

Company registration number: 5062035

Charity registration number: 1105790

Collective Encounters

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

Whitnalls

Chartered Certified Accountants

44a Liverpool Road

Lydiate

Liverpool

Merseyside

L31 2LZ

Collective Encounters

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Collective Encounters

Reference and Administrative Details for the Year Ended 31 March 2021

The Trustees	R Hankin (resigned 1 June 2021) M W Eccles G S Boxer E P Weitz J B Johnson J Beddard A Jones A Scott J Pratt A Prashar (appointed 25 June 2020) A Winful (appointed 17 June 2021)
Secretary	S O'Hare
Principal Office	MPAC Building 1-27 Bridport Street Merseyside L3 5QF
Company Registration Number	5062035
Charity Registration Number	1105790
Independent Examiner	Whitnalls Chartered Certified Accountants 44a Liverpool Road Lydiate Liverpool Merseyside L31 2LZ

Collective Encounters

Trustees' Report for the Year Ended 31 March 2021

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2021.

Trustees

R Hankin (resigned 1 June 2021)

M W Eccles

G S Boxer

E P Weitz

J B Johnson

J Beddard

A Jones

A Scott

J Pratt

A Prashar (appointed 25 June 2020)

A Winful (appointed 17 June 2021)

Collective Encounters

Trustees' Report for the Year Ended 31 March 2021

Objectives and activities

Objectives and aims

The objects of the Charity as laid out in the Memorandum of Association are:

To promote, maintain, improve and advance public education, appreciation and understanding of the arts and particularly the art of theatre in all its aspects, by the production and presentation of theatrical, educational and community based performances, with particular emphasis on new works produced by the Company or commissioned by third parties.

To advance the education of the public in the art of theatre, by the promotion of drama training classes and/or workshops.

The Charity has the wider aim of using theatre to explore pressing social and political issues with the aim of engaging directly with the processes of democracy and change.

When planning our activities for the year, the trustees have considered the commission's guidance of public benefit and, in particular, the guidance on charities for the advancement of public education which we achieve through the objects set out above.

Collective Encounters' mission is to provide high- quality theatre experiences to individuals and communities who don't normally access the arts. We achieve this by partnership working with the voluntary sector and statutory services and delivering most of our work outside of theatre buildings: GP surgeries, hostels, care settings for looked after young people, care homes for older people, outdoors, libraries.

Operations

Board, Diversity & Development: This year we said goodbye and thank you to long term trustee and previous youth theatre member Rachael Hankin, and to Arti Prashar. Collective Encounters' board team will be more diverse in 2021/22 as we welcome Anya Winful and Ithalia Forel to the trustee team. Collective Encounters strives to have a diverse board that is representative of the communities it serves and this includes theatre makers, an arts and cultural worker, an academic, a local voluntary sector worker, a Liverpool City Council local authority planner and three long term participants. The trustee team monitor diversity across the whole organisation producing a report each year in order to identify suitable targets and areas for development.

Staffing: At the beginning of the year Collective Encounters welcomed two new team members to lead Women in Action and Confidence Through Creativity, and during the year Marianne Matusz joined the team to lead on the Centre for Excellence in Participatory Theatre programme. In April 2021, we began recruitment for 6 new part-time roles in a drive to extend employment opportunities to those affected by the coronavirus pandemic. Just one staff member was furloughed during 2020-2021.

Office: Merseyside Play Action remain Collective Encounters' registered offices although no activities took place there in the year due to the challenges of COVID security.

Fundraising Disclosures

Due to the pandemic fundraising efforts were stalled at key times, however funds were raised from Arts Council England, European Social Fund, Children in Need, Liverpool City Council COVID Recovery Fund, PH Holt, National Lottery Fund, Liverpool Council for the Voluntary Sector, Department of Work and Pension (Kickstarter) during the year.

Collective Encounters

Trustees' Report for the Year Ended 31 March 2021

Public benefit

The Charity carries out a wide range of activities in pursuance of its charitable aims. The trustees consider that the strategies employed to achieve the Charity's objectives for 2020/2021 and the principal areas in which the Charity operates both locally and nationally and internationally, provide benefit to the public.

