general public by organising exhibitions of art, educational workshops and school and college visits, with a programme of gallery events which includes singular events in collaboration with other Liverpool creative enterprises and exhibitions aimed at showcasing emerging artists and offering a platform for developing new work and reaching new audiences.

**STRUCTURE GOVERNANCE AND MANAGEMENT**

- Legal Status

Arena Art and Design Association is a company limited by guarantee with charitable status. It does not have a share capital. It was incorporated as a company in England and Wales on 14 August 1996 and registered as a Charity in England and Wales on 30 August 1996.

- Volunteers

Arena's members give their time as volunteers to support the maintenance of the studios and Arena's programme of events. The Arena Directors, who also serve as trustees also give their time and support on a voluntary basis.

**FOR THE YEAR ENDED 31/08/2025**

**TRUSTEES' REPORT**

- Achievements and Performance

Membership at Arena Studios has remained stable throughout the year, with an average net change of one member per month. When a member leaves, their space is usually filled quickly, with only brief vacancy periods. A full studio space was converted into two desk spaces, which improved occupancy, particularly as the original full space had been less desirable due to the need to pass through it to reach another area.

Planning for the 40th anniversary began with a meeting in a cafe in December 2024. Advertising for the anniversary started in August 2025, and planning continued throughout the year. Members created self portraits which were submitted for a commemorative booklet. Stephanie compiled the booklet. Arena held critique sessions for members in January and again in March. Arena artists also exhibited at Cass Art during a takeover event.

In March 2025 the Directors reviewed Arena's finances and Josie gave notice of reducing the time she could spend on work for Arena. It was agreed that a Studio Coordinator role would be created to encompass most of the work Josie does and she would instead manage that person. This would be a studio member who would receive a free/reduced rent studio space as recompense for the role. It was advertised to members and Angela Smith took up the position.

Due to this and as there had been some expenditure increases including an unexpectedly large end of year service charge bill it was decided to increase members' studio rent but in smaller increments which will mean Arena subsidises costs somewhat for a period. A notice period was given to members from March so the increase started July 2025.

Members continued to be active across a wide range of artistic and community projects. Examples include but are not limited to the following, Cintia Nguyen delivered children's art sessions at Cygnet Art School, ran a festive pop-up card workshop at Turnpike Gallery, assisted at a children's art camp in Hungary, and volunteered with Parkhaven Trust. Sarah Leader created mural designs for Smithdown in Bloom, held a solo fundraising exhibition at Elevator Studios and curated The Inquiry Room for the Independent Biennial. Steph Trujillo presented the duo exhibition Ni de Aqui, Ni de Alla at the Bridewell, received Independent Biennial funding for Living Lines, undertook preparation work for the Living Archive: 40th Arena Studios Anniversary exhibition, and continued to manage Arena's social media on a voluntary basis.

Members selected for the Liverpool Art Fair included Ruth Piper, Angela Smith, Lauren Vaccarazzi, and Bob Whitaker. Josie Jenkins co-ran Liverpool Artists' Network, curated Sell Out at Wellington Yard, and presented both a solo exhibition at Editions and a joint exhibition with Daniel Halsall at Bridewell Studios. Kelly Irvine exhibited work in the Sound and Vision group show at Elevate Studios, Kate Darley taught art at Rotunda, volunteered on a farm delivering art sessions, produced crafts for Christmas fairs, and previously supported domestic-violence survivors through macrame workshops. Gay Caul, Daniel Halsall and Josie Jenkins took part in a Shuffle initiative, exhibiting a painting in the Liverpool Tobacco Warehouse show apartments.

**FINANCIAL REVIEW**

The Statement of Financial Activities details Income and Expenditure.

In the year ended 31 August 2025, total incoming resources were £53,215 (2024 £53,189). Total resources expended were £53,199 (2024 £49,008). The net incoming resources for the year were £16 (2024 net incoming £4,181) being net incoming resources on the unrestricted funds of £17 and net outgoing resources on the restricted funds of £1.

The balance on unrestricted general funds at 31 August 2025 was £33,659 (2024 was £33,642). The balance on restricted funds at 31 August 2025 was £1 (2024 £2) being invested in fixed assets. Total funds on the balance sheet at 31 August 2025 were £33,660 (2024 £33,644).

**FOR THE YEAR ENDED 31/08/2025**

**TRUSTEES' REPORT**

**RESERVES POLICY**

It has been the policy of the trustees to keep some of the income in a reserve for a contingency. The required level of reserves will continually be kept under review by the trustees. The unrestricted funds were in surplus by £33,659 at 31 August 2025. Free reserves, that is those funds not tied up in designated funds or fixed assets, were £33,647 at 31 August 2025. The trustees are working to develop activities to generate sufficient free reserves to cover 3 to 6 months' costs.

**PLAN FOR THE FUTURE**

Arena looks to continue the support of practising artists within its studios and the development of its exhibition and community engagement initiatives within the flourishing Baltic Area. As Arena moves into the coming financial year, it will evaluate the current organisation management structure and delivery plans and consider all possible options, within budgetary constraints, to maximise the organisation's potential.

**INDEPENDENT EXAMINERS**

The Independent Examiner Julie Guinan has indicated her willingness to remain in office and a resolution will be proposed for her re-appointment at the forthcoming Annual General Meeting.

The report was prepared in accordance with the special provisions within Part 15 of the Companies Act 2006.

This report was approved by the Board of Trustees on 14/05/2026



Gerard McGregor  
Trustee

**INDEPENDENT EXAMINER'S STATEMENT**

**FOR THE YEAR ENDED 31/08/2025**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ARENA ART AND DESIGN ASSOCIATION**

I report on the accounts of the company for the year ended 31/08/2025 .

**RESPONSIBILITIES AND BASIS OF REPORT**

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


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

**BASIS OF INDEPENDENT EXAMINERS STATEMENT**

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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

..... Independent Examiner Julie Guinan FCCA

Date: 14/05/2026

Harvey Guinan LLP  
Chartered Certified Accountants  
Unit 17 Mersey House  
Matchworks Estate, 140 Speke Road  
Liverpool  
Merseyside  
L19 2PH  
0151 709 7797

**Statement of Financial Activities  
for the year ended 31/08/2025**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>	<b>Total</b>	<b>Total</b>
			<b>£</b>	<b>£</b>
<b>Income</b>				
Income from generated funds				
Income from Investments	522	-	522	485
Income from charitable activities	52,693	-	52,693	52,704
<b>Total Income</b>	<b>53,215</b>	<b>-</b>	<b>53,215</b>	<b>53,189</b>
<b>Expenses</b>				
Costs of generating funds				
Expenditure on Charitable activities	53,198	1	53,199	49,008
<b>Total Expenses</b>	<b>53,198</b>	<b>1</b>	<b>53,199</b>	<b>49,008</b>
<b>Net Income</b>	<b>17</b>	<b>(1)</b>	<b>16</b>	<b>4,181</b>
<b>Net movement in funds:</b>				
<b>Net income for the year</b>	<b>17</b>	<b>(1)</b>	<b>16</b>	<b>4,181</b>
Total funds brought forward	33,642	2	33,644	29,463
<b>Net funds carried forward</b>	<b>33,659</b>	<b>1</b>	<b>33,660</b>	<b>33,644</b>

This statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

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**Arena Art and Design Association**

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**BALANCE SHEET AT 31/08/2025**

	Notes	2025 £	2024 £
<b>FIXED ASSETS</b>			
Tangible assets	3	13	16
<b>CURRENT ASSETS</b>			
Debtors (amounts falling due within one year)	10	1,536	7
Cash at bank and in hand		<u>35,119</u>	<u>38,366</u>
		36,655	38,373
<b>CREDITORS: Amounts falling due within one year</b>	4	<u>3,008</u>	<u>4,745</u>
<b>NET CURRENT ASSETS</b>		<u>33,647</u>	<u>33,628</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>33,660</u>	<u>33,644</u>
<b>RESERVES</b>			
<b>Unrestricted funds</b>			
General fund	6	33,659	33,642
<b>Restricted funds</b>	7	<u>1</u>	<u>2</u>
		<u>33,660</u>	<u>33,644</u>

For the year ending 31/08/2025 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

**Approved by the board of trustees on 14/05/2026 and signed on their behalf by**



Gerard McGregor  
Trustee

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31/08/2025**

**1. ACCOUNTING POLICIES**

**1a. Basis Of Accounting**

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with FRS102 - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**1b. Incoming Resources**

All Incoming Resources are included in the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**1c. Resources Expended**

Expenditure is accounted for on an accruals basis and has been classified under the headings that aggregate all cost related to the category. When costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**1d. Allocation And Apportionment Of Costs**

All costs relate to the single activity of the charitable company and are recognised accordingly.

**1e. Fund Accounting**

Unrestricted Funds can be used in accordance with the charitable objectives at the discretion of the Trustees. Restricted Funds can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Designated Funds are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

**1f. Depreciation**

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Equipment reducing balance 25%

**1g. Turnover**

Turnover represents the invoiced value of goods and services supplied by the company, donations, grants received and receivable; all from the delivery of charitable activity in furtherance of the objects providing studio space to practising artists who in turn further the aims and objects of the charity. The charity is not registered for vat.

**1h. Policy For Debtors**

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid after taking account of any discount due.

**1i. Creditors**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement value amount after allowing for any discount due.

**1j. Cash At Bank**

Cash at bank and in hand includes cash and short term liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**1k. Financial Instruments**

The charity has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Incentives received to enter into a lease agreement are recognised in the profit and loss accounts over the shorter of the lease term and the period to the next lease review

**1l. Recognition Of Revenue**

Revenue is measured at the fair value of the consideration received or receivable. Revenue is reduced for estimated customer returns, rebates and other similar allowances.

Revenue from the sale of goods is recognised when goods are delivered and legal title has passed.

**1m. Policy For Going Concern**

At the time of preparing accounts the trustees have reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustees therefore continue to operate the going concern basis of accounting in the preparation of accounts. In considering the going concern the trustees have considered a period of at least 12 months from the date of signing the accounts.

**2. DIRECTORS AND EMPLOYEES**

Particulars of employees (including directors) are shown below:

Employee costs during the year amounted to:

<b>2025</b>	<b>2024</b>
<u>£</u>	<u>£</u>

The trustees did not receive remuneration for their services as trustees.

There were no employees during the year.

**3. TANGIBLE FIXED ASSETS**

	Land And Buildings £	Equipment £	Total £
<b>Cost</b>			
At 01/09/2024	4,635	1,268	5,903
At 31/08/2025	<u>4,635</u>	<u>1,268</u>	<u>5,903</u>
<b>Depreciation</b>			
At 01/09/2024	4,631	1,256	5,887
For the year	<u>-</u>	<u>3</u>	<u>3</u>
At 31/08/2025	<u>4,631</u>	<u>1,259</u>	<u>5,890</u>
<b>Net Book Amounts</b>			
At 31/08/2025	<u>4</u>	<u>9</u>	<u>13</u>
At 31/08/2024	<u>4</u>	<u>12</u>	<u>16</u>

Land and Buildings represent refurbishment works on a short term, ten year lease from October 2017 to October 2027.

**4. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2025 £	2024 £
Other creditors	<u>3,008</u>	<u>4,745</u>
	<u>3,008</u>	<u>4,745</u>

**5. LIMITED BY GUARANTEE**

The company is limited by guarantee and does not have a share capital. Each member gives a guarantee to contribute a sum not exceeding £1, to the company should it be wound up. At 31/08/2025 there were 4 members.

**6. UNRESTRICTED FUNDS**

	Brought forward £	Incoming resources £	Outgoing resources £	Transfers £	Carried forward £
General fund	33,642	53,215	(53,198)	-	33,659
	<u>33,642</u>	<u>53,215</u>	<u>(53,198)</u>	<u>-</u>	<u>33,659</u>

**7. RESTRICTED FUNDS**

	Brought forward	Incoming resources	Outgoing resources	Transfers	Carried forward
	£	£	£	£	£
Culture Company Restricted Funds	2	-	(1)	-	1
	<u>2</u>	<u>-</u>	<u>(1)</u>	<u>-</u>	<u>1</u>

**Culture Company Restricted Funds**

Funds for Computers and IT Equipment

**8. RELATED PARTY TRANSACTIONS**

The trustees of the charity were also licensees in the premises and they pay a licence fee at arm's length in accordance with similar terms offered to all licensees.

**9. GENERAL INFORMATION**

Arena Art and Design Association is a company limited by guarantee with charitable status. The registered office address is 27 Parliament Street, Baltic Triangle, Liverpool L8 5RN.

The financial statements are presented in sterling the functional currency of the company.

**10. DEBTORS**

	2025	2024
	£	£
Amounts falling due within one year:		
Trade debtors	586	7
Other debtors	950	-
	<u>1,536</u>	<u>7</u>

**11. TAX EXEMPTION**

The Charity claims benefits from various exemptions from taxation afforded by tax legislation and is not liable to corporation tax on income or gains falling within those exemptions. The Charity is not registered for vat.

**12. NET ASSETS BY FUND**

	Unrestricted Fund	Restricted Fund	Total
Tangible Fixed Assets	12	1	13
Net Current Assets	33,647	-	33,647
	33,659	1	33,660

**13. OPERATING LEASE COMMITMENTS**

During 2009 the charity moved into new premises which are subject to a 10 year lease. A second 10 year term has been agreed to run from October 2017 to 30 September 2027 for £1,500 rent per month plus service charges payable. The rent is reviewed every 3 years.

