

# THE ART MINISTRY

England & Wales · Charity number 1108227

## Details

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**Status** Registered

**Legal form** Other

**Registered** 2005-02-22

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 1 Church Road  
Hadleigh  
Essex  
SS7 2DQ

**Phone** 07582025163

**Email** [contact@theartministry.org.uk](mailto:contact@theartministry.org.uk)

**Website** [www.theartministry.org.uk](http://www.theartministry.org.uk)

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE SUBJECT OF ART IN ALL ITS ASPECTS IN SUCH WAYS AS THE TRUSTEES SHALL FROM TIME TO TIME DETERMINE.

**Activities:** The Art Ministry is a charity who run weekly arts and crafts groups and clubs for a wide variety of people from Essex. We focus on people who are most likely to benefit from the opportunity that being involved in creative activity provides for making friends, boosting self confidence and improving self esteem.

## Classification

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- **How:** Provides Human Resources, Provides Services
- **What:** Arts/culture/heritage/science
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

## Geography

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- Essex
- Southend-on-sea

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£53,359	£46,199	-	-
2023-12-31	£73,712	£55,560	-	-
2022-12-31	£61,000	£34,497	-	-
2021-12-31	£29,029	£27,716	-	-
2020-12-31	£30,299	£21,130	-	-

## Trustees

Name	Role	Appointed
ALLAN WEBB		2011-12-09
Cindy Chilvers		2025-09-25
Fope Afolabi-Brown		2025-04-30
Gabriela Martinez-Campbell		2025-08-07
Jane Marie Beeston		2026-01-29
Tanya Jane Sewell		2026-01-29

**THE ART MINISTRY**

England & Wales - Charity number 1108227

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# Accounts

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# THE ART MINISTRY

Charity Number 1108227

## TRUSTEES' ANNUAL REPORT

FOR YEAR ENDED 31<sup>st</sup> DECEMBER 2024



Contents

**Contents**

**Page**

**Trustees' Annual Report**

**Section 1: Reference and Administrative Information**

**1**

**Section 2: Structure, Governance and Management**

**2**

**Section 3: Objects, Activities and Achievements**

**3**

**Section 4: Financial Review**

**5**

## **Section 1: Reference and Administrative Information**

### **Trustees**

Fope Afolabi-Brown	(Appointed 300425)
Francesca Brook	(Appointed 250925)
Cindy Chilvers	(Appointed 250925)
Lisa Goldsmith	(Appointed 210621, Resigned 300425)
Jessica Head	(Appointed 101024)
Gabriela Martinez-Campbell	(Appointed 070825)
Betty McCarthy	(Appointed 091123)
Verna Ring	(Appointed 180821, Resigned 101024)
Helen Rubinstein	(Appointed 091123, Resigned 070825)
Jasna Seguic	(Appointed 101024)
Allan Webb	(Appointed 091211)
Nileshvari Wilkinson	(Appointed 210621, Resigned 101024)

### **Principal Address**

1 Church Road,  
Hadleigh,  
Essex,  
SS7 2DQ

### **Independent Examiner**

David Andrew Robb  
Associate of the Chartered Governance Institute  
Affiliate of the Association of Charity Independent Examiners  
MBA

### **Banker**

Unity Trust Bank plc  
Nine Brindleyplace  
Birmingham  
B1 2HB

## **Section 2: Structure, Governance and Management**

The Art Ministry is a Charitable Trust with a Registered Charity Number of 1108227. It was constituted under a Declaration of Trust made on 12<sup>th</sup> May 2004 and is run in accordance with that Declaration of Trust, as amended by the Supplemental Deeds dated 19th May 2005 and 14<sup>th</sup> April 2012.

New Trustees are appointed by existing Trustees after a recruitment and selection process in accordance with Section 9, Appointment of Trustees, of the original Declaration of Trust.

Trustees are appointed for a year at a time, and this appointment may be repeated annually without a limit on the number of repetitions, always subject to re-election by the existing Trustees.