The charity has continued, throughout the pandemic , to deliver youth, adult and sector development programmes principally online continuing to protect all parties to achieve it's objects.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Collective Encounters

Trustees' Report for the Year Ended 31 March 2021

Achievements and Performance

In March 2020 we made the decision to cease all public-facing activities, about two weeks prior to the UK lockdown, in order to safeguard our participants, audience and workforce. Very quickly the programme pivoted online, and we delivered youth, adult, and sector development programmes (through the Centre for Excellence in Participatory Theatre) throughout 2020-2021.

In the 2018 - 2022 Strategic Business Plan we stated our key drivers were to:

Increase the impact of the participatory programme & the reach of touring productions.
Find new ways to enable people to connect to the cultural life of the city they live.
Develop the Theatre for Social Change sector through training & research
Widely advocate for the benefits of Theatre for Social Change
Be ethical, sustainable & resilient

These drivers will continue to underpin our work in 2020- 2021 but we cannot ignore the unique challenges COVID-19 will bring to vulnerable individuals and communities. We believe organisations like Collective Encounters have an important role to play now more than ever. In 2020-2021 our programme aims were to:

Use creativity to improve the lives of deprived people and communities
Document the experiences of people during a period of significant social change
Explore what might emerge once we have come through the pandemic.

Young People

Youth Theatre: In early April a collaboration was established with the London based Company Three which enabled our young people to work on the Coronavirus Time Capsule Project during the first UK lockdown. Also, in April, three young people were commissioned to create two new digital pieces about their experiences of lockdown. Over the summer, Summer Samplers enabled young people to develop specific performance related skills such as voice, physical theatre and spoken word through workshops led by guest artists who included: Jennifer John, Keisha Thompson, Emilie Lahouel and Chris Thorpe. Throughout autumn and winter young people explored racial justice, migration, identity and nationalism in a programme which included guest workshops from Vanessa Kisuule and Dermot Daly. This was followed by a series of sessions structured around 'making theatre' which has continued into 2021/2022.

Youth Outreach: In addition, Arts Award accredited outreach courses took place with voluntary sector partners including Barnardo's and PSS for young carers; British Red Cross and City of Liverpool College for newly arrived young people; Princess Trust and two further open access courses delivered online. The #iWill Project funded project 'Fight for the Future' used digital media to make a new short film on young people from The Wirral's concerns on the climate emergency.

Adults

Above & Beyond: This four year Paul Hamlyn Foundation programme enabled marginalised adults in Bootle & Birkenhead to work together throughout the year online to co-create a new piece of digital participatory theatre, The Legend of the Mernix, with digital participatory theatre consultant Caitlin Strongarm.

During the year Above & Beyond worked in partnership with voluntary sector groups including Involve North West, Make it Happen, Spider Project, St. James' Centre, Tomorrows Women, Wirral Change, Wirral Hospital Schools, Wirral Refugee Action Kindfulness Coffee Club, Life Rooms Bootle, North Park Community Gardens, Orrell Trust, Sefton OPERA, Strand By Me and Swan Women's Centre.

Collective Encounters

Trustees' Report for the Year Ended 31 March 2021

The first lockdown early in the year saw Above & Beyond also given ten micro-commissions in order to A) continue to generate new material alongside the project's themes and B) provide economic opportunities to the local cultural sector.

Radical Makers: is a four-year community theatre training programme for adults (over 25) who have not previously been able access arts training and learning. In the year, the Radical Makers programme has successfully pivoted to online delivery after the first cohort completed their learning in July 2020, a second cohort of 13 local people was successfully recruited. Life During Lockdown was broadcast on YouTube in June. For a few participants, maintaining engagement while also coping with a tough lockdown winter was very challenging and two participants decided not to continue. In both cases they had significant mental ill health and needed to prioritize basic wellness. They were both supported to step back well.

Women in Action: Women in Action is a two-year intergenerational National Heritage Lottery funded project designed to document and present the stories of women involved in community organising and activism in post-war Liverpool. The project successfully brought together older women online in June and they worked together throughout the year to undertake training in oral history techniques, deliver online 'story circles' and create a short audio piece which is a 'rough and ready' experiment with verbatim aesthetics, which will be developed further as the project progress towards a final radio ballad in October 2021. A partnership has been confirmed with the Museum of Liverpool, who will archive the recorded interviews so that they have a life beyond their use in our project, and composer Beth Hopkins has been commissioned to work co-create this final piece.

