



Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 March 2022  
for  
One to One Development Trust



Aysgarth Chartered Accountants  
Pickering House  
40A York Place  
Leeds  
LS1 2ED

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for the Year Ended 31 March 2022

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Report of the Trustees  
for the Year Ended 31 March 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of 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 2019).

## **OBJECTIVES AND ACTIVITIES**

### **Objectives and aims**

In planning the activities for the year at trustee meetings the Board and Chief Executive kept in mind the Charity Commission's guidance on public benefit.

The charity exists to:

1. Enhance civic pride and community spirit.
2. Raise awareness and promote opportunities for cultural diversity, social inclusion and education through the use of film, digital media and the arts.
3. Promote interaction and exchange between communities and different generations.
4. Provide advice, opportunities, training and learning in creative and media skills.
5. Push the creative boundaries of digital technologies.
6. Support any other charitable objectives agreed as a priority by the trustees.

### **Significant activities**

A review of significant activities undertaken by the Charity in relation to the objects are included in the detailed report by the Chief Executive, which is attached to this report and financial statements.

### **Public benefit**

The charity trustees have complied with their duty to have due regard to the guidance on public benefit published by the commission in exercising their powers or duties.

## **ACHIEVEMENT AND PERFORMANCE**

### **Charitable activities**

The Chief Executive's report at the end of this report and financial statements includes a summary of the main achievements of the charity in the year.

## **FINANCIAL REVIEW**

### **Financial position**

The net assets of the Charity at the year end were £115,875 (2021: £88,707). Of these funds the unrestricted balance was £101,896 (2021: £83,102) and the total restricted funds were £13,979 (2021 £5,605).

## FINANCIAL REVIEW

### Principal funding sources

During the year major grants were received from:

	31.03.2022	31.03.2021
	£	£
Wakefield Council	21,548	12,485
Nenescape	5,000	-
Creative Art House	3,000	10,000
Community Foundation Leeds	-	10,000
Big Lottery Fund	-	9,925
Space2 Leeds	-	5,000
University of Bristol	-	3,000
	<hr/>	<hr/>
	29,548	50,410
	<hr/>	<hr/>

As in previous years the provision of media services was a major source of income, much of this work was performed in tandem with the direct charitable work.

### Reserves policy

The Reserves policy is to maintain sufficient reserves in order for the charity to meet its charitable objectives.

Many of the projects undertaken are fully funded and are treated as restricted fund activities. Over the duration of these projects it is anticipated that the restricted funds will be fully utilised and then the fund will close. If a fund is negative it is on the basis that future funding has been obtained to restore the restricted fund to a nil balance. Small deficits are funded from the unrestricted fund.

The unrestricted fund is used for working capital requirements. The trustees have no plans to build up the reserves, other than for working capital requirements. The trustees plan that the unrestricted reserves should equal approximately 6 months spending requirements.

### FUTURE PLANS

The priorities for the 2022/23 financial year are:

1. Continue our core work in communities including promoting heritage, health and wellbeing and digital storytelling through the range of technologies and creative approaches we deliver.
2. Use our skills and projects to inspire conversations and positive action around climate change and the environment
3. Expand our capacity to deliver XR and game projects through up-skilling the team, developing new partnerships and increasing our range of freelancers.
4. Expand our Freelance team with experienced youth and community workers
5. Refine our offer and profile as a Learning Organisation especially in our partnerships with Universities

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

### Recruitment and appointment of new trustees

When a vacancy arises a new trustee is searched for who will have the required skills, experience and expertise needed in order to strengthen the existing Board. All potential trustees have to complete a brief application form and are interviewed by the other board members.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Organisational structure**

The trustees of One to One Development Trust direct and oversee the charity. Board meetings are held 3 times a year, and are always attended by the Chief Executive, Judi Alston, who provides a report to the Board on past performance of the charity and of plans in hand for the subsequent period.

### **Induction and training of new trustees**

When new trustees are appointed they are inducted at a Board meeting. The training of trustees is limited to in-house training on the processes, values and objectives of the Charity.

