

Company number: 3330301

Charity Number: 1068364

Skippko 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

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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.

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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]

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one arose from A Shared Place and has become a community photography project entitled Camera-aderie and is a collaboration between Skipkko 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 Skipkko 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 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 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 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. The present position indicates, two new trustees will be joining Skipkko during December 2021.

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

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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
Skipko 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 £	<i>Total funds 2020 £</i>
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)

Skippkko 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.

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.

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 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
	<hr/>	<hr/>	<hr/>
	4,910	37,533	42,443
Fees & other income			
<i>Fees</i>	16,541	-	16,541
<i>Other income</i>	54,645	-	54,645
	<hr/>	<hr/>	<hr/>
	71,186	-	71,186
	<hr/>	<hr/>	<hr/>
<i>Total by fund 31 March 2020</i>	76,096	37,533	113,629
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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
	<hr/>	<hr/>
	153,878	178,058
	<hr/>	<hr/>
	2021 £	2020 £
Restricted expenditure	8,221	55,039
Unrestricted expenditure	145,657	123,019
	<hr/>	<hr/>
	153,878	178,058
	<hr/>	<hr/>

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
	<hr/>	<hr/>

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
	<hr/>	<hr/>
	62,103	55,255
	<hr/>	<hr/>

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	<u>10,000</u>	<u>-</u>
	13,630	4,560
	<u><u>13,630</u></u>	<u><u>4,560</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

	2021 £	2020 £
Trade debtors	2,747	18,427
Other debtors	45	-
Prepayments	4,602	2,794
	<u>7,394</u>	<u>21,221</u>
	<u><u>7,394</u></u>	<u><u>21,221</u></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>
	<u><u>4,534</u></u>	<u><u>3,713</u></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)

<i>Previous Reporting Period</i>	<i>Balance at 1 April 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers £</i>	<i>Balance at 31 March 2020 £</i>
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
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	28,911	173,783	(145,657)	-	57,037
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

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
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	26,632	125,298	(123,019)	-	28,911
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

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