Confidence Through Creativity: This European Social Funded project was launched in June 2020 and was delivered wholly online. Confidence Through Creativity takes the form of a 13-session long Arts Award accredited course for women with life-limiting conditions and who are not in employment or education. Women could sign up to the project directly with Collective Encounters or could be referred from support agencies such as women's centre and prison and probation services.

Centre for Excellence in Participatory Theatre: This online centre for information, training and resources for the participatory movement has had its busiest year. Alongside formal training events in themes such as 'Managing Participatory Arts Projects', 'Working with Looked After Children and Young People', 'Political Engagement in Youth Arts Practice' and 'Creative Ageing', the Centre also delivered a series of online events and published a number of resources to support the participatory arts movement to transition to online and to hybrid delivery practices.

A series of 4 events, Delivering Participatory Theatre During Social Distancing: What's Working? were very quickly set up in May in order to respond to the demands within the arts movement for conversation, sharing of practice, ideas, challenges and opportunities. Over 330 people attended the events and their content was put together in a new 32-page report organised into themes which included digital inclusion, workshop practice, presenting theatre and safeguarding online.

Following these Collective Encounters commissioned a series of filmed essays and case studies called 'Making Digital Participatory Theatre' from Maya Chowdhry, a digital participatory theatre expert who had been working in the field for some time.

Throughout the Autumn, we created a series of events called Open Playgrounds which provided a space for practitioners to test out new ideas working across a range of participatory arts techniques.

Advocacy

Senior management spoke about Collective Encounters' work and ethos, contributing thinking and practice on the arts as a tool for social change through:

Collective Encounters

Trustees' Report for the Year Ended 31 March 2021

Curious Minds
Royal Literature Society
University Network for European Capitals of Culture
Theatre and Uncertainty Conference
Arts Marketing Association
Centre for Cultural Value
University of Liverpool
Small Charities Coalition
ArtWorks Alliance
Creative Organisations of Liverpool
Civic Role of the Arts During COVID
University of Bolton
Liverpool Institute for the Performing Arts
Centre for Urban Research on Austerity
Liverpool Hope University
ArtsChain
Liverpool Homeless Stakeholders Forum
Voluntary Arts England

Financial review

At 31st March 2021, unrestricted funds stood at £ 62,463 (2020 - £57,120), restricted funds appropriate for specific projects stood at £ £28,662 (2020 - £21,613).

Policy on Reserves

The Trustees have agreed to build up an adequate reserves fund to protect the organisation in the event of declining income, or the event that the organisation will need to wind up its affairs. The Trustees recognise the commitment the organisation has to many of its vulnerable beneficiaries and that time would need to be taken to signpost participants to other services and provision. The Trustees also recognize the commitment it has in terms of employment law and redundancy provisions. Reserves are reviewed on a quarterly basis.

Collective Encounters

Trustees' Report for the Year Ended 31 March 2021

Plans for the Future

The programme and ambitions for 2021/2022 will build upon the achievements and digital shift undertaken during the first year of the pandemic.

Centre for Excellence in Participatory Theatre: We have built a diverse community of participatory theatre makers, at all stages of their career, through training, networking and professional development events and the publishing of resources via our online Centre for Excellence in Participatory Theatre. In 2021/2022 we will:

- Host at least 12 events that enable at least 600 participatory theatre makers to develop their practice. Themes for events will be derived from consultation with the sector, and are likely to cover aspects of delivering participatory theatre online and hybrid (online and offline) workshops and performances.
- Established an online portal for participatory theatre makers to connect with each other, sharing news and opportunities and advice and support from peers.
- Deliver bi-monthly Artist Development workshops for at least 10 Collective Encounters' artistic associates.
- Play key roles in participatory arts and local networks including: ArtsChain, ArtWorks Alliance, Creative Organisations of Liverpool, Northern Culture All Party Parliamentary Group.
- Be responsive to dissemination, networking and development opportunities as and when they arise throughout the year.