**14. INCOMING RESOURCES**

	2025	2024
Associate Membership	-	-
	-	-
Voluntary Income: Donations	-	-
	-	-
Interest Receivable	522	485
Charitable Activity Income		
Studio Rental Income	51,993	51,676
Parking Permits	700	600
Miscellaneous Income		428
	53,215	53,189
Total Income	53,215	53,189

**15. RESOURCES EXPENDED**

	<b>2025</b>	<b>2024</b>
Direct Costs		
Direct Project Artistic Costs	2,895	2,742
Overheads		
Administrative Expenses	838	1,123
Property Costs	48,542	44,075
Governance	924	1,068
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Total Resources Expended	53,199	49,008
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**ARENA ART AND DESIGN ASSOCIATION**

England & Wales - Charity number 1057842

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# Accounts

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Registered number: 3237796

Charity number: 1057842

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**Arena Art and Design Association**

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**INDEPENDENTLY EXAMINED ACCOUNTS**

**FOR THE YEAR ENDED 31/08/2024**

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**Prepared By:**

Harvey Guinan LLP  
Chartered Certified Accountants  
Unit 17 Mersey House  
Matchworks Estate, 140 Speke Road  
Liverpool  
Merseyside  
L19 2PH

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31/08/2024**

**TRUSTEES**

Christine Bithell  
Kelly Irvine (appointed 08/04/2024)  
Gerard McGregor  
Patricia Montague

**SECRETARY**

Vacant

**REGISTERED OFFICE**

27 Parliament Street  
Baltic Triangle  
Liverpool  
Merseyside  
L8 5RN

**COMPANY NUMBER**

3237796

**CHARITY NUMBER**

1057842

**BANKERS**

Co-operative Bank

**SOLICITORS**

Percy Hughes and Roberts, 19 Hamilton Square, Birkenhead, CH41 6AY

**INDEPENDENT EXAMINER - Julie Guinan FCCA**

Harvey Guinan LLP  
Chartered Certified Accountants  
Unit 17 Mersey House  
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**Arena Art and Design Association**

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**ACCOUNTS  
FOR THE YEAR ENDED 31/08/2024**

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## Arena Art and Design Association

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FOR THE YEAR ENDED 31/08/2024

### TRUSTEES' REPORT

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#### COMPANY INFORMATION

Reference and administrative details are provided on page 1.

#### PRINCIPAL ACTIVITIES

The principal activity of the charity in the year under review was to support practising artists, designers and crafts people by providing affordable studio space and other facilities .

#### ORGANISATION OF THE CHARITY

The charity has a board of trustees, who are also the management committee, who plan to meet quarterly to administer the charity. There is a gallery sub-committee that organises, produces and curates fundraising exhibitions. In setting policies the trustees have complied with their duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission.

The trustees were all licensees in the property managed by the charity at the year end.

The trustees are appointed annually at the annual general meeting. The trustees have access to induction and training to enable them to effectively carry out their duties.

The trustees have an active equal opportunities policy and a health and safety policy. The charity also has produced a complaints and eviction procedure and policy.

#### TRUSTEES

The names of the present trustees and of all who held office during the year are shown on page 1. In accordance with the Articles of Association one third of the Board retire by rotation each year and at the forthcoming annual general meeting Trustees will retire by rotation and, being eligible, will offer themselves for re-election.

#### TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and Applicable Law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the net incoming or outgoing resources of the charity for that period. In preparing the financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles of the charities SORP;

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## Arena Art and Design Association

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FOR THE YEAR ENDED 31/08/2024

### TRUSTEES' REPORT

- Make judgements and estimates that are reasonable and prudent;
- 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 enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### RISK MANAGEMENT

The charity has occupied the current premises since the year ended 31 August 2009. The accommodation is on a renewed ten year lease with a new lease period commencing on 1 October 2017 to 30 September 2027 with the option to give three months' notice to leave and an optional break date on 1 October 2025. Strict policies are applied to ensure prompt payment by artists and the Charity manages its resources effectively to meet its charitable objectives. .

The trustees confirm that the day to day controls are in place to minimise other financial and operational risk faced by the charity.

### OBJECTIVES AND ACTIVITIES

The objectives for which the charity is established are:

To advance public education through the promotion of and appreciation of excellence in the arts with particular reference to the areas of fine art, design and craft.

In furtherance of its objects the charity will provide studio space to practising artists who will in turn further the aims and objectives of the charity.

What we do:

Arena supports practising artists, designers and crafts people by providing affordable studio space and other essential facilities which help them to produce and exhibit work of the highest quality. We also serve the general public by organising exhibitions of art, educational workshops and school and college visits, with a programme of gallery events which includes singular events in collaboration with other Liverpool creative enterprises and exhibitions aimed at showcasing emerging artists and offering a platform for developing new work and reaching new audiences.

### STRUCTURE GOVERNANCE AND MANAGEMENT

Legal Status

Arena Art and Design Association is a company limited by guarantee with charitable status. It does not have a share capital. It was incorporated as a company in England and Wales on 14 August 1996 and registered as a Charity in England and Wales on 30 August 1996.

Volunteers

Arena's members give their time as volunteers to support the maintenance of the studios and Arena's programme of events. The Arena Directors, who also serve as trustees also give their time and support on a voluntary basis.

Achievements and Performance

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## Arena Art and Design Association

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FOR THE YEAR ENDED 31/08/2024

### TRUSTEES' REPORT

At the AGM in 2023 all directors were re-elected and Kelly Irvine was also elected as an additional Director of Arena Studios.

From October 1st 2023 Arena's service charge payable to CERT (the landlord) increased from £666.44 to £866.24 per month (these figures include VAT). Although there were concerns about how this would impact our budget, it was decided that we would wait and see the actual impact once the financial year ends. In this financial year, this cost has been somewhat offset by a national 75% Retail Hospitality and Leisure business rates reduction for the 2024 to 2025 billing year, bringing Arena's bill to £328.92.

Although turnover of members is relatively high, demand for studios continues to be very good. During this period 9 members left Arena and were replaced with new members. The main cost risks that continue to affect Arena are a change in CERT's service charge fees or a large increase in utility bills. Arena Directors will continue to monitor actual costs against our predicted budget. As no significant savings can be made in relation to our outgoing costs, the question of whether there should be an increase in rent paid by members is revisited by Directors whenever there is a significant cost increase.

Arena has continued to increase its presence on social media with help from studio members Louise Stewart and Stephanie Trujillo. Arena members Stephanie Trujillo and Credo Roberts organised exhibitions for Arena members this year. The first, titled Life at Arena was in Bridewell Studios in May and the second at Elevator Gallery, titled Arena Studios Summer Showcase in July. Many of Arena's members were involved in the exhibiting and execution of the exhibitions and more members still came to the opening events, which were equally a chance for members to socialise.

Life at Arena exhibition at the Bridewell Gallery had 241 visitors over a one weeks period and 10 artworks were sold, amounting to £930 in sales.

By providing studios to visual artists, including fine artists, designers, applied artists and illustrators Arena has continued to support artists with exhibiting, selling work, producing events, commissions and workshops, teaching and undertaking other artistic work in the local community. Examples from this year include but are not limited to:

Gerard McGreggor exhibited in the Royal Cambrian Open exhibition in Conwy, Felice Beilin exhibited in the Liverpool Art Fair held at the Royal Liver Building and Catherine Harrison and Ruth Piper exhibited in the Williamson Open in Oxtun. Sarah Leader produced commissioned work of a variety of pet portraits and Louise Boyce worked on several portrait commissions for clients in the UK and Ireland as well as collaborating with Frisson comics for their yearly horror zine 'Knock Knock -Whispers from the void.' Catherine Harrison participated in a group exhibition titled Reshaping The Past at Elevator Gallery. Josie Jenkins and Daniel Halsall exhibited together at Bridewell Gallery. Rachel Davies had work for sale in Mersey Arts Zone Gallery in the Floral Pavilion in New Brighton. Kelly Irvine exhibited in Zari Gallery in London in September 2023 and received the Zari gallery award for emerging new artist. She also exhibited in the Art Gemini Prize 2023 exhibition, held at Zari Gallery.

In the local community, Josie Jenkins produced a group exhibition and event as part of a project called Shuffle at Tobacco Warehouse, which included work by artists from across the UK. Patricia Montague exhibited in a charity weekend event for breast cancer awareness at The Lodge Wellness Centre. Sarah Leader volunteered for Smithdown In Bloom, a community charity in Liverpool, by creating their logo and running a competition with Greenbank School to design the planters donated by the project. Kelly Irvine delivered a family sensory workshop at Little Fox Art Club as part of The Big Draw and Stephanie Trujillo participated in a zine to raise medical funds for Palestine, sold at News From Nowhere bookshop.

### FINANCIAL REVIEW

The Statement of Financial Activities details Income and Expenditure.

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## Arena Art and Design Association

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FOR THE YEAR ENDED 31/08/2024

### TRUSTEES' REPORT

Total incoming resources were £53,189 (2023 £50,359). Total resources expended were £49,009 (2023 £49,816). The net incoming resources for the year were £4,180 (2023 net incoming £543) being net incoming resources on the unrestricted funds of £4,181, and net outgoing resources on the restricted funds of £1.

The balance on unrestricted general funds at 31 August 2024 was £33,462 (2023 £29,460). The balance on restricted funds at 31 August 2024 was £2 (2023 £3) being invested in fixed assets. Total funds on the balance sheet at 31 August 2024 were £33,464 (2023 £29,463).

#### RESERVES POLICY

It has been the policy of the trustees to keep some of the income in a reserve for a contingency. The required level of reserves will continually be kept under review by the trustees. The unrestricted funds were in surplus by £33,462 at 31 August 2024. Free reserves, that is those funds not tied up in designated funds or fixed assets, were £33,448 at 31 August 2024. The trustees are working to develop activities to generate sufficient free reserves to cover 3 to 6 months' costs.

#### PLAN FOR THE FUTURE

Arena looks to continue the support of practising artists within its studios and the development of its exhibition and community engagement initiatives within the flourishing Baltic Area. As Arena moves into the coming financial year, it will evaluate the current organisation management structure and delivery plans and consider all possible options, within budgetary constraints, to maximise the organisation's potential.

#### INDEPENDENT EXAMINERS

The Independent Examiner Julie Guinan has indicated her willingness to remain in office and a resolution will be proposed for her re-appointment at the forthcoming Annual General Meeting.

The report was prepared in accordance with the special provisions within Part 15 of the Companies Act 2006.

This report was approved by the Board of Trustees on 20/05/2025

Gerard McGregor  
Trustee

**INDEPENDENT EXAMINER'S STATEMENT**

**FOR THE YEAR ENDED 31/08/2024**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ARENA ART AND DESIGN ASSOCIATION**

I report on the accounts of the company for the year ended 31/08/2024 .

**RESPONSIBILITIES AND BASIS OF REPORT**

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

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

**BASIS OF INDEPENDENT EXAMINERS STATEMENT**

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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

..... Independent Examiner - Julie Guinan FCCA

Date: 20/05/2025

Harvey Guinan LLP  
Chartered Certified Accountants  
Unit 17 Mersey House  
Matchworks Estate, 140 Speke Road  
Liverpool  
Merseyside  
L19 2PH  
0151 709 7797

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**Arena Art and Design Association**

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**Statement of Financial Activities  
for the year ended 31/08/2024**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>Total</b>	<b>Total</b>
			<b>£</b>	<b>£</b>
<b>Income</b>				
Income from generated funds				
Donations	-	-	-	(170)
Income from Investments	485	-	485	153
Income from charitable activities	52,704	-	52,704	50,376
<b>Total Income</b>	<b>53,189</b>	<b>-</b>	<b>53,189</b>	<b>50,359</b>
<b>Expenses</b>				
Costs of generating funds				
Expenditure on Charitable activities	49,007	1	49,008	49,816
<b>Total Expenses</b>	<b>49,007</b>	<b>1</b>	<b>49,008</b>	<b>49,816</b>
<b>Net Income</b>	<b>4,182</b>	<b>(1)</b>	<b>4,181</b>	<b>543</b>
<b>Net movement in funds:</b>				
<b>Net income for the year</b>	<b>4,182</b>	<b>(1)</b>	<b>4,181</b>	<b>543</b>
Total funds brought forward	29,460	3	29,463	28,920
<b>Net funds carried forward</b>	<b>33,642</b>	<b>2</b>	<b>33,644</b>	<b>29,463</b>

This statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

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**Arena Art and Design Association**

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**BALANCE SHEET AT 31/08/2024**

	<b>Notes</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
<b>FIXED ASSETS</b>			
Tangible assets	3	16	20
<b>CURRENT ASSETS</b>			
Debtors (amounts falling due within one year)	10	7	106
Cash at bank and in hand		<u>38,366</u>	<u>33,475</u>
		38,373	33,581
<b>CREDITORS: Amounts falling due within one year</b>	4	<u>4,745</u>	<u>4,138</u>
<b>NET CURRENT ASSETS</b>		<u>33,628</u>	<u>29,443</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>33,644</u>	<u>29,463</u>
<b>RESERVES</b>			
<b>Unrestricted funds</b>	<b>6</b>		
General fund		33,642	29,460
<b>Restricted funds</b>	<b>7</b>	<u>2</u>	<u>3</u>
		<u>33,644</u>	<u>29,463</u>

For the year ending 31/08/2024 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

**Approved by the board of trustees on 20/05/2025 and signed on their behalf by**

.....  
Gerard McGregor  
Trustee

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31/08/2024**

**1. ACCOUNTING POLICIES**

**1a. Basis Of Accounting**

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with FRS102 - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**1b. Incoming Resources**

All Incoming Resources are included in the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**1c. Resources Expended**

Expenditure is accounted for on an accruals basis and has been classified under the headings that aggregate all cost related to the category. When costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**1d. Allocation And Apportionment Of Costs**

All costs relate to the single activity of the charitable company and are recognised accordingly.

**1e. Fund Accounting**

Unrestricted Funds can be used in accordance with the charitable objectives at the discretion of the Trustees. Restricted Funds can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Designated Funds are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

**1f. Depreciation**

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Equipment	reducing balance 25%
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**1g. Turnover**

Turnover represents the invoiced value of goods and services supplied by the company, donations, grants received and receivable; all from the delivery of charitable activity in furtherance of the objects providing studio space to practising artists who in turn further the aims and objects of the charity. The charity is not registered for vat.

