

SKIPPKO ARTS TEAM

England & Wales · Charity number 1068364

Details

Other names	SKIPPKO
Status	Registered
Legal form	Charitable company
Company number	03330301
Registered	1998-02-28
Register	View on the Charity Commission register

Contact

Address	42 Barkston House Leeds LS11 9RT
Phone	0113 2345355
Website	www.skipkko.org.uk

Activities

Objects: TO ADVANCE THE EDUCATION OF THE PUBLIC IN CREATIVE AND VISUAL ARTS AND CRAFTS, AND THE TECHNIQUES AND PRACTICE THEREOF, AND IN PARTICULAR TO PROVIDE FACILITIES AND OPPORTUNITIES WHEREBY OLDER PEOPLE, YOUNG PEOPLE, LEARNING DISABLED PEOPLE, DISABLED PEOPLE, PEOPLE WITH MENTAL HEALTH NEEDS AND PEOPLE WHO ARE DISADVANTAGED BY REASON OF POVERTY, ILL HEALTH OR SOCIAL CIRCUMSTANCES MAY BE AFFORDED OPPORTUNITIES FOR PERSONAL DEVELOPMENT, THROUGH THE EXPERIENCE AND PRACTICE OF SUCH CREATIVE ARTS AND CRAFTS

Activities: Skipkko aims to transform lives and empower people through exciting and innovative creative arts projects. We bring people together through workshop programmes, events, exhibitions and training. Our arts workers act as group facilitators, creating a piece of group artwork to increase people's confidence, skills and sense of self worth and to allow them to learn from each other.

Classification

- **How:** Provides Services
- **What:** Education/training, Arts/culture/heritage/science
- **Who:** Other Defined Groups

Geography

- Barnsley
- Bradford City
- Calderdale
- City Of Wakefield
- City Of York
- Kirklees
- Leeds City
- North Yorkshire
- Rotherham
- Sheffield City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£274,055	£272,991	-	-
2024-03-31	£217,206	£197,838	-	-
2023-03-31	£101,791	£156,997	-	-
2022-03-31	£185,059	£205,461	-	-
2021-03-31	£188,189	£153,878	-	-

Trustees

Name	Role	Appointed
EMILY HARVEY	Chair	2016-09-12
Gabriel Carmel Hamilton		2021-12-14
JACQUELINE B A HOBSON		
Valerie Hewison		2021-10-14

SKIPPKO ARTS TEAM

England & Wales - Charity number 1068364

Accounts

Company number: 3330301

Charity Number: 1068364

Skipko Arts Team

Report and financial statements
For the year ended 31st March 2025

Skipoko Arts Team
Reference and administrative information
for the year ended 31st March 2025

Company number 3330301

Charity number 1068364

Registered office and operational address 42 Barkston House
Croydon Street
Leeds
LS11 9RT

Known as 'Skipoko'

Management Committee Management Committee, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Emily Harvey	Chair
Jackie Hobson	Treasurer
Jayne Learoyd	Secretary (retired December 2024)
Gabrielle Hamilton	Trustee
Val Hewison	Trustee

Key management personnel Arthur Stafford Director
Company Secretary (from December 2024)

Bankers Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall WV1 9DG

Independent examiner

Catherine Hall FCCA DChA
Slade & Cooper Limited
Beehive Mill
Jersey Street
Manchester M4 6JG

Skipoko Arts Team
Management Committee's annual report
for the year ended 31st March 2025

The Management Committee presents their report and independently examined financial statements for the year ended 31st March 2025. Included within the Management Committee's report is the directors' report as required by company law.

Reference and administrative information set out on this page forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

Objectives and activities

Skipoko aims to transform lives and empower people through exciting and innovative creative arts projects. Our charitable purpose is:

To advance the education of the public in creative and visual arts and crafts, and the techniques and practice thereof, and in particular to provide facilities and opportunities whereby older people, young people, people with learning disabilities, people with disabilities, people with mental health needs and people who are disadvantaged by reason of poverty, ill health or social circumstances may be afforded opportunities for personal development, through the experience and practice of such creative arts and crafts.

We do this by:

- Developing creative arts projects with community groups,
- Bringing people together through large and small-scale workshop programmes,
- Running events,
- Hosting exhibitions and training.
- Blank Canvas; providing creative and community hubs in temporarily vacant commercial property.

Our arts workers act as group facilitators, using a wide range of arts techniques to increase people's confidence, skills and sense of self-worth. Skipoko's way of working gives ownership of the creative process and the direction of the project to the group participants, giving people influence over how they are seen by others and the ideas they share.

This method has proved to be empowering for people who may not have the same control over other aspects of their lives, enabling them to grow in confidence and gain a significant sense of achievement.

Trustees review the aims, objectives and activities of the charity each year. This report looks at what the charity has achieved and the outcomes of its work in the reporting period. Trustees report on key activity and the benefits the charity brings to those participating in its work. This regular review also helps Trustees ensure the charity's aims; objectives and activities remain relevant and focused on its stated purposes.

As a student placement recently reported following their time with us:

"Skipoko's general ethos – apparent from the moment you step in their office or creative space – is one of cooperation and accommodation."

Public benefit

The Trustees refer to the Charity Commission's guidance on public benefit when planning Skipoko's work, not least the most recent iteration of the CC3 publication.

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for the year ended 31st March 2025

Skipkko projects are regularly reviewed and, evaluated upon completion with input from all involved, including project participants. This helps to ensure projects deliver planned outcomes and respond to the previously identified needs amongst our participants, the charity's beneficiaries.

This report covers the fourth year from the pandemic, the ripples of which continue to impact on our participants. Despite strong financial headwinds (not least those being experienced by our participants and their network organisations), Skipkko remains open as a resilient organisation and continues to work directly with people online in their own homes, in their network venues and in our spaces here in Barkston House in Leeds.

In 2024/25, Skipkko delivered 785 sessions (45% increase from 2023/24) comprising 432 arts-in-home and 353 face-to-face. Across the entire programme of work, we engaged with more than 67,000 people, of whom some 92% are officially classed as experiencing "challenging lives and living with poverty".

But can we look behind the figures, speak to our participants and get a sense of what benefits have been experienced by them?

When asked whether has anything changed following the workshop, one participant responded (verbatim)

"Being part of a group activity. Enjoying a sense of belonging. Forgetting the outside world. Sense of acceptance. No judgement. Social connection beyond Skipkko"

And another:

"When you're here, the outside world doesn't exist, or any of your problems. Then you feel better, you take some of the lightness away with you"

Finally, one of our participants noted (verbatim) during a recent Sharing Event held in our community space (Venue 50),

"NHS need to take on board how much Skipkko helps people with mental health. Sharing with my family what we did 'Under the Canopy' how much joy and laughter it brings into my life".

Achievements and performance

Our charitable activity is focused on tackling disadvantage and marginalisation thus reflecting our primary aim; that of providing benefit to the public. Specific beneficiaries from our work vary from project to project, but much of our work is with communities from the most deprived areas of the country. During 2024/25 we continued working with parents and families, adult carers, young and older people, women from diverse communities and, communities with low rates of literacy and use of English as a second language.

Skipkko received a slightly higher level of public subsidy (£14,000) from Leeds City Council by way of unrestricted financial assistance and Skipkko remains a member of the city's arts client portfolio. We receive no public subsidy from Arts Council England.

Despite everything, Skipkko continues to generate 95% of income through bespoke project funding bids and unrestricted income generated through the temporary space, property programme, Blank Canvas. In the year closing 31 March 2025. Skipkko banked £281,127 with a staff establishment of 3 part time posts equating to 1.3 FTE.

Skipkko believes this to be a singular achievement considering the increasingly adverse operating environment and when one realises some long-established, better resourced, arts organisations ceased to trade during the year.

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Management Committee's annual report
for the year ended 31st March 2025

Undoubtedly, one of the reasons Skipko can achieve and be resilient in a difficult environment was identified by a recent student placement:

"...artists are treated as just as integral and important a part of the organisation as anyone else. Strong creative vision is not only tolerated but encouraged by the staff in almost every aspect"

Restricted funding secured during the year was from National Lottery Community Fund (£127,115), Leeds Community Development Fund (£5,000), Leeds Inspired (£800) and Wade's Charity (£3,000). This funding enabled Skipko deliver the following projects:

- A Room in Leeds – the conclusion of a project started in the previous financial year featuring a major exhibition at Leeds City Museum and 'Abundance', a series of public-facing performances in a major Leeds theatre: a first for Skipko
- Under the Canopy – the continuation of an environmentally-focused series of projects focusing on mindfulness and nature. These continue to be specifically targeted to people struggling to come to terms with the post-pandemic situation and encouraged them to come outdoors and socialise.
- Library Research Team – the continuing development of a self-sustaining, creative community hub. This team arose from the Women Reflecting on Women project. The team provides much-needed capacity to undertake research for Skipko projects and is proving to be extraordinarily popular and durable. We also arranged for the team to continue visits to the major libraries as well Leeds Museums and Galleries to examine issues surrounding curation.
- Tales of Hope – this project continues an earlier project and was part funded by the Leeds Community Foundation. To celebrate the building of a new centre for this neighbourhood network organisation located in the Halton Moor and Osmondthorpe wards of Leeds.
- Camaraderie (the Cams) – this is a robust creative hub inspired by Skipko. This small community grew out of earlier photography projects and has grown to be a fledgling organisation. Skipko continues to support the group with some funding and artists' time.
- Pages and Teacup Tales – culmination of projects started in the previous financial year.
- Our Health Matters – a project exploring health inequalities among sex workers in West Yorkshire commissioned by way of a fee (£2,360) by University of Huddersfield.
- Winter Wonderlights – small project exploring light in winter.
- Two Sharing Days – occasions enabling Skipko understand what our participants are looking for Skipko to work towards.
- Monthly Art Club – extension of the regular club aimed at extending participants' engagement with Skipko activities

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Management Committee's annual report
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- Performance & Making Club – arose from the performances delivered as part of A Room in Leeds and in direct response to calls from participants
- Camera Connections pilot – a small scale, action-learning project with six partners; some new to Skipkko and some that have not worked with Skipkko for some years.

Again, looking behind the programme of work is an understanding of the dynamics in the various groups. For the Monthly Art Club for instance, our recent student placement noted:

“The group had this uncanny ability to hold such a strong sense of community and culture whilst also welcoming newcomers like me with open arms”.

Financial review

The year ending 31st March 2025 was bright. As noted in an Annual Management Report, as of 31 March 2025, we closed the year with £25,418 in shareholder funds.

As with the present year (2025/26), we were able to approve a budget with almost 80% of projected income secure. This has led to Skipkko being a relatively stable organisation being able to focus on current projects, preparing for future work and planning an increased availability of training for staff, trustees and artists as well as much-needed investment in IT.

The ambition of the trustees in the coming year is to continue recent good progress, ensure the company keeps to income and expenditure targets whilst preparing a major application to be submitted during autumn 2025 to National Lottery Community Fund (NLCF). Securing a second tranche of three-year funding is seen as a strategic priority for 2025/26.

At the time of writing (July 2025), Skipkko has been advised that Leeds City Council had not yet made plans to extend arts funding beyond the end of financial year 2025/26.

Reserves policy

Trustees review the need for reserves in line with guidance from the Charity Commission and National Council of Voluntary Organisations (NCVO). Company policy is to carry reserves ideally for three-to-five months trading or, in extremis, sufficient to discharge statutory redundancy payments (around £19,000).

Currently, Skipkko has three streams of unrestricted income, [a] contribution from NLCF (£30,000 pa), [b] subsidy from Leeds City Council (£14,000 pa but reducing in future years) and [c], Blank Canvas (£66,000 this year but can be inconsistent). Skipkko believes it is on track to recover from the very difficult post-pandemic year of 2022/23 and create reserves in the region of £20,000 by 31 March 2026.

Future Planning

Skipkko continues to generate a significant amount of interest and plaudits: our profile continues to become stronger. In 2023/24 we started delivering the three-year, NLCF-funded, 'Home from Home' programme wherein we focus on Skipkko supporting participants taking leadership as we attempt to reach communities across the City. In 2024/25, Skipkko worked within 23 of Leeds' 29 wards.

We will continue to apply the lessons learned over the last three years and put in place a programme of work combining face-to-face and 'at-home' activities in a hybrid format.

A key ingredient in Skipkko's future planning is to secure another three-year funding from National Lottery Community Fund (NLCF). To that end we have:

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[a] secured the services of an external specialist evaluator who continues to critique the delivery of the current three year programme and, it is hoped, will form a base for the continuation of NLCF funding for a further three years,

[b] secured the services of an external specialist consultant who will continue to facilitate a series of Away-days for trustees and staff focusing on future-thinking and the development of a series of strategies for the coming years,

[c] implemented a plank of training and mentoring for artists and staff, so they become better equipped to meet potential challenges.

Another strand of future planning will be to [a] determine how Skipko can take advantage of increasing calls for collaboration from third sector partners and [b], prepare for future dips in unrestricted income by exploring grant-in-aid support for Skipko's core costs.

Programme of work for 2024/25

Organisational Development: continue the process of board development and recruitment together with a review of policies and procedures and invest in a complete replacement of existing 10-year old computer workstations, software and wireless infrastructure and, put in place a cloud-based server system.

Strategic Engagement: continue to build stronger relationships with the health and wellbeing sector (Leeds Arts in Health and Wellbeing Network) as well as develop closer relationships with key Third Sector organisations (Age UK, Carers Leeds, Neighbourhood Networks etc) and with academia, most notably Universities of Leeds and Huddersfield.

Arts Programme: In 2023/24 we explored notions of 'place', in 2024/25 we asked, 'what is it like to be older in Leeds?' and, in 2025/26 we shall look at how people 'self-identify' as living in Leeds. The programme of work in 2025/26 looks something like:

- Camera Connections – scaling up a very successful pop-up, pilot-project.
- Tales of HOPE – continuation of the pop-up consultation conducted in 2023/24
- Winter at Home – a light-in-the-dark project which is becoming something of a tradition
- Under the Canopy – furthering the benefits to participants arising from creative activities in outdoor spaces.
- Library Research Team – delivering a programme entitled 'Wish You Were Here' in collaboration with University of Leeds (Prof Peter Anderson, Head, School of History) wherein we work with people in Leeds and explore their memories of taking packaged holidays to Spain in the 1960's to 1980's.
- Monthly Art Club – continuing the successful (and over-subscribed) regular workshops for participants wishing to extend their engagement with Skipko
- Performance and Making Club – continuing this successful and new venture for the company

A continuing series of small-scale, information-gathering, pop-ups projects.

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Sustainable Community Hubs: continue working with the Library Research Team, Camera-aderie and Under the Canopy as a means of understanding Asset Based Community Development and exploring the degree to which Skipkko can promote this way of working in the future.

Blank Canvas: this is our property programme which generates unrestricted income. Our policy is to focus on securing property in our core area of West Yorkshire and pursue properties in other areas only if there is a compelling artistic reason. Now, we have multiple properties in York, Shipley, Skipton, Harrogate and Northallerton.

Structure, governance and management

Two artists conceived Skipkko Arts Team in 1988. It is a company limited by guarantee (incorporated on 10th March 1997) and registered as a charitable company on 28th February 1998. The company was established under a memorandum of association, which established the objects and powers of the charitable company and is governed under its articles of association.