Local Community Power: We are committed to co-producing all that we do with those that the work aims to serve. Over the last two years we have been testing and evaluating power-sharing and co-creation within our strategic management, project design and delivery models, and within commissioned research. In 2021/2022 we will:

- Evaluate the effectiveness of the Project Advisory Group model for designing, evaluating and delivering place-based multi-year participatory programmes, and share these findings with the wider participatory arts sector, academic networks and the Creative People & Places network.
- Continue to increase diverse representation on the Board, enabling people from black and ethnic minority communities, that have been stakeholders of Collective Encounters, to join up.
- Host at least 5 open events for the voluntary sector and public service partners in the Liverpool City Region to enable us to continue to identify and meet the evolving and changing needs of the local community.
- Update our Quality Indicators & Evaluation Framework enacting recommendations made by the Independent Evaluator & Board.
- Continue to play roles in non-arts networks such as the Homeless Stakeholders Forum (Liverpool City Region), Council for the Voluntary Sector in Sefton, Wirral, Liverpool & Knowsley.

Programme: In 2021/2022 we will deliver:

- **Above & Beyond:** We will engage a diverse group of adults from Knowsley, Sefton and Birkenhead (either online or face to face) in theatre for social change activities that will develop local people's capacity to set up and deliver community led arts and cultural projects. We will also create one new piece of digital participatory theatre articulating the experiences of these communities.
- **Women in Action:** This project documents and celebrates the role local women play in making changes in their local community through activism and community organising. This year the project will continue to deliver regular 'women only intergenerational workshops', archive the stories and testimonies from these workshops with the British Library and National Museums Liverpool and commission a professional creative team to co-produce a radio ballad with participants which will be shared with local and national audience at three events, and online.
- **Radical Makers:** This emerging artist training programme runs in four year long cycles, in parallel to the wider Centre for Excellence in Participatory Theatre initiatives. A new diverse cohort of fourteen trainees will be recruited in September 2021 and will undertake six modules in themes such as being creative online; delivering theatre with different groups; live performance and working as a professional artist and facilitator.

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Trustees' Report for the Year Ended 31 March 2021

- **Confidence Through Creativity:** This short course, made up of twenty-six accredited sessions, was launched last year supporting twenty-two women with life-limiting conditions (such as long term unemployment, mental ill health, physical disabilities) to grow their personal confidence by getting creative online. Building on the success of this a further iteration of this course will be launched in 2021-2022.
- **Youth Theatre:** The Collective Encounters' youth theatre for 14 - 19 year olds will continue to meet weekly to learn new creative skills, and use theatre to explore pertinent social and political issues.
- **Where You're At:** This programme for young people who are newly arrived to the UK will be delivered over the summer, and will engage artists from a broad range of disciplines to create a new piece of work to be shared with other newly arrive people and communities through Art Reach's Journey's Festival in Manchester, Southampton and Portsmouth,
- **Young Homotopia:** We will work in partnership with Homotopia to set up and deliver theatre for social change activities for the young LGBTQ+ community.
- **Looked After Children & Young People Summer School:** For two weeks over the summer we will deliver a summer school for children and young people who are looked after by Liverpool, Sefton, Wirral and Knowsley Children's Services.
- **Arts based research:** The focus for this year will be to undertake research that will explore the ethics and practicalities of arts-based research methodologies and share these findings (March 2022) through academic and sector networks and events.

Structure, governance and management

Nature of governing document

The report which follows and the attached documents are in the format required by SORP (Statement of Recommended Practice), agreed between the accountancy profession and the Charity Commission, under the provisions of the Charities Act 1993 and the Charities (Accounts and Reports) Regulations 1995. The charity was incorporated on 3rd March 1994.

Recruitment and appointment of Trustees

As set out in the Articles of Association the Board of Directors (the Trustees) shall consist of not 'less than two or more than twelve' at any one time, and the Chair of the Trustees is nominated by Collective Encounters Board. The trustees have the power to co-opt additional members to fill vacancies, where necessary. Co-opted members have full voting rights.

When considering co-opting trustees, the Board will analyse what skills are needed for current and future company developments.