**1h. Policy For Debtors**

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid after taking account of any discount due.

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## Arena Art and Design Association

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### 1i. Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement value amount after allowing for any discount due.

### 1j. Cash At Bank

Cash at bank and in hand includes cash and short term liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### 1k. Financial Instruments

The charity has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Incentives received to enter into a lease agreement are recognised in the profit and loss accounts over the shorter of the lease term and the period to the next lease review

### 1l. Recognition Of Revenue

Revenue is measured at the fair value of the consideration received or receivable. Revenue is reduced for estimated customer returns, rebates and other similar allowances.

Revenue from the sale of goods is recognised when goods are delivered and legal title has passed.

### 1m. Policy For Going Concern

At the time of preparing accounts the trustees have reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustees therefore continue to operate the going concern basis of accounting in the preparation of accounts. In considering the going concern the trustees have considered a period of at least 12 months from the date of signing the accounts.

## 2. DIRECTORS AND EMPLOYEES

Particulars of employees (including directors) are shown below:

Employee costs during the year amounted to:

**2024**

**2023**

**£**

**£**

The trustees did not receive remuneration for their services as trustees.

There were no employees during the year.

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**Arena Art and Design Association**

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**3. TANGIBLE FIXED ASSETS**

	<b>Land And Buildings £</b>	<b>Equipment £</b>	<b>Total £</b>
<b>Cost</b>			
At 01/09/2023	4,635	1,268	5,903
At 31/08/2024	<u>4,635</u>	<u>1,268</u>	<u>5,903</u>
<b>Depreciation</b>			
At 01/09/2023	4,631	1,252	5,883
For the year	-	4	4
At 31/08/2024	<u>4,631</u>	<u>1,256</u>	<u>5,887</u>
<b>Net Book Amounts</b>			
At 31/08/2024	<u>4</u>	<u>12</u>	<u>16</u>
At 31/08/2023	<u>4</u>	<u>16</u>	<u>20</u>

**4. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2024 £</b>	<b>2023 £</b>
Other creditors	<u>4,745</u>	<u>4,138</u>
	<u>4,745</u>	<u>4,138</u>

**5. LIMITED BY GUARANTEE**

The company is limited by guarantee and does not have a share capital. Each member gives a guarantee to contribute a sum not exceeding £1, to the company should it be wound up. At 31/08/2024 there were 4 members.

**6. UNRESTRICTED FUNDS**

	<b>Brought forward £</b>	<b>Incoming resources £</b>	<b>Outgoing resources £</b>	<b>Transfers £</b>	<b>Carried forward £</b>
General fund	29,460	53,188	(49,006)	-	33,642
	<u>29,460</u>	<u>53,188</u>	<u>(49,006)</u>	<u>-</u>	<u>33,642</u>

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**Arena Art and Design Association**

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**7. RESTRICTED FUNDS**

	Brought forward	Incoming resources	Outgoing resources	Transfers	Carried forward
	£	£	£	£	£
Culture Company Restricted Funds	3	-	(1)	-	2
	<u>3</u>	<u>-</u>	<u>(1)</u>	<u>-</u>	<u>2</u>

**Culture Company Restricted Funds**

Funds for Computers and IT Equipment

**8. RELATED PARTY TRANSACTIONS**

The trustees of the charity were also licensees in the premises and they pay a licence fee at arm's length in accordance with similar terms offered to all licensees.

**9. GENERAL INFORMATION**

Arena Art and Design Association is a company limited by guarantee with charitable status. The registered office address is 27 Parliament Street, Baltic Triangle, Liverpool L8 5RN.

The financial statements are presented in sterling the functional currency of the company.

**10. DEBTORS**

	2024	2023
	£	£
Amounts falling due within one year:		
Trade debtors	<u>7</u>	<u>106</u>
	<u>7</u>	<u>106</u>

**11. TAX EXEMPTION**

The Charity claims benefits from various exemptions from taxation afforded by tax legislation and is not liable to corporation tax on income or gains falling within those exemptions. The Charity is not registered for vat.

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**Arena Art and Design Association**

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**12. NET ASSETS BY FUND**

	<b>Unrestricted Fund</b>	<b>Restricted Fund</b>	<b>Total</b>
Tangible Fixed Assets	14	2	16
Net Current Assets	33,628	-	33,628
	-----	-----	-----
	33,642	2	33,644
	-----	-----	-----

**13. OPERATING LEASE COMMITMENTS**

During 2009 the charity moved into new premises which are subject to a 10 year lease. A second 10 year term has been agreed to run from October 2017 to 30 September 2027 for £1,500 rent per month plus service charges payable with 3 months' notice required. The rent is reviewed every 3 years and the next break is 1 October 2025.

**14. INCOMING RESOURCES**

	<b>2024</b>	<b>2023</b>
Associate Membership	-	(170)
	-----	-----
Voluntary Income: Donations	-	(170)
	-----	-----
Interest Receivable	485	153
Charitable Activity Income		
Studio Rental Income	51,676	49,190
Parking Permits	600	1,075
Miscellaneous Income	428	111
	-----	-----
Total Income	53,189	50,359
	-----	-----

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**Arena Art and Design Association**

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**15. RESOURCES EXPENDED**

	<b>2024</b>	<b>2023</b>
Direct Costs		
Direct Project Artistic Costs	2,742	2,221
Overheads		
Administrative Expenses	1,123	1,286
Property Costs	44,075	45,420
Governance	1,068	889
Total Resources Expended	----- 49,008 -----	----- 49,816 -----

**ARENA ART AND DESIGN ASSOCIATION**

England & Wales - Charity number 1057842

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# Accounts

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Registered number: 3237796

Charity number: 1057842

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**Arena Art and Design Association**

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**INDEPENDENTLY EXAMINED ACCOUNTS**

**FOR THE YEAR ENDED 31/08/2023**

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**Prepared By:**

Harvey Guinan LLP

Chartered Certified Accountants

Unit 17 Mersey House

Matchworks Estate, 140 Speke Road

Liverpool

Merseyside

L19 2PH

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31/08/2023**

**TRUSTEES**

Christine Bithell (appointed 01/05/2023)  
Kelly Irvine (appointed 08/04/2024)  
Gerard McGregor  
Patricia Montague  
Sarah McCauley (resigned 04/04/2024)  
Andrew Parkinson (resigned 01/09/2022)

**SECRETARY**

Vacant

**REGISTERED OFFICE**

27 Parliament Street  
Baltic Triangle  
Liverpool  
Merseyside  
L8 5RN

**COMPANY NUMBER**

3237796

**CHARITY NUMBER**

1057842

**BANKERS**

Co-operative Bank

**SOLICITORS**

Percy Hughes and Roberts, 19 Hamilton Square, Birkenhead, CH41 6AY

**INDEPENDENT EXAMINER Julie Guinan FCCA**

Harvey Guinan LLP  
Chartered Certified Accountants  
Unit 17 Mersey House  
Matchworks Estate, 140 Speke Road  
Liverpool  
Merseyside  
L19 2PH

**ACCOUNTS  
FOR THE YEAR ENDED 31/08/2023**

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Balance Sheet	9
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Detailed Statement of Financial Activities	15

**FOR THE YEAR ENDED 31/08/2023**

**TRUSTEES' REPORT**

The trustees present their report and accounts for the year ended 31/08/2023

The accounts are prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

Company information set out on page 1 forms part of this report. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Companies Act 2006, the Charities Act 2011 and the Statement of Recommended Practice: Accounting and Reporting by Charities applicable to charities preparing their accounts with the Financial Reporting Standard applicable in the UK and Republic of Ireland FRS 102 (effective 1 January 2019).

**COMPANY INFORMATION**

Reference and administrative details are provided on page 1.

**PRINCIPAL ACTIVITIES**

The principal activity of the charity in the year under review was to support practising artists, designers and crafts people by providing affordable studio space and other facilities .

**ORGANISATION OF THE CHARITY**

The charity has a board of trustees. who are also the management committee, who plan to meet quarterly to administer the charity. There is a gallery sub-committee that organises, produces and curates fundraising exhibitions. In setting policies the trustees have complied with their duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission.

The trustees were all licensees in the property managed by the charity at the year end.

The trustees are appointed annually at the annual general meeting. The trustees have access to induction and training to enable them to effectively carry out their duties.

The trustees have an active equal opportunities policy and a health and safety policy. The charity also has produced a complaints and eviction procedure and policy.

**TRUSTEES**

The names of the present trustees and of all who held office during the year are shown on page 1. In accordance with the Articles of Association one third of the Board retire by rotation each year and at the forthcoming annual general meeting Trustees will retire by rotation and, being eligible, will offer themselves for re-election.

**TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and Applicable Law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the net incoming or outgoing resources of the charity for that period. In preparing the financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles of the charities SORP;

**FOR THE YEAR ENDED 31/08/2023**

**TRUSTEES' REPORT**

- Make judgements and estimates that are reasonable and prudent;
- 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 enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**RISK MANAGEMENT**

The charity has occupied the current premises since the year ended 31 August 2009. The accommodation is on a renewed ten year lease with a new lease period commencing on 1 October 2017 to 30 September 2027 with the option to give three months' notice to leave and an optional break date on 1 October 2025. Strict policies are applied to ensure prompt payment by artists and the Charity manages its resources effectively to meet its charitable objectives. .

The trustees confirm that the day to day controls are in place to minimise other financial and operational risk faced by the charity.

**OBJECTIVES AND ACTIVITIES**

The objectives for which the charity is established are:

To advance public education through the promotion of and appreciation of excellence in the arts with particular reference to the areas of fine art, design and craft.

In furtherance of its objects the charity will provide studio space to practising artists who will in turn further the aims and objectives of the charity.

What we do:

Arena supports practising artists, designers and crafts people by providing affordable studio space and other essential facilities which help them to produce and exhibit work of the highest quality. We also serve the general public by organising exhibitions of art, educational workshops and school and college visits, with a programme of gallery events which includes singular events in collaboration with other Liverpool creative enterprises and exhibitions aimed at showcasing emerging artists and offering a platform for developing new work and reaching new audiences.

**STRUCTURE GOVERNANCE AND MANAGEMENT**

Legal Status

Arena Art and Design Association is a company limited by guarantee with charitable status. It does not have a share capital. It was incorporated as a company in England and Wales on 14 August 1996 and registered as a Charity in England and Wales on 30 August 1996.

Volunteers

Arena's members give their time as volunteers to support the maintenance of the studios and Arena's programme of events. The Arena Directors, who also serve as trustees also give their time and support on a voluntary basis.

Achievements and Performance

**FOR THE YEAR ENDED 31/08/2023**

**TRUSTEES' REPORT**

At the AGM in 2022 all directors were re-elected and Christine Bithell was also elected as an additional Director of Arena Studios.

From October 1st 2022 Arena's rent payable to CERT (the landlord) increased significantly and work was carried out to enable Arena to increase its income in order to cover this cost. The decision was made to remeasure all studios, increase rents and split large studios into two in order to increase the number of members and therefore membership fees. Members were given the opportunity to move studios or keep the same one. Some chose to keep a large studio and incur the extra membership fee as an additional charge. Some extra studios were built and two desk spaces added so that no communal space remained in Arena other than the kitchen. Arena has now increased its membership and currently accommodates 31 members in total.

Directors reviewed rent in April 2023 after looking at actual income and expenditure for the previous 6 months and made the decision to increase all studio prices from May 2023. The directors looked at the different options of increasing membership fees (monthly standing charge) or increasing charge per square foot and came up with a balance of the two with the emphasis on membership fees, raising them by £5 per month for each member.

During the first half of the year, while studio spaces were being renovated and new members recruited and before studio rents were increased, Arena incurred an expected cost. The increase in rents from May 2023 was designed to cover average monthly costs from then onwards. By May 2024 we will be able to examine a full 12 months on this budget to see if predictions are correct. Arena's financial position is still very unpredictable due to the high impact of not collecting rent due to non payment by members or through empty studio spaces. However, demand for its studios at the new rent prices seems to be very good. The main costs that could affect this are a change in CERT's Service Charge fees or a large increase in utilities bills.

With the studios full and many new members having a more active presence in the studios, Arena has been able to increase its presence on social media and organise an Open Studios in July 2023. This event was very successful and the intention has been set for it to become a regular event. Arena members are still able to organise exhibitions in the Elevator Gallery on the ground floor and this space was used by Arena members to deliver a Christmas exhibition and social event in December 2022. Arena member Catherine Harrison also organised a group exhibition of work by Tate Liverpool Staff in the Elevator Gallery in August 2023.

By providing studios to visual artists, including fine artists, designers, applied artists and illustrators Arena has continued to support artists with exhibiting, selling work, producing events, commissions and workshops, teaching and undertaking other artistic work in the local community. Examples from this year include but are not limited to:

Charlotte Southall has taken part in FACT Together - an artist residency programme with FACT, culminating in an exhibition of digital artworks. Gay Caul exhibited at 'Inspirational Women Artists and Auction' at God's Tower House Arts Centre, Southampton. Gerard McGreggor and Felice Beilin exhibited in the Liverpool Art Fair held at the Royal Liver Building, Ruth Piper exhibited at The Williamson Art Gallery in its Open Exhibition. Patricia Montague, Ruth Piper, Sarah Jane Richards and Tony Smith took part in the 'From the Land' at Chapel Gallery in Ormskirk, a group exhibition organised and curated by Tony Smith and Sarah Jane Richards. A painting by Gerard McGreggor was selected for the Jackson's Art Prize 2023 Long List. He also exhibited at the Wirral Society of Arts Members Exhibition at the Williamson Art Gallery in Birkenhead in August 2023. In July 2023 Daniel Halsall exhibited in a solo exhibition at The Royal Standard as part of Independents Biennial festival on the fringe of Liverpool Biennial.