Members of the charity guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of winding up. The total number of such guarantees on 31st March 2025 was 4 (on 31st March 2024 it was 5). The Trustees are members of the charity, but this entitles them only to voting rights. The Trustees have no beneficial interest in the charity.

Trustees meet quarterly. The Director carries out day-to-day management of staff and resources and, from December 2024, acts as Company Secretary. Trustees are recruited openly and appointed as appropriate, with one-third of their number standing down, in rotation, at the Annual General Meeting.

Board meetings continue to be well attended, and a Standing Item process adopted whereby Trustees can maintain specific attention to:

- Progress of board working groups (see below)
- NLCF 2023 – review of progress of major (£375,000) grant
- Blank Canvas – generator of unrestricted income
- Awayday – planning for future Trustee workshops
- Safeguarding – any instances of concern experienced since the previous board meeting
- Company Secretary – update to Trustees of any major legislative changes since the previous board meeting.

During the year, the board established working groups to ensure it [a] discharges due care diligence and skill, [b] maintains an appropriate level of oversight whilst [c] working with staff to collectively explore future iterations of Skipkko. The sub-groups being:

- Recruitment: trustees and staff
- Policies and procedures: root and branch overhaul of existing policies considering changing statutory and legal obligations.
- Partners: expanding the organisations and agencies with whom we collaborate.
- Strategic issues: longer term issues Skipkko needs to be aware of.

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for the year ended 31st March 2025

Periodically, Skipkko also carries out a skills audit of all Trustees, to address potential skills gap and remedy them with training or further recruitment. It is the aim of Trustees to recruit two further members for the board during 2025/26.

There were no related-party transactions during the year, and Skipkko's Memorandum and Articles of Association precludes Trustee remuneration and other benefits, except for reimbursement of out-of-pocket expenses.

Remuneration policy for key management personnel

Senior staff are appointed on the NJC pay scale at a point appropriate to skills and experiences. This is periodically benchmarked against similar organisations. At a board meeting held in 2019, the decision was taken by Trustees to increase to 29 (from 25), the weekly hours for the director and arts project manager. Salaries remain unchanged from 2019.

Risk management

Every Skipkko project is subject to a risk assessment and a report held in a registry. When considering larger projects, a report is formally presented to the board for sign off during the application stage. When funding is secured, risk management becomes the director's responsibility with Trustees being updated against a standing item on the board agenda for the duration of the project.

The director reports on five areas of operational risk; [a] capacity, [b] progress, [c] financial management, [d] project management and [e] statutory and legal obligations. Against each of these areas, we define the risk, scoped worse case scenarios, described mitigation actions and recommended course of action.

Funds held as custodian trustee on behalf of others.

None.

Statement of responsibilities of the Management Committee

The Management Committee (who are also directors of Skipkko Arts Team for the purposes of company law) are responsible for preparing the Management Committee's annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Management Committee to prepare financial statements for each financial year, which give a true and fair view of the situation of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Management Committee is required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

Skipko Arts Team
Management Committee's annual report
for the year ended 31st March 2025

The Management Committee are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The Management Committee's annual report has been approved by the Management Committee on 01 / 12 / 2025 and signed on their behalf by

Emily Harvey

Chair

Independent examiner's report
to the Trustees of
Skipko Arts Team

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st March 2025 which are set out on pages 9 to 23.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company'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.

Independent examiner's statement

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Catherine Hall FCCA DChA
Slade & Cooper Limited
Beehive Mill, Jersey Street
Manchester, M4 6JG

Date: 08/12/2025

Skipko Arts Team
Statement of Financial Activities
(including Income and Expenditure account)
for the year ended 31 March 2025

	Note	Unrestricted funds £	Restricted funds £	Total funds 2025 £	Total funds 2024 £
Income from:					
Donations and legacies	3	46,098	-	46,098	28,265
Charitable activities:	4	90,482	137,475	227,957	188,941
Total income		136,580	137,475	274,055	217,206
Expenditure on:					
Charitable activities:	5	134,628	138,363	272,991	197,838
Total expenditure		134,628	138,363	272,991	197,838
Net income / (expenditure) for the year	6	1,952	(888)	1,064	19,368
Transfer between funds		-	-	-	-
Net movement in funds for the year		1,952	(888)	1,064	19,368
Reconciliation of funds					
Total funds brought forward		(26,353)	50,707	24,354	4,986
Total funds carried forward		(24,401)	49,819	25,418	24,354

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

Skipko Arts Team
Company number 3330301
Balance sheet as at 31 March 2025

	Note	2025	2024
		£	£
Current assets			
Debtors	11	9,668	4,998
Cash at bank and in hand		31,773	22,845
Total current assets		41,441	27,843
Liabilities			
Creditors: amounts falling due in less than one year	12	(16,023)	(3,489)
Net current assets		25,418	24,354
Total assets less current liabilities		25,418	24,354
Net assets		25,418	24,354
The funds of the charity:			
Restricted income funds	13	49,819	50,707
Unrestricted income funds	14	(24,401)	(26,353)
Total charity funds		25,418	24,354

For the year in question, the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question 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 are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 14 to 25 form part of these accounts.

Approved by the management committee on 01/12/2025 and signed on their

Jackie Hobson (Treasurer)

Skippko Arts Team
Statement of Cash Flows
for the year ending 31 March 2025

	Note	2025 £	2024 £
Cash provided by / (used in) operating activities	17	8,928	18,287
Cash and cash equivalents at the beginning of the year		22,845	4,558
Cash and cash equivalents at the end of the year		31,773	22,845

Skippkko Arts Team

Notes to the accounts for the year ended 31 March 2025

1 Accounting policies

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

a Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), second edition - October 2019 (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006 and UK Generally Accepted Accounting Practice.

Skippkko Arts Team meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

There are no key judgments which the trustees have made which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

The trustees note the deficit in the unrestricted account at the end of the reporting period. The trustees have put in place financial targets aimed at increasing unrestricted income from the Blank Canvas programme. Early indications are encouraging and place Skippkko in a more robust position than at the close of 2024/25 to the extent that at the point of writing (December 2025) the unrestricted account continues in surplus and the trustees have every expectation that this trend will continue throughout the 2025/26 reporting period having secured significant unrestricted funding. In order to ensure the charity's continuing solvency, trustees will monitor unrestricted cashflow projections on a quarterly basis with the Director reporting on such as part of his regular board reporting procedures.

c Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2025 (continued)

d Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

f Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities includes the costs of projects undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h Operating leases

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2025 (continued)

i Debtors

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

j Cash at bank and in hand

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

k Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the 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 amount after allowing for any trade discounts due.

l Financial instruments

The charity only 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

m Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity's contribution is restricted to the contributions disclosed in note 8. There were no outstanding contributions at the year end. The costs of the defined contribution scheme are included within staff costs in note 6.

2 Legal status of the charity

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The registered office address is disclosed on page 1.

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2025 (continued)

3 Income from donations and legacies

	Unrestricted £	Restricted £	Total 2025 £	Total 2024 £
Donations	46,098	-	46,098	28,265
Total	46,098	-	46,098	28,265
<i>Total by fund 31 March 2024</i>	28,265	-	28,265	

4 Income from charitable activities

	Unrestricted £	Restricted £	Total 2025 £	Total 2024 £
Grants				
Leeds City Council	14,000	800	14,800	12,820
Wade's Charity	-	3,000	3,000	3,000
National Lottery Community Fund	-	126,315	126,315	119,115
Leeds Community Foundation	-	5,000	5,000	5,000
Other Grant Income	-	-	-	970
	14,000	135,115	149,115	140,905
Fees & other income				
Fees	17,116	2,360	19,476	10,919
Other income	59,366	-	59,366	37,117
	76,482	2,360	78,842	48,036
Total	90,482	137,475	227,957	188,941
<i>Total by fund 31 March 2024</i>	53,536	135,405	188,941	

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2025 (continued)

Income from charitable activities continued...

Previous reporting period

	Unrestricted £	Restricted £	Total 2024 £
Grants			
<i>Leeds City Council</i>	5,500	7,320	12,820
<i>Wade's Charity</i>	-	3,000	3,000
<i>National Lottery Community Fund</i>	-	119,115	119,115
<i>Leeds Community Foundation</i>	-	5,000	5,000
<i>Other Grant Income</i>	-	970	970
	5,500	135,405	140,905
Fees & other income			
<i>Fees</i>	10,919	-	10,919
<i>Other income</i>	37,117	-	37,117
	48,036	-	48,036
<i>Total by fund 31 March 2024</i>	53,536	135,405	188,941

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2025 (continued)

5 Analysis of expenditure on charitable activities

	Total 2025 £	Total 2024 £
Staff costs	61,661	59,847
Staff travel & training	411	437
Premises	27,664	23,637
Office costs	12,283	6,163
Publications, subscriptions & resources	361	264
Equipment	2,761	-
Miscellaneous	110	374
Freelance fees & expenses	56,129	47,313
Materials	5,084	5,751
Other project costs	31,471	11,526
Legal & professional	16,239	6,664
Business rates for empty properties	54,830	33,030
Governance costs	3,987	2,832
	272,991	197,838
	2025 £	2024 £
Restricted expenditure	138,363	93,283
Unrestricted expenditure	134,628	104,555
	272,991	197,838

6 Net income / (expenditure) for the year

This is stated after charging/(crediting):	2025 £	2024 £
Operating lease rentals:		
equipment	553	553
Independent examiner's fee:		
accountancy	1,330	1,205
independent examination	250	230

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2025 (continued)

7 Staff costs

Staff costs during the year were as follows:

	2025 £	2024 £
Wages and salaries	28,058	27,752
Freelance staff	32,954	31,450
Pension costs	649	645
	61,661	59,847

No employees has employee benefits in excess of £60,000 (2024: Nil).

The average number of staff employed during the period was 2 (2024: 2).

The average full time equivalent number of staff employed during the period was 1.3 (2024: 1.59).

The key management personnel of the charity comprise the trustees and the Director. The total employee benefits of the key management personnel of the charity were £32,954 (2024: £31,450).

8 Trustee remuneration and expenses, and related party transactions

Neither the management committee nor any persons connected with them received any remuneration or reimbursed expenses during the year (2024: Nil).

No members of the management committee received travel and subsistence expenses during the year (2024: £Nil).

Aggregate donations from related parties were £Nil (2024: £Nil).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2024: nil).

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2025 (continued)

9 Government grants

The government grants recognised in the accounts were as follows:

	2025 £	2024 £
Leeds City Council	14,800	12,820
	14,800	12,820

There were no unfulfilled conditions and contingencies attaching to the grants.

10 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

11 Debtors

	2025 £	2024 £
Trade debtors	8,334	1,293
Prepayments	1,334	3,705
	9,668	4,998

12 Creditors: amounts falling due within one year

	2025 £	2024 £
Other creditors and accruals	15,373	2,980
Taxation and social security costs	650	509
	16,023	3,489

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2025 (continued)

13 Analysis of movements in restricted funds

	Balance at 1 April 2024 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2025 £
A4A Studio 42	3,489	-	-		3,489
In the Waiting Room	2,414	-	-	-	2,414
Home from Home	42,963	135,115	(138,363)	-	39,715
Tree of HOPE	837	-	-	-	837
Message in a Bottle	1,004	-	-	-	1,004
Our Health Matters	-	2,360	-		2,360
Total	50,707	137,475	(138,363)	-	49,819

Previous Reporting Period	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2024 £
A4A Studio 42	3,489	-	-		3,489
In the Waiting Room	2,414	-	-	-	2,414
Home from Home	(200)	135,285	(91,105)	(1,017)	42,963
Tree of HOPE	1,586	-	(749)	-	837
Message in a Bottle	1,403	120	(519)	-	1,004
Under the Canopy	(292)	-	-	292	-
Community Research	185	-	(910)	725	-
Total	8,585	135,405	(93,283)	-	50,707

Name of	Description, nature and purposes of the fund
A4A Studio 42	A photography project for carers in Leeds.
In the Waiting Room	A collaboration with 8 community groups.
Home from Home	Overarching programme for the year.
Tree of HOPE	Project featuring a neighbourhood network organisation.
Message in a Bottle	Project with community group.
Our Health Matters	A project exploring health inequalities among sex workers in West Yorkshire.

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2025 (continued)

14 Analysis of movement in unrestricted funds

	Balance at 1 April 2024 £	Income £	Expenditure £	Transfers £	As at 31 March 2025 £
General fund	(26,353)	136,580	(134,628)	-	(24,401)
	<u>(26,353)</u>	<u>136,580</u>	<u>(134,628)</u>	<u>-</u>	<u>(24,401)</u>

Name of	Description, nature and purposes of the fund
General fund	The free reserves after allowing for all designated funds

Previous reporting period

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	As at 31 March 2024 £
General fund	(3,599)	81,801	(104,555)	-	(26,353)
	<u>(3,599)</u>	<u>81,801</u>	<u>(104,555)</u>	<u>-</u>	<u>(26,353)</u>

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2025 (continued)

15 Analysis of net assets between funds

	General fund £	Designated funds £	Restricted funds £	Total £
Net current assets/(liabilities)	(24,401)	-	49,819	25,418
Total	(24,401)	-	49,819	25,418
Previous reporting period				
	General fund £	Designated funds £	Restricted funds £	Total £
Net current assets/(liabilities)	(26,353)	-	50,707	24,354
Total	(26,353)	-	50,707	24,354

16 Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as

	Equipment	
	2025 £	2024 £
Less than one year	414	553
One to five years	-	414
	414	967

17 Reconciliation of net movement in funds to net cash flow from operating activities

	2025 £	2024 £
Net income / (expenditure) for the year	1,064	19,368
Adjustments for:		
Decrease/(increase) in debtors	(4,670)	2,541
Increase/(decrease) in creditors	12,534	(3,622)
Net cash provided by / (used in) operating	8,928	18,287

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2025 (continued)

18 Prior year Statement of Financial Activities (including Income and Expenditure account)

	Unrestricted funds £	Restricted funds £	Total funds 2024 £	Total funds 2023 £
Income from:				
Donations and legacies	28,265	-	28,265	33,803
Charitable activities:	53,536	135,405	188,941	67,988
Total income	81,801	135,405	217,206	101,791
Expenditure on:				
Charitable activities:	104,555	93,283	197,838	156,997
Total expenditure	104,555	93,283	197,838	156,997
Net income / (expenditure) for the year	(22,754)	42,122	19,368	(55,206)
Transfer between funds	-	-	-	-
Net movement in funds for the year	(22,754)	42,122	19,368	(55,206)
Reconciliation of funds				
Total funds brought forward	(3,599)	8,585	4,986	60,192
Total funds carried forward	(26,353)	50,707	24,354	4,986

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

SKIPPKO ARTS TEAM

England & Wales - Charity number 1068364

Accounts

Company number: 3330301

Charity Number: 1068364

Skipko Arts Team

Report and financial statements
For the year ended 31st March 2024

Skipkko Arts Team

Reference and administrative information for the year ended 31st March 2024

Company number 3330301

Charity number 1068364

Registered office and operational address 42 Barkston House
Croydon Street
Leeds
LS11 9RT

Known as 'Skipkko'

Management Committee Management Committee, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Emily Harvey	Chair
Jackie Hobson	Treasurer
Jayne Learoyd	Secretary
Gabrielle Hamilton	Trustee
Val Hewison	Trustee

Key management personnel Arthur Stafford Director

Bankers Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall WV1 9DG

Independent examiner

Catherine Hall FCCA DChA
Slade & Cooper Limited
Beehive Mill
Jersey Street
Manchester M4 6JG

Skipko Arts Team
Management Committee's annual report
for the year ended 31st March 2024

The Management Committee presents their report and the unaudited financial statements for the year ended 31st March 2024. Included within the Management Committee's report is the directors' report as required by company law.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

Objectives and activities

Skipko aims to transform lives and empower people through exciting and innovative creative arts projects. Our charitable purpose is:

To advance the education of the public in creative and visual arts and crafts, and the techniques and practice thereof, and in particular to provide facilities and opportunities whereby older people, young people, people with learning disabilities, people with disabilities, people with mental health needs and people who are disadvantaged by reason of poverty, ill health or social circumstances may be afforded opportunities for personal development, through the experience and practice of such creative arts and crafts.