Collective Encounters

Trustees' Report for the Year Ended 31 March 2021

Induction and training of trustees

Management Structure

Trustees meet with the Executive Director, Artistic Director & General Manager quarterly to discuss activities, agree future plans, update policies and review the Charity's financial position and income generation plans. Sub-committees of the board may meet more regularly when undertaking specific projects.

Trustee Recruitment & Training Policy

New trustees are recruited by board agreement. Strategies are in place to ensure the board is diverse and representative of the communities it serves.

New Trustees are provided with written information regarding their legal obligations under charity and company law. Alongside this they are given copies of the Memorandum and Articles of Association, and the Strategic Business Plan. Trustee Skills Audits are completed regularly and opportunities for areas of training and development are identified. The charity also organises board development sessions: these sessions are facilitated and allow for more in-depth discussion about the strategic direction of the charity.

Arrangements for setting key management personnel remuneration

No employees had emoluments in excess of £60,000 (2020 - nil).

The charity trustees were not paid or recovered any salary or benefits from employment with the charity. No trustee received payment for professional or other services supplied to the charity,

Organisational structure

A senior management team made up for an Executive Director, Artistic Director and General Manager lead Collective Encounters. An Outreach Director and four further project managers/lead artists, support the work. Freelance contract workers are engaged to deliver large aspects of the company's work. Volunteers and ambassadors of the organisation are an invaluable support, in particular support the delivery of events and tours. All workers and volunteers are supported to undertake professional development activities.

Collective Encounters

Trustees' Report for the Year Ended 31 March 2021

Major risks and management of those risks

Collective Encounters continues to monitor risk to all aspects of the charity quarterly through a risk management process. Identified risks are discussed with the Trustees and contingency measures are put in place.

Reference and Administrative Details

Trustees	R Hankin (resigned 1 June 2021) M W Eccles G S Boxer E P Weitz J B Johnson J Beddard A Jones A Scott J Pratt A Prashar (appointed 25 June 2020) A Winful (appointed 17 June 2021)
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Secretary	S O'Hare
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Principal Office	MPAC Building 1-27 Bridport Street Merseyside L3 5QF
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Company Registration Number	5062035
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Charity Registration Number	1105790
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The trustees (who are also the directors of Collective Encounters for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and 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 have been followed, subject to any material departures disclosed and explained in the financial statements; and

Collective Encounters

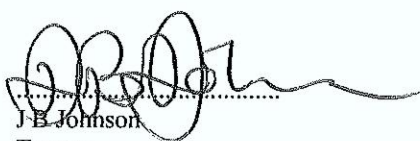
Trustees' Report for the Year Ended 31 March 2021

Statement of Trustees' Responsibilities

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

The annual report was approved by the trustees of the charity on 22.11.21 and signed on its behalf by:


J-B Johnson
Trustee

Collective Encounters

Independent Examiner's Report to the trustees of Collective Encounters for the Year Ended 31 March 2021

I report on the accounts of the charity for the year ended 31 March 2021 which are set out on pages 14 to 23 .

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of FCCA.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

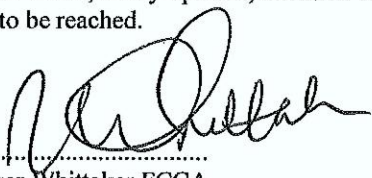
In connection with my examination, no matter has come to my attention:

(1) which gives me a reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....
Roger Whittaker FCCA
Whitnalls
Chartered Certified Accountants
44a Liverpool Road
Lydiat
Liverpool
Merseyside
L31 2LZ

Date: 22.11.21

Collective Encounters

Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies	3	2,842	-	2,842
Charitable activities	4	204,736	76,372	281,108
Total Income		207,578	76,372	283,950
Expenditure on:				
Raising funds		(109)	-	(109)
Charitable activities	5	(202,126)	(69,323)	(271,449)
Total Expenditure		(202,235)	(69,323)	(271,558)
Net income		5,343	7,049	12,392
Net movement in funds		5,343	7,049	12,392
Reconciliation of funds				
Total funds brought forward		57,120	21,613	78,733
Total funds carried forward	11	62,463	28,662	91,125
	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
Income and Endowments from:				
Charitable activities	4	143,834	61,000	204,834
Total Income		143,834	61,000	204,834
Expenditure on:				
Charitable activities	5	(129,281)	(86,470)	(215,751)
Total Expenditure		(129,281)	(86,470)	(215,751)
Net income/(expenditure)		14,553	(25,470)	(10,917)
Net movement in funds		14,553	(25,470)	(10,917)
Reconciliation of funds				
Total funds brought forward		42,567	47,083	89,650
Total funds carried forward	11	57,120	21,613	78,733

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2021 is shown in note 11.