In the local community Josie Jenkins worked on a project called Shuffle, producing exhibitions and events at different locations across Liverpool, activating vacant spaces. Sarah Jane Richards co-curated The Drawing Paper Show at Bridewell Studios and Gallery, exhibiting work by artists from Liverpool and across the UK, and including a public programme of events. Patricia Montague worked to support young people for Dada – an organisation which works to inspire, develop and celebrate talent and excellence in disability, deaf and neurodiverse arts. Jen Allenson has run the Monday Life Drawing Class at Liver Sketching Club, the oldest continually running art club in England, throughout the year. Catherine Harrison's work on Evocation exhibition included organising talks open to the public.

**FOR THE YEAR ENDED 31/08/2023**

**TRUSTEES' REPORT**

**FINANCIAL REVIEW**

The Statement of Financial Activities details Income and Expenditure.

Total incoming resources were £50,359 (2022 £32,164). Total resources expended were £49,816 (2022 £35,551). The net incoming resources for the year were £543 (2022 net outgoing £3,387) being net incoming resources on the unrestricted funds of £544, and net outgoing resources on the restricted funds of £1.

The balance on unrestricted general funds at 31 August 2023 was £29,460 (2022 £28,916). The balance on restricted funds at 31 August 2023 was £3 (2022 £4) being invested in fixed assets. Total funds on the balance sheet at 31 August 2023 were £29,463 (2022 £28,920).

**RESERVES POLICY**

It has been the policy of the trustees to keep some of the income in a reserve for a contingency. The required level of reserves will continually be kept under review by the trustees. The unrestricted funds were in surplus by £29,460 at 31 August 2023. Free reserves, that is those funds not tied up in designated funds or fixed assets, were £29,443 at 31 August 2023. The trustees are working to develop activities to generate sufficient free reserves to cover 3 to 6 months' costs.

**PLAN FOR THE FUTURE**

Arena looks to continue the support of practising artists within its studios and the development of its exhibition and community engagement initiatives within the flourishing Baltic Area. As Arena moves into the coming financial year, it will evaluate the current organisation management structure and delivery plans and consider all possible options, within budgetary constraints, to maximise the organisation's potential.

**INDEPENDENT EXAMINERS**

The Independent Examiner Julie Guinan has indicated her willingness to remain in office and a resolution will be proposed for her re-appointment at the forthcoming Annual General Meeting.

The report was prepared in accordance with the special provisions within Part 15 of the Companies Act 2006.

This report was approved by the Board of Trustees on 20/05/2024



Gerard McGregor  
Trustee

**INDEPENDENT EXAMINER'S STATEMENT**

**FOR THE YEAR ENDED 31/08/2023**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ARENA ART AND DESIGN ASSOCIATION**

I report on the accounts of the company for the year ended 31/08/2023 .

**RESPONSIBILITIES AND BASIS OF REPORT**

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

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

**BASIS OF INDEPENDENT EXAMINERS STATEMENT**

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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



..... Independent Examiner Julie Guinan FCCA

Date: 20/05/2024

Harvey Guinan LLP  
Chartered Certified Accountants  
Unit 17 Mersey House  
Matchworks Estate, 140 Speke Road  
Liverpool  
Merseyside  
L19 2PH  
0151 709 7797

**Statement of Financial Activities  
for the year ended 31/08/2023**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2023 Total</b>	<b>2022 Total</b>
	£	£	£	£
<b>Income</b>				
Income from generated funds				
Donations and legacies	(170)	-	(170)	7,420
Income from Investments	153	-	153	-
Income from charitable activities	50,376	-	50,376	24,744
<b>Total Income</b>	<b>50,359</b>	<b>-</b>	<b>50,359</b>	<b>32,164</b>
<b>Expenses</b>				
Costs of generating funds				
Expenditure on Charitable activities	49,815	1	49,816	35,551
<b>Total Expenses</b>	<b>49,815</b>	<b>1</b>	<b>49,816</b>	<b>35,551</b>
<b>Net Income</b>	<b>544</b>	<b>(1)</b>	<b>543</b>	<b>(3,387)</b>
<b>Net movement in funds:</b>				
<b>Net income for the year</b>	<b>544</b>	<b>(1)</b>	<b>543</b>	<b>(3,387)</b>
Total funds brought forward	28,916	4	28,920	32,307
<b>Net funds carried forward</b>	<b>29,460</b>	<b>3</b>	<b>29,463</b>	<b>28,920</b>

This statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

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**Arena Art and Design Association**

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**BALANCE SHEET AT 31/08/2023**

	Notes	2023 £	2022 £
<b>FIXED ASSETS</b>			
Tangible assets	2	20	25
<b>CURRENT ASSETS</b>			
Debtors (amounts falling due within one year)	9	106	177
Cash at bank and in hand		<u>33,475</u>	<u>32,853</u>
		33,581	33,030
<b>CREDITORS: Amounts falling due within one year</b>	3	<u>4,138</u>	<u>4,135</u>
<b>NET CURRENT ASSETS</b>		<u>29,443</u>	<u>28,895</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>29,463</u>	<u>28,920</u>
<b>RESERVES</b>			
<b>Unrestricted funds</b>	5		
General fund		29,460	28,916
<b>Restricted funds</b>	6	<u>3</u>	<u>4</u>
		<u>29,463</u>	<u>28,920</u>

For the year ending 31/08/2023 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

**Approved by the board of trustees on 20/05/2024 and signed on their behalf by**



Gerard McGregor  
Trustee

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31/08/2023**

**1. ACCOUNTING POLICIES**

**1a. Basis Of Accounting**

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with FRS102 - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**1b. Incoming Resources**

All Incoming Resources are included in the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**1c. Resources Expended**

Expenditure is accounted for on an accruals basis and has been classified under the headings that aggregate all cost related to the category. When costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**1d. Allocation And Apportionment Of Costs**

All costs relate to the single activity of the charitable company and are recognised accordingly.

**1e. Fund Accounting**

Unrestricted Funds can be used in accordance with the charitable objectives at the discretion of the Trustees. Restricted Funds can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Designated Funds are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

**1f. Depreciation**

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Equipment	reducing balance 25%
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**1g. Turnover**

Turnover represents the invoiced value of goods and services supplied by the company, donations, grants received and receivable; all from the delivery of charitable activity in furtherance of the objects providing studio space to practising artists who in turn further the aims and objects of the charity. The charity is not registered for vat.

**1h. Policy For Debtors**

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid after taking account of any discount due.

**1i. Creditors**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement value amount after allowing for any discount due.

**1j. Cash At Bank**

Cash at bank and in hand includes cash and short term liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**1k. Financial Instruments**

The charity has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Incentives received to enter into a lease agreement are recognised in the profit and loss accounts over the shorter of the lease term and the period to the next lease review

**1l. Recognition Of Revenue**

Revenue is measured at the fair value of the consideration received or receivable. Revenue is reduced for estimated customer returns, rebates and other similar allowances.

Revenue from the sale of goods is recognised when goods are delivered and legal title has passed.

**1m. Policy For Going Concern**

At the time of preparing accounts the trustees have reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustees therefore continue to operate the going concern basis of accounting in the preparation of accounts. In considering the going concern the trustees have considered a period of at least 12 months from the date of signing the accounts.

**2. TANGIBLE FIXED ASSETS**

	<b>Land And Buildings £</b>	<b>Equipment £</b>	<b>Total £</b>
<b>Cost</b>			
At 01/09/2022	4,635	1,268	5,903
At 31/08/2023	<u>4,635</u>	<u>1,268</u>	<u>5,903</u>
<b>Depreciation</b>			
At 01/09/2022	4,631	1,247	5,878
For the year	<u>-</u>	<u>5</u>	<u>5</u>
At 31/08/2023	<u>4,631</u>	<u>1,252</u>	<u>5,883</u>
<b>Net Book Amounts</b>			
At 31/08/2023	<u>4</u>	<u>16</u>	<u>20</u>
At 31/08/2022	<u>4</u>	<u>21</u>	<u>25</u>

### 3. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Other creditors	4,138	4,135
	4,138	4,135
	4,138	4,135

### 4. LIMITED BY GUARANTEE

The company is limited by guarantee and does not have a share capital. Each member gives a guarantee to contribute a sum not exceeding £1, to the company should it be wound up. At 31/08/2023 there were 4 members.

### 5. UNRESTRICTED FUNDS

	Brought forward	Incoming resources	Outgoing resources	Transfers	Carried forward
	£	£	£	£	£
General fund	28,916	50,359	(49,815)	-	29,460
	28,916	50,359	(49,815)	-	29,460
	28,916	50,359	(49,815)	-	29,460

### 6. RESTRICTED FUNDS

	Brought forward	Incoming resources	Outgoing resources	Transfers	Carried forward
	£	£	£	£	£
Culture Company Restricted Funds	4	-	(1)	-	3
	4	-	(1)	-	3
	4	-	(1)	-	3

#### Culture Company Restricted Funds

Funds for Computers and IT Equipment

### 7. RELATED PARTY TRANSACTIONS

The trustees of the charity were also licensees in the premises and they pay a licence fee at arm's length in accordance with similar terms offered to all licensees.

### 8. GENERAL INFORMATION

Arena Art and Design Association is a company limited by guarantee with charitable status. The registered office address is 27 Parliament Street, Baltic Triangle, Liverpool L8 5RN.

The financial statements are presented in sterling the functional currency of the company.

**9. DEBTORS**

	2023	2022
	£	£
Amounts falling due within one year:		
Trade debtors	106	177
	106	177
	106	177

**10. TAX EXEMPTION**

The Charity claims benefits from various exemptions from taxation afforded by tax legislation and is not liable to corporation tax on income or gains falling within those exemptions. The Charity is not registered for vat.

**11. NET ASSETS BY FUND**

	Unrestricted	Restricted	
	Fund	Fund	Total
Tangible Fixed Assets	17	3	20
Net Current Assets	29,443	-	29,443
	29,460	3	29,463
	29,460	3	29,463

**12. OPERATING LEASE COMMITMENTS**

During 2009 the charity moved into new premises which are subject to a 10 year lease. A second 10 year term has been agreed to run from October 2017 to 30 September 2027 for £1,500 rent per month plus service charges payable with 3 months' notice required. The rent is reviewed every 3 years and the next break is 1 October 2025.

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**Arena Art and Design Association**

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**13. INCOMING RESOURCES**

	<b>2022</b>	<b>2022</b>
Associate Membership	(170)	6,209
Sundry Donations	-	1,211
	-----	-----
Voluntary Income: Donations	(170)	7,420
	-----	-----
Interest Receivable	153	-
Charitable Activity Income		
Studio Rental Income	49,190	24,073
Parking Permits	1,075	452
Miscellaneous Income	111	219
	-----	-----
Total Income	50,359	32,164
	-----	-----

**14. RESOURCES EXPENDED**

	<b>2023</b>	<b>2022</b>
Direct Costs		
Direct Project Artistic Costs	2,221	2,850
Overheads		
Administrative Expenses	1,286	1,342
Property Costs	45,420	30,525
Governance	889	834
	-----	-----
Total Resources Expended	49,816	35,551
	-----	-----

**ARENA ART AND DESIGN ASSOCIATION**

England & Wales - Charity number 1057842

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# Accounts

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Registered number: 3237796

Charity number: 1057842

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**Arena Art and Design Association**

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**INDEPENDENTLY EXAMINED ACCOUNTS**

**FOR THE YEAR ENDED 31/08/2022**

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**Prepared By:**

Harvey Guinan LLP  
Chartered Certified Accountants  
Unit 17, Mersey House  
Matchworks Estate, 140 Speke Road  
Liverpool  
Merseyside  
L19 2PH

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31/08/2022**

**TRUSTEES**

Poppy Hughes (resigned 15/12/2021)  
Sarah McCauley (appointed 15/12/2021)  
Ruth Piper (resigned 15/12/2021)  
Christine Bithell (resigned 15/12/2021)  
Christine Toh (resigned 15/12/2021)  
Gerard McGregor (appointed 15/12/2021)  
Patricia Montague (appointed 15/12/2021)  
Andrew Parkinson (appointed 15/12/2021; resigned 01/09/2022)

**SECRETARY**

Christine Bithell (resigned 15/12/2021)

**REGISTERED OFFICE**

27 Parliament Street  
Baltic Triangle  
Liverpool  
Merseyside  
L8 5RN

**COMPANY NUMBER**

3237796

**CHARITY NUMBER**

1057842

**BANKERS**

Co-operative Bank

**SOLICITORS**

Percy Hughes and Roberts, 19 Hamilton Square, Birkenhead, CH41 6AY

**INDEPENDENT EXAMINER: Julie Guinan FCCA**

Harvey Guinan LLP  
Chartered Certified Accountants  
Unit 17, Mersey House

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**Arena Art and Design Association**

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**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31/08/2022**

Matchworks Estate, 140 Speke Road  
Liverpool  
Merseyside  
L19 2PH

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**Arena Art and Design Association**

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**ACCOUNTS  
FOR THE YEAR ENDED 31/08/2022**

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Detailed Statement of Financial Activities	21

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## Arena Art and Design Association

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FOR THE YEAR ENDED 31/08/2022

### TRUSTEES' REPORT

The trustees present their report and accounts for the year ended 31/08/2022

#### COMPANY INFORMATION

Reference and administrative details are provided on page 1.

#### PRINCIPAL ACTIVITIES

The principal activity of the charity in the year under review was to support practising artists, designers and crafts people by providing affordable studio space and other facilities .

#### ORGANISATION OF THE CHARITY

The charity has a board of trustees. who are also the management committee, who plan to meet quarterly to administer the charity. There is a gallery sub-committee that organises, produces and curates fundraising exhibitions. In setting policies the trustees have complied with their duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission.

The trustees were all licensees in the property managed by the charity at the year end.

The trustees are appointed annually at the annual general meeting. The trustees have access to induction and training to enable them to effectively carry out their duties.