New Trustees receive a copy of the Declaration of Trust and any amendments to it, a copy of the latest Trustees' Annual Report and Financial Statements.

On election/re-election Trustees are required to sign a Fit and Proper Person Declaration, references are sought, and an enhanced DBS check is carried out.

The Board of Trustees must meet at least four times each year. For each meeting an agenda is issued in advance, and minutes are recorded and signed off by the Chair of the meeting once agreed by those who attended. Meetings can take place via video conferencing, but at least one meeting each year must be in person.

### **Section 3: Objects, Activities and Achievements**

The Supplemental Deed dated 19th May 2005 applied a single Object to The Art Ministry, namely:

“To advance the education of the public in the subject of art in all its forms in such ways as the Trustees shall from time to time determine”.

The Supplemental Deed goes on to say that in furtherance of this object, the Trustees may:

i. provide a safe environment and facilities in a wide variety of arts and crafts and other art forms for all of the community and to encourage creativity and therapy through art forms;

ii. bring widely disparate members of the community together through the common language of art, with a bias to the minorities, excluded and disaffected groups or individuals;

iii. work with schools, colleges, churches, local authorities, disabled, disadvantaged groups or individuals in the local community;

iv. encourage and organise projects, workshops and public displays which include exploration of spiritual, moral, philosophical, historical or sociological topics and to celebrate the wider life of the community including services of Christian worship.”

The Trustees refer to the guidance provided by the Charity Commission on Public Benefit when reviewing the meeting of the Charity's Object and when planning future activities. The Trustees are satisfied that The Art Ministry has carried out its purposes for the public benefit as required by the Charities (Accounts and Reports) Regulations 2008.

During 2024 the main activities undertaken for the public benefit were:

1. Running eight weekly creative activity sessions for children and adults with a variety of needs and/or disabilities, so that they could increase their social interaction, boost their self confidence and raise their self esteem by engaging in the creative process.
2. Running 21 ad hoc creative sessions for specialist support groups and other charities.
3. Running nine children's creative activity sessions in school holiday periods.
4. Running 33 weekly after school creative club sessions for juniors at a local school.
5. Running 17 residents' creative activity sessions for three social housing providers.
6. Providing creative activities at five community events.
7. A weekly art group for the general public.

**Section 3: Objects, Activities and Achievements (continued)**

We continued partnerships with Trustlinks, Send The Right Message, Eastwood Community Centre and Southend on Sea Rape Crisis to deliver ad hoc creative sessions.

We continued our partnerships with South Essex Homes, Sanctuary Housing and Peabody Housing whereby we provided regular creative activities at sheltered housing schemes and holiday creative activities at two family hostels.

Our weekly creative sessions for Barons Court Junior School continued.

#### Section 4: Financial Review

Total Receipts in 2024, £53,359 were 27.6% down on 2023, £73,712, mainly due to a reduction in grant income.

Donations and Gifts were down to £477 in 2024 from £1,374 in 2023.

Grants decreased by 29.4% in 2024 to £40,835 down from £57,883 in 2023 which was an exceptional year for grant income. The 2024 grant income was at the same level as 2022, and twice 2021.

Receipts from Session Fees for in house sessions were £7,259, which reflects that four sessions were free to attend for the first three months of 2024 thanks to a grant from the National Lottery Community Fund.

Outreach Fees dropped to £3,300 in 2024 from £5,978 in 2023 mainly due to a lack of new income from housing associations and a late payment from one partner.

Total Payments in 2024, £46,199, were down 16.8% on 2023, £55,560. This was mainly due to employing a Service Delivery Manager for only six months of the year rather than a whole year.

The net result was a surplus of £7,160 generated by the operation of the Charity in 2024, compared to a surplus of £18,152 in 2023.