We do this by:

- Developing creative arts projects with community groups,
- Bringing people together through large- and small-scale workshop programmes,
- Running events,
- Hosting exhibitions and training.
- Blank Canvas; providing creative and community hubs in temporarily vacant commercial property.

Our arts workers act as group facilitators, using a wide range of arts techniques to increase people's confidence, skills and sense of self-worth. Skipko's way of working gives the ownership of the creative process and the direction of the project to the group members themselves, giving people influence over how they are seen by others and the ideas they must share. This method has proved to be empowering for people who may not have the same control over other aspects of their lives, enabling them to grow in confidence and gain a huge sense of achievement.

The Trustees review the aims, objectives and activities of the charity each year. This report looks at what the charity has achieved and the outcomes of its work in the reporting period. The Trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the Trustees ensure the charity's aims; objectives and activities remained focused on its stated purposes.

Public benefit

The Trustees have referred to the Charity Commission's guidance on public benefit when planning Skipko's work for the year to come and in the end of year evaluation.

Skipko projects are reviewed regularly and evaluated upon completion with input at the end from all involved, including project participants. This helps to ensure that projects deliver planned outcomes and are responding to the previously identified needs amongst our beneficiaries.

This report covers the third year affected by the pandemic. Skipko continued to remain open as far as a functioning organisation is concerned and worked directly with people in their own homes and face-to-face

Skipkko Arts Team
Management Committee's annual report
for the year ended 31st March 2024

sessions. Skipkko delivered 595 sessions comprised of 493 arts-in-home, 107 face-to-face and 2 online. In the year across our entire programme of work, we provided 6,500 artist days in some 1,500 workshops. More than 90% were people officially described as "people with challenging lives".

Achievements and performance

Our charitable activity is focused on tackling disadvantage and marginalisation thus reflecting our primary aim; that of providing benefit to the public. Specific beneficiaries from our work vary from project to project, with much of our work being in areas within the most 5% deprived in England high indices. During 2023/24 we continued our work with parents and families, adult carers, young and older people, women from diverse communities and, communities with low rates of literacy and use of English as a second language.

Skipkko received a slightly higher level of public subsidy (from £4,600 to £5,500) from Leeds City Council as a member of the city's arts client portfolio. We receive no public subsidy from Arts Council England. We continue to generate 97% of our income needs (2.5% - £5,500 through subsidy and 97.5% - £ 212,964 by our efforts) through bespoke project funding bids and unrestricted income generated through our temporary space, property programme, Blank Canvas.

Projects worked on during the year were as below. The majority were funded through the acquisition of a grant (£371,575) from National Lottery Community Foundation (NLCF) to be distributed across 2023/24 to 2025/26. The grant was to have a number of positive unintended consequences not only for Skipkko but also for the array of projects we could offer our participants:

- A Room in Leeds – a blend of face-to-face and 'at home' activities which lay the foundations for a major exhibition and performance in 2024/25
- Under the Canopy – the continuation of an environmentally-focused series of projects focusing on mindfulness and nature. These continued to be specifically targeted to people struggling to come to terms with the post-pandemic situation and encouraged them to come outdoors and socialise.
- Library Research Team – the continuing development of a self-sustaining, creative community hub. This team arose from the Women Reflecting on Women project. The team provides much-needed capacity to undertake research for Skipkko projects and is proving to be extraordinary popular and durable. We also arranged for the team to continue visits to the major libraries as well Leeds Museums and Galleries to examine issues surrounding curation.
- New Bowerley Community Primary – continuing our link with the school where we worked with 11 teachers as well as with pupils.
- Teacup Tales – tea became a popular focus for work across the year partly emerging from our work at TCV Hollybush environmental centre. We explored tea through poetry, story-telling and a visit to a tea blending event at Temple Newsam.
- Pages from Leeds – this project explored issues surrounding reading and culminated in a publication.
- Tales of Hope – this project followed an earlier project and was part funded by the Leeds Civic Trust. To celebrate the building of a new centre for this neighbourhood network organisation located in the Halton Moor and Osmondthorpe wards of Leeds.

Skipkko Arts Team
Management Committee's annual report
for the year ended 31st March 2024

- Camaraderie (the Cams) – this is a relatively well robust creative hub inspired by Skipkko and supported by us. This small community grew out of earlier photography projects and has grown to be a fledgling organisation in its own right. Skipkko continues to support the group with some funding and artists' time and it was great to see the Cams mount their own exhibition at Headingley Enterprise and Arts Centre during the year.
- Pop-ups – these are small, self-contained projects which at their heart are arts projects but also seek to gather intelligence or evidence for a potential larger project later on. In this respect we implemented a total of seven projects ranging from Mexican grievance, to stained glass windows, to explorations of tea and providing creative activities to one of Leeds' neighbourhood networks.

Financial review

The year ending 31st March 2024 was far brighter than the previous year. According to the Balance Sheet as of 31 March 2024, we closed the year with £24,354 in total funds reflecting the grant we have received from National Lottery Community Fund and the strengthening of unrestricted income arising from Blank Canvas.

As with the present year (2024/25), we were able to approve a budget with almost 80% of projected income between 90% and 100% secure. This in turn has led to a stable, secure company environment where we have been able to focus on our work, and preparations for future work as well consider increasing availability of training for staff, trustees and artists.

The focus of the trustees is fixed on [a] continuing the good progress made this year, [b] ensuring the company keeps to income and expenditure targets, [c] makes a strong application for enhanced annual subsidy from Leeds City Council in the 2024/25 round and [d], keep in mind, another major application will need to be made during the autumn of 2024 to National Lottery Community Fund (NLCF) for funding to dovetail the existing grant, in other words, to kick in spring 2026 through to spring 2029.

At the time of writing, we were advised that our annual subsidy from Leeds City Council was to be increased three-fold to a total of £ 14,000.

Reserves policy

The Trustees review the need for reserves in line with guidance from the Charity Commission and National Council of Voluntary Organisations (NCVO) . Company policy is to carry reserves optimally for three-to-five months trading or in extremis, sufficient to discharge statutory redundancy payments (around £19,000).

At the present, it costs around £84,000 a year to keep the lights on, rooms warm and salaries paid, all of which needs to be met through unrestricted income. For probably the first time, Skipkko is in a position of relative security in that [a] £14,000 comes from Leeds City Council, [b] £30,000 a year comes through the NLCF grant by way of cost recovery and [c], Blank Canvas is delivering around £55,000 a year. These three streams amount to £99,000, which means that from 2023/24, we can start re-building the reserves.

Skipkko Arts Team
Management Committee's annual report
for the year ended 31st March 2024

Plan for the future.

By remaining open during the two plague years of 2020/21 and 2021/22 and surviving the so-called aftermath year of 2022/23, Skipkko continues to generate a significant amount of interest and plaudits, our profile continues to become stronger. In 2023/24 we started delivering the three-year, Lottery funded 'Home from Home' programme wherein we focus on Skipkko enabling participants taking leadership as we attempt to reach communities across the City.

We will continue to apply the lessons learned over the last three years and put in place a programme of work combining face-to-face and 'at-home' in a hybrid format.

A key ingredient in Skipkko's plan for the future is to secure another three-year funding from National Lottery Community Fund (NLCF). To that end we have

[a] secured the services of an external specialist evaluator who, is anticipated, will vindicate the delivery of the current three year programme and thus form a basis for the continuation of funding for a further three years,

[b] secured the services of an external specialist consultant who will facilitate a series of Away-days for trustees and staff focusing on future-thinking and the development of a series of strategies for the coming years,

[c] we will implement a plank of training and mentoring for artists and staff so they become better equipped to meet potential challenges.

Programme of work for 2024/25

Organisational Development: continue the process of board development together with a review of policies and procedures and exploring a future Skipkko with a divergent supply on unrestricted income.

Strategic Engagement: continue to build stronger relationships with the health and wellbeing sector as well as develop a closer relationship with Arts and Minds (NHS) through co-locating offices and with academia, most notably University of Leeds.

Arts Programme: the programme will be delivered according to yearly overarching themes. In 2023/24 we explored notions of 'place', this year we ask, 'what is it like to be older in Leeds?' and next year, 2025/26 we shall look at how people self-identify as living in Leeds. The programme of work in 2024/25 looks something like

A Room in Leeds – the culmination of the project with an exhibition, publication and performances

Tales of HOPE – continuation of the pop-up consultation conducted in 2023/24

Winter at Home – a light-in-the-dark project which is becoming something of a tradition.

Under the Canopy – furthering the benefits to participants arising from creative activities in outdoor spaces.

A continuing series of small-scale, information-gathering, pop-ups projects.

Sustainable Community Hubs: continue working with the Library Research Team, Camera-aderie and now Under the Canopy as a means of understanding Asset Based Community Development and exploring the degree to which Skipkko can promote this way of working in the future.

Blank Canvas: this is our property programme which generates unrestricted income. Our policy is to focus on securing property in our core area of West Yorkshire and pursue properties in other areas only if there is a compelling artistic reason. Now, we have multiple properties in York, Shipley, Skipton, Harrogate and Northallerton.

Skippkko Arts Team
Management Committee's annual report
for the year ended 31st March 2024

New Initiatives:

Monthly art club – driven by the calls from our participants, we will be starting a club wherein Skippkko participants can continue their creative work with the company and the benefits to mental health and wellbeing such activity brings.

Performance and making group – this has again been driven by participants, especially those who performed alongside a professional company during the public-facing performances in a commercial theatre: a first for Skippkko.

Structure, governance and management

Two artists conceived Skippkko Arts Team in 1988. It is a company limited by guarantee, incorporated on 10th March 1997 and registered now as a charitable company as of 28th February 1998. The company was established under a memorandum of association, which established the objects and powers of the charitable company and is governed under its articles of association.

Members of the charity guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of winding up. The total number of such guarantees on 31st March 2024 was 5 (2023:5). The Trustees are members of the charity, but this entitles them only to voting rights. The Trustees have no beneficial interest in the charity.

A board of Trustees meet quarterly. The Director carries out day-to-day management of staff and resources. Trustees are recruited openly, and appointed as appropriate, with one-third of their number standing down, in rotation, at the Annual General Meeting.

During the year, the board established some working groups to ensure it maintains an appropriate level of oversight whilst providing support to the staff as together we explore future iterations of Skippkko. The sub-groups being:

- Recruitment: finance and administration post
- Policies and procedures: root and branch overhaul of existing policies in light of changing statutory and legal obligations.
- Partners: expanding the organisations and agencies with whom we collaborate.
- Strategic issues: longer term issues Skippkko needs to be aware of.

Periodically, Skippkko also carries out a skills audit of all Trustees, to address potential skills gap and remedy them with training or further recruitment.

There were no related-party transactions during the year, and Skippkko's Memorandum and Articles of Association precludes Trustee remuneration and other benefits, except for reimbursement of out-of-pocket expenses.

Remuneration policy for key management personnel

Senior staff are appointed on the NJC pay scale at a point appropriate to skills and experiences. This is periodically benchmarked against similar organisations. At a board meeting held in 2019, the decision was taken by Trustees to increase to 29 (from 25), the weekly hours for the director and arts project manager. Salaries remain unchanged from 2019.

Skipkko Arts Team
Management Committee's annual report
for the year ended 31st March 2024

Risk management

Every Skipkko project is subject to a risk assessment and report. When considering larger projects, a report is formally presented to the board for sign off during the application stage. When funding is secured, risk management becomes the director's responsibility with Trustees being updated against a standing item on the board agenda for the duration of the project. The director reports on five areas of operational risk; [a] capacity, [b] progress, [c] financial management, [d] project management and [e] statutory and legal obligations. Against each of these areas, we define the risk, scoped worse case scenarios, described mitigation actions and recommended course of action.

Funds held as custodian trustee on behalf of others.

None.

Statement of responsibilities of the Management Committee

The Management Committee (who are also directors of Skipkko Arts Team for the purposes of company law) are responsible for preparing the Management Committee's annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Management Committee to prepare financial statements for each financial year, which give a true and fair view of the situation of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Management Committee is required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Management Committee are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The Management Committee's annual report has been approved by the Management Committee on 20 / 12 / 2024 and signed on their behalf by

Emily Harvey

Chair

Independent examiner's report
to the Trustees of
Skipko Arts Team

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st March 2024 which are set out on pages 9 to 23.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company'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.

Independent examiner's statement

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Catherine Hall FCCA DChA
Slade & Cooper Limited
Beehive Mill, Jersey Street
Manchester, M4 6JG

Date: 22/01/2025

Skipko Arts Team
Statement of Financial Activities
(including Income and Expenditure account)
for the year ended 31 March 2024

	Note	Unrestricted funds £	Restricted funds £	Total funds 2024 £	Total funds 2023 £
Income from:					
Donations and legacies	3	28,265	-	28,265	33,803
Charitable activities:	4	53,536	135,405	188,941	67,988
Total income		81,801	135,405	217,206	101,791
Expenditure on:					
Charitable activities:	5	104,555	93,283	197,838	156,997
Total expenditure		104,555	93,283	197,838	156,997
Net income / (expenditure) for the year	6	(22,754)	42,122	19,368	(55,206)
Transfer between funds		-	-	-	-
Net movement in funds for the year		(22,754)	42,122	19,368	(55,206)
Reconciliation of funds					
Total funds brought forward		(3,599)	8,585	4,986	60,192
Total funds carried forward		(26,353)	50,707	24,354	4,986

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

Skipko Arts Team
Company number 3330301
Balance sheet as at 31 March 2024

	Note	2024		2023	
		£	£	£	£
Current assets					
Debtors	11	4,998		7,539	
Cash at bank and in hand		22,845		4,558	
Total current assets		27,843		12,097	
Liabilities					
Creditors: amounts falling due in less than one year	12	(3,489)		(7,111)	
Net current assets			24,354		4,986
Total assets less current liabilities			24,354		4,986
Net assets			24,354		4,986
The funds of the charity:					
Restricted income funds	13		50,707		8,585
Unrestricted income funds	14		(26,353)		(3,599)
Total charity funds			24,354		4,986

For the year in question, the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question 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 are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 12 to 23 form part of these accounts.

Approved by the management committee on 22/01/2025 and signed on their

Jackie Hobson (Treasurer)

Skiippo Arts Team
Statement of Cash Flows
for the year ending 31 March 2024

	Note	2024 £	2023 £
Cash provided by / (used in) operating activities	17	18,287	(50,137)
Cash and cash equivalents at the beginning of the year		4,558	54,695
Cash and cash equivalents at the end of the year		22,845	4,558

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2024

1 Accounting policies

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

a Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), second edition - October 2019 (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006 and UK Generally Accepted Accounting Practice.