The trustees have an active equal opportunities policy and a health and safety policy. The charity also has produced a complaints and eviction procedure and policy.

#### TRUSTEES

The names of the present trustees and of all who held office during the year are shown on page 1. In accordance with the Articles of Association one third of the Board retire by rotation each year and at the forthcoming annual general meeting Trustees will retire by rotation and, being eligible, will offer themselves for re-election.

#### TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and Applicable Law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the net incoming or outgoing resources of the charity for that period. In preparing the financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently;

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## Arena Art and Design Association

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FOR THE YEAR ENDED 31/08/2022

### TRUSTEES' REPORT

- Observe the methods and principles of the charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- 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 enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### RISK MANAGEMENT

The charity has occupied the current premises since the year ended 31 August 2009. The accommodation is on a renewed ten year lease with a new lease period commencing on 1 October 2017 to 30 September 2027 with the option to give three months' notice to leave and an optional break date on 1 October 2025. Strict policies are applied to ensure prompt payment by artists and the Charity manages its resources effectively to meet its charitable objectives. .

The trustees confirm that the day to day controls are in place to minimise other financial and operational risk faced by the charity.

#### OBJECTIVES AND ACTIVITIES

The objectives for which the charity is established are:

To advance public education through the promotion of and appreciation of excellence in the arts with particular reference to the areas of fine art, design and craft.

In furtherance of its objects the charity will provide studio space to practising artists who will in turn further the aims and objectives of the charity.

What we do:

Arena supports practising artists, designers and crafts people by providing affordable studio space and other essential facilities which help them to produce and exhibit work of the highest quality. We also serve the general public by organising exhibitions of art, educational workshops and school and college visits, with a programme of gallery events which includes singular events in collaboration with other Liverpool creative enterprises and exhibitions aimed at showcasing emerging artists and offering a platform for developing new work and reaching new audiences.

#### STRUCTURE GOVERNANCE AND MANAGEMENT

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## Arena Art and Design Association

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FOR THE YEAR ENDED 31/08/2022

### TRUSTEES' REPORT

#### Legal Status

Arena Art and Design Association is a company limited by guarantee with charitable status. It does not have a share capital. It was incorporated as a company in England and Wales on 14 August 1996 and registered as a Charity in England and Wales on 30 August 1996.

#### Volunteers

Arena's members give their time as volunteers to support the maintenance of the studios and Arena's programme of events. The Arena Directors, who also serve as trustees also give their time and support on a voluntary basis.

#### Achievements and Performance

Arena continues to support artists and members by providing affordable studio space to practice and work alongside the wider Liverpool Art Community and by engaging in local events and network meetings. In 2021-22, during the post-Covid recovery period, we have ensured that people remain connected by hosting Zoom and face-to-face socials and opportunities for artists to share and talk about their work.

Arena continues to offer studio space for artists and creatives, in a safe environment, promoting artistic excellence with a social driven perspective. During 2021-22, Arena Grounded Gallery has successfully hosted shows and exhibitions and plans for the gallery community to work together supporting each other and developing new projects.

At the AGM in 2021 all directors stood down and three new directors were elected – Gerard McGreggor, Sarah McCauley and Patricia Montague. For a period Andrew Thompson was co-opted as an additional director, until he left Arena in August 2022. Arena's Studio Coordinator Kate Lloyd also left her position in October 2021 and a new Co-ordinator Kara King was appointed. Long standing member Josie Jenkins offered to assist the directors and Kara as everyone was new in role and Josie had been a director previously.

The Arena Gallery was being managed by member Peter Appleton, however Peter left Arena in early 2022. He continued to manage the programme's bookings that he had already made until the Liverpool Hope Graduate award in the summer. The Arena Gallery programme included exhibitions by the Arena Members, a retrospective for former Arena Director Maurice Challoner and exhibitions by Louis Jeck Prestidge, Hilary Dron and Kelly Irvine (Hope Graduate award).

By providing studios to visual artists, including fine artists, designers, applied artists and illustrators Arena has continued to support artists with exhibiting, producing events, delivering commissions and workshops, teaching and undertaking other artistic work in the local community. Examples from this year include but are not limited to: Ruth Piper exhibiting at the Williamson Gallery open exhibition, Gerard McGreggor exhibiting at Wirral Society of the Arts Members exhibition at the Williamson Art Gallery and Flora Flora exhibition at Fronteer Gallery in Sheffield, Josie Jenkins co-curating and exhibiting in Refractive Pool: Contemporary Painting in Liverpool at the Walker Art Gallery, and producing a book featuring portraits of painters from across Liverpool with Anna Ketskemety, Tony Smith and Emma Worth also taking part in this project. Anne Knight exhibiting at Zari Gallery in London and the Bluecoat Display Centre in Liverpool. Tony Smith and Sarah Jane Richards teaching at Hope University and Sarah Jane Richards exhibiting in a solo show at Hope University's Cornerstone Gallery.

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## Arena Art and Design Association

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### FOR THE YEAR ENDED 31/08/2022

#### TRUSTEES' REPORT

In early 2022 the new Arena Directors sent a questionnaire to members to consult on a number of issues. They used the answers to inform decisions made from that time onwards. The Directors also consulted with members throughout the year regarding the renegotiation of rent with the building landlords CERT and potential move of the studios. In January 2022 the Arena Directors made the decision to not offer any further free rent periods for members and to ask all members to pay rent in full. Before this time there were still some members not paying rent in full as this was being offered since the Covid-19 pandemic. In April 2022 Arena's utilities bill increased from an average of £70 a month to a predicted £350 per month due to a fixed term contract that the landlord had coming to an end at the same time as the national energy cap lifting. At this point Arena began incurring a financial loss. This was exacerbated by studios remaining empty (and rent therefore not collected) while a decision was made about if and when Arena would move. Arena continued to recruit new members but made them aware that the move was likely to happen.

CERT offered to move Arena to another space in the next door building where the rent would be cheaper. An overwhelming majority of members did not want to move to the basement space and so this option was not pursued any further. Other properties were considered with help from Sarah Jane Richards who is a long standing member and has dealt with moving Arena in the past. The search for a new home for Arena Studios was not easy, due to high rent prices and many unknown costs that would need to be factored in, including utilities in general, plus renovation costs. A suitable building was finally identified and work started to negotiate a lease agreement and get quotes for renovation costs.

Arena did not give enough notice of leaving before the contract break clause on October 1st and so became locked in until the end of the contract 30th September 2027 with another rent review on 1st October 2025. CERT offered to look for alternative tenants so that Arena could negotiate an earlier break, however they also said they would really like Arena to stay and negotiated a reasonable rent charge in line with market value. The decision was made to remeasure all studios, increase rents and split large studios into two in order to increase the number of members and therefore membership fees. Members were given the opportunity to move studios or keep the same one. Some chose to keep a large studio and incur the extra membership fee as an additional charge. Some extra studios are being built and two desk spaces are being added so that no communal space will remain in Arena other than the kitchen.

After increasing studio prices in Elevator to reflect the October rent increase and working on creating extra studios and renting them out, the Directors have found that the situation in Elevator Building more stable and manageable than originally thought. Arena is still very much on the margins of affording its monthly costs but demand for its studios at the new rent prices seems to be very good. Because of this, the Directors have put on hold the search for a new building to move to. The Directors will review members' rent in April 2023 after looking at actual income and expenditure for the previous 6 months.

#### FINANCIAL REVIEW

The Statement of Financial Activities details Income and Expenditure.

Total incoming resources were £32,164 (2021 £34,731). Total resources expended were £35,551 (2021 £28,757). The net outgoing resources for the year were £3,387 (2021 £5,974 net incoming) being net outgoing resources on the unrestricted funds of £3,385, and net outgoing resources on the restricted funds of £2.

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**Arena Art and Design Association**

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**FOR THE YEAR ENDED 31/08/2022**

**TRUSTEES' REPORT**

The balance on unrestricted general funds at 31 August 2022 was £28,916 (2021 £32,301). The balance on restricted funds at 31 August 2022 was £4 (2021 £6) being invested in fixed assets. Total funds on the balance sheet at 31 August 2022 were £28,920 (2021 £32,307).

**RESERVES POLICY**

It has been the policy of the trustees to keep some of the income in a reserve for a contingency. The required level of reserves will continually be kept under review by the trustees. The unrestricted funds were in surplus by £28,916 at 31 August 2022. Free reserves, that is those funds not tied up in designated funds or fixed assets, were £28,895 at 31 August 2022. The trustees are working to develop activities to generate sufficient free reserves to cover 3 to 6 months' costs.

**PLAN FOR THE FUTURE**

Arena looks to continue the support of practising artists within its studios and the development of its exhibition and community engagement initiatives within the flourishing Baltic Area. As Arena moves into the coming financial year, it will evaluate the current organisation management structure and delivery plans and consider all possible options, within budgetary constraints, to maximise the organisation's potential.

**INDEPENDENT EXAMINERS**

The Independent Examiner Julie Guinan has indicated her willingness to remain in office and a resolution will be proposed for her re-appointment at the forthcoming Annual General Meeting.

The report was prepared in accordance with the special provisions within Part 15 of the Companies Act 2006.

This report was approved by the Board of Trustees on 07/03/2023



Sarah McCauley (appointed 15/12/2021)  
Trustee

**INDEPENDENT EXAMINER'S STATEMENT**

**FOR THE YEAR ENDED 31/08/2022**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ARENA ART AND DESIGN ASSOCIATION**

I report on the accounts of the company for the year ended 31/08/2022 .

**RESPONSIBILITIES AND BASIS OF REPORT**

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

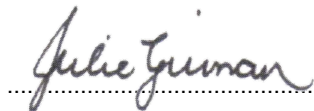
Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011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

**BASIS OF INDEPENDENT EXAMINERS STATEMENT**

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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



.....Julie Guinan FCCA Independent Examiner

Date: 07/03/2023

**INDEPENDENT EXAMINER'S STATEMENT**

**FOR THE YEAR ENDED 31/08/2022**

Harvey Guinan LLP  
Chartered Certified Accountants  
Unit 17, Mersey House  
Matchworks Estate, 140 Speke Road  
Liverpool  
Merseyside  
L19 2PH  
01517097797

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**Arena Art and Design Association**

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**Statement of Financial Activities  
for the year ended 31/08/2022**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2022 Total</b>	<i>2021 Total</i>
	£	£	£	£
<b>Income</b>				
Income from generated funds				
Donations and legacies	7,420	-	7,420	13,527
Income from Investments	-	-	-	6
Income from charitable activities	24,744	-	24,744	21,198
<b>Total Income</b>	<b>32,164</b>	<b>-</b>	<b>32,164</b>	<b>34,731</b>
<b>Expenses</b>				
Costs of generating funds				
Expenditure on Charitable activities	35,549	2	35,551	28,757
<b>Total Expenses</b>	<b>35,549</b>	<b>2</b>	<b>35,551</b>	<b>28,757</b>
<b>Net Income</b>	<b>(3,385)</b>	<b>(2)</b>	<b>(3,387)</b>	5,974
<b>Net movement in funds:</b>				
<b>Net income for the year</b>	<b>(3,385)</b>	<b>(2)</b>	<b>(3,387)</b>	5,974
Total funds brought forward	32,301	6	32,307	26,333
<b>Net funds carried forward</b>	<b>28,916</b>	<b>4</b>	<b>28,920</b>	<b>32,307</b>

This statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

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**Arena Art and Design Association**

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**BALANCE SHEET AT 31/08/2022**

	<b>Notes</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
<b>FIXED ASSETS</b>			
Tangible assets	3	25	31
<b>CURRENT ASSETS</b>			
Debtors (amounts falling due within one year)	10	177	1,866
Cash at bank and in hand		<u>32,853</u>	<u>34,214</u>
		33,030	36,080
<b>CREDITORS: Amounts falling due within one year</b>	4	<u>4,135</u>	<u>3,804</u>
<b>NET CURRENT ASSETS</b>		<u>28,895</u>	<u>32,276</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>28,920</u>	<u>32,307</u>
<b>RESERVES</b>			
<b>Unrestricted funds</b>	<b>6</b>		
General fund		28,916	32,301
<b>Restricted funds</b>	<b>7</b>	<u>4</u>	<u>6</u>
		<u>28,920</u>	<u>32,307</u>


For the year ending 31/08/2022 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

**Approved by the board of trustees on 07/03/2023 and signed on their behalf by**



.....  
Sarah McCauley (appointed 15/12/2021)  
Trustee

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31/08/2022**

**1. ACCOUNTING POLICIES**

**1a. Basis Of Accounting**

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with FRS102 - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**1b. Incoming Resources**

All Incoming Resources are included in the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**1c. Resources Expended**

Expenditure is accounted for on an accruals basis and has been classified under the headings that aggregate all cost related to the category. When costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**1d. Allocation And Apportionment Of Costs**

All costs relate to the single activity of the charitable company and are recognised accordingly.

**1e. Fund Accounting**

Unrestricted Funds can be used in accordance with the charitable objectives at the discretion of the Trustees. Restricted Funds can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Designated Funds are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

**1f. Depreciation**

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Equipment	reducing balance 25%
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**1g. Turnover**

Turnover represents the invoiced value of goods and services supplied by the company, donations, grants received and receivable; all from the delivery of charitable activity in furtherance of the objects providing studio space to practising artists who in turn further the aims and objects of the charity. The charity is not registered for vat.

**1h. Policy For Debtors**

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid after taking account of any discount due.

**1i. Creditors**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement value amount after allowing for any discount due.

**1j. Cash At Bank**

Cash at bank and in hand includes cash and short term liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### **1k. Financial Instruments**

The charity has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Incentives received to enter into a lease agreement are recognised in the profit and loss accounts over the shorter of the lease term and the period to the next lease review

### **1l. Recognition Of Revenue**

Revenue is measured at the fair value of the consideration received or receivable. Revenue is reduced for estimated customer returns, rebates and other similar allowances.

