

Company number: 3330301

Charity Number: 1068364

Skipko Arts Team

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

Skipoko Arts Team  
Reference and administrative information  
for the year ended 31<sup>st</sup> March 2022

**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
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

Skipko 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**

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; 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. 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 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 Skipko'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 31<sup>st</sup> 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 £
<b>Income from:</b>					
Donations and legacies	3	81,521	-	81,521	95,324
Charitable activities:	4	93,138	10,400	103,538	92,865
<b>Total income</b>		<b>174,659</b>	<b>10,400</b>	<b>185,059</b>	<b>188,189</b>
<b>Expenditure on:</b>					
Charitable activities:	5	187,072	18,389	205,461	153,878
<b>Total expenditure</b>		<b>187,072</b>	<b>18,389</b>	<b>205,461</b>	<b>153,878</b>
<b>Net income/(expenditure) for the year</b>	6	<b>(12,413)</b>	<b>(7,989)</b>	<b>(20,402)</b>	<b>34,311</b>
Transfer between funds		(2,122)	2,122	-	-
<b>Net movement in funds for the year</b>		<b>(14,535)</b>	<b>(5,867)</b>	<b>(20,402)</b>	<b>34,311</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		57,037	23,557	80,594	46,283
<b>Total funds carried forward</b>		<b>42,502</b>	<b>17,690</b>	<b>60,192</b>	<b>80,594</b>

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

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

# 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
<b>Total</b>	<b>81,521</b>	<b>-</b>	<b>81,521</b>	<b>95,324</b>
<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 £
<b>Grants</b>				
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
<b>Fees &amp; other income</b>				
Fees	23,943	-	23,943	13,752
Other income	61,215	-	61,215	56,367
	85,158	-	85,158	70,119
<b>Total</b>	<b>93,138</b>	<b>10,400</b>	<b>103,538</b>	<b>92,865</b>
<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 £
<b>Grants</b>			
<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
	<hr/>	<hr/>	<hr/>
	8,340	14,406	22,746
<b>Fees &amp; other income</b>			
<i>Fees</i>	13,752	-	13,752
<i>Other income</i>	56,367	-	56,367
	<hr/>	<hr/>	<hr/>
	70,119	-	70,119
	<hr/>	<hr/>	<hr/>
<i>Total by fund 31 March 2021</i>	78,459	14,406	92,865
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

# 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
	<hr/>	<hr/>
	205,461	153,878
	<hr/>	<hr/>
	2022 £	2021 £
Restricted expenditure	18,389	8,221
Unrestricted expenditure	187,072	145,657
	<hr/>	<hr/>
	205,461	153,878
	<hr/>	<hr/>

### 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
	<hr/>	<hr/>

## 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
	<hr/>	<hr/>
	68,785	62,103
	<hr/>	<hr/>

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)

<i>Previous Reporting Period</i>	<i>Balance at 1 April 2020 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers £</i>	<i>Balance at 31 March 2021 £</i>
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

<b>Name of</b>	<b>Description, nature and purposes of the fund</b>
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
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	57,037	174,659	(187,072)	(2,122)	42,502
	<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 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/>

# Skipko 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
<b>Previous reporting period</b>				
	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 £
<b>Net income/(expenditure) for the year</b>	(20,402)	34,311
<b>Adjustments for:</b>		
Decrease/(increase) in debtors	(3,577)	13,827
Increase/(decrease) in creditors	940	821
<b>Net cash provided by/(used in) operating</b>	(23,039)	48,959