## **REFERENCE AND ADMINISTRATIVE DETAILS**

### **Registered Company number**

05051345 (England and Wales)

### **Registered Charity number**

1105935

### **Registered office**

Art House  
Drury Lane  
Wakefield  
WF1 2TE

### **Trustees**

One to One Development Trust is made up of a voluntary Board of Trustees each bringing a wealth of experience to the organisation. The board is:

Glenn Guilliatt, Chairperson - Chartered Accountant

Annie Robinson, Company Secretary - Community mosaic artist, housing support officer

Suzanne Gahlings, former Public Health Manager & Youth Worker

Christopher Selby, Managing Director training/construction industry

Stephen Ball, joined the Board in January 2022, Retired Solicitor, currently a part time and volunteer rugby coach

### **Company Secretary**

Ms S A Robinson

### **Independent Examiner**

Simon Young FCA

Aysgarth Chartered Accountants

Pickering House

40A York Place

Leeds

LS1 2ED

### **Chief Executive Officer**

Ms J Alston

### **Bankers**

HSBC

1 Bank Street

Castleford

WF10 1EA

One to One Development Trust

Report of the Trustees  
for the Year Ended 31 March 2022

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 17 October 2022 and signed on its behalf by:

Mr G W Guilliat - Trustee

Independent Examiner's Report to the Trustees of  
One to One Development Trust

**Independent examiner's report to the trustees of One to One Development Trust ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

**Responsibilities and basis of report**

As the charity's 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 charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

**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:

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.

Simon Young FCA  
Aysgarth Chartered Accountants  
Pickering House  
40A York Place  
Leeds  
LS1 2ED

17 October 2022

One to One Development Trust

Statement of Financial Activities  
(Incorporating an Income and Expenditure Account)  
for the Year Ended 31 March 2022

	Notes	Unrestricted fund £	Restricted funds £	31/3/22 Total funds £	31/3/21 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
<b>Charitable activities</b>					
Revenue grants		3,000	-	3,000	50,410
Media and arts engagement		-	26,548	26,548	-
Other trading activities	2	182,261	-	182,261	157,818
Investment income	3	<u>6</u>	<u>-</u>	<u>6</u>	<u>9</u>
<b>Total</b>		<u>185,267</u>	<u>26,548</u>	<u>211,815</u>	<u>208,237</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Media and arts engagement		105,044	18,174	123,218	124,687
Premises		2,849	-	2,849	1,561
General office and finance staff		30,741	-	30,741	-
Other		<u>27,839</u>	<u>-</u>	<u>27,839</u>	<u>23,159</u>
<b>Total</b>		<u>166,473</u>	<u>18,174</u>	<u>184,647</u>	<u>149,407</u>
<b>NET INCOME</b>		18,794	8,374	27,168	58,830
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>83,102</u>	<u>5,605</u>	<u>88,707</u>	<u>29,877</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>101,896</u></u>	<u><u>13,979</u></u>	<u><u>115,875</u></u>	<u><u>88,707</u></u>

The notes form part of these financial statements



Balance Sheet  
31 March 2022

	Notes	Unrestricted fund £	Restricted funds £	31/3/22 Total funds £	31/3/21 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	9	<u>7,992</u>	<u>-</u>	<u>7,992</u>	<u>9,709</u>
<b>CURRENT ASSETS</b>					
Debtors	10	32,163	-	32,163	19,995
Cash at bank		<u>92,373</u>	<u>13,979</u>	<u>106,352</u>	<u>86,639</u>
		124,536	13,979	138,515	106,634
<b>CREDITORS</b>					
Amounts falling due within one year	11	<u>(30,632)</u>	<u>-</u>	<u>(30,632)</u>	<u>(27,636)</u>
<b>NET CURRENT ASSETS</b>		<u>93,904</u>	<u>13,979</u>	<u>107,883</u>	<u>78,998</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>101,896</u>	<u>13,979</u>	<u>115,875</u>	<u>88,707</u>
<b>NET ASSETS</b>		<u>101,896</u>	<u>13,979</u>	<u>115,875</u>	<u>88,707</u>
<b>FUNDS</b>	12				
Unrestricted funds				101,896	83,102
Restricted funds				<u>13,979</u>	<u>5,605</u>
<b>TOTAL FUNDS</b>				<u>115,875</u>	<u>88,707</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