The Trustees reviewed the policy on Reserves in order to ensure that the Charity can meet its commitments, allow for contingencies and cope with fluctuations caused by timing gaps in funding of new and existing activities. The policy also covers the actions to take should Reserves run low.

The Cash Funds at the end of 2024 were £86,352 of which £38,230 were Restricted Funds. This was a 9% increase on the 2023 Cash Funds of £79,192.

Trustees' Annual Report agreed by the Trustees and signed on their behalf by:

Signed:



Date: 25th September 2025

**Allan Webb - Chair of The Art Ministry**

**THE ART MINISTRY**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST DECEMBER 2024**

# THE ART MINISTRY

## CONTENTS FOR THE YEAR ENDED 31ST DECEMBER 2024

	Page
Legal and Administrative Information	1
Receipts and Payments Account	2
Assets and Liabilities Account	3
Notes to the Financial Statements	4
Independent Examiner's Report	7

# THE ART MINISTRY

## LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31ST DECEMBER 2024

### Trustees

Fope Afolabi-Brown	(Appointed 300425)
Francesca Brook	(Appointed 250925)
Cindy Chilvers	(Appointed 250925)
Lisa Goldsmith	(Appointed 210621, Resigned 300425)
Jessica Head	(Appointed 101024)
Gabriela Martinez-Campbell	(Appointed 070825)
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Jasna Seguic	(Appointed 101024)
Allan Webb	(Appointed 091211)
Nileshvari Wilkinson	(Appointed 210621, Resigned 101024)

### Registered Charity Number

1108227

### Registered Office

1 Church Road  
Hadleigh  
Essex  
SS7 2DQ

### Independent Examiner

David Andrew Robb  
Associate of the Chartered Governance Institute  
Affiliate of the Association of Charity Independent  
Examiners  
MBA

### Banker

Unity Trust Bank plc  
Nine Brindleyplace  
Birmingham  
B1 2HB

# THE ART MINISTRY

## RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2024

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
<b>Receipts</b>				
Donations and Gifts	477	-	477	1,374
Grants Receivable	20,000	20,835	40,835	57,883
Fundraising Activities	1,488	-	1,488	2,068
Session and Outreach Fees	9,425	1,134	10,559	12,387
<b>Total Receipts</b>	<b>31,390</b>	<b>21,969</b>	<b>53,359</b>	<b>73,712</b>
<b>Payments</b>				
Fundraising Activities	-624	-	-624	-1,366
Session and Charitable Activities Costs	-9,090	-36,382	-45,472	-54,044
Governance Costs	-103	-	-103	-150
<b>Total Payments</b>	<b>-9,817</b>	<b>-36,382</b>	<b>-46,199</b>	<b>-55,560</b>
<b>Net Receipts/(Payments)</b>	<b>21,573</b>	<b>(14,413)</b>	<b>7,160</b>	<b>18,152</b>
	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds £</b>	
<b>Cash Funds at 31st December 2023</b>	<b>26,549</b>	<b>52,643</b>	<b>79,192</b>	
<b>Cash Funds at 31st December 2024</b>	<b>48,122</b>	<b>38,230</b>	<b>86,352</b>	

Allan Webb - Trustee Treasurer

# THE ART MINISTRY

## ASSETS AND LIABILITIES ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2024

	Notes	2024 £	2023 £
<b>Monetary Assets</b>			
Cash at Bank and in Hand	3	86,352	61,040
		<u>86,352</u>	<u>61,040</u>
<b>Represented by Funds</b>			
Restricted Funds		38,230	38,050
Unrestricted Funds		48,122	22,990
		<u>86,352</u>	<u>61,040</u>

The accounts were approved by the Trustees and signed on their behalf by:

Signed:



Name: Allan Webb

Date: 25th September 2025

Allan Webb - Chair of The Art Ministry

# THE ART MINISTRY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2024

### 1. Basis of Preparation

These accounts are prepared on a receipts and payments basis, following best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) issued in October 2005, with all revenue and expenses shown on a cash basis.