Revenue from the sale of goods is recognised when goods are delivered and legal title has passed.

### **1m. Policy For Going Concern**

At the time of preparing accounts the trustees have reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustees therefore continue to operate the going concern basis of accounting in the preparation of accounts. In considering the going concern the trustees have considered a period of at least 12 months from the date of signing the accounts.

The charity operates Covid-safe procedures and practices, following government guidance. The Trustees have considered the impact of Covid-19 on the Charity and the going concern and continue to operate the going concern basis of accounting in the preparation of accounts.

## **2. DIRECTORS AND EMPLOYEES**

Particulars of employees (including directors) are shown below:

Employee costs during the year amounted to:

<b>2022</b>	<i>2021</i>
<b>£</b>	<b>£</b>

The trustees did not receive remuneration for their services as trustees.

There were no employees during the year.

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**Arena Art and Design Association**

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**3. TANGIBLE FIXED ASSETS**

	<b>Land And Buildings £</b>	<b>Equipment £</b>	<b>Total £</b>
<b>Cost</b>			
At 01/09/2021	4,635	1,268	5,903
At 31/08/2022	<u>4,635</u>	<u>1,268</u>	<u>5,903</u>
<b>Depreciation</b>			
At 01/09/2021	4,631	1,241	5,872
For the year	-	6	6
At 31/08/2022	<u>4,631</u>	<u>1,247</u>	<u>5,878</u>
<b>Net Book Amounts</b>			
At 31/08/2022	<u>4</u>	<u>21</u>	<u>25</u>
At 31/08/2021	<u>4</u>	<u>27</u>	<u>31</u>

**4. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2022 £</b>	<b>2021 £</b>
Other creditors	4,135	3,804
	<u>4,135</u>	<u>3,804</u>

**5. LIMITED BY GUARANTEE**

The company is limited by guarantee and does not have a share capital. Each member gives a guarantee to contribute a sum not exceeding £1, to the company should it be wound up. At 31/08/2022 there were 4 members.

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**Arena Art and Design Association**

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**6. UNRESTRICTED FUNDS**

	<b>Brought forward</b>	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>Transfers</b>	<b>Carried forward</b>
	£	£	£	£	£
General fund	32,301	32,164	(35,549)	-	28,916
	<u>32,301</u>	<u>32,164</u>	<u>(35,549)</u>	<u>-</u>	<u>28,916</u>

**7. RESTRICTED FUNDS**

	<b>Brought forward</b>	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>Transfers</b>	<b>Carried forward</b>
	£	£	£	£	£
Culture Company Restricted Funds	6	-	(2)	-	4
	<u>6</u>	<u>-</u>	<u>(2)</u>	<u>-</u>	<u>4</u>

**Culture Company Restricted Funds**

Funds for Computers and IT Equipment

**8. RELATED PARTY TRANSACTIONS**

The trustees of the charity were also licensees in the premises and they pay a licence fee at arm's length in accordance with similar terms offered to all licensees.

**9. GENERAL INFORMATION**

Arena Art and Design Association is a company limited by guarantee with charitable status. The registered office address is 27 Parliament Street, Baltic Triangle, Liverpool L8 5RN.

The financial statements are presented in sterling the functional currency of the company.

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**Arena Art and Design Association**

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**10. DEBTORS**

	<b>2022</b>	<i>2021</i>
	<b>£</b>	<b>£</b>
Amounts falling due within one year:		
Trade debtors	177	7
Other debtors	<u>-</u>	<u>1,859</u>
	<u><u>177</u></u>	<u><u>1,866</u></u>

**11. TAX EXEMPTION**

The Charity claims benefits from various exemptions from taxation afforded by tax legislation and is not liable to corporation tax on income or gains falling within those exemptions. The Charity is not registered for vat.

**12. NET ASSETS BY FUND**

	Unrestricted	Restricted	
	Fund	Fund	Total
Tangible Fixed Assets	21	4	25
Net Current Assets	28,895	-	28,895
	-----	-----	-----
	28,916	4	28,920
	-----	-----	-----

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**Arena Art and Design Association**

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**13. OPERATING LEASE COMMITMENTS**

During 2009 the charity moved into new premises which are subject to a 10 year lease. A second 10 year term has been agreed to run from October 2017 to 30 September 2027 for £1,500 rent per month plus service charges payable with 3 months' notice required. The rent is reviewed every 3 years and the next break is 1 October 2025.

**14. INCOMING RESOURCES**

	2022	2021
Associate Membership	6,209	3,146
Liverpool City Council Covid support grant		9,431
Sundry Donations	1,211	-
Arts Council England Covid support grant		950
	-----	-----
Voluntary Income: Donations	7,420	13,527
	-----	-----
Interest Receivable		6
Charitable Activity Income		
Studio Rental Income	24,073	20,630
Parking Permits	452	500
Miscellaneous Income	219	68
	-----	-----
Total Income	32,164	34,731
	-----	-----

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**Arena Art and Design Association**

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**15. RESOURCES EXPENDED**

	2022	2021
Direct Costs		
Direct Project Artistic Costs	2,850	2,400
Overheads		
Administrative Expenses	1,342	1,248
Property Costs	30,525	24,293
Governance	834	816
	-----	-----
Total Resources Expended	35,551	28,757
	-----	-----

**ARENA ART AND DESIGN ASSOCIATION**

England & Wales - Charity number 1057842

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# Accounts

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Registered number: 3237796

Charity number: 1057842

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**Arena Art and Design Association**

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**INDEPENDENTLY EXAMINED ACCOUNTS**

**FOR THE YEAR ENDED 31/08/2021**

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**Prepared By:**

Harvey Guinan LLP  
Chartered Certified Accountants  
310/311 Vanilla Factory  
39 Fleet Street  
Liverpool  
Merseyside  
L1 4AR

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31/08/2021**

**TRUSTEES**

Poppy Hughes (appointed 12/11/2020 resigned 15/12/2021)  
Sarah McCauley (appointed 15/12/2021)  
Maurice Challenor (appointed 10/03/2020, resigned 30/11/2020)  
Kate Lloyd (resigned 02/09/2020)  
Ruth Piper (resigned 15/12/2021)  
Christine Bithell (resigned 15/12/2021)  
Christine Toh (resigned 15/12/2021)  
Gerard McGregor (appointed 15/12/2021)  
Patricia Montague (appointed 15/12/2021)  
Andrew Parkinson (appointed 15/12/2021)

**SECRETARY**

Christine Bithell (resigned 15/12/2021)

**REGISTERED OFFICE**

27 Parliament Street  
Baltic Triangle  
Liverpool  
Merseyside  
L8 5RN

**COMPANY NUMBER**

3237796

**CHARITY NUMBER**

1057842

**BANKERS**

Co-operative Bank

**SOLICITORS**

Percy Hughes and Roberts, 19 Hamilton Square, Birkenhead, CH41 6AY

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**Arena Art and Design Association**

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**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31/08/2021**

**INDEPENDENT EXAMINER Julie Guinan FCCA**

Harvey Guinan LLP  
Chartered Certified Accountants  
310/311 Vanilla Factory  
39 Fleet Street  
Liverpool  
Merseyside  
L1 4AR

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**Arena Art and Design Association**

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**ACCOUNTS  
FOR THE YEAR ENDED 31/08/2021**

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Detailed Statement of Financial Activities	19

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## Arena Art and Design Association

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FOR THE YEAR ENDED 31/08/2021

### TRUSTEES' REPORT

The trustees present their report and accounts for the year ended 31/08/2021

#### COMPANY INFORMATION

Reference and administrative details are provided on page 1.

#### PRINCIPAL ACTIVITIES

The principal activity of the charity in the year under review was to support practising artists, designers and crafts people by providing affordable studio space and other facilities .

#### ORGANISATION OF THE CHARITY

The charity has a board of trustees. who are also the management committee, who plan to meet quarterly to administer the charity. There is a gallery sub-committee that organises, produces and curates fundraising exhibitions. In setting policies the trustees have complied with their duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission.

The trustees were all licensees in the property managed by the charity at the year end.

The trustees are appointed annually at the annual general meeting. The trustees have access to induction and training to enable them to effectively carry out their duties.

The trustees have an active equal opportunities policy and a health and safety policy. The charity also has produced a complaints and eviction procedure and policy.

#### TRUSTEES

The names of the present trustees and of all who held office during the year are shown on page 1. In accordance with the Articles of Association one third of the Board retire by rotation each year and at the forthcoming annual general meeting retire by rotation and, being eligible, offer themselves for re-election.

#### TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and Applicable Law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the net incoming or outgoing resources of the charity for that period. In preparing the financial statements the trustees are required to:

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## Arena Art and Design Association

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FOR THE YEAR ENDED 31/08/2021

### TRUSTEES' REPORT

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles of the charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- 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 enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### RISK MANAGEMENT

The charity has occupied the current premises since the year ended 31 August 2009. The accommodation is on a ten year lease with a new lease period commencing on 1 October 2017 with the option to give three months' notice to leave and an optional break date after 5 years. The maximum number of full time members provided with studio space at any one time within the space is 25, and there is a communal area which allows for flexible use including exhibition space. Strict policies are applied to ensure prompt payment by artists.

The trustees confirm that the day to day controls are in place to minimise other financial and operational risk faced by the charity.

### OBJECTIVES AND ACTIVITIES

The objectives for which the charity is established are:

To advance public education through the promotion of and appreciation of excellence in the arts with particular reference to the areas of fine art, design and craft.

In furtherance of its objects the charity will provide studio space to practising artists who will in turn further the aims and objectives of the charity.

What we do:

Arena supports practising artists, designers and crafts people by providing affordable studio space and other essential facilities which help them to produce and exhibit work of the highest quality. We also serve the general public by organising exhibitions of art, educational workshops and school and college visits, with a programme of gallery events which includes singular events in collaboration with other Liverpool creative enterprises and exhibitions aimed at showcasing emerging artists and offering a platform for developing new work and reaching new audiences.

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## Arena Art and Design Association

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FOR THE YEAR ENDED 31/08/2021

### TRUSTEES' REPORT

#### STRUCTURE GOVERNANCE AND MANAGEMENT

##### Legal Status

Arena Art and Design Association is a company limited by guarantee with charitable status. It does not have a share capital. It was incorporated as a company in England and Wales on 14 August 1996 and registered as a Charity in England and Wales on 30 August 1996.

##### Volunteers

Arena's members give their time as volunteers to support the maintenance of the studios and Arena's programme of events. The Arena Directors, who also serve as trustees also give their time and support on a voluntary basis.

##### Achievements and Performance

Arena has supported artists and members via Arts Council Grants who would otherwise not be able to continue to practice and worked alongside the wider Liverpool Art Community by engaging in local events and network meetings. We have also ensured that people remain connected during lockdowns by hosting Zoom socials and opportunities to talk about their work.

Arena continues to offer affordable space for artists and creatives, in a safe environment, promoting artistic excellence with social driven perspective. Arena Grounded Gallery had been closed due to lock downs for a large part of this year however, we have begun to hold shows since the national lockdown lifted. We had artist, Ali Barker, complete workshops in Grounded Gallery which was a huge success. We hope we can continue to work together supporting each other and developing new projects.

#### FINANCIAL REVIEW

The Statement of Financial Activities details Income and Expenditure.

Total incoming resources were £34,731 (2020 £45,586). Total resources expended were £28,757 (2020 £30,276). The net incoming resources for the year were £5,974 (2020 £15,310) being net incoming resources on the unrestricted funds of £5,976, and net outgoing resources on the restricted funds of £2.

The balance on unrestricted general funds at 31 August 2021 was £32,301 (2020 £26,325). The balance on restricted funds at 31 August 2021 was £6 (2020 £8) being invested in fixed assets. Total funds on the balance sheet at 31 August 2021 were £32,307 (2020 £26,333).

#### RESERVES POLICY

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**Arena Art and Design Association**

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**FOR THE YEAR ENDED 31/08/2021**

**TRUSTEES' REPORT**

It has been the policy of the trustees to keep some of the income in a reserve for a contingency. The required level of reserves will continually be kept under review by the trustees. The unrestricted funds were in surplus by £32,301 at 31 August 2021. Free reserves, that is those funds not tied up in designated funds or fixed assets, were £32,276 at 31 August 2021. The trustees are working to develop activities to generate sufficient free reserves to cover 3 to 6 months' costs.

**PLAN FOR THE FUTURE**

Arena looks to continue the support of practising artists within its studios and the development of its exhibition and community engagement initiatives within the flourishing Baltic Area. As Arena moves into the coming financial year post COVID where the Gallery had to close temporarily and when restrictions ease it will evaluate the current organisation management structure and delivery plans and consider all possible options, within budgetary constraints, to maximise the organisation's potential.

**INDEPENDENT EXAMINERS**

The Independent Examiner Julie Guinan has indicated her willingness to remain in office and a resolution will be proposed for her re-appointment at the forthcoming Annual General Meeting.

The report was prepared in accordance with the special provisions within Part 15 of the Companies Act 2006.

This report was approved by the Board of Trustees on 25/05/2022



Sarah McCauley (appointed 15/12/2021)

Trustee

**INDEPENDENT EXAMINER'S STATEMENT**

**FOR THE YEAR ENDED 31/08/2021**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ARENA ART AND DESIGN ASSOCIATION**

I report on the accounts of the company for the year ended 31/08/2021 .