One to One Development Trust (Registered number: 05051345)

Balance Sheet - continued  
31 March 2022

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

The financial statements were approved by the Board of Trustees and authorised for issue on 17 October 2022 and were signed on its behalf by:

Mr G W Guilliat - Trustee

The notes form part of these financial statements

## 1. ACCOUNTING POLICIES

### Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland, the Charities Act 2011 and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The accounts have been prepared on the going concern basis, as there are no material uncertainties about the charity's ability to continue. Based on the adequacy of the charity's reserves as at the balance sheet date, along with their knowledge of the charity's ability to meet bills, payments and other liabilities as they fall due, the directors have a reasonable expectation that the charity has sufficient resources to continue in operational existence for the foreseeable future.

### Financial reporting standard 102 - reduced disclosure exemptions

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows;
- the requirements of paragraphs 11.42, 11.44, 11.45, 11.47, 11.48(a)(iii), 11.48(a)(iv), 11.48(b) and 11.48(c).

### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

### Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 25% on reducing balance
IT & media equipment	- 33.3% on cost

All tangible fixed assets are recorded at cost, being purchase price less accumulated depreciation.

### Taxation

The charity is exempt from corporation tax on its charitable activities.

### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

**1. ACCOUNTING POLICIES - continued**

**Fund accounting**

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**2. OTHER TRADING ACTIVITIES**

	31/3/22	31/3/21
	£	£
Contracts	<u>182,261</u>	<u>157,818</u>

**3. INVESTMENT INCOME**

	31/3/22	31/3/21
	£	£
Deposit account interest	<u>6</u>	<u>9</u>

**4. SUPPORT COSTS**

	Management £	Finance £	Information technology £	Governance costs £	Totals £
Other resources expended	14,502	347	7,426	5,564	27,839
Media and arts engagement	<u>-</u>	<u>-</u>	<u>26</u>	<u>-</u>	<u>26</u>
	<u>14,502</u>	<u>347</u>	<u>7,452</u>	<u>5,564</u>	<u>27,865</u>

The following payments, excluding VAT, have been accrued or made to the independent examiner Aysgarth Chartered Accountants in respect of their examination £1,550 (2021: £1,500). Fees payable to the Independent Examiner other than for the independent examination, totalled £2,632 (2021: £563).

Support costs, included in the above, are as follows:

**Governance costs**

	31/3/22	31/3/21
	Other resources expended £	Total activities £
Accountancy and legal fees	<u>5,564</u>	<u>4,039</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2022

**5. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	31/3/22	31/3/21
	£	£
Depreciation - owned assets	<u>7,897</u>	<u>5,869</u>

**6. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

**7. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	31/3/22	31/3/21
	<u>2</u>	<u>2</u>
Project and administration staff		

No staff received salaries at a rate of more than £60,000 per annum. During the year the CEO received a salary package of £44,511, which included a bonus due to increased productivity during COVID (2021: £39,769). The Charity is working towards paying its staff a market rate for their services.