Skipko Arts Team meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

There are no key judgments which the trustees have made which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

The trustees note the deficit in the unrestricted account at the end of the reporting period. The trustees have put in place financial targets aimed at increasing unrestricted income from the Blank Canvas programme. Early indications are encouraging and place Skipko in a more robust position than at the close of 2023/24 to the extent that at the point of writing (18 December 2024) the unrestricted account continues in surplus and the trustees have every expectation that this trend will continue throughout the 2024/25 reporting period. In order to ensure the charity's continuing solvency, trustees will monitor unrestricted cashflow projections on a quarterly basis with the Director reporting on such as part of his regular board reporting procedures.

c Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2024 (continued)

d Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

f Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities includes the costs of projects undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h Operating leases

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2024 (continued)

i Debtors

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

j Cash at bank and in hand

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

k Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the 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 amount after allowing for any trade discounts due.

l Financial instruments

The charity only 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

m Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity's contribution is restricted to the contributions disclosed in note 8. There were no outstanding contributions at the year end. The costs of the defined contribution scheme are included within staff costs in note 6.

2 Legal status of the charity

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The registered office address is disclosed on page 1.

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2024 (continued)

3 Income from donations and legacies

	Unrestricted £	Restricted £	Total 2024 £	Total 2023 £
Donations	28,265	-	28,265	33,803
Total	28,265	-	28,265	33,803
<i>Total by fund 31 March 2023</i>	33,803	-	33,803	

4 Income from charitable activities

	Unrestricted £	Restricted £	Total 2024 £	Total 2023 £
Grants				
Leeds City Council	5,500	7,320	12,820	5,640
Wade's Charity	-	3,000	3,000	3,000
National Lottery Community Fund	-	119,115	119,115	-
Leeds Community Foundation	-	5,000	5,000	-
Arts Council England	-	-	-	1,776
Arnold Clark	-	-	-	1,000
Other Grant Income	-	970	970	-
	5,500	135,405	140,905	11,416
Fees & other income				
Fees	10,919	-	10,919	8,978
Other income	37,117	-	37,117	47,594
	48,036	-	48,036	56,572
Total	53,536	135,405	188,941	67,988
<i>Total by fund 31 March 2023</i>	58,902	9,086	67,988	

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2024 (continued)

Income from charitable activities continued...

Previous reporting period

	Unrestricted £	Restricted £	Total 2023 £
Grants			
<i>Leeds City Council</i>	4,560	1,080	5,640
<i>Wade's Charity</i>	-	3,000	3,000
<i>Arts Council England</i>	-	1,776	1,776
<i>Arnold Clark</i>	-	1,000	1,000
	4,560	6,856	11,416
Fees & other income			
<i>Fees</i>	6,748	2,230	8,978
<i>Other income</i>	47,594	-	47,594
	54,342	2,230	56,572
<i>Total by fund 31 March 2023</i>	58,902	9,086	67,988

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2024 (continued)

5 Analysis of expenditure on charitable activities

	Total 2024 £	Total 2023 £
Staff costs	59,847	61,726
Staff travel & training	437	234
Premises	23,637	23,652
Office costs	6,163	2,563
Publications, subscriptions & resources	264	487
Equipment	-	11
Miscellaneous	374	374
Freelance fees & expenses	47,313	23,060
Materials	5,751	2,971
Other project costs	11,526	7,374
Legal & professional	6,664	-
Business rates for empty properties	33,030	31,404
Governance costs	2,832	3,141
	197,838	156,997
	2024 £	2023 £
Restricted expenditure	93,283	18,191
Unrestricted expenditure	104,555	138,806
	197,838	156,997

6 Net income / (expenditure) for the year

This is stated after charging/(crediting):	2024 £	2023 £
Operating lease rentals:		
equipment	553	553
Independent examiner's fee:		
accountancy	1,205	1,205
independent examination	230	230

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2024 (continued)

7 Staff costs

Staff costs during the year were as follows:

	2024 £	2023 £
Wages and salaries	27,752	29,663
Freelance staff	31,450	31,414
Pension costs	645	649
	59,847	61,726

No employees has employee benefits in excess of £60,000 (2023: Nil).

The average number of staff employed during the period was 2 (2023: 3).

The average full time equivalent number of staff employed during the period was 1.59 (2023: 1.3).

The key management personnel of the charity comprise the trustees and the Director. The total employee benefits of the key management personnel of the charity were £31,450 (2023: £31,414).

8 Trustee remuneration and expenses, and related party transactions

Neither the management committee nor any persons connected with them received any remuneration or reimbursed expenses during the year (2023: Nil).

No members of the management committee received travel and subsistence expenses during the year (2023: £Nil).

Aggregate donations from related parties were £Nil (2023: £Nil).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2023: nil).

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2024 (continued)

9 Government grants

The government grants recognised in the accounts were as follows:

	2024 £	2023 £
Arts Council England	-	1,776
Leeds City Council	12,820	5,640
	12,820	7,416

There were no unfulfilled conditions and contingencies attaching to the grants.

10 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

11 Debtors

	2024 £	2023 £
Trade debtors	1,293	3,834
Prepayments	3,705	3,705
	4,998	7,539

12 Creditors: amounts falling due within one year

	2024 £	2023 £
Other creditors and accruals	2,980	6,635
Taxation and social security costs	509	476
	3,489	7,111

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2024 (continued)

13 Analysis of movements in restricted funds

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2024 £
A4A Studio 42	3,489	-	-		3,489
In the Waiting Room	2,414	-	-	-	2,414
Home from Home	(200)	135,285	(91,105)	(1,017)	42,963
Tree of HOPE	1,586	-	(749)	-	837
Message in a Bottle	1,403	120	(519)	-	1,004
Under the Canopy	(292)	-	-	292	-
Community Research	185	-	(910)	725	-
Total	8,585	135,405	(93,283)	-	50,707

Previous Reporting Period	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2023 £
A4A Studio 42	7,479	-	(3,990)		3,489
In the Waiting Room	10,211	1,776	(9,573)	-	2,414
Home from Home	-	-	(200)		(200)
Tree of HOPE	-	1,730	(144)	-	1,586
Message in a Bottle	-	1,580	(177)	-	1,403
Under the Canopy	-	3,000	(3,292)	-	(292)
Community Research	-	1,000	(815)	-	185
Total	17,690	9,086	(18,191)	-	8,585

Name of	Description, nature and purposes of the fund
A4A Studio 42	A photography project for carers in Leeds.
In the Waiting Room	A collaboration with 8 community groups.
Home from Home	Overarching programme for the year.
Tree of HOPE	Project featuring a neighbourhood network organisation.
Message in a Bottle	Project with community group.
Under the Canopy	Project focusing on environmental concerns.
Community Research	A group of people undertaking research for Skippko.

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2024 (continued)

14 Analysis of movement in unrestricted funds

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	As at 31 March 2024 £
General fund	(3,599)	81,801	(104,555)	-	(26,353)
	(3,599)	81,801	(104,555)	-	(26,353)

Name of **Description, nature and purposes of the fund**

General fund The free reserves after allowing for all designated funds

Previous reporting period

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	As at 31 March 2023 £
General fund	42,502	92,705	(138,806)	-	(3,599)
	42,502	92,705	(138,806)	-	(3,599)

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2024 (continued)

15 Analysis of net assets between funds

	General fund £	Designated funds £	Restricted funds £	Total £
Net current assets/(liabilities)	(26,353)	-	50,707	24,354
Total	(26,353)	-	50,707	24,354
Previous reporting period				
	General fund £	Designated funds £	Restricted funds £	Total £
Net current assets/(liabilities)	(3,599)	-	8,585	4,986
Total	(3,599)	-	8,585	4,986

16 Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as

	Equipment	
	2024 £	2023 £
Less than one year	553	553
One to five years	414	967
	967	1,520

17 Reconciliation of net movement in funds to net cash flow from operating activities

	2024 £	2023 £
Net income / (expenditure) for the year	19,368	(55,206)
Adjustments for:		
Decrease/(increase) in debtors	2,541	3,432
Increase/(decrease) in creditors	(3,622)	1,637
Net cash provided by / (used in) operating	18,287	(50,137)

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2024 (continued)

18 Prior year Statement of Financial Activities (including Income and Expenditure account)

	Unrestricted funds £	Restricted funds £	Total funds 2023 £	Total funds 2022 £
Income from:				
Donations and legacies	33,803	-	33,803	81,521
Charitable activities:	58,902	9,086	67,988	103,538
Total income	92,705	9,086	101,791	185,059
Expenditure on:				
Charitable activities:	138,806	18,191	156,997	205,461
Total expenditure	138,806	18,191	156,997	205,461
Net income / (expenditure) for the year	(46,101)	(9,105)	(55,206)	(20,402)
Transfer between funds	-	-	-	-
Net movement in funds for the year	(46,101)	(9,105)	(55,206)	(20,402)
Reconciliation of funds				
Total funds brought forward	42,502	17,690	60,192	80,594
Total funds carried forward	(3,599)	8,585	4,986	60,192

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

Accounts

Company number: 3330301

Charity Number: 1068364

Skippko Arts Team

Report and financial statements
For the year ended 31st March 2023

Skipko Arts Team
Reference and administrative information
for the year ended 31st March 2023

Company number 3330301

Charity number 1068364

Registered office and operational address 42 Barkston House
Croydon Street
Leeds
LS11 9RT

Known as 'Skipko'

Management Committee Management Committee, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Emily Harvey	Chair
Jackie Hobson	Treasurer
Jayne Learoyd	Secretary
Gabrielle Hamilton	Trustee
Val Hewison	Trustee

Key management personnel Arthur Stafford Director

Bankers Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall WV1 9DG

Independent examiner

Catherine Hall FCCA DChA
Slade & Cooper Limited
Beehive Mill
Jersey Street
Manchester M4 6JG

Skipoko Arts Team
Management Committee's annual report
for the year ended 31st March 2023

The Management Committee presents their report and the unaudited financial statements for the year ended 31st March 2023. Included within the Management Committee's report is the directors' report as required by company law.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

Objectives and activities

Skipoko aims to transform lives and empower people through exciting and innovative creative arts projects. Our charitable purpose is:

To advance the education of the public in creative and visual arts and crafts, and the techniques and practice thereof, and in particular to provide facilities and opportunities whereby older people, young people, people with learning disabilities, people with disabilities, people with mental health needs and people who are disadvantaged by reason of poverty, ill health or social circumstances may be afforded opportunities for personal development, through the experience and practice of such creative arts and crafts.

We do this by:

- Developing creative arts projects with community groups,
- Bringing people together through large- and small-scale workshop programmes,
- Running events,
- Hosting exhibitions and training.
- Blank Canvas; providing creative and community hubs in temporarily vacant commercial property.

Our arts workers act as group facilitators, using a wide range of arts techniques to increase people's confidence, skills and sense of self-worth. Skipoko's way of working gives the ownership of the creative process and the direction of the project to the group members themselves, giving people influence over how they are seen by others and the ideas they must share. This method has proved to be empowering for people who may not have the same control over other aspects of their lives, enabling them to grow in confidence and gain a huge sense of achievement.

The Trustees review the aims, objectives and activities of the charity each year. This report looks at what the charity has achieved and the outcomes of its work in the reporting period. The Trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the Trustees ensure the charity's aims; objectives and activities remained focused on its stated purposes.

Public benefit

The Trustees have referred to the Charity Commission's guidance on public benefit when planning Skipoko's work for the year to come and in the end of year evaluation.

Skipoko projects are reviewed regularly and evaluated upon completion with input at the end from all involved, including project participants. This helps to ensure that projects deliver planned outcomes and are responding to the previously identified needs amongst our beneficiaries.

This report covers the third year affected by the pandemic. Skipoko continued to remain open as far as a functioning organisation is concerned and worked directly with people in their own homes and face-to-face

Skipoko Arts Team
Management Committee's annual report
for the year ended 31st March 2023

sessions. Skipoko delivered 586 sessions comprised of 498 arts-in-home, 81 face-to-face and 7 online. In the event, we supported 188 direct participants and 1,205 as audiences. More than 90% were people officially described as "people with challenging lives".

Achievements and performance

Our charitable activity is focused on tackling disadvantage and marginalisation thus reflecting our primary aim; that of providing benefit to the public. Specific beneficiaries from our work vary from project to project, with much of our work being in areas within the most 5% deprived in England high indices. During 2022/23 we continued our work with parents and families, adult carers, young and older people, women from diverse communities and, communities with low rates of literacy and use of English as a second language.

Skipoko receives a small level of public subsidy (£4,600) from Leeds City Council as a member of the city's arts client portfolio; we receive no public subsidy from Arts Council England. We continued to generate 97% of our income needs through bespoke project funding bids and unrestricted income generated through our temporary space, property programme: Blank Canvas. Projects worked on during the year were:

- In The Waiting Room – the main project was paused due to the pandemic but culminated with several public-facing performances; a first for Skipoko!
- Artists commissions – as part of our financial support for artists during the lockdown, Skipoko drew funds from reserves to commission all 18 of our artists to reflect on 'creativity at a time of isolation'. The exhibition (also a first for Skipoko) was held in the 1912 Building at Sunnybank Mills in Farsley, Leeds.
- Under the Canopy – the start of an environmentally-focused series of projects focusing on mindfulness and nature. These were specifically targeted to people struggling to come to terms with the post-pandemic situation and encouraged them to come outdoors and socialise.
- Library Research Team – Skipoko is developing the concept of self-sustaining, creative community hubs. This team arose from the Women Reflecting on Women project. The team provides much-needed capacity to undertake research for Skipoko projects; this work was supported by Leeds Philosophical and Literary Society in 2021/22 and by Arnold Clark in 2022/23.
- New Bowerley Community Primary – using clay and photography to re-engage children with additional needs and their families into school life.
- Studio 42 photography project – which started online and moved to face to face as people felt able to meet in person again, culminating in a public exhibition in December 22. The entire event (3 hours) was surprisingly attended by "our funding Officer" from National Lottery Community Fund which gave us the first inkling that our application (see below) was being positively assessed.
- Message in a Bottle – at home project for those who still felt unable to meet in person, sharing messages of advice and inspiration to other people, culminating in a public exhibition at Hollybush Conservation Centre.
- Tree of Hope – project followed on from an 'at home' project started during the first lockdown in 2020 for older people and families in Halton Moor and Osmondthorpe. Participants came to face to face sessions to design and make a sculptural tree at HOPE project's venue.

Skipoko Arts Team
Management Committee's annual report
for the year ended 31st March 2023

- The major achievement which completely turned around Skipoko's fortunes came towards the end of the financial year (27 March). We were advised we had secured £371,745 from National Lottery Community Fund (NLCF) being paid at approximately £30,000 a quarter for the three years 2023/24, 2024/25 and 2025/26. Of each payment, one third is cost recovery which fundamentally turns the company around from the dark place it was at the year-end (more below). The first payment was made on April 11th.

Financial review

The year ending 31st March 2023 was extremely difficult for the company. Like many other organisations in our sector, we found that surviving the lockdown / pandemic years of 2020/21 and 2021/22 was one thing, getting through the so-called 'aftermath' of 2022/23 was something completely different. More than one long-established, core funded, organisation closed its doors during the year and another has planned to close at the end of 2023/24.

From September onwards we found the situation becoming increasingly testing as we experienced a significant lowering of income arising from the Blank Canvas property programme which, when coupled with the expenditure of restricted reserves carried over from 2021/22, gave way to a situation rightly described as 'precarious' by one of our trustees.