**RESPONSIBILITIES AND BASIS OF REPORT**

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

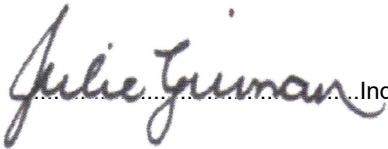
Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011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

**BASIS OF INDEPENDENT EXAMINERS STATEMENT**

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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



Independent Examiner Julie Guinan FCCA

**INDEPENDENT EXAMINER'S STATEMENT  
FOR THE YEAR ENDED 31/08/2021**

Date: 25/05/2022

Harvey Guinan LLP  
Chartered Certified Accountants  
310/311 Vanilla Factory  
39 Fleet Street  
Liverpool  
Merseyside  
L1 4AR  
01517097797

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**Arena Art and Design Association**

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**Statement of Financial Activities  
for the year ended 31/08/2021**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2021</b>	<i>2020</i>
	<b>£</b>	<b>£</b>	<b>Total</b>	<i>Total</i>
			<b>£</b>	<b>£</b>
<b>Income</b>				
Income from generated funds				
Donations and legacies	12,577	950	13,527	22,175
Income from Investments	6	-	6	25
Income from charitable activities	21,198	-	21,198	23,386
<b>Total Income</b>	<b>33,781</b>	<b>950</b>	<b>34,731</b>	<b>45,586</b>
<b>Expenses</b>				
Costs of generating funds				
Expenditure on Charitable activities	27,805	952	28,757	30,276
<b>Total Expenses</b>	<b>27,805</b>	<b>952</b>	<b>28,757</b>	<b>30,276</b>
<b>Net Income</b>	<b>5,976</b>	<b>(2)</b>	<b>5,974</b>	<i>15,310</i>
<b>Net movement in funds:</b>				
<b>Net income for the year</b>	<b>5,976</b>	<b>(2)</b>	<b>5,974</b>	<i>15,310</i>
Total funds brought forward	26,325	8	26,333	11,023
<b>Net funds carried forward</b>	<b>32,301</b>	<b>6</b>	<b>32,307</b>	<b>26,333</b>

This statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

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**Arena Art and Design Association**

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**BALANCE SHEET AT 31/08/2021**

	<b>Notes</b>	<b>2021</b>	<b>2020</b>
		<b>£</b>	<b>£</b>
<b>FIXED ASSETS</b>			
Tangible assets	3	31	40
<b>CURRENT ASSETS</b>			
Debtors (amounts falling due within one year)	10	1,866	1,839
Cash at bank and in hand		<u>34,214</u>	<u>28,124</u>
		36,080	29,963
<b>CREDITORS: Amounts falling due within one year</b>	4	<u>3,804</u>	<u>3,670</u>
<b>NET CURRENT ASSETS</b>		<u>32,276</u>	<u>26,293</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>32,307</u>	<u>26,333</u>
<b>RESERVES</b>			
<b>Unrestricted funds</b>	<b>6</b>		
General fund		32,301	26,325
<b>Restricted funds</b>	<b>7</b>	<u><b>6</b></u>	<u><b>8</b></u>
		<u>32,307</u>	<u>26,333</u>

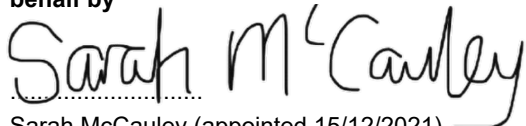
For the year ending 31/08/2021 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

**Approved by the board of trustees on 25/05/2022 and signed on their behalf by**



Sarah McCauley (appointed 15/12/2021)

Trustee

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31/08/2021**

**1. ACCOUNTING POLICIES**

**1a. Basis Of Accounting**

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with FRS102 - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**1b. Incoming Resources**

All Incoming Resources are included in the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**1c. Resources Expended**

Expenditure is accounted for on an accruals basis and has been classified under the headings that aggregate all cost related to the category. When costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**1d. Allocation And Apportionment Of Costs**

All costs relate to the single activity of the charitable company and are recognised accordingly.

**1e. Fund Accounting**

Unrestricted Funds can be used in accordance with the charitable objectives at the discretion of the Trustees. Restricted Funds can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Designated Funds are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

**1f. Depreciation**

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Equipment reducing balance 25%

**1g. Turnover**

Turnover represents the invoiced value of goods and services supplied by the company, donations, grants received and receivable; all from the delivery of charitable activity in furtherance of the objects providing studio space to practising artists who in turn further the aims and objects of the charity. The charity is not registered for vat.

**1h. Policy For Debtors**

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid after taking account of any discount due.

**1i. Creditors**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement value amount after allowing for any discount due.

**1j. Cash At Bank**

Cash at bank and in hand includes cash and short term liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**1k. Financial Instruments**

The charity has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Incentives received to enter into a lease agreement are recognised in the profit and loss accounts over the shorter of the lease term and the period to the next lease review

**1l. Recognition Of Revenue**

Revenue is measured at the fair value of the consideration received or receivable. Revenue is reduced for estimated customer returns, rebates and other similar allowances.

Revenue from the sale of goods is recognised when goods are delivered and legal title has passed.

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## Arena Art and Design Association

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### 1m. Policy For Going Concern

At the time of preparing accounts the trustees have reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustees therefore continue to operate the going concern basis of accounting in the preparation of accounts. In considering the going concern the trustees have considered a period of at least 12 months from the date of signing the accounts.

The charity has definitely been affected by the Covid 19 pandemic. The gallery was not able to operate and had to close. The studios were still accessible to its members as the building itself was kept open. Safe procedure and practices were put in place following government regulations. Despite the studios being accessible, the level of activity in the studios has been considerably reduced especially during the lockdowns periods where it was almost non existent The Trustees have considered the impact of covid - 19 on the Charity and the going concern and continue to operate the going concern basis of accounting in the preparation of accounts.

### 2. DIRECTORS AND EMPLOYEES

Particulars of employees (including directors) are shown below:

Employee costs during the year amounted to:

<b>2021</b>	<b>2020</b>
<b>£</b>	<b>£</b>

The trustees did not receive remuneration for their services as trustees.

There were no employees during the year.

### 3. TANGIBLE FIXED ASSETS

	<b>Land And Buildings £</b>	<b>Equipment £</b>	<b>Total £</b>
<b>Cost</b>			
At 01/09/2020	4,635	1,268	5,903
At 31/08/2021	4,635	1,268	5,903
<b>Depreciation</b>			
At 01/09/2020	4,631	1,232	5,863
For the year	-	9	9
At 31/08/2021	4,631	1,241	5,872
<b>Net Book Amounts</b>			
At 31/08/2021	4	27	31
At 31/08/2020	4	36	40

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**Arena Art and Design Association**

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**4. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Other creditors	<u>3,804</u>	<u>3,670</u>
	<u><u>3,804</u></u>	<u><u>3,670</u></u>

**5. LIMITED BY GUARANTEE**

The company is limited by guarantee and does not have a share capital. Each member gives a guarantee to contribute a sum not exceeding £1, to the company should it be wound up. At 31/08/2021 there were 6 members.

**6. UNRESTRICTED FUNDS**

	<b>Brought forward</b>	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>Transfers</b>	<b>Carried forward</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General fund	<u>26,325</u>	<u>33,781</u>	<u>(27,805)</u>	<u>-</u>	<u>32,301</u>
	<u><u>26,325</u></u>	<u><u>33,781</u></u>	<u><u>(27,805)</u></u>	<u><u>-</u></u>	<u><u>32,301</u></u>

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**Arena Art and Design Association**

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**7. RESTRICTED FUNDS**

	<b>Brought forward</b>	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>Transfers</b>	<b>Carried forward</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Culture Company Restricted Funds	8	-	(2)	-	6
Arts Council England	-	950	(950)	-	-
	<u>8</u>	<u>950</u>	<u>(952)</u>	<u>-</u>	<u>6</u>

**Culture Company Restricted Funds**

Funds for Computers and IT Equipment

**Arts Council England**

Emergency covid -19 funding for rent and overhead.

**8. RELATED PARTY TRANSACTIONS**

The trustees of the charity were also licensees in the premises and they pay a licence fee at arm's length in accordance with similar terms offered to all licensees.

**9. GENERAL INFORMATION**

Arena Art and Design Association is a company limited by guarantee with charitable status. The registered office address is 27 Parliament Street, Baltic Triangle, Liverpool L8 5RN.

The financial statements are presented in sterling the functional currency of the company.

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**Arena Art and Design Association**

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**10. DEBTORS**

	<b>2021</b>	<i>2020</i>
	<b>£</b>	<b>£</b>
Amounts falling due within one year:		
Trade debtors	7	-
Other debtors	<u>1,859</u>	<u>1,839</u>
	<u><u>1,866</u></u>	<u><u>1,839</u></u>

**11. TAX EXEMPTION**

The Charity claims benefits from various exemptions from taxation afforded by tax legislation and is not liable to corporation tax on income or gains falling within those exemptions. The Charity is not registered for vat.

**12. NET ASSETS BY FUND**

	Unrestricted	Restricted	
	Fund	Fund	Total
Tangible Fixed Assets	25	6	31
Net Current Assets	<u>32,276</u>	-	<u>32,276</u>
	-----	-----	-----
	32,301	6	32,307
	-----	-----	-----

**13. OPERATING LEASE COMMITMENTS**

During 2009 the charity moved into new premises which are subject to a 10 year lease. A second 10 year term has been agreed to run from October 2017 for £1,500 rent per month plus service charges payable with 3 months' notice required. The rent is reviewed every 3 years and there is a break date in September 2022.

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**Arena Art and Design Association**

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**14. INCOMING RESOURCES**

	2021	2020
Associate Membership	3,146	3,525
Liverpool City Council Covid support grant	9,431	10,000
Arts Council England Covid support grant	950	8,550
Small donation		100
	-----	-----
Voluntary Income: Donations	13,527	22,175
	-----	-----
Interest Receivable	6	25
Charitable Activity Income		
Studio Rental Income	20,630	22,943
Parking Permits	500	400
Miscellaneous Income	68	43
	-----	-----
Charitable Activities	21,198	23,386
	-----	-----

**15. RESOURCES EXPENDED**

	2021	2020
Direct Costs		
Auction and Gallery Costs		116
Direct Project Artistic Costs	2,400	2,800
Overheads		
Administrative Expenses	1,248	2,014
Finance Costs	-	-
Property Costs	24,293	24,541
Governance	816	805
	-----	-----
Total Resources Expended	28,757	30,276
	-----	-----

**ARENA ART AND DESIGN ASSOCIATION**

England & Wales - Charity number 1057842

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# Accounts

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Registered number: 3237796

Charity number: 1057842

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**Arena Art and Design Association**

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**INDEPENDENTLY EXAMINED ACCOUNTS**

**FOR THE YEAR ENDED 31/08/2020**

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**Prepared By:**

Harvey Guinan LLP  
Chartered Certified Accountants  
310/311 Vanilla Factory  
39 Fleet Street  
Liverpool  
Merseyside  
L1 4AR

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31/08/2020**

**TRUSTEES**

Poppy Hughes (appointed 12/11/2020)  
Claire Hart (resigned 14/05/2020)  
Maurice Challenor (appointed 10/03/2020, resigned 30/11/2020)  
Kate Lloyd (resigned 02/09/2020)  
Ruth Piper  
Christine Bithell  
Christine Toh

**SECRETARY**

Christine Bithell

**REGISTERED OFFICE**

27 Parliament Street  
Baltic Triangle  
Liverpool  
Merseyside  
L8 5RN

**COMPANY NUMBER**

3237796

**CHARITY NUMBER**

1057842

**BANKERS**

Co-operative Bank

**SOLICITORS**

Percy Hughes and Roberts, 19 Hamilton Square, Birkenhead, CH41 6AY

**INDEPENDENT EXAMINER: Julie Guinan FCCA**

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31/08/2020**

Harvey Guinan LLP  
Chartered Certified Accountants  
310/311 Vanilla Factory  
39 Fleet Street  
Liverpool  
Merseyside  
L1 4AR

**ACCOUNTS  
FOR THE YEAR ENDED 31/08/2020**

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Balance Sheet	11
Notes to the Accounts	12 to 18
Detailed Statement of Financial Activities	19

**FOR THE YEAR ENDED 31/08/2020**

**TRUSTEES' REPORT**

The trustees present their report and accounts for the year ended 31/08/2020

**COMPANY INFORMATION**

Reference and administrative details are provided on page 1.

**PRINCIPAL ACTIVITIES**

The principal activity of the charity in the year under review was to support practising artists, designers and crafts people by providing affordable studio space and other facilities .

**ORGANISATION OF THE CHARITY**

The charity has a board of trustees. who are also the management committee, who plan to meet quarterly to administer the charity. There is a gallery sub-committee that organises, produces and curates fundraising exhibitions. In setting policies the trustees have complied with their duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission.

The trustees were all licensees in the property managed by the charity at the year end.

The trustees are appointed annually at the annual general meeting. The trustees have access to induction and training to enable them to effectively carry out their duties.

The trustees have an active equal opportunities policy and a health and safety policy. The charity also has produced a complaints and eviction procedure and policy.

**TRUSTEES**

The names of the present trustees and of all who held office during the year are shown on page 1. In accordance with the Articles of Association one third of the Board retire by rotation each year and at the forthcoming annual general meeting Ruth Piper and Christine Toh retire by rotation and, being eligible, offer themselves for re-election.

**TRUSTEES RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and Applicable Law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the net incoming or outgoing resources of the charity for that period. In preparing the financial statements the trustees are required to:

**FOR THE YEAR ENDED 31/08/2020**

**TRUSTEES' REPORT**

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles of the charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- 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 enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**RISK MANAGEMENT**

The charity has occupied the current premises since the year ended 31 August 2009. The accommodation is on a ten year lease with a new lease period commencing on 1 October 2017 with the option to give three months' notice to leave and an optional break date after 5 years. The maximum number of full time members provided with studio space at any one time within the space is 25, and there is a communal area which allows for flexible use including exhibition space. Strict policies are applied to ensure prompt payment by artists.

The trustees confirm that the day to day controls are in place to minimise other financial and operational risk faced by the charity.

**OBJECTIVES AND ACTIVITIES**

The objectives for which the charity is established are:

To advance public education through the promotion of and appreciation of excellence in the arts with particular reference to the areas of fine art, design and craft.

In furtherance of its objects the charity will provide studio space to practising artists who will in turn further the aims and objectives of the charity.