**8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
<b>Charitable activities</b>			
Revenue grants	20,000	30,410	50,410
Other trading activities	157,818	-	157,818
Investment income	<u>9</u>	<u>-</u>	<u>9</u>
<b>Total</b>	<u>177,827</u>	<u>30,410</u>	<u>208,237</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Media and arts engagement	88,532	36,155	124,687
Premises	1,561	-	1,561
Other	<u>23,159</u>	<u>-</u>	<u>23,159</u>
<b>Total</b>	<u>113,252</u>	<u>36,155</u>	<u>149,407</u>
<b>NET INCOME/(EXPENDITURE)</b>	64,575	(5,745)	58,830

**8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted fund £	Restricted funds £	Total funds £
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	18,527	11,350	29,877
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>83,102</u>	<u>5,605</u>	<u>88,707</u>

**9. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £	IT & media equipment £	Totals £
<b>COST</b>			
At 1 April 2021	1,470	37,697	39,167
Additions	-	6,180	6,180
	<hr/>	<hr/>	<hr/>
At 31 March 2022	<u>1,470</u>	<u>43,877</u>	<u>45,347</u>
<b>DEPRECIATION</b>			
At 1 April 2021	1,388	28,070	29,458
Charge for year	21	7,876	7,897
	<hr/>	<hr/>	<hr/>
At 31 March 2022	<u>1,409</u>	<u>35,946</u>	<u>37,355</u>
<b>NET BOOK VALUE</b>			
At 31 March 2022	<u>61</u>	<u>7,931</u>	<u>7,992</u>
	<hr/>	<hr/>	<hr/>
At 31 March 2021	<u>82</u>	<u>9,627</u>	<u>9,709</u>

**10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31/3/22 £	31/3/21 £
Debtors	30,985	18,234
Other debtors	-	25
Prepayments and accrued income	<u>1,178</u>	<u>1,736</u>
	<u>32,163</u>	<u>19,995</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2022

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

	31/3/22	31/3/21
	£	£
Trade creditors	1,766	678
Social security and other taxes	4,222	2,731
VAT	12,428	9,396
Other creditors	325	275
Accruals and deferred income	<u>11,891</u>	<u>14,556</u>
	<u>30,632</u>	<u>27,636</u>

**12. MOVEMENT IN FUNDS**

	At 1/4/21 £	Net movement in funds £	At 31/3/22 £
<b>Unrestricted funds</b>			
General fund	<u>83,102</u>	<u>18,794</u>	<u>101,896</u>
<b>Restricted funds</b>			
Making The Most of IT	4,000	(4,000)	-
Our Earth Our Choice	1,605	1,145	2,750
Walking in Time Project Nene Park	-	1,000	1,000
Happy Healthy Holidays	-	6,231	6,231
Zero Gravity Lunar Library	<u>-</u>	<u>3,998</u>	<u>3,998</u>
	<u>5,605</u>	<u>8,374</u>	<u>13,979</u>
<b>TOTAL FUNDS</b>	<u>88,707</u>	<u>27,168</u>	<u>115,875</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	<u>185,267</u>	<u>(166,473)</u>	<u>18,794</u>
<b>Restricted funds</b>			
Making The Most of IT	-	(4,000)	(4,000)
Our Earth Our Choice	11,225	(10,080)	1,145
Together and Apart	75	(75)	-
Walking in Time Project Nene Park	5,000	(4,000)	1,000
Happy Healthy Holidays	6,250	(19)	6,231
Zero Gravity Lunar Library	<u>3,998</u>	<u>-</u>	<u>3,998</u>
	<u>26,548</u>	<u>(18,174)</u>	<u>8,374</u>
<b>TOTAL FUNDS</b>	<u>211,815</u>	<u>(184,647)</u>	<u>27,168</u>