### 2. Independent Examination

The cost of the Independent Examination was £100

### 3. Bank Accounts

	<b>2024</b>
	£
Unity Trust	86,240
Virgin Money	112
	<u><u>86,352</u></u>

### 4. Donations and Gifts

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Donations below £250	477	-	477	1,374
	<u><u>477</u></u>	<u><u>-</u></u>	<u><u>477</u></u>	<u><u>1,374</u></u>

# THE ART MINISTRY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2024

### 5. Grants Receivable

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
People's Postcode Trust - Places Trust	20,000		20,000	-
Southend Community Investment Fund	-	8,072	8,072	13,719
Charles S French Charitable Trust	-	3,000	3,000	-
Castle Point B.C. UKSPF	-	2,940	2,940	1,471
Norman Garon Trust	-	2,500	2,500	-
ROSCA Trust	-	1,400	1,400	2,000
Tesco Community Fund	-	1,000	1,000	-
Skipton Charitable Foundation	-	673	673	-
People's Postcode Trust - Magic Little	-	500	500	-
Ford Britain Trust	-	250	250	-
Essex County Council PHAB	-	-	-	14,000
National Lottery Community Fund	-	-	-	12,050
Comic Relief Main Grant	-	-	-	4,855
Screwfix Foundation	-	-	-	3,600
Co-op Community Fund	-	-	-	2,008
Comic Relief Cost of Living Grant	-	-	-	1,680
Essex Fund	-	-	-	1,500
Leigh on Sea Town Council Grant Award	-	-	-	500
Waitrose Community Fund	-	-	-	400
Small Sparks	-	-	-	100
	<b>20,000</b>	<b>20,335</b>	<b>40,335</b>	<b>57,883</b>

### 6. Session and Charitable Activities Cost

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Staff Costs	-1,841	-31,036	-32,877	-44,695
Rent for Art Activities	-3,820	-2,130	-5,950	-5,778
Session and Project Costs - Non-staff	-2,772	-3,217	-5,989	-2,963
Insurance	-656	-	-656	-608
	<b>-9,089</b>	<b>-36,383</b>	<b>-45,472</b>	<b>-54,044</b>

# THE ART MINISTRY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2024

### 7. Governance Costs

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Independent Examination	-	-	-	-150
DBS - Trustee	-13	-	-13	-
Rent of Meeting Room	-30	-	-30	-
Training - Trustee	-60	-	-60	-
	<b>-103</b>	<b>-</b>	<b>-103</b>	<b>-150</b>

### 8. Trustees' Remuneration

No Trustees received remuneration for their role as Trustee. One Trustee received remuneration of £4,841 (2023: £9,074) for their role as a Session Leader, in line with the standard pay structure of the Charity, as permitted by its Declaration of Trust.

# Independent examiner's report on the accounts



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Section A Independent Examiner's Report

Report to the trustees/ members of	The Art Ministry		
On accounts for the year ended	31 December 2024	Charity no (if any)	1108227
	Set out on pages 1 to 2		

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ('the Charities Act') and that an independent examination is needed.

It is my responsibility to:

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

**Basis of independent examiner's statement**

My examination was carried out in accordance with 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 the 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I 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.

Signed:

*D Robb*

Date:

5/9/25

Name: David Andrew Robb

Relevant professional qualification(s) or body (if any):

Associate of the Chartered Governance Institute  
Affiliate of the Association of Charity Independent Examiners  
MBA

Address:

33 Clatterfield Gardens  
Westcliff on Sea  
Essex SS0 0AU

**Section B**

**Disclosure**

I found no matters to give rise to disclosure.

# Independent examiner's report on the accounts



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

The Art Ministry

On accounts for the year  
ended

31 December 2024

Charity no  
(if any)

1108227

Set out on pages

1 to 2

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

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- to state whether particular matters have come to my attention

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My examination was carried out in accordance with 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 the 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.

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In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

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I 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.