What we do:

Arena supports practising artists, designers and crafts people by providing affordable studio space and other essential facilities which help them to produce and exhibit work of the highest quality. We also serve the general public by organising exhibitions of art, educational workshops and school and college visits, with a programme of gallery events which includes singular events in collaboration with other Liverpool creative enterprises and exhibitions aimed at showcasing emerging artists and offering a platform for developing new work and reaching new audiences.

**FOR THE YEAR ENDED 31/08/2020**

**TRUSTEES' REPORT**

**STRUCTURE GOVERNANCE AND MANAGEMENT**

**Legal Status**

Arena Art and Design Association is a company limited by guarantee with charitable status. It does not have a share capital. It was incorporated as a company in England and Wales on 14 August 1996 and registered as a Charity in England and Wales on 30 August 1996.

**Volunteers**

Arena's members give their time as volunteers to support the maintenance of the studios and Arena's programme of events. The Arena Directors, who also serve as trustees also give their time and support on a voluntary basis.

**Achievements and Performance**

A strange year to be writing a report on Arena's achievements. Being here and stable is achievement enough. Since March the directors have been meeting on Zoom. Early on we discovered Arena would be able to claim a grant from Liverpool City Council, and later Maurice worked hard to gain a grant from Arts Council England which means that Arena remains in a stable position.

As members are aware, Arena has been using these funds to top up rent payments when members have not been able to pay in full. As well as this we have funded a laptop for the studio coordinator so it is easier to work from home when necessary.

This year our usual events have not taken place, although we hope to resume these when it is safe to do so. Arena continues to offer affordable space for artists and creatives, promoting artistic excellence with a social driven perspective. The last year has really shown why spaces like ours are important. We hope we can continue to work together supporting each other and developing new projects.

**FINANCIAL REVIEW**

The Statement of Financial Activities details Income and Expenditure.

Total incoming resources were £45,586 (2019 £27,448). Total resources expended were £30,276 (2019 £27,327). The net incoming resources for the year were £15,310 being net incoming resources on the unrestricted funds of £15,313 and net outgoing resources on the restricted funds of £3.

**FOR THE YEAR ENDED 31/08/2020**

**TRUSTEES' REPORT**

The balance on unrestricted general funds at 31 August 2020 was £26,325 (2019 £11,012). The balance on restricted funds at 31 August 2020 was £8 (2019 £11) being invested in fixed assets. Total funds on the balance sheet at 31 August 2020 were £26,333 (2019 £11,023).

**RESERVES POLICY**

It has been the policy of the trustees to keep some of the income in a reserve for a contingency. The required level of reserves will continually be kept under review by the trustees. The unrestricted funds were in surplus by £26,325 at 31 August 2020. Free reserves, that is those funds not tied up in designated funds or fixed assets, were £26,293 at 31 August 2020. The trustees are working to develop activities to generate sufficient free reserves to cover 3 to 6 months' costs.

**PLAN FOR THE FUTURE**

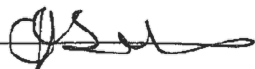
Arena looks to continue the support of practising artists within its studios and the development of its exhibition and community engagement initiatives within the flourishing Baltic Area. As Arena moves into the coming financial year post COVID where the Gallery had to close temporarily and when restrictions ease it will evaluate the current organisation management structure and delivery plans and consider all possible options, within budgetary constraints, to maximise the organisation's potential.

**INDEPENDENT EXAMINERS**

The Independent Examiner Julie Guinan has indicated her willingness to remain in office and a resolution will be proposed for her re-appointment at the forthcoming Annual General Meeting.

The report was prepared in accordance with the special provisions within Part 15 of the Companies Act 2006.

This report was approved by the Board of Trustees on 30/04/2021



Christine Bithell  
Trustee

**INDEPENDENT EXAMINER'S STATEMENT**

**FOR THE YEAR ENDED 31/08/2020**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ARENA ART AND DESIGN ASSOCIATION**

I report on the accounts of the company for the year ended 31/08/2020 .

**RESPONSIBILITIES AND BASIS OF REPORT**

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

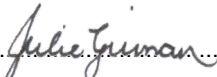
Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011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

**BASIS OF INDEPENDENT EXAMINERS STATEMENT**

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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

.....Independent Examiner Julie Guinan FCCA

**INDEPENDENT EXAMINER'S STATEMENT  
FOR THE YEAR ENDED 31/08/2020**

Date: 30/04/2021

Harvey Guinan LLP  
Chartered Certified Accountants  
310/311 Vanilla Factory  
39 Fleet Street  
Liverpool  
Merseyside  
L1 4AR  
01517097797

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**Arena Art and Design Association**

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**Statement of Financial Activities  
for the year ended 31/08/2020**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>	<b>Total</b>	<b>Total</b>
			<b>£</b>	<b>£</b>
<b>Income</b>				
Income from generated funds				
Donations and legacies	13,625	8,550	22,175	2,994
Income from Investments	25	-	25	11
Income from charitable activities	23,386	-	23,386	24,443
<b>Total Income and endowments</b>	<b>37,036</b>	<b>8,550</b>	<b>45,586</b>	<b>27,448</b>
<b>Expenses</b>				
Costs of generating funds				
Expenditure on Charitable activities	21,723	8,553	30,276	27,327
<b>Total Expenses</b>	<b>21,723</b>	<b>8,553</b>	<b>30,276</b>	<b>27,327</b>
<b>Net gains on investments</b>				
<b>Net Income</b>	<b>15,313</b>	<b>(3)</b>	<b>15,310</b>	<b>121</b>
<b>Gains/(losses) on revaluation of fixed assets</b>				
<b>Net movement in funds:</b>				
<b>Net income for the year</b>	<b>15,313</b>	<b>(3)</b>	<b>15,310</b>	<b>121</b>
Total funds brought forward	11,012	11	11,023	10,902
<b>Net funds carried forward</b>	<b>26,325</b>	<b>8</b>	<b>26,333</b>	<b>11,023</b>

This statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

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**Arena Art and Design Association**

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**BALANCE SHEET AT 31/08/2020**

	<b>Notes</b>	<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
<b>FIXED ASSETS</b>			
Tangible assets	3	40	52
<b>CURRENT ASSETS</b>			
Debtors (amounts falling due within one year)	10	1,839	128
Cash at bank and in hand		<u>28,124</u>	<u>14,372</u>
		29,963	14,500
<b>CREDITORS: Amounts falling due within one year</b>	4	<u>3,670</u>	<u>3,529</u>
<b>NET CURRENT ASSETS</b>		<u>26,293</u>	<u>10,971</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>26,333</u>	<u>11,023</u>
<b>RESERVES</b>			
<b>Unrestricted funds</b>	<b>6</b>		
General fund		26,325	11,012
<b>Restricted funds</b>	<b>7</b>	<u>8</u>	<u>11</u>
		<u>26,333</u>	<u>11,023</u>

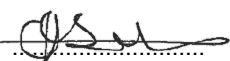
For the year ending 31/08/2020 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

**Approved by the board of trustees on 30/04/2021 and signed on their behalf by**



Christine Bithell  
Trustee

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31/08/2020**

**1. ACCOUNTING POLICIES**

**1a. Basis Of Accounting**

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with FRS102 - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**1b. Incoming Resources**

All Incoming Resources are included in the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**1c. Resources Expended**

Expenditure is accounted for on an accruals basis and has been classified under the headings that aggregate all cost related to the category. When costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**1d. Allocation And Apportionment Of Costs**

All costs relate to the single activity of the charitable company and are recognised accordingly.

**1e. Fund Accounting**

Unrestricted Funds can be used in accordance with the charitable objectives at the discretion of the Trustees. Restricted Funds can only be used for particular restricted purposes within the objects of the Charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Designated Funds are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

**1f. Depreciation**

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Equipment reducing balance 25%

**1g. Turnover**

Turnover represents the invoiced value of goods and services supplied by the company, donations, grants received and receivable; all from the delivery of charitable activity in furtherance of the objects providing studio space to practising artists who in turn further the aims and objects of the charity. The charity is not registered for vat.

**1h. Policy For Debtors**

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid after taking account of any discount due.

**1i. Creditors**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in a transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement value amount after allowing for any discount due.

**1j. Cash At Bank**

Cash at bank and in hand includes cash and short term liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**1k. Financial Instruments**

The charity has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Incentives received to enter into a lease agreement are recognised in the profit and loss accounts over the shorter of the lease term and the period to the next lease review

**1l. Recognition Of Revenue**

Revenue is measured at the fair value of the consideration received or receivable. Revenue is reduced for estimated customer returns, rebates and other similar allowances.

Revenue from the sale of goods is recognised when goods are delivered and legal title has passed.

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## Arena Art and Design Association

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### 1m. Policy For Going Concern

At the time of preparing accounts the trustees have reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The trustees therefore continue to operate the going concern basis of accounting in the preparation of accounts. In considering the going concern the trustees have considered a period of at least 12 months from the date of signing the accounts.

The charity has definitely been affected by the Covid 19 pandemic. The gallery was not able to operate and had to close. The studios were still accessible to its members as the building itself was kept open. Safe procedure and practices were put in place following government regulations. Despite the studios being accessible, the level of activity in the studios has been considerably reduced especially during the lockdowns periods where it was almost non existent The Trustees have considered the impact of covid - 19 on the Charity and the going concern and continue to operate the going concern basis of accounting in the preparation of accounts.

### 2. DIRECTORS AND EMPLOYEES

Particulars of employees (including directors) are shown below:

Employee costs during the year amounted to:

2020	2019
£	£

The trustees did not receive remuneration for their services as trustees.

There were no employees during the year.

### 3. TANGIBLE FIXED ASSETS

	Land And Buildings £	Equipment £	Total £
<b>Cost</b>			
At 01/09/2019	4,635	1,268	5,903
At 31/08/2020	4,635	1,268	5,903
<b>Depreciation</b>			
At 01/09/2019	4,631	1,220	5,851
For the year	-	12	12
At 31/08/2020	4,631	1,232	5,863
<b>Net Book Amounts</b>			
At 31/08/2020	4	36	40
At 31/08/2019	4	48	52

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**Arena Art and Design Association**

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**4. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Other creditors	<u>3,670</u>	<u>3,529</u>
	<u><u>3,670</u></u>	<u><u>3,529</u></u>

**5. LIMITED BY GUARANTEE**

The company is limited by guarantee and does not have a share capital. Each member gives a guarantee to contribute a sum not exceeding £1, to the company should it be wound up. At 31/08/2020 there were 5 members.

**6. UNRESTRICTED FUNDS**

	<b>Brought forward</b>	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>Transfers</b>	<b>Carried forward</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General fund	<u>11,012</u>	<u>37,036</u>	<u>(21,723)</u>	<u>-</u>	<u>26,325</u>
	<u><u>11,012</u></u>	<u><u>37,036</u></u>	<u><u>(21,723)</u></u>	<u><u>-</u></u>	<u><u>26,325</u></u>

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## Arena Art and Design Association

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### 7. RESTRICTED FUNDS

	Brought forward	Incoming resources	Outgoing resources	Transfers	Carried forward
	£	£	£	£	£
Culture Company Restricted Funds	11	-	(3)	-	8
Arts Council England	-	8,550	(8,550)	-	-
	<u>11</u>	<u>8,550</u>	<u>(8,553)</u>	<u>-</u>	<u>8</u>

#### **Culture Company Restricted Funds**

Funds for Computers and IT Equipment

#### **Arts Council England**

Emergency covid -19 funding for rent and overhead.

### 8. RELATED PARTY TRANSACTIONS

The trustees of the charity were also licensees in the premises and they pay a licence fee at arm's length in accordance with similar terms offered to all licensees.

Kate Lloyd a Trustee until 2 September 2020 was paid £1,800 for professional services as Artist Gallery Coordinator.

### 9. GENERAL INFORMATION

Arena Art and Design Association is a company limited by guarantee with charitable status. The registered office address is 27 Parliament Street, Baltic Triangle, Liverpool L8 5RN.

The financial statements are presented in sterling the functional currency of the company.

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**Arena Art and Design Association**

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**10. DEBTORS**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Amounts falling due within one year:		
Trade debtors	-	128
Other debtors	1,839	-
	<u>1,839</u>	<u>128</u>

**11. TAX EXEMPTION**

The Charity claims benefits from various exemptions from taxation afforded by tax legislation and is not liable to corporation tax on income or gains falling within those exemptions. The Charity is not registered for vat.

**12. NET ASSETS BY FUND**

	Unrestricted	Restricted	Total
	Fund	Fund	
Tangible Fixed Assets	32	8	40
Net Current Assets	26,293	-	26,293
	-----	-----	-----
	26,325	8	26,333
	-----	-----	-----

**13. OPERATING LEASE COMMITMENTS**

During 2009 the charity moved into new premises which are subject to a 10 year lease. A second 10 year term has been agreed to run from October 2017 for £1,500 rent per month plus service charges payable with 3 months' notice required. The rent is reviewed every 3 years and there is a break date in September 2022.

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**Arena Art and Design Association**

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**14. INCOMING RESOURCES**

	2020	2019
Associate Membership	3,525	2,994
Liverpool City Council Covid support grant	10,000	-
Arts Council England Covid support grant	8,550	-
Small donation	100	-
	-----	-----
Voluntary Income: Donations	22,175	2,994
	-----	-----
Interest Receivable	25	11
Charitable Activity Income		
Studio Rental Income	22,943	24,313
Parking Permits	400	-
Miscellaneous Income	43	130
	-----	-----
Charitable Activities	23,386	24,443
	-----	-----

**15. RESOURCES EXPENDED**

	2020	2019
Direct Costs		
Auction and Gallery Costs	116	327
Direct Project Artistic Costs	2,800	2,150
Overheads		
Administrative Expenses	2,014	1,157
Finance Costs	-	-
Property Costs	24,541	22,888
Governance	805	805
	-----	-----
Total Resources Expended	30,276	27,327
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