**12. MOVEMENT IN FUNDS - continued****Comparatives for movement in funds**

	At 1/4/20 £	Net movement in funds £	At 31/3/21 £
<b>Unrestricted funds</b>			
General fund	18,527	64,575	83,102
<b>Restricted funds</b>			
Linking Lupset	1,500	(1,500)	-
Access Reach Fund	8,850	(8,850)	-
Young Lives Consortium	1,000	(1,000)	-
Making The Most of IT	-	4,000	4,000
Our Earth Our Choice	-	1,605	1,605
	<u>11,350</u>	<u>(5,745)</u>	<u>5,605</u>
<b>TOTAL FUNDS</b>	<u>29,877</u>	<u>58,830</u>	<u>88,707</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	177,827	(113,252)	64,575
<b>Restricted funds</b>			
Linking Lupset	-	(1,500)	(1,500)
Access Reach Fund	-	(8,850)	(8,850)
Young Lives Consortium	-	(1,000)	(1,000)
Stories of Insight	6,310	(6,310)	-
Covid Gallery	5,000	(5,000)	-
Storyhaven	3,000	(3,000)	-
Making The Most of IT	9,925	(5,925)	4,000
Our Earth Our Choice	6,175	(4,570)	1,605
	<u>30,410</u>	<u>(36,155)</u>	<u>(5,745)</u>
<b>TOTAL FUNDS</b>	<u>208,237</u>	<u>(149,407)</u>	<u>58,830</u>

The different restricted funds represent different projects that One to One Development Trust has not only been involved with but has been the recipient of grant money. There have been other key projects but these have been accounted for through the unrestricted fund as One to One Development Trust has been a partner organisation, invoicing for services provided.

More information is available in the Annual Report 2021-22, which is attached to the end of the financial statements. The Chief Executive Officer, Judi Alston compiled the report and it has been approved by the Board of Trustees.



**13. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2022.

**14. ULTIMATE CONTROLLING PARTY**

In the opinion of the trustees there is no ultimate controlling party and there are no related party transactions.

One to One Development Trust

Detailed Statement of Financial Activities  
for the Year Ended 31 March 2022

	31/3/22 £	31/3/21 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Other trading activities</b>		
Contracts	182,261	157,818
<b>Investment income</b>		
Deposit account interest	6	9
<b>Charitable activities</b>		
Grants	<u>29,548</u>	<u>50,410</u>
<b>Total incoming resources</b>	<u>211,815</u>	<u>208,237</u>
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	86,978	77,667
Social security	5,562	4,294
Pensions	2,045	1,871
Insurance	1,025	655
Rent	2,849	1,561
Freelancers	40,206	25,878
Website hosting	4,619	3,830
Travel and subsistence	3,268	1,746
Professional fees	-	3,160
Duplication, printing and publicity	467	47
Computer and equipment costs	233	357
Postage and stationery	56	154
Licences and subscriptions	8,782	4,125
Sundry expenses	492	370
Project expenses	<u>200</u>	<u>533</u>
	<u>156,782</u>	<u>126,248</u>
<b>Support costs</b>		
<b>Management</b>		
Telephone	1,925	2,250
Postage and stationery	354	106
Repairs and renewals	27	553
Sundry expenses	200	1,986
Advertising and marketing	300	-
Non recoverable VAT	687	1,452
Travel and subsistence	3,112	658
Staff Training	-	995
Depreciation of tangible and heritage assets	<u>7,897</u>	<u>5,869</u>
	<u>14,502</u>	<u>13,869</u>

This page does not form part of the statutory financial statements

One to One Development Trust

Detailed Statement of Financial Activities  
for the Year Ended 31 March 2022

	31/3/22 £	31/3/21 £
<b>Management</b>		
<b>Finance</b>		
Bank charges	347	300
<b>Information technology</b>		
Computer and equipment costs	7,452	4,951
<b>Governance costs</b>		
Accountancy and legal fees	<u>5,564</u>	<u>4,039</u>
Total resources expended	<u>184,647</u>	<u>149,407</u>
<b>Net income</b>	<u><u>27,168</u></u>	<u><u>58,830</u></u>



## **ANNUAL REPORT 2021-2022**

Compiled by  
Judi Alston CEO

Charity Number: 1105935      Company Number: 5051345

# INTRODUCTION

## About us

One to One Development Trust is a charitable media/arts organisation. Using a variety of creative approaches and technologies we work with organisations and communities to create exciting, engaging, and innovative projects, positively changing lives for the better.

Our work is local, national, and international. We consistently push the boundaries with technology, creating innovative films, apps, games, and online applications to make communities a better place, share knowledge and increase aspiration. We offer meaningful engagement, creative excellence, best practice in our field and high production standards across all aspects of our work.