Collective Encounters
(Registration number: 5062035)
Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	8	2,191	3,032
Current assets			
Debtors	9	5,740	11,379
Cash at bank and in hand		<u>86,176</u>	<u>68,202</u>
		91,916	79,581
Creditors: Amounts falling due within one year	10	<u>(2,982)</u>	<u>(3,880)</u>
Net current assets		<u>88,934</u>	<u>75,701</u>
Net assets		<u>91,125</u>	<u>78,733</u>
Funds of the charity:			
Restricted funds		28,662	21,613
Unrestricted income funds			
Unrestricted funds		<u>62,463</u>	<u>57,120</u>
Total funds	11	<u>91,125</u>	<u>78,733</u>

Collective Encounters

(Registration number: 5062035)
Balance Sheet as at 31 March 2021

For the financial year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

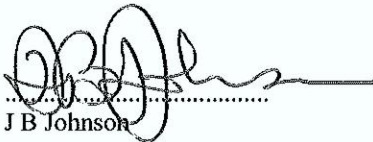
- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The financial statements on pages 14 to 23 were approved by the trustees, and authorised for issue on 22.11.21, and signed on their behalf by:



M W Eccles
Trustee



J B Johnson
Trustee

Collective Encounters

Notes to the Financial Statements for the Year Ended 31 March 2021

1 Charity status

The charity is a charity limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £5 towards the assets of the charity in the event of liquidation.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Collective Encounters meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

Donations and legacies

All donations receivable are included in the statement of financial activities and are applied to either restricted or unrestricted funds.

Expenditure

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Collective Encounters

Notes to the Financial Statements for the Year Ended 31 March 2021

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

3 Income from donations and legacies

	Unrestricted funds	
	General	Total
	£	2021 £
Grants, including capital grants;		
Government grants	2,842	2,842
	<u>2,842</u>	<u>2,842</u>

Collective Encounters

Notes to the Financial Statements for the Year Ended 31 March 2021

4 Income from charitable activities

	Unrestricted funds			
	General	Restricted	Total	Total
	£	funds £	2021 £	2020 £
ACE FRO	81,487	-	81,487	80,015
Liverpool City Council	18,782	-	18,782	11,667
Children in Need	31,916	-	31,916	35,420
Big Lottery Fund	-	9,020	9,020	-
Masterclass	1,491	-	1,491	2,457
LIPA	-	-	-	854
LCVS	1,950	-	1,950	2,000
Miscellaneous Income	10,110	-	10,110	971
Henby Trust	-	-	-	1,000
#IWill Fund	-	-	-	4,790
PH Holt	-	7,565	7,565	-
Case Fellowship	-	-	-	522
Paul Hamlyn Foundation	59,000	-	59,000	-
Arts Council: Catalyst	-	-	-	3,000
Esmee Fairbairn	-	49,025	49,025	32,450
Heirtage Lottery	-	-	-	14,650
Rough Sleeper Accomodation	-	-	-	10,950
ESF	-	10,762	10,762	3,588
Unity Theatre	-	-	-	500
	<u>204,736</u>	<u>76,372</u>	<u>281,108</u>	<u>204,834</u>

Collective Encounters

Notes to the Financial Statements for the Year Ended 31 March 2021

5 Expenditure on charitable activities

	Note	Unrestricted funds	Restricted funds	Total 2021	Total 2020
		General £	£	£	£
Allocated support costs	6	117,283	69,323	186,606	124,853
Governance costs	6	84,843	-	84,843	90,898
		<u>202,126</u>	<u>69,323</u>	<u>271,449</u>	<u>215,751</u>
			Activity undertaken directly £	Total 2021 £	Total 2020 £
Production costs			178,224	178,224	109,587
Rent			7,452	7,452	12,000
Insurance			930	930	916
Advertisements			-	-	2,350
			<u>186,606</u>	<u>186,606</u>	<u>124,853</u>

£116,549 (2020 - £129,281) of the above expenditure was attributable to unrestricted funds and £69,324 (2020 - £86,470) to restricted funds.