Signed:

Date:

Name:

Relevant professional qualification(s) or body (if any):

Address:

**Section B Disclosure**

I found no matters to give rise to disclosure.

**THE ART MINISTRY**

England & Wales - Charity number 1108227

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# Accounts

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# THE ART MINISTRY

Charity Number 1108227

## TRUSTEES' ANNUAL REPORT

FOR YEAR ENDED 31<sup>st</sup> DECEMBER 2023



Contents

**Contents**

**Page**

**Trustees' Annual Report**

**Section 1: Reference and Administrative Information**

**1**

**Section 2: Structure, Governance and Management**

**2**

**Section 3: Objects, Activities and Achievements**

**3**

**Section 4: Financial Review**

**5**

## **Section 1: Reference and Administrative Information**

### **Trustees**

Tamara Batchelor	(Appointed 180821, Resigned 081123)
Lisa Goldsmith	(Appointed 210621)
Jessica Head	(Appointed 101024)
Verna Ring	(Appointed 180821, Resigned 101024)
Alison van Keulen	(Appointed 240122, Resigned 311223)
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Affiliate of the Association of Charity Independent Examiners  
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Unity Trust Bank plc  
Nine Brindleyplace  
Birmingham  
B1 2HB

## **Section 2: Structure, Governance and Management**

The Art Ministry is a Charitable Trust with a Registered Charity Number of 1108227. It was constituted under a Declaration of Trust made on 12<sup>th</sup> May 2004 and is run in accordance with that Declaration of Trust, as amended by the Supplemental Deeds dated 19th May 2005 and 14<sup>th</sup> April 2012.

New Trustees are appointed by existing Trustees after a recruitment and selection process in accordance with Section 9, Appointment of Trustees, of the original Declaration of Trust. Trustees are appointed for a year at a time, and this appointment may be repeated annually without a limit on the number of repetitions, always subject to re-election by the existing Trustees.

New Trustees receive a copy of the Declaration of Trust and any amendments to it, a copy of the latest Trustees' Annual Report and Financial Statements. On election/re-election Trustees are required to sign a Fit and Proper Person Declaration, references are sought and a DBS check is carried out.

The Board of Trustees must meet at least four times each year. For each meeting an agenda is issued in advance, and minutes are recorded and signed off by the Chair of the meeting once agreed by those who attended. Meetings can take place via video conferencing, but at least one meeting each year must be in person.

### Section 3: Objects, Activities and Achievements

The Supplemental Deed dated 19th May 2005 applied a single Object to The Art Ministry, namely:

“To advance the education of the public in the subject of art in all its forms in such ways as the Trustees shall from time to time determine”, however, it went on to say that in furtherance of this object, the Trustees may:

i. provide a safe environment and facilities in a wide variety of arts and crafts and other art forms for all of the community and to encourage creativity and therapy through art forms;

ii. bring widely disparate members of the community together through the common language of art, with a bias to the minorities, excluded and disaffected groups or individuals;

iii. work with schools, colleges, churches, local authorities, disabled, disadvantaged groups or individuals in the local community;

iv. encourage and organise projects, workshops and public displays which include exploration of spiritual, moral, philosophical, historical or sociological topics and to celebrate the wider life of the community including services of Christian worship.”

The Trustees refer to the guidance provided by the Charity Commission on Public Benefit when reviewing the meeting of the Charity's Object and when planning future activities. The Trustees are satisfied that The Art Ministry has carried out its purposes for the public benefit as required by the Charities (Accounts and Reports) Regulations 2008.

During 2023 the main activities undertaken for the public benefit were:

1. Running eight weekly creative activity sessions for children and adults with a variety of needs and/or disabilities, so that they could increase their social interaction, boost their self confidence and raise their self esteem by engaging in the creative process.
2. Running 15 ad hoc creative sessions for specialist support groups and other charities.
3. Running nine children's creative activity sessions in school holiday periods.
4. Running a weekly after school creative club for juniors.
5. Running 38 residents' creative activity sessions for three social housing providers.
6. Providing creative activities at five community events
7. A weekly art group for the general public.
8. Providing the local community with creative activities to celebrate the King's Coronation.