## Our Vision

To bring creative experiences and opportunities to all people, particularly those not engaging in the arts or marginalised for whatever reason, because we believe that creativity can make a real difference to people's lives, to express, shape and improve their health and wellbeing, sense of place and community. We believe access to technology offers great potential for creative expression, giving individuals and communities a way to communicate and be heard, whilst increasing digital literacy and aspiration.

## Our Purpose

Is achieved by:

- Enhancing community spirit through meaningful engagement
- Using film, game design, podcasts, digital media, and the arts to promote positive opportunities for all, celebrate cultural diversity, social inclusion and learning
- Promoting interaction and exchange between communities and different generations
- Providing advice, opportunities, training and learning in our areas of specialism
- Pushing the creative boundaries with digital technologies

## Our Values

One to One is:

- Open and inclusive
- Committed to equality, fairness, and access for all
- Mindful, sensitive, and respectful of people's needs
- Constantly aiming for best practice and high production standards in all aspects of our work

## Summary of the Year

2021-22 remained an uncertain year as the country went into a second wave of Covid lockdowns. For us though, this meant that our digital work continued to become very sought after as organisations needed to find alternative ways to engage their communities online or in a hybrid way.

We have particularly seen a rise in partnership projects where we have been commissioned to create bespoke Virtual Museums and Galleries to enhance engagement into heritage. This includes sporting heritage with Hull Kingston Rovers RL Club and Rugby League in the North East. We have also been using this technology to work with museums and arts organisations including Culture Leicestershire and Space2 (Leeds) creating online versions of exhibitions, extending the 'exhibition experience' to visitors virtually all round the world.

We have been able to use our skills and knowledge to help support groups and other charities understand and utilise the digital world. This has been imperative since digital technology has been a much-used method of communication and engagement during lockdown. Funding from the National Lottery allowed us to run a programme of workshops under the title 'Making the Most of IT' for twelve community groups in Peterborough.

Having invested last year (2020-21) in new film equipment and drones including training for team members we are pleased that film has remained a consistent part of our work in 2021-22 with recent projects including The Resilience of the Nene (a short film about the River Nene and organisations along it), Wakefield Families Together, a series of short films for and about children and families in Wakefield District, and ongoing film projects about the heritage and story of Chester House Estate in Northamptonshire. This year we brought to life our own archive project about the building of the Harewood Stupa with original footage shot in Bhutan in 2003/4. The Making of an English Stupa, a 30 minute documentary film, is currently on tour screening at different venues.

As an organisation we pride ourselves in pushing the boundaries with technology and 'keeping ahead' in our areas of work. This year CEO Judi Alston took part in a 6 month 'Advance' training programme run by Creative UK for video game production studios which was very relevant as games are an expanding area of our work. Digital Director Andy Campbell developed further skills through his own online training in: character rigging and animation, 360 video capture, custom shader programming, volumetric lighting, and the Unity game engine's relatively new and evolving Universal and High Definition Render Pipelines. Film maker Dean Hinchliffe undertook advanced drone pilot training and night flying training on a CAA recognised course. In house, Evie Godfrey is excelling in her WordPress website skills being mentored by Andy Campbell.

Despite the ongoing challenges of Covid, and some projects still "on hold", behind schedule, or unable to happen, this year has been insightful, rewarding and has connected us with new partners including Phoenix Dance Theatre (Leeds) and Pilot Theatre (York) both of whom we have started heritage and storytelling projects with which will launch later in 2022.

A personal highlight for our team and great morale boosts this year was unexpectedly winning two awards at the Wakefield Business Awards: Outstanding Business of the Year and Digital Technology/Development Award.