The ongoing situation was not helped by the decision made by Arts Council England (ACE) apropos our application for regular funding. Irritatingly, we received a strong assessment, feedback was great, and we were recommended for funding (£225,000 over three years) but, we didn't secure the grant apparently due to lack of funds. This situation was common across Leeds. We reached out to other organisations in our sector, and we now know that one of the organisations has closed, one will be closing and a third is losing its senior management team.

The situation relating to ACE had a major impact in that the funding of an enhanced finance and administration post formed part of our application. The previous part-time post holder (7-hrs per week) left the company in July and since then we have covered bookkeeping duties with freelance support from West Yorkshire Accounting Services (WYCAS). Trustees have decided to scale up the existing post to a 2, or 3 days per week post; this will require additional funding.

The situation at the end of the financial year was further exacerbated by [a] a drop in fundraising activity over a period of eighteen months due to funders change of focus and reduced staff resources needed to deliver projects and, [b] the long-term illness of our director due to covid-related infection.

That said, we were still converting smaller project applications, still securing funding from commissioning agencies and, on 27 March, we heard we were successful in securing a large grant from NLCF of £371,745 for our programme 'Home from Home' where we seek to place participants more at the heart of what we do. This provides Skipoko with three years guaranteed funding of £30,000 per quarter including a significant contribution to recovery of core costs.

The year ended with very tight resources available to the company but with a significant amount of income (£47,000) due in our account in the following 30 days (April 2023). This underscored the financial position of the company moving into the new financial year and provided a very positive financial landscape for the start of 2023/24.

An Extraordinary Meeting of the board was held on 2 May to discuss the implications of the NLCF grant. The trustees decided that whilst it was fantastic securing the NLCF grant, time and resources had to be spent on addressing issues around the generation of unrestricted income so that Skipoko avoids a similar year-end situation in future years. The result of this approach will feature in the Management Committee Report for the 2023/24 accounts.

Skipko Arts Team
Management Committee's annual report
for the year ended 31st March 2023

Reserves policy

The Trustees review the need for reserves in line with guidance from the Charity Commission. Company policy is to carry reserves optimally for three-to-five months trading or in extremis, sufficient to discharge statutory redundancy payments (around £10,000). Even given the situation at the close of the 2022/23 trading year, the present position indicates that we will comfortably trade during the coming year (2023/24) whilst incrementally building our reserves back to more comfortable levels.

Plan for the future.

By remaining open during the two plague years of 2020/21 and 2021/22 and surviving the so-called aftermath year of 2022/23, Skipko continues to generate a significant amount of interest and plaudits, our profile continues to become stronger. For 2023/24 we start delivering the three-year, Lottery funded 'Home from Home' programme wherein we focus on Skipko enabling participants taking the lead as we attempt to reach communities across the City.

We will continue to apply the lessons learned over the last three years and put in place a programme of work combining face-to-face and 'at-home' in a hybrid format whilst seeking funding to expand the existing finance post.

Programme of work for 2023/24

Organisational Development: continue the process of board development together with a review of policies and procedures and exploring a future Skipko with a divergent supply on unrestricted income.

Strategic Engagement: continue to build stronger relationships with the health and wellbeing sector as well as develop a closer relationship with Arts and Minds (NHS) through co-locating offices.

Arts Programme: the programme will be delivered according to yearly overarching themes, viz: 2023/24: place, 2024/25: older people and, 2025/26: identity. At the time of writing, the 2023/24 programme will include the following projects as a minimum:

A Room in Leeds
Pages from Leeds
Under the Canopy; connecting Leeds.
New Bowerley Community Primary School
Teacup Tales
A continuing series of small-scale, information-gathering, pop-ups projects.

Sustainable Community Hubs: continue working with the Library Research Team, Camera-aderie and now Under the Canopy as a means of understanding Asset Based Community Development and exploring the degree to which Skipko can promote this way of working in the future.

Blank Canvas: this is our property programme which generates unrestricted income. Our policy is to focus on securing property in our core area of West Yorkshire and pursue properties in other areas only if there is a compelling artistic reason. Now, we have multiple properties in York, Huddersfield, Shipley, Grimsby and Hull

Skipoko Arts Team
Management Committee's annual report
for the year ended 31st March 2023

Structure, governance and management

Two artists conceived Skipoko Arts Team in 1988. It is a company limited by guarantee, incorporated on 10th March 1997 and registered now as a charitable company as of 28th February 1998. The company was established under a memorandum of association, which established the objects and powers of the charitable company and is governed under its articles of association.

Members of the charity guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of winding up. The total number of such guarantees on 31st March 2023 was 5 (2022:5). The Trustees are members of the charity, but this entitles them only to voting rights. The Trustees have no beneficial interest in the charity.

A board of Trustees meet quarterly. The Director carries out day-to-day management of staff and resources. Trustees are recruited openly, and appointed as appropriate, with one-third of their number standing down, in rotation, at the Annual General Meeting.

During the year, the board established some working groups to ensure it maintains an appropriate level of oversight whilst providing support to the staff as together we explore future iterations of Skipoko. The sub-groups being:

- Recruitment: finance and administration post
- Policies and procedures: root and branch overhaul of existing policies in light of changing statutory and legal obligations.
- Partners: expanding the organisations and agencies with whom we collaborate.
- Strategic issues: longer term issues Skipoko needs to be aware of.

Periodically, Skipoko also carries out a skills audit of all Trustees, to address potential skills gap and remedy them with training or further recruitment.

There were no related-party transactions during the year, and Skipoko's Memorandum and Articles of Association precludes Trustee remuneration and other benefits, except for reimbursement of out-of-pocket expenses.

Remuneration policy for key management personnel

Senior staff are appointed on the NJC pay scale at a point appropriate to skills and experiences. This is periodically benchmarked against similar organisations. At a board meeting held in 2019, the decision was taken by Trustees to increase to 29 (from 25), the weekly hours for the director and arts project manager. Salaries remain unchanged from 2019.

Risk management

Every Skipoko project is subject to a risk assessment and report. When considering larger projects, a report is formally presented to the board for sign off during the application stage. When funding is secured, risk management becomes the director's responsibility with Trustees being updated against a standing item on the board agenda for the duration of the project. The director reports on five areas of operational risk; [a] capacity, [b] progress, [c] financial management, [d] project management and [e] statutory and legal obligations. Against each of these areas, we define the risk, scoped worse case scenarios, described mitigation actions and recommended course of action.

Skipkko Arts Team
Management Committee's annual report
for the year ended 31st March 2023

Funds held as custodian trustee on behalf of others.

None.

Statement of responsibilities of the Management Committee

The Management Committee (who are also directors of Skipkko Arts Team for the purposes of company law) are responsible for preparing the Management Committee's annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Management Committee to prepare financial statements for each financial year, which give a true and fair view of the situation of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Management Committee is required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Management Committee are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The Management Committee's annual report has been approved by the Management Committee on 12 /12 /2023 and signed on their behalf by

Emily Harvey

Chair

Independent examiner's report
to the Trustees of
Skipko Arts Team

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st March 2023 which are set out on pages 9 to 23.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company'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.

Independent examiner's statement

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Catherine Hall FCCA DChA
Slade & Cooper Limited
Beehive Mill, Jersey Street
Manchester, M4 6JG

Date: 20/12/2023

Skiipko Arts Team
Statement of Financial Activities
(including Income and Expenditure account)
for the year ended 31 March 2023

	Note	Unrestricted funds £	Restricted funds £	Total funds 2023 £	Total funds 2022 £
Income from:					
Donations and legacies	3	33,803	-	33,803	81,521
Charitable activities:	4	58,902	9,086	67,988	103,538
Total income		92,705	9,086	101,791	185,059
Expenditure on:					
Charitable activities:	5	138,806	18,191	156,997	205,461
Total expenditure		138,806	18,191	156,997	205,461
Net income / (expenditure) for the year	6	(46,101)	(9,105)	(55,206)	(20,402)
Transfer between funds		-	-	-	-
Net movement in funds for the year		(46,101)	(9,105)	(55,206)	(20,402)
Reconciliation of funds					
Total funds brought forward		42,502	17,690	60,192	80,594
Total funds carried forward		(3,599)	8,585	4,986	60,192

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

Skipko Arts Team
Company number 3330301
Balance sheet as at 31 March 2023

	Note	2023	2022
		£	£
Current assets			
Debtors	11	7,539	10,971
Cash at bank and in hand		4,558	54,695
Total current assets		12,097	65,666
Liabilities			
Creditors: amounts falling due in less than one year	12	(7,111)	(5,474)
Net current assets		4,986	60,192
Total assets less current liabilities		4,986	60,192
Net assets		4,986	60,192
The funds of the charity:			
Restricted income funds	13	8,585	17,690
Unrestricted income funds	14	(3,599)	42,502
Total charity funds		4,986	60,192

For the year in question, the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question 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 are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 12 to 23 form part of these accounts.

Approved by the management committee on 12/12/23 and signed on their behalf by:

.....
Jackie Hobson (Treasurer)

Skiippo Arts Team
Statement of Cash Flows
for the year ending 31 March 2023

	Note	2023 £	2022 £
Cash provided by / (used in) operating activities	17	(50,137)	(23,039)
Cash and cash equivalents at the beginning of the year		54,695	77,734
Cash and cash equivalents at the end of the year		4,558	54,695

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2023

1 Accounting policies

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

a Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), second edition - October 2019 (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006 and UK Generally Accepted Accounting Practice.

Skipko Arts Team meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

There are no key judgments which the trustees have made which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

c Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2023 (continued)

d Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

f Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities includes the costs of projects undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h Operating leases

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2023 (continued)

i Debtors

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

j Cash at bank and in hand

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

k Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the 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 amount after allowing for any trade discounts due.

l Financial instruments

The charity only 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

m Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity's contribution is restricted to the contributions disclosed in note 8. There were no outstanding contributions at the year end. The costs of the defined contribution scheme are included within staff costs in note 6.

2 Legal status of the charity

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The registered office address is disclosed on page 1.

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2023 (continued)

3 Income from donations and legacies

	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Donations	33,803	-	33,803	36,521
Arts Council England	-	-	-	30,000
Leeds Community Foundation	-	-	-	15,000
Total	33,803	-	33,803	81,521
<i>Total by fund 31 March 2022</i>	<i>81,521</i>	<i>-</i>	<i>81,521</i>	

4 Income from charitable activities

	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Grants				
Leeds City Council	4,560	1,080	5,640	7,980
Wade's Charity	-	3,000	3,000	-
Arts Council England	-	1,776	1,776	-
Arnold Clark	-	1,000	1,000	-
Awards for All	-	-	-	9,400
Leeds Philosophical and Literary Society	-	-	-	1,000
Other Grant Income	-	-	-	-
	4,560	6,856	11,416	18,380
Fees & other income				
Fees	6,748	2,230	8,978	23,943
Other income	47,594	-	47,594	61,215
	54,342	2,230	56,572	85,158
Total	58,902	9,086	67,988	103,538
<i>Total by fund 31 March 2022</i>	<i>93,138</i>	<i>10,400</i>	<i>103,538</i>	

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2023 (continued)

Income from charitable activities continued...

Previous reporting period

	Unrestricted £	Restricted £	Total 2022 £
Grants			
<i>Awards for All</i>	-	9,400	9,400
<i>Leeds City Council</i>	7,980	-	7,980
<i>Leeds Philosophical and Literary Society</i>	-	1,000	1,000
	7,980	10,400	18,380
Fees & other income			
<i>Fees</i>	23,943	-	23,943
<i>Other income</i>	61,215	-	61,215
	85,158	-	85,158
<i>Total by fund 31 March 2022</i>	93,138	10,400	103,538

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2023 (continued)

5 Analysis of expenditure on charitable activities

	Total 2023 £	Total 2022 £
Staff costs	61,726	68,785
Staff travel & training	234	261
Premises	23,652	20,662
Office costs	2,563	2,630
Publications, subscriptions & resources	487	250
Equipment	11	1,847
Miscellaneous	374	412
Freelance fees & expenses	23,060	39,607
Materials	2,971	7,334
Other project costs	7,374	7,948
Business rates for empty properties	31,404	53,184
Governance costs	3,141	2,541
	156,997	205,461
	2023 £	2022 £
Restricted expenditure	18,191	18,389
Unrestricted expenditure	138,806	187,072
	156,997	205,461

6 Net income / (expenditure) for the year

This is stated after charging/(crediting):	2023 £	2022 £
Operating lease rentals: equipment	553	415
Independent examiner's fee: accountancy	1,205	1,210
independent examination	230	230

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2023 (continued)

7 Staff costs

Staff costs during the year were as follows:

	2023 £	2022 £
Wages and salaries	29,663	31,756
Freelance staff	31,414	36,380
Pension costs	649	649
	61,726	68,785

No employees has employee benefits in excess of £60,000 (2022: Nil).

The average number of staff employed during the period was 2 (2022: 3).

The average full time equivalent number of staff employed during the period was 1.3 (2022: 1.8).

The key management personnel of the charity comprise the trustees and the Director. The total employee benefits of the key management personnel of the charity were £31,414 (2022: £33,380).

8 Trustee remuneration and expenses, and related party transactions

Neither the management committee nor any persons connected with them received any remuneration or reimbursed expenses during the year (2022: Nil).

No members of the management committee received travel and subsistence expenses during the year (2022: £Nil).

Aggregate donations from related parties were £Nil (2022: £Nil).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2022: nil).

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2023 (continued)

9 Government grants

The government grants recognised in the accounts were as follows:

	2023 £	2022 £
Arts Council England	1,776	30,000
Leeds City Council	5,640	7,980
	7,416	37,980

There were no unfulfilled conditions and contingencies attaching to the grants.

10 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

11 Debtors

	2023 £	2022 £
Trade debtors	3,834	5,841
Other debtors	-	-
Prepayments	3,705	5,130
	7,539	10,971

12 Creditors: amounts falling due within one year

	2023 £	2022 £
Other creditors and accruals	6,635	5,035
Taxation and social security costs	476	439
	7,111	5,474

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2023 (continued)

13 Analysis of movements in restricted funds

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2023 £
A4A Studio 42	7,479	-	(3,990)		3,489
In the Waiting Room	10,211	1,776	(9,573)	-	2,414
Home from Home	-	-	(200)		(200)
Tree of HOPE	-	1,730	(144)	-	1,586
Message in a Bottle	-	1,580	(177)	-	1,403
Under the Canopy	-	3,000	(3,292)	-	(292)
Community Research	-	1,000	(815)	-	185
Total	17,690	9,086	(18,191)	-	8,585

Analysis of movements in restricted funds (Continued)

Previous Reporting Period	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2022 £
A4A Studio 42	-	9,400	(1,921)	-	7,479
In the Waiting Room	16,035	-	(5,824)	-	10,211
Philosophical and Literary Society, Comm Research	-	1,000	(1,000)	-	-
Shutter Stories	573	-	(2,695)	2,122	-
Women Reflecting on Women	6,949	-	(6,949)	-	-
Total	23,557	10,400	(18,389)	2,122	17,690

Name of	Description, nature and purposes of the fund
A4A Studio 42	A photography project for carers in Leeds.
In the Waiting Room	A collaboration with 8 community groups.
Home from Home	Overarching programme for the year.
Tree of HOPE	Project featuring a neighbourhood network organisation.
Message in a Bottle	Project with community group.
Under the Canopy	Project focusing on environmental concerns.
Community Research	A group of people undertaking research for Skipko.