Collective Encounters

Notes to the Financial Statements for the Year Ended 31 March 2021

6 Analysis of governance and support costs

Charitable activities expenditure

		Unrestricted funds	Restricted funds	Total 2021	Total 2020
	Basis of allocation	General £	£	£	£
Production costs		108,900	69,324	178,224	109,587
Rent		7,452	-	7,452	12,000
Insurance		930	-	930	916
Advertising		-	-	-	2,350
		<u>117,282</u>	<u>69,324</u>	<u>186,606</u>	<u>124,853</u>

Governance costs

	Unrestricted funds	Total 2021	Total 2020
	General £	£	£
Staff costs			
Wages and salaries	61,143	61,143	63,637
Social security costs	1,325	1,325	2,054
Pension costs	1,752	1,752	1,875
Other staff costs	4,290	4,290	2,829
Audit fees			
Other fees paid to auditors	2,230	2,230	1,886
Depreciation, amortisation and other similar costs	730	730	1,011
Other governance costs	<u>13,373</u>	<u>13,373</u>	<u>17,606</u>
	<u>84,843</u>	<u>84,843</u>	<u>90,898</u>

7 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2021 £	2020 £
Loss on disposal of fixed assets held for the charity's own use	109	-
Depreciation of fixed assets	<u>730</u>	<u>1,011</u>

Collective Encounters

Notes to the Financial Statements for the Year Ended 31 March 2021

8 Tangible fixed assets

	Furniture and equipment £	Total £
Cost		
At 1 April 2020	14,098	14,098
Disposals	<u>(4,595)</u>	<u>(4,595)</u>
At 31 March 2021	<u>9,503</u>	<u>9,503</u>
Depreciation		
At 1 April 2020	11,066	11,066
Charge for the year	731	731
Eliminated on disposals	<u>(4,485)</u>	<u>(4,485)</u>
At 31 March 2021	<u>7,312</u>	<u>7,312</u>
Net book value		
At 31 March 2021	<u>2,191</u>	<u>2,191</u>
At 31 March 2020	<u>3,032</u>	<u>3,032</u>

9 Debtors

	2021 £	2020 £
Trade debtors	<u>5,740</u>	<u>11,379</u>

10 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	-	750
Other creditors	1,226	1,678
Accruals	<u>1,756</u>	<u>1,452</u>
	<u>2,982</u>	<u>3,880</u>

Collective Encounters

Notes to the Financial Statements for the Year Ended 31 March 2021

11 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
Unrestricted funds				
<i>General</i>				
Unrestricted	57,120	123,101	(117,758)	62,463
Restricted funds				
Children in Need	-	31,916	(31,916)	-
I will fund	2,596	-	(2,596)	-
Paul Hamlyn foundation	-	59,000	(47,500)	11,500
P H Holt	-	7,565	(2,565)	5,000
Case Fellowship	522	-	(522)	-
LCVS	2,000	1,950	(3,950)	-
Big Lottery	-	9,020	(4,020)	5,000
Heritage Lottery	13,650	-	(6,488)	7,162
Esmee Fairburn	-	49,025	(49,025)	-
ESF	2,845	10,763	(13,608)	-
Total restricted funds	<u>21,613</u>	<u>169,239</u>	<u>(162,190)</u>	<u>28,662</u>
Total funds	<u>78,733</u>	<u>292,340</u>	<u>(279,948)</u>	<u>91,125</u>

12 Analysis of net assets between funds

	Unrestricted funds General £	Total funds £
Tangible fixed assets	2,191	2,191
Current assets	91,916	91,916
Current liabilities	(2,982)	(2,982)
Total net assets	<u>91,125</u>	<u>91,125</u>

13 Analysis of net funds

	At 1 April 2020 £	Cash flow £	At 31 March 2021 £
Cash at bank and in hand	68,202	17,974	86,176
Net debt	<u>68,202</u>	<u>17,974</u>	<u>86,176</u>