## **In 2021-22**

### **We Made**

**27** films

**32** podcasts

**13** immersive experiences

**1** video game

### **Attendance**

**75** people attended our workshops (many of these attended ongoing workshops)

**18** workshops delivered for young people (small groups running for multiple weeks/months)

**24** workshops/training sessions delivered for adults (one off training workshops and a series of workshops for groups)

Approx. **8650** people attended our events/exhibitions/screenings

We helped **198** people tell their story through different media

### **Websites we've made and/or currently support**

**34** websites

Average user time on websites for young people we produced and maintain: **5.06 minutes**

(UK average time 1.37 minutes)

**238,970** visits on arts/heritage/community websites

## **How we met our priorities**

For 2021 to 2022 we identified three priorities for the year:

### **PRIORITY 1**

Build on innovative engagement (including online) and use of new technologies to create projects/opportunities that promote heritage, health & wellbeing and digital story telling within communities.

### **PRIORITY 2**

Promote positive environmental messages and raise awareness of climate change through our creative practice.

### **PRIORITY 3**

Make our work more accessible, relevant, and inclusive to people of different cultural backgrounds, gender, and ability.

Within our programme of work over the last twelve months we have aimed to develop projects or expand on existing work that addresses our priorities. The following case studies highlight the range of work undertaken as part of our priorities for the year.

Over the year we have run a diverse programme of projects that have been commissioned or supported by grants. In this report we are picking out a few to reflect on how we have been trying to meet our priorities.

#### **PRIORITY 1 – Case Study**

### **Walking in Time – The Artis Trail**

The Artis Trail is a 3km walk across the countryside of Nene Park and the village of Castor. The area situated on the banks of the River Nene is made up of walkways that have an amazing heritage. Funded by Nenescape through National Lottery Heritage funding we have been working with Nene Park to create a web based app that explores the heritage of the site going right back to the Bronze Age. The trail encourages walking and learning about the environment with information and photos of flora and fauna. Through a series of community consultation days with the public we have tested out different technologies and media to create a fun and informative app. The trail is named after Edmund Artis who discovered a lot of the archaeology of the site in the 18<sup>th</sup> century. We have brought this heritage alive through using Augmented Reality, photography, spoken word audio, and aerial footage. This project encompasses all aspects of our work bringing together heritage, wellbeing, and storytelling through using innovative technology.

[walking.codes/artisrail](https://walking.codes/artisrail)

#### **PRIORITY 2 – Case Study**

### **Our Earth Your Choice**

We were pleased to be awarded second stage funding from Creative Challenge (Wakefield Council) to continue Our Earth Your Choice into another year and invest more time and resources into the game and its participants. We are working with 25 young people aged 8 to 20 years old across 4 groups to co-produce a video game through a series of monthly online workshops and masterclasses.

In May 2021 some of our young people presented online at a youth climate change conference organised by the annual trade union festival With Banners Held High. Representatives from each age group did a fantastic job sharing their thoughts about the environment and how our game can help raise awareness.



In the summer, the participants met for the first time in person as we took part in the Wakefield Council's Festival of the Earth event. The young people presented about the project to an audience and were on-hand to demo the game to over 1000 people who came through the doors during the day. This took many of the participants out of their comfort zone, but it became obvious how much this project has meant to the young people and how it is increasing their skills and confidence.

As well as teaching game making skills, Our Earth Your Choice is also measuring the competencies of the participants in seven key areas: Confidence Building, Teamwork, Active Listening, Communication, Planning, Problem-solving and Critical Thinking. Through a mix of questions linked to the Resilience Framework, feedback after sessions, parental questionnaires, and film, we are gathering robust evidence about the impact of this project on the participants. This evaluation will go on to inform our own work but will also be valuable to share with other partners/organisations.

There will be a lot of opportunities to use Our Earth Your Choice to talk about climate change and the environment and we embrace the potential of where this project may lead.