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2023 (continued)

14 Analysis of movement in unrestricted funds

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	As at 31 March 2023 £
General fund	42,502	92,705	(138,806)	-	(3,599)
	<u>42,502</u>	<u>92,705</u>	<u>(138,806)</u>	<u>-</u>	<u>(3,599)</u>
	<u><u>42,502</u></u>	<u><u>92,705</u></u>	<u><u>(138,806)</u></u>	<u><u>-</u></u>	<u><u>(3,599)</u></u>

Name of	Description, nature and purposes of the fund
General fund	The free reserves after allowing for all designated funds

Previous reporting period

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers £	As at 31 March 2022 £
General fund	57,037	174,659	(187,072)	(2,122)	42,502
	<u>57,037</u>	<u>174,659</u>	<u>(187,072)</u>	<u>(2,122)</u>	<u>42,502</u>
	<u><u>57,037</u></u>	<u><u>174,659</u></u>	<u><u>(187,072)</u></u>	<u><u>(2,122)</u></u>	<u><u>42,502</u></u>

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2023 (continued)

15 Analysis of net assets between funds

	General fund £	Designated funds £	Restricted funds £	Total £
Net current assets/(liabilities)	(3,599)	-	8,585	4,986
Total	(3,599)	-	8,585	4,986
Previous reporting period				
	General fund £	Designated funds £	Restricted funds £	Total £
Net current assets/(liabilities)	42,502	-	17,690	60,192
Total	42,502	-	17,690	60,192

16 Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as

	Equipment	
	2023 £	2022 £
Less than one year	553	553
One to five years	967	1,520
	1,520	2,073

17 Reconciliation of net movement in funds to net cash flow from operating activities

	2023 £	2022 £
Net income / (expenditure) for the year	(55,206)	(20,402)
Adjustments for:		
Decrease/(increase) in debtors	3,432	(3,577)
Increase/(decrease) in creditors	1,637	940
Net cash provided by / (used in) operating	(50,137)	(23,039)

Skippko Arts Team
Statement of Financial Activities
(including Income and Expenditure account)
for the year ended 31 March 2022

	Unrestricted funds £	Restricted funds £	Total funds 2022 £	<i>Total funds 2021 £</i>
Income from:				
Donations and legacies	81,521	-	81,521	95,324
Charitable activities:	93,138	10,400	103,538	92,865
Total income	174,659	10,400	185,059	188,189
Expenditure on:				
Charitable activities:	187,072	18,389	205,461	153,878
Total expenditure	187,072	18,389	205,461	153,878
Net income / (expenditure) for the year	(12,413)	(7,989)	(20,402)	34,311
Transfer between funds	(2,122)	2,122	-	-
Net movement in funds for the year	(14,535)	(5,867)	(20,402)	34,311
Reconciliation of funds				
Total funds brought forward	57,037	23,557	80,594	46,283
Total funds carried forward	42,502	17,690	60,192	80,594

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

Accounts

Company number: 3330301

Charity Number: 1068364

Skipko Arts Team

Report and financial statements
For the year ended 31st March 2022

Skipko Arts Team
Reference and administrative information
for the year ended 31st March 2022

Company number 3330301

Charity number 1068364

Registered office and operational address 42 Barkston House
Croydon Street
Leeds
LS11 9RT

Known as 'Skipko'

Management Committee Management Committee, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Emily Harvey	Chair
Jackie Hobson	Treasurer
Jayne Learoyd	Secretary
Gabrielle Hamilton	Trustee - appointed 14 December 2021
Val Hewison	Trustee - Appointed 14 December 2021

Key management personnel Arthur Stafford Director

Bankers Unity Trust Bank
Nine Brindleyplace
Birmingham
B1 2HB

Independent examiner

Catherine Hall FCCA DChA
Slade & Cooper Limited
Beehive Mill
Jersey Street
Manchester M4 6JG

Skipoko Arts Team
Management Committee's annual report
for the year ended 31st March 2022

The Management Committee presents their report and the unaudited financial statements for the year ended 31st March 2022. Included within the Management Committee's report is the directors' report as required by company law.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

Objectives and activities

Skipoko aims to transform lives and empower people through exciting and innovative creative arts projects. Our charitable purpose is:

To advance the education of the public in creative and visual arts and crafts, and the techniques and practice thereof, and in particular to provide facilities and opportunities whereby older people, young people, people with learning disabilities, people with disabilities, people with mental health needs and people who are disadvantaged by reason of poverty, ill health or social circumstances may be afforded opportunities for personal development, through the experience and practice of such creative arts and crafts.

We do this by:

- Developing creative arts projects with community groups,
- Bringing people together through large- and small-scale workshop programmes,
- Running events,
- Hosting exhibitions and training.
- Blank Canvas; creating creative and community hubs in temporarily vacant commercial property.

Our arts workers act as group facilitators, using a wide range of arts techniques to increase people's confidence, skills and sense of self-worth. Skipoko's way of working gives the ownership of the creative process and the direction of the project to the group members themselves, giving people influence over how they are seen by others and the ideas they have to share. This method has proved to be empowering for people who may not have the same control over other aspects of their lives, enabling them to grow in confidence and gain a huge sense of achievement.

The Trustees review the aims, objectives and activities of the charity each year. This report looks at what the charity has achieved and the outcomes of its work in the reporting period. The Trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the Trustees ensure the charity's aims; objectives and activities remained focused on its stated purposes.

Public benefit

The Trustees have referred to the Charity Commission's guidance on public benefit when planning Skipoko's work for the year to come and in the end of year evaluation.

Skipppo Arts Team
Management Committee's annual report
for the year ended 31st March 2022

Skipppo projects are reviewed regularly and evaluated upon completion with input at the end from all involved, including project participants. This helps to ensure that projects deliver planned outcomes and, are responding to the previously identified needs amongst our beneficiaries.

This report covers the second year affected by the pandemic. Skipppo continued to remain open as far as a functioning organisation is concerned and worked directly with people in their own homes. Skipppo delivered 493 creative sessions either via digital means such as zoom or Skype and engaged with 546 people from 26 individual boroughs and wards of the Leeds City Region of which in excess of 90% were people officially described as "people with challenging lives".

Achievements and performance

Our charitable activity is focused on tackling disadvantage and marginalisation thus reflecting our primary aim; that of providing benefit to the public. Specific beneficiaries from our work vary from project to project, with much of our work being in areas within the most 5% deprived in England high indices. During 2021/22 we continued our work with parents and families, adult carers, young and older people, women from diverse communities and, communities with low rates of literacy and use of English as a second language.

Skipppo receives a small level of public subsidy (£4,600) from Leeds City Council as a member of the city's arts client portfolio; we receive no public subsidy from Arts Council England. We continued to generate 97% of our income needs through bespoke project funding bids and unrestricted income generated through our temporary space, property programme: Blank Canvas. Projects worked on during the course of the year were:

- In The Waiting Room – the main project was paused due to the pandemic and lockdown; some preparatory research was undertaken.
- Women Reflecting on Women – as with In The Waiting Room
- Windows across Leeds – culmination of an 'at home' project wherein Skipppo made up creative packs, delivered them across Leeds, collected the finished works and created an exhibition and printed a publication.
- Shutter Stories – community photography project
- Impressions in Colour – community engagement project at Leeds Industrial Museum
- Pockets of Time – commissioned by Carers Leeds focusing on mindfulness
- Click Create – commissioned by Arts & Minds to work in an in-patient, mental health service
- Studio. 42 – major community photography programme funded through Awards For All
- Artists' commissions – Skipppo withdrew money from reserve to commission each of our 18 artists to create a piece of work under the concept of "creativity at a time of isolation and loneliness"

Skipkko Arts Team
Management Committee's annual report
for the year ended 31st March 2022

At the heart of our work are people; their stories, their lives, their ambitions, their fears. It still surprises us after 30 years the degree to which people open up, how they introduce their history and how they engage with others in the group. This did not abate with the coming of lockdown and isolation.

Financial review

The year ending 31st March 2022 was again fraught but successful. Fraught in that we decided to remain open for the second Covid year, support the people we have been working with and continue to provide employment for staff and artists. Successful in that we were able to augment our reduced inflow of unrestricted income through applying for project funding and various Covid recovery schemes. The company welcomes the opportunity to support the cultural ambitions of the city of Leeds by being a member of the City's funded portfolio for the four years from 2018/19 to 2021/22 which was extended to provide funding for 2022/23

During the course of the year, we continued to focus on cost recovery from grant in aid funds where possible and we secured around 15%. We were successful in securing Covid-related business rates support from Leeds and York City Councils and significant funding from the Department for Digital Culture Media and Sports (DCMS) under its Cultural Recovery Fund. The position for the coming 2022/23 year is healthy. We are confident of continuing the success in converting funding applications, continuing the recovery of a proportion of our costs and grow our Blank Canvas income. At the point of writing, Skipkko is converting 70% of funding applications.

Long term, we seek to insulate ourselves from the fluid nature of the Blank Canvas scheme. But, the impact of the pandemic has put such plans back a couple of years as we readjust to what we are terming a peri-Covid world. Our strategic work in the coming year will be focused around applying to the Department for Digital Culture Media and Sports (DCMS) for National Portfolio Organisation (NPO) status wherein Skipkko becomes core funded by Arts Council England (ACE).

Reserves policy

The Trustees review the need for reserves in line with guidance from the Charity Commission. Company policy is to carry reserves optimally for five months trading (around £30,000) or in extremis, sufficient to discharge statutory redundancy payments (around £10,000). The present position indicates that we will continue to comfortably trade during the coming year (2022/23) whilst preserving the optimal level of free reserves. These accounts for 2021/22 note a total fund of £60,192 will be carried forward to 2022/23.

Plans for the future

By remaining open during the two plague years of 2020/21 and 2021/22, Skipkko has generated a significant amount of interest and plaudits, our profile has never been higher. For the coming year we will continue to focus on 'at home' projects as the restrictions are eased whilst being aware of potential development work through blended working (a mix of digital and face-to-face workshops).

Skipkko Arts Team
Management Committee's annual report
for the year ended 31st March 2022

Programme of work for 2022/23

Work during 2022/23 could be characterised as 'consolidation' in that we will build on what we have achieved during the two plague years whilst setting our stall out for future years. In brief, our work will encompass:

Organisational Development: continue the process of board development together with a review of policies and procedures and exploring a future Skipkko as part of the DCMS funded NPO structure.

Strategic Engagement: continue to build stronger relationships with the health and wellbeing sector as well as develop a closer relationship with Arts and Minds (NHS) through co-locating offices.

Arts Programme: deliver three major arts projects during the year (Women Reflecting on Women, In The waiting Room and Artists' Exhibition), complete Studio 42 (funded through Awards for All) create and fund some new 'pop-ups' in partnership with neighbourhood organisations and submit applications for £500,000 for a three-year programme.

Sustainable Community Hubs: continue working with the Library Research Team and Camera-aderie as a means of understanding Asset Based Community Development and exploring the degree to which Skipkko can promote this way of working in the future.

Blank Canvas: this is our property programme which generates unrestricted income. Our policy is to focus on securing property in our core area of West Yorkshire and pursue properties in other areas only if there is a compelling artistic reason. At the moment, we have property in York, Huddersfield, Shipley, York, Grimsby and Hull

Structure, governance and management

Two artists conceived Skipkko Arts Team in 1988. It is a company limited by guarantee, incorporated on 10th March 1997 and registered now as a charitable company as of 28th February 1998. The company was established under a memorandum of association, which established the objects and powers of the charitable company and is governed under its articles of association.

Members of the charity guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of winding up. The total number of such guarantees at 31st March 2022 was 5 (2021:3). The Trustees are members of the charity but this entitles them only to voting rights. The Trustees have no beneficial interest in the charity.

A board of Trustees meet quarterly. The Director carries out day-to-day management of staff and resources. Trustees are recruited openly, and appointed as appropriate, with one-third of their number standing down, in rotation, at the Annual General Meeting.

Potential Trustees are required to complete an application form, explaining why they are interested in Skipkko and what they hope to gain from the experience, along with the skills and experience they have to offer, and contact details of two referees. Once references have been received, the potential new Trustee will meet informally with Skipkko's Director, where they will be given an induction pack with information about Skipkko and about their responsibilities as a Trustee. They may also be invited to an induction evening if appropriate. They are shown the procedures for Trustee Meetings, and offered formal training on their responsibilities. They are also supported to request further training if it is required.

Periodically, Skipkko also carries out a skills audit of all Trustees, to address potential skills gap and remedy them with training or further recruitment.

Skipoko Arts Team
Management Committee's annual report
for the year ended 31st March 2022

There were no related-party transactions during the year, and Skipoko's Memorandum and Articles of Association precludes Trustee remuneration and other benefits, except for reimbursement of out-of-pocket expenses.

Remuneration policy for key management personnel

Senior staff are appointed on the NJC pay scale at a point appropriate to skills and experiences. This is periodically benchmarked against similar organisations. At a board meeting held in 2019, the decision was taken by Trustees to increase to 29 (from 25), the weekly hours for the director and arts project manager.

Risk management

Every Skipoko project is subject to a risk assessment and report. When considering larger projects, a report is formally presented to the board for sign off during the application stage. When funding is secured, risk management becomes the director's responsibility with Trustees being updated against a standing item on the board agenda for the duration of the project. The director reports on five areas of operational risk; [a] capacity, [b] progress, [c] financial management, [d] project management and [e] statutory and legal obligations. Against each of these areas, we define the risk, scoped worse case scenarios, described mitigation actions and recommended course of action.

Funds held as custodian trustee on behalf of others

None.

Statement of responsibilities of the Management Committee

The Management Committee (who are also directors of Skipoko Arts Team for the purposes of company law) are responsible for preparing the Management Committee's annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Management Committee to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Management Committee is required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

Skipko Arts Team
Management Committee's annual report
for the year ended 31st March 2022

The Management Committee are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The Management Committee's annual report has been approved by the Management Committee on 13 / 12 / 2022 and signed on their behalf by

Emily Harvey
Chair



Independent examiner's report
to the Trustees of
Skipkko Arts Team

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st March 2022 which are set out on pages 9 to 22.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company'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.

Independent examiner's statement

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Catherine Hall FCCA DChA
Slade & Cooper Limited
Beehive Mill, Jersey Street
Manchester, M4 6JG

Date: _____

Skipko Arts Team
Statement of Financial Activities
(including Income and Expenditure account)
for the year ended 31 March 2022

	Note	Unrestricted funds £	Restricted funds £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	3	81,521	-	81,521	95,324
Charitable activities:	4	93,138	10,400	103,538	92,865
Total income		174,659	10,400	185,059	188,189
Expenditure on:					
Charitable activities:	5	187,072	18,389	205,461	153,878
Total expenditure		187,072	18,389	205,461	153,878
Net income/(expenditure) for the year	6	(12,413)	(7,989)	(20,402)	34,311
Transfer between funds		(2,122)	2,122	-	-
Net movement in funds for the year		(14,535)	(5,867)	(20,402)	34,311
Reconciliation of funds					
Total funds brought forward		57,037	23,557	80,594	46,283
Total funds carried forward		42,502	17,690	60,192	80,594

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

Skipko Arts Team
Company number 3330301
Balance sheet as at 31 March 2022

	Note	2022	2021
		£	£
Current assets			
Debtors	11	10,971	7,394
Cash at bank and in hand		54,695	77,734
Total current assets		65,666	85,128
Liabilities			
Creditors: amounts falling due in less than one year	12	(5,474)	(4,534)
Net current assets		60,192	80,594
Total assets less current liabilities		60,192	80,594
Net assets		60,192	80,594
The funds of the charity:			
Restricted income funds	13	17,690	23,557
Unrestricted income funds	14	42,502	57,037
Total charity funds		60,192	80,594

For the year in question, the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question 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 are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 12 to 22 form part of these accounts.