[ourearthyourchoice.co.uk](http://ourearthyourchoice.co.uk)

### **PRIORITY 3 – Case Study**

## **Stories of Insight**

In June 2021 we launched Stories of Insight at the Together & Apart Exhibition in Wakefield which featured 12 projects including ours that ran during Covid. In September 2020 we began to create a series of podcasts telling the stories of people with sight loss and their experiences during lockdown. We worked closely with members of Wakefield District Sight Aid on this arts engagement project helping combat loneliness. These inspirational stories were played over a public sound system outside the venue to thousands of passers-by and are now available to listen to online, offering a fascinating insight into the lives of the visually impaired community.

For the exhibition, we created a series of photographic portraits of each participant and made a short film about the project shot at the launch event where – in response to our project – Wakefield Council brought in an audio tour guide to give parity to the exhibition experience for people with sight loss. This has gone on to influence and improve accessibility and access across other exhibitions in the district.

Stories of Insight gives voice to a community that is often not heard and has created a legacy of important experiences at an unprecedented time.

[onetoonedevelopment.org/stories-of-insight](http://onetoonedevelopment.org/stories-of-insight)

## **Our Current Team**

### **Judi Alston**

The Chief Executive and Creative Director of the Trust. Judi founded One to One and has led the organisation

through its different stages. Judi's passion is film making and digital storytelling and she has a Producer/Editor role on most projects.

### **Andy Campbell**

Digital Director. Andy is the lead artist/developer on all our websites, immersive projects, and video games and brings a wealth of experience in XR.

### **Dean Hinchliffe**

Film Maker and former sound engineer with many years' experiences in production, post- production, and motion graphics. Dean also does a lot of our photography.

### **Evie Godfrey**

Project Coordinator who also covers aspects of research, admin and supports community engagement projects. Evie is also our in-house illustrator.

### **Melanie Paris**

With 30 years' experience in marketing and a qualified journalist Melanie assists us in Business Development and project work.

### **Terry Campbell**

With a lifetime of work experience in the newspaper industry, Terry is a project worker on archive/heritage projects and a tester for our websites/online applications.

Judi and Andy are on PAYE while the rest of the team are long term free-lancers working regularly with One to One but also working with other organisations. Throughout the year we have invested in and worked with 10 freelance artists/creatives on projects.

## **Trustees**

One to One Development Trust is made up of a voluntary Board of Trustees each bringing a wealth of experience to the organisation. The board is:

### **Glenn Guilliat**

Chairperson - Chartered Accountant

### **Annie Robinson**

Company Secretary - Community mosaic artist, housing support officer

## **Suzanne Gahlings**

Former Public Health Manager & Youth Worker

## **Christopher Selby**

Managing Director training/construction industry

## **Stephen Ball**

Joined the Board in January 2022, Retired Solicitor, currently a part time and volunteer rugby coach

We were very pleased to welcome Steve Ball to the Board. Steve brings a wealth of experience through his work in communities as well as prior board experience in arts organisations.

The Board meet three times throughout the year including an Annual General Meeting. Priorities for the next year and budget setting are all agreed at the AGM. Extra General Meetings can be called where there needs to be a quorum of at least three Trustees to agree on any decision making.

## **Volunteers**

We work with volunteers and are keen to offer opportunities where we can support the involvement and development of volunteers, in line with our Volunteers Policy.

## **Work Experience/Student Placements**

Where possible we will support work experience and student placements, but this is done at the discretion of the CEO if we have capacity to facilitate a meaningful and worthwhile placement for the student.

## **Priorities for 2022/23**

1. Continue our core work in communities including promoting heritage, health and wellbeing and digital storytelling through the range of technologies and creative approaches we deliver.
2. Use our skills and projects to inspire conversations and positive action around climate change and the environment.
3. Expand our capacity to deliver XR\* and game projects through up-skilling the team, developing new partnerships and increasing our range of freelancers.
4. Expand our Free-lance team with experienced youth/community workers.
5. Refine our offer and profile as a Learning Organisation\* especially in our partnerships with Universities.

*\*XR is an umbrella term that covers virtual reality (VR), augmented reality (AR), and mixed reality (MR)*

*\*A Learning Organisation encourages learning through personal/professional growth and knowledge transfer*