Approved by the management committee on 13/12/2022 and signed on their behalf by:

.....
Jackie Hobson (Treasurer)

Emily Harvey

Skipoko Arts Team
Statement of Cash Flows
for the year ending 31 March 2022

	Note	2022 £	2021 £
Cash provided by/(used in) operating activities	17	(23,039)	48,959
Cash and cash equivalents at the beginning of the year		77,734	28,775
Cash and cash equivalents at the end of the year		54,695	77,734

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2022

1 Accounting policies

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

a Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), second edition - October 2019 (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006 and UK Generally Accepted Accounting Practice.

Skipko Arts Team meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

There are no key judgments which the trustees have made which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

c Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

Notes to the accounts for the year ended 31 March 2022 (continued)

d Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

f Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities includes the costs of projects undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h Operating leases

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

Notes to the accounts for the year ended 31 March 2022 (continued)

i Debtors

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

j Cash at bank and in hand

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

k Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the 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 amount after allowing for any trade discounts due.

l Financial instruments

The charity only 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

m Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity's contribution is restricted to the contributions disclosed in note 8. There were no outstanding contributions at the year end. The costs of the defined contribution scheme are included within staff costs in note 6.

2 Legal status of the charity

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The registered office address is disclosed on page 1.

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2022 (continued)

3 Income from donations and legacies

	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
Donations	36,521	-	36,521	25,324
Arts Council England	30,000	-	30,000	45,000
Leeds Community Foundation	15,000	-	15,000	15,000
Blank Canvas	-	-	-	10,000
Total	81,521	-	81,521	95,324
<i>Total by fund 31 March 2021</i>	<i>95,324</i>	<i>-</i>	<i>95,324</i>	

4 Income from charitable activities

	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
Grants				
Awards for All	-	9,400	9,400	-
Heritage Lottery Fund	-	-	-	5,100
Leeds City Council	7,980	-	7,980	10,736
Leeds Philosophical and Literary Society	-	1,000	1,000	-
Leeds Older People's Forum	-	-	-	-
Shutter Stories	-	-	-	2,200
Other Grant Income	-	-	-	4,710
	7,980	10,400	18,380	22,746
Fees & other income				
Fees	23,943	-	23,943	13,752
Other income	61,215	-	61,215	56,367
	85,158	-	85,158	70,119
Total	93,138	10,400	103,538	92,865
<i>Total by fund 31 March 2021</i>	<i>78,459</i>	<i>14,406</i>	<i>92,865</i>	

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2022 (continued)

Income from charitable activities continued...

Previous reporting period

	Unrestricted £	Restricted £	Total 2021 £
Grants			
<i>Shutter Stories</i>	-	2,200	2,200
<i>Heritage Lottery Fund</i>	-	5,100	5,100
<i>Leeds City Council</i>	3,630	7,106	10,736
<i>Leeds Older People's Forum</i>	-	-	-
<i>Other Grant Income</i>	4,710	-	4,710
	8,340	14,406	22,746
Fees & other income			
<i>Fees</i>	13,752	-	13,752
<i>Other income</i>	56,367	-	56,367
	70,119	-	70,119
<i>Total by fund 31 March 2021</i>	78,459	14,406	92,865

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2022 (continued)

5 Analysis of expenditure on charitable activities

	Total 2022 £	Total 2021 £
Staff costs	68,785	62,103
Staff travel & training	261	433
Premises	20,662	14,053
Office costs	2,630	2,834
Publications, subscriptions & resources	250	444
Equipment	1,847	694
Miscellaneous	412	385
Freelance fees & expenses	39,607	17,304
Materials	7,334	-
Other project costs	7,948	8,029
Business rates for empty properties	53,184	45,920
Governance costs	2,541	1,679
	205,461	153,878
	2022 £	2021 £
Restricted expenditure	18,389	8,221
Unrestricted expenditure	187,072	145,657
	205,461	153,878

6 Net income/(expenditure) for the year

This is stated after charging/(crediting):	2022 £	2021 £
Operating lease rentals: equipment	415	515
Independent examiner's fee: accountancy	1,210	1,150
independent examination	230	220

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2022 (continued)

7 Staff costs

Staff costs during the year were as follows:

	2022 £	2021 £
Wages and salaries	31,756	30,048
Freelance staff	36,380	31,460
Pension costs	649	595
	68,785	62,103

No employees has employee benefits in excess of £60,000 (2021: Nil).

The average number of staff employed during the period was 3 (2021: 3).

The average full time equivalent number of staff employed during the period was 1.8 (2021: 2.1).

The key management personnel of the charity comprise the trustees and the Director. The total employee benefits of the key management personnel of the charity were £36,380 (2021: £31,460).

8 Trustee remuneration and expenses, and related party transactions

Neither the management committee nor any persons connected with them received any remuneration or reimbursed expenses during the year (2021: Nil).

No members of the management committee received travel and subsistence expenses during the year (2021: £Nil).

Aggregate donations from related parties were £Nil (2021: £Nil).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2021: nil).

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2022 (continued)

9 Government grants

The government grants recognised in the accounts were as follows:

	2022 £	2021 £
Arts Council England	30,000	45,000
Leeds City Council	7,980	3,630
Blank Canvas	-	10,000
	<u>7,980</u>	<u>3,630</u>
	<u><u>7,980</u></u>	<u><u>3,630</u></u>

There were no unfulfilled conditions and contingencies attaching to the grants.

10 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

11 Debtors

	2022 £	2021 £
Trade debtors	5,841	2,747
Other debtors	-	45
Prepayments	5,130	4,602
	<u>10,971</u>	<u>7,394</u>
	<u><u>10,971</u></u>	<u><u>7,394</u></u>

12 Creditors: amounts falling due within one year

	2022 £	2021 £
Other creditors and accruals	5,035	4,140
Taxation and social security costs	439	394
	<u>5,474</u>	<u>4,534</u>
	<u><u>5,474</u></u>	<u><u>4,534</u></u>

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2022 (continued)

13 Analysis of movements in restricted funds

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2022 £
A4A Studio 42	-	9,400	(1,921)		7,479
In the Waiting Room	16,035	-	(5,824)	-	10,211
Philosophical and Literary Society, Comm Research	-	1,000	(1,000)		-
Shutter Stories	573	-	(2,695)	2,122	-
Women Reflecting on Women	6,949	-	(6,949)	-	-
Total	23,557	10,400	(18,389)	2,122	17,690

Analysis of movements in restricted funds (Continued)

Previous Reporting Period	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2021 £
In the Waiting Room	11,419	7,106	(2,490)	-	16,035
Shutter Stories	-	2,200	(1,627)	-	573
Women Reflecting on Women	5,953	5,100	(4,104)	-	6,949
Total	17,372	14,406	(8,221)	-	23,557

Name of	Description, nature and purposes of the fund
A4A Studio 42	A photography project for carers in Leeds.
In the Waiting Room	A collaboration with 8 community groups.
Shutter Stories	Photography project for carers in Leeds.
Women Reflecting on Women	Exploring the lives of working class women in the late 19th and early 20th centuries against the backdrop of the suffragette movement.

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2022 (continued)

14 Analysis of movement in unrestricted funds

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers £	As at 31 March 2022 £
General fund	57,037	174,659	(187,072)	(2,122)	42,502
	<u>57,037</u>	<u>174,659</u>	<u>(187,072)</u>	<u>(2,122)</u>	<u>42,502</u>
	<u><u>57,037</u></u>	<u><u>174,659</u></u>	<u><u>(187,072)</u></u>	<u><u>(2,122)</u></u>	<u><u>42,502</u></u>

Name of **Description, nature and purposes of the fund**

General fund The free reserves after allowing for all designated funds

Previous reporting period

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	As at 31 March 2021 £
General fund	28,911	173,783	(145,657)	-	57,037
	<u>28,911</u>	<u>173,783</u>	<u>(145,657)</u>	<u>-</u>	<u>57,037</u>
	<u><u>28,911</u></u>	<u><u>173,783</u></u>	<u><u>(145,657)</u></u>	<u><u>-</u></u>	<u><u>57,037</u></u>

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2022 (continued)

15 Analysis of net assets between funds

	General fund £	Designated funds £	Restricted funds £	Total £
Net current assets/(liabilities)	42,502	-	17,690	60,192
Total	42,502	-	17,690	60,192
Previous reporting period				
	General fund £	Designated funds £	Restricted funds £	Total £
Net current assets/(liabilities)	57,037	-	23,557	80,594
Total	57,037	-	23,557	80,594

16 Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as

	Equipment	
	2022 £	2021 £
Less than one year	553	732
One to five years	1,520	2,451
Over five years	-	-
	2,073	3,183

17 Reconciliation of net movement in funds to net cash flow from operating activities

	2022 £	2021 £
Net income/(expenditure) for the year	(20,402)	34,311
Adjustments for:		
Decrease/(increase) in debtors	(3,577)	13,827
Increase/(decrease) in creditors	940	821
Net cash provided by/(used in) operating	(23,039)	48,959

Accounts

Company number: 3330301

Charity Number: 1068364

Skipko Arts Team

Report and financial statements
For the year ended 31st March 2021

Skipoko Arts Team
Reference and administrative information
for the year ended 31st March 2021

Company number 3330301

Charity number 1068364

Registered office and operational address 42 Barkston House
Croydon Street
Leeds
LS11 9RT

Known as 'Skipoko'

Management Committee Management Committee, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Emily Harvey	Chair – Appointed 15 September 2020
Jackie Hobson	Treasurer
Jayne Learoyd	Secretary
Helen Cowling	Resigned from the Board on 15 September 2020

Key management personnel Arthur Stafford Director

Bankers Unity Trust Bank
Nine Brindleyplace
Birmingham
B1 2HB

Independent examiner

Catherine Hall FCCA DChA
Slade & Cooper Limited
Beehive Mill
Jersey Street
Manchester M4 6JG

Skipoko Arts Team
Management Committee's annual report
for the year ended 31st March 2021

The Management Committee presents their report and the unaudited financial statements for the year ended 31st March 2021. Included within the Management Committee's report is the directors' report as required by company law.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

Objectives and activities

Skipoko aims to transform lives and empower people through exciting and innovative creative arts projects. Our charitable purpose is:

To advance the education of the public in creative and visual arts and crafts, and the techniques and practice thereof, and in particular to provide facilities and opportunities whereby older people, young people, people with learning disabilities, people with disabilities, people with mental health needs and people who are disadvantaged by reason of poverty, ill health or social circumstances may be afforded opportunities for personal development, through the experience and practice of such creative arts and crafts.

We do this by:

- Developing creative arts projects with community groups,
- Bringing people together through large- and small-scale workshop programmes,
- Running events,
- Hosting exhibitions and training.
- Blank Canvas; creating creative and community hubs in temporarily vacant commercial property.

Our arts workers act as group facilitators, using a wide range of arts techniques to increase people's confidence, skills and sense of self-worth. Skipoko's way of working gives the ownership of the creative process and the direction of the project to the group members themselves, giving people influence over how they are seen by others and the ideas they have to share. This method has proved to be empowering for people who may not have the same control over other aspects of their lives, enabling them to grow in confidence and gain a huge sense of achievement.

The Trustees review the aims, objectives and activities of the charity each year. This report looks at what the charity has achieved and the outcomes of its work in the reporting period. The Trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the Trustees ensure the charity's aims; objectives and activities remained focused on its stated purposes.

Public benefit

The Trustees have referred to the Charity Commission's guidance on public benefit when planning Skipoko's work for the year to come and in the end of year evaluation.

Skipoko projects are reviewed regularly and evaluated upon completion with input at the end from all involved, including project participants. This helps to ensure that projects deliver planned outcomes and, are responding to the previously identified needs amongst our beneficiaries.

This report covers the year most affected by the pandemic. Skipoko remained open as far as a functioning organisation is concerned and worked directly with people in their own homes. Skipoko delivered 998

Skipko Arts Team
Management Committee's annual report
for the year ended 31st March 2021

creative sessions either via digital means such as zoom or Skype and engaged with 170 people of which in excess of 50% were over 65 years in age.

Achievements and performance

Our charitable activity is focused on tackling disadvantage and marginalisation thus reflecting our primary aim; that of providing benefit to the public. Specific beneficiaries from our work vary from project to project, with much of our work being in areas within the most 5% deprived in England high indices. During 2020/21 we continued our work with parents and families, adult carers, young and old people, women from diverse communities and, communities with low rates of literacy and use of English as a second language.

Skipko receives a small level of public subsidy (£4,600) from Leeds City Council as a member of the city's arts client portfolio; we receive no public subsidy from Arts Council England. We continued to generate 97% of our income needs through bespoke project funding bids and unrestricted income generated through our temporary space, property programme: Blank Canvas. Projects delivered during the course of the year were:

- In The Waiting Room – the main project was paused due to the pandemic and lockdown, some preparatory research was undertaken.
- Women Reflecting on Women – as with In The Waiting Room
- Windows across Leeds – an 'at home' project wherein Skipko made up creative packs, delivered them across Leeds, collected the finished works and created an exhibition and printed a publication.
- A new Leaf – collaboration with Leeds Museums and Galleries
- Tree of Hope – collaboration with an older person's project in a Leeds ward
- Windows on Nature – collaboration with Leeds Museums and galleries
- Lockdown map – people's imagining of their location during the early stages of lockdown
- Artists' commissions – Skipko withdrew money from reserve to commission each of our 18 artists to create a piece of work under the concept of "creativity at a time of isolation and loneliness"

At the heart of our work are people; their stories, their lives, their ambitions, their fears. It still surprises us after 30 years the degree to which people open up, how they introduce their history and how they engage with others in the group. This did not abate with the coming of lockdown and isolation.

Financial review

The year ending 31st March 2021 was fraught but successful. Fraught in that we decided to remain open, support the people we have been working with and continue to provide employment for staff and artists. Successful in that we were able to augment our reduced inflow of unrestricted income through applying for project funding and various Covid recovery schemes. The company welcomes the opportunity to support the cultural ambitions of the city of Leeds by being a member of the City's funded portfolio for the four years from 2018/19 to 2021/22.

Skipppo Arts Team
Management Committee's annual report
for the year ended 31st March 2021

During the course of the year, we continued to focus on cost recovery from grant in aid funds where possible and again we secured around 17%. We were successful in securing Covid-related business rates support from Leeds and York City Councils and significant funding from the Department for Digital Culture Media and Sports (DCMS) under its Cultural Recovery Fund. The position for 2021/22 year is healthy. We are confident of continuing the success in converting funding applications, continuing the recovery of a proportion of our costs and grow our Blank Canvas income. At the point of writing, Skipppo is converting 80% of funding applications.

Long term, we seek to insulate ourselves from the fluid nature of the Blank Canvas scheme. But, the impact of the pandemic has put such plans back a couple of years as we readjust to what we are terming a peri-Covid world.

Reserves policy

The Trustees review the need for reserves in line with guidance from the Charity Commission. Company policy is to carry reserves optimally for five months trading (around £30,000) or in extremis, sufficient to discharge statutory redundancy payments (around £10,000). The present position indicates that we will continue to comfortably trade during the coming year (2021/22) whilst preserving the optimal level of free reserves. These accounts for 2020/21 note a total fund of £80,594 will be carried forward to 2021/22 representing free reserves of £67,037 or approximately 8 months trading.

Plans for the future

By remaining open during the plague year of 2020/21, Skipppo has generated a significant amount of interest and plaudits, our profile has never been higher. For the coming year we will continue to focus on 'at home' projects as the restrictions are eased whilst being aware of potential development work through blended working (a mix of digital and face-to-face workshops).

Programme of work for 2021/22

In response to the strategic challenges outlined above, Skipppo will undertake six individual streams of work over the course of the coming year:

1. Organisational development – For the coming year, we will continue prioritising the procurement of much-needed new equipment for the office via the DCMS funds. In addition, we will be prioritising board recruitment.
2. Strategic engagement – We will continue to strengthen our position and reputation within the Leeds arts sector. We will build on links with the universities and arts-in-health networks and through agencies linked into the NHS
3. Skipppo pops-up! – Pop-ups was a project stream we introduced in April 2017 to get Skipppo back on the Leeds cultural map and generate ideas / support / partners for a wholly new platform of work. It was very successful. For the coming year, the pop-ups have a different focus, that of identifying partnerships allowing us to operate in a socially-distanced, post-virus Leeds.
4. Arts projects – We will be finishing off two large projects, the completion of which has been somewhat knocked off course by the pandemic, these being [a] Women Reflecting on Women and, [b] In The Waiting Room. These two projects represent some £80,000 of project funding.
5. Sustainable Community Hubs – For a couple of years, Skipppo has been working to establish and support, community groups which frequently arise from our work; this process is now formally termed 'Asset Based Community Development' or, ABCD. There are currently two programmes of this work [a]

Skiipko Arts Team
Management Committee's annual report
for the year ended 31st March 2021

one arose from A Shared Place and has become a community photography project entitled Camera-aderie and is a collaboration between Skiipko and Holbeck Together and, [b] the other is the Community Research Team which grew out of Women Reflecting on Women.

6. Blank Canvas – This is our property programme and acts directly in response to the needs of artists, not only Skiipko artists but also those in other towns and cities. Securing Grade A spaces in Leeds has enabled us work in active collaboration in particular with Leeds University and Leeds City College. We will continue programming a number of MA and BA fine art degree shows, which will see some 300 students exhibiting in our spaces during the course of the year. At the moment we have property in the following cities:
- a. York
 - b. Leeds
 - c. Bradford
 - d. Hull
 - e. Kendal
 - f. Huddersfield

Artists – Finally, we have our artists and our intention in the coming year is to [a] recruit new artists to the group to bring in skills associated with movement and music, [b] continue to put in place a process of continual professional development and, [c] seek opportunities to tour work across our property portfolio. As part of the company's commitment to its artists, it will commission each of them (18 in all) to create a piece of work to the theme of 'a personal response to isolation and lockdown'.

Structure, governance and management

Two artists conceived Skiipko Arts Team in 1988. It is a company limited by guarantee, incorporated on 10th March 1997 and registered now as a charitable company as of 28th February 1998. The company was established under a memorandum of association, which established the objects and powers of the charitable company and is governed under its articles of association.

Members of the charity guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of winding up. The total number of such guarantees at 31st March 2021 was 3 (2020:4). The Trustees are members of the charity but this entitles them only to voting rights. The Trustees have no beneficial interest in the charity.

A board of Trustees meet quarterly. The Director carries out day-to-day management of staff and resources. Trustees are recruited openly, and appointed as appropriate, with one-third of their number standing down, in rotation, at the Annual General Meeting.

Potential Trustees are required to complete an application form, explaining why they are interested in Skiipko and what they hope to gain from the experience, along with the skills and experience they have to offer, and contact details of two referees. Once references have been received, the potential new Trustee will meet informally with Skiipko's Director, where they will be given an induction pack with information about Skiipko and about their responsibilities as a Trustee. They may also be invited to an induction evening if appropriate. They are shown the procedures for Trustee Meetings, and offered formal training on their responsibilities. They are also supported to request further training if it is required. The present position indicates, two new trustees will be joining Skiipko during December 2021.

Periodically, Skiipko also carries out a skills audit of all Trustees, to address potential skills gap and remedy them with training or further recruitment.

Skipppo Arts Team
Management Committee's annual report
for the year ended 31st March 2021

There were no related-party transactions during the year, and Skipppo's Memorandum and Articles of Association precludes Trustee remuneration and other benefits, except for reimbursement of out-of-pocket expenses.

Remuneration policy for key management personnel

Senior staff are appointed on the NJC pay scale at a point appropriate to skills and experiences. This is periodically benchmarked against similar organisations. At a board meeting held in 2019, the decision was taken by Trustees to increase to 29 (from 25), the weekly hours for the director and arts project manager.

Risk management

Every Skipppo project is subject to a risk assessment and report. When considering larger projects, a report is formally presented to the board for sign off during the application stage. When funding is secured, risk management becomes the director's responsibility with Trustees being updated against a standing item on the board agenda for the duration of the project. The director reports on five areas of operational risk; [a] capacity, [b] progress, [c] financial management, [d] project management and [e] statutory and legal obligations. Against each of these areas, we define the risk, scoped worse case scenarios, described mitigation actions and recommended course of action.

Funds held as custodian trustee on behalf of others

None.

Statement of responsibilities of the Management Committee

The Management Committee (who are also directors of Skipppo Arts Team for the purposes of company law) are responsible for preparing the Management Committee's annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Management Committee to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Management Committee is required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The Management Committee are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Skippko Arts Team
Management Committee's annual report
for the year ended 31st March 2021

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The Management Committee's annual report has been approved by the Management Committee on 14/12/2021 _ and signed on their behalf by

Emily Harvey

Chair

Independent examiner's report
to the Trustees of
Skipkko Arts Team

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st March 2021 which are set out on pages 9 to 21

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company'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.

Independent examiner's statement

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

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Catherine Hall FCCA DChA
Slade & Cooper Limited
Beehive Mill, Jersey Street
Manchester, M4 6JG

Date: 23/12/2021

Skippko Arts Team
Statement of Financial Activities
(including Income and Expenditure account)
for the year ended 31 March 2021

	Note	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	95,324	-	95,324	49,202
Charitable activities:	4	78,459	14,406	92,865	162,831
Total income		173,783	14,406	188,189	212,033
Expenditure on:					
Charitable activities:	5	145,657	8,221	153,878	178,058
Total expenditure		145,657	8,221	153,878	178,058
Net income / (expenditure) for the year	6	28,126	6,185	34,311	33,975
Transfer between funds		-	-	-	-
Net movement in funds for the year		28,126	6,185	34,311	33,975
Reconciliation of funds					
Total funds brought forward		28,911	17,372	46,283	61,510
Total funds carried forward		57,037	23,557	80,594	95,485

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

Skipko Arts Team
Company number 3330301
Balance sheet as at 31 March 2021

	Note	2021	2020
		£	£
Current assets			
Debtors	11	7,394	21,221
Cash at bank and in hand		77,734	28,775
Total current assets		85,128	49,996
Liabilities			
Creditors: amounts falling due in less than one year	12	(4,534)	(3,713)
Net current assets		80,594	46,283
Total assets less current liabilities		80,594	46,283
Net assets		80,594	46,283
The funds of the charity:			
Restricted income funds	13	23,557	17,372
Unrestricted income funds	14	57,037	28,911
Total charity funds		80,594	46,283

For the year in question, the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question 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 are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 11 to 21 form part of these accounts.

Approved by the management committee on 14/12/2021 and signed on their behalf by:

Emily Harvey (Chair of Trustees)

Skipkko Arts Team

Notes to the accounts for the year ended 31 March 2021

1 Accounting policies

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

a Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), second edition - October 2019 (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006 and UK Generally Accepted Accounting Practice.

Skipkko Arts Team meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

There are no key judgments which the trustees have made which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

c Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2021 (continued)

d Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

f Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities includes the costs of projects undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h Operating leases

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

Notes to the accounts for the year ended 31 March 2021 (continued)

i Debtors

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

j Cash at bank and in hand

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

k Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the 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 amount after allowing for any trade discounts due.

l Financial instruments

The charity only 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

m Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity's contribution is restricted to the contributions disclosed in note 8. There were no outstanding contributions at the year end. The costs of the defined contribution scheme are included within staff costs in note 6.

2 Legal status of the charity

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The registered office address is disclosed on page 1.

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2021 (continued)

3 Income from donations and legacies

	Unrestricted £	Restricted £	Total 2021 £	Total 2020 £
Donations	25,324	-	25,324	49,202
Arts Council England	45,000		45,000	
Leeds Community Foundation	15,000	-	15,000	-
Blank Canvas	10,000	-	10,000	-
Total	95,324	-	95,324	49,202
<i>Total by fund 31 March 2020</i>	<i>49,202</i>	<i>-</i>	<i>49,202</i>	

4 Income from charitable activities

	Unrestricted £	Restricted £	Total 2021 £	Total 2020 £
Grants				
Shutter Stories	-	2,200	2,200	150
Heritage Lottery Fund	-	5,100	5,100	20,400
Leeds City Council	3,630	7,106	10,736	12,810
Leeds Older People's Forum	-	-	-	200
Other Grant Income	4,710	-	4,710	8,883
	8,340	14,406	22,746	91,645
Fees & other income				
Fees	13,752	-	13,752	16,541
Blank Canvas	56,367	-	56,367	54,645
	70,119	-	70,119	71,186
Total	78,459	14,406	92,865	162,831
<i>Total by fund 31 March 2020</i>	<i>76,096</i>	<i>37,533</i>	<i>113,629</i>	

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2021 (continued)

Income from charitable activities continued...

Previous reporting period

	Unrestricted £	Restricted £	Total 2020 £
Grants			
<i>Awards for All</i>	-	-	-
<i>Charles Brotherton Trust</i>	150	-	150
<i>Heritage Lottery Fund</i>	-	20,400	20,400
<i>Leeds City Council</i>	4,560	8,250	12,810
<i>Leeds Older People's Forum</i>	200	-	200
<i>Arts Council England</i>	-	8,883	8,883
	4,910	37,533	42,443
Fees & other income			
<i>Fees</i>	16,541	-	16,541
<i>Other income</i>	54,645	-	54,645
	71,186	-	71,186
<i>Total by fund 31 March 2020</i>	76,096	37,533	113,629

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2021 (continued)

5 Analysis of expenditure on charitable activities

	Total 2021 £	Total 2020 £
Staff costs	62,103	55,255
Staff travel & training	433	2,305
Premises	14,053	11,645
Office costs	2,834	2,477
Publications, subscriptions & resources	444	4,992
Equipment	694	23
Miscellaneous	385	568
Freelance fees & expenses	17,304	33,165
Materials	-	8,799
Other project costs	8,029	5,022
Business rates for empty properties	45,920	51,930
Governance costs	1,679	1,877
	153,878	178,058
	2021 £	2020 £
Restricted expenditure	8,221	55,039
Unrestricted expenditure	145,657	123,019
	153,878	178,058

6 Net income / (expenditure) for the year

This is stated after charging/(crediting):	2021 £	2020 £
Operating lease rentals:		
equipment	515	515
Independent examiner's fee:		
accountancy	1,150	1,150
independent examination	220	220

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2021 (continued)

7 Staff costs

Staff costs during the year were as follows:

	2021 £	2020 £
Wages and salaries	30,048	26,555
Freelance staff	31,460	28,202
Pension costs	595	498
	62,103	55,255

No employees has employee benefits in excess of £60,000 (2020: Nil).

The average number of staff employed during the period was 3 (2020: 3).

The average full time equivalent number of staff employed during the period was 2.1(2020: 2.1).

The key management personnel of the charity comprise the trustees and the Director. The total employee benefits of the key management personnel of the charity were £31,460 (2020: £28,202).

8 Trustee remuneration and expenses, and related party transactions

Neither the management committee nor any persons connected with them received any remuneration or reimbursed expenses during the year (2020: Nil).

No members of the management committee received travel and subsistence expenses during the year (2020: £Nil).

Aggregate donations from related parties were £Nil (2020: £Nil).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2020: nil).

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2021 (continued)

9 Government grants

The government grants recognised in the accounts were as follows:

	2021 £	2020 £
Leeds City Council	3,630	4,560
Blank Canvas	10,000	-
	<u>13,630</u>	<u>4,560</u>

There were no unfulfilled conditions and contingencies attaching to the grants.

10 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

11 Debtors

	2021 £	2020 £
Trade debtors	2,747	18,427
Other debtors	45	-
Prepayments	4,602	2,794
	<u>7,394</u>	<u>21,221</u>

12 Creditors: amounts falling due within one year

	2021 £	2020 £
Other creditors and accruals	4140	3,344
Taxation and social security costs	394	369
	<u>4,534</u>	<u>3,713</u>

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2021 (continued)

13 Analysis of movements in restricted funds

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2021 £
In the Waiting Room	11,419	7,106	(2,490)	-	16,035
Shutter Stories	-	2,200	(1,627)	-	573
Women Reflecting on Women	5,953	5,100	(4,104)	-	6,949
Total	17,372	14,406	(8,221)	-	23,557

Analysis of movements in restricted funds (Continued)

Previous Reporting Period	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2020 £
In the Waiting Room	-	17,133	(5,714)	-	11,419
A Shared Place Project 2	8,218	-	(8,218)	-	-
BASIS	1,160	-	(1,160)	-	-
Women Reflecting on	25,500	20,400	(39,947)	-	5,953
Total	34,878	37,533	(55,039)	-	17,372

Name of	Description, nature and purposes of the fund
In the Waiting Room	A collaboration with 8 community groups.
Shutter Stories	Photography project for carers in Leeds.
Women Reflecting on Women	Exploring the lives of working class women in the late 19th and early 20th centuries against the backdrop of the suffragette movement.

Skippko Arts Team

Notes to the accounts for the year ended 31 March 2021 (continued)

14 Analysis of movement in unrestricted funds

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	As at 31 March 2021 £
General fund	28,911	173,783	(145,657)	-	57,037
	28,911	173,783	(145,657)	-	57,037

Name of	Description, nature and purposes of the fund
General fund	The free reserves after allowing for all designated funds

Previous reporting period

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers £	As at 31 March 2020 £
General fund	26,632	125,298	(123,019)	-	28,911
	26,632	125,298	(123,019)	-	28,911

Skipko Arts Team

Notes to the accounts for the year ended 31 March 2021 (continued)

15 Analysis of net assets between funds

	General fund £	Designated funds £	Restricted funds £	Total £
Net current assets/(liabilities)	57,037	-	23,557	80,594
Total	57,037	-	23,557	80,594
Previous reporting period				
	General fund £	Designated funds £	Restricted funds £	Total £
Net current assets/(liabilities)	28,911	-	17,372	46,283
Total	28,911	-	17,372	46,283

16 Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as

	Equipment	
	2021 £	2020 £
Less than one year	732	515
One to five years	2,451	
	3,183	515

17 Reconciliation of net movement in funds to net cash flow from operating activities

	2021 £	2020 £
Net income / (expenditure) for the year	34,311	33,975
Adjustments for:		
Decrease/(increase) in debtors	13,827	3,637
Increase/(decrease) in creditors	821	(4,648)
Net cash provided by / (used in) operating	48,959	32,964