**Section 3: Objects, Activities and Achievements (continued)**

We started new partnerships with Trustlinks, Send The Right Message, Eastwood Community Centre and Southend on Sea Rape Crisis to deliver ad hoc creative sessions.

We continued our partnerships with South Essex Homes, Sanctuary Housing and Peabody Housing whereby we provided regular creative activities at sheltered housing schemes and holiday creative activities at two family hostels.

Our weekly creative sessions for Connectability and Barons Court Junior School continued.

#### **Section 4: Financial Review**

Total Receipts in 2023, £73,712 were 21% up on 2022, £61,000.

Donations and Gifts were down to £1,374 in 2023 from £2,339 in 2022.

Grants increased by 43% in 2023 to £57,883 up from £40,294 in 2022 and up almost 180% on the 2021 grant income.

Receipts from Session Fees for in house sessions were £6,408, which reflects that four sessions were free to attend for four months thanks to a grant from the National Lottery Community Fund. Outreach Fees dropped to £5,978 in 2023 from £12,124 in 2023 mainly due to a lack of new income from housing associations.

Total Payments in 2023, £55,560, were up 61% on 2022, £34,497. This was almost entirely due to employing a Service Delivery Manager in January at a cost of c. £20,000 a year.

The net result was a surplus of £18,152 generated by the operation of the Charity in 2023, compared to a surplus of £26,503 in 2022.

The Trustees reviewed the policy on Reserves in order to ensure that the Charity can meet its commitments, allow for contingencies and cope with fluctuations caused by timing gaps in funding of new and existing activities. The policy also covers the actions to take should Reserves run low.

The Cash Funds at the end of 2023 were £79,192 of which £52,643 were Restricted Funds. This was a 30% increase on the 2022 Cash Funds of £61,040 due to receiving grants totalling £26,050 in November/December.

Trustees' Annual Report agreed by the Trustees and signed on their behalf by:

Signed:



Date: 30th March 2025

**Allan Webb - Chair of The Art Ministry**

**THE ART MINISTRY**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST DECEMBER 2023**

# THE ART MINISTRY

## CONTENTS FOR THE YEAR ENDED 31ST DECEMBER 2023

	Page
Legal and Administrative Information	1
Receipts and Payments Account	2
Assets and Liabilities Account	3
Notes to the Financial Statements	4
Independent Examiner's Report	7

# THE ART MINISTRY

## LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31ST DECEMBER 2023

<b>Trustees:</b> Tamara Batchelor	(Appointed 180821, Resigned 081123)
Lisa Goldsmith	(Appointed 210621)
Jessica Head	(Appointed 101024)
Verna Ring	(Appointed 180821, Resigned 101024)
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Nileshvari Wilkinson	(Appointed 210621, Resigned 101024)

**Registered Charity Number:** 1108227

**Registered Office:** 1 Church Road  
Hadleigh  
Essex  
SS7 2DQ

**Independent Examiner:** David Andrew Robb  
Associate of the Chartered Governance Institute  
Affiliate of the Association of Charity Independent  
Examiners  
MBA

**Banker:** Unity Trust Bank plc  
Nine Brindleyplace  
Birmingham  
B1 2HB

# THE ART MINISTRY

## RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2023

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
<b>Receipts</b>				
Donations and Gifts	1,374	-	1,374	2,339
Grants Receivable	-	57,883	57,883	40,294
Fundraising Activities	2,068	-	2,068	86
Session and Outreach Fees	10,525	1,862	12,387	18,281
<b>Total Receipts</b>	<b>13,967</b>	<b>59,745</b>	<b>73,712</b>	<b>61,000</b>
<b>Payments</b>				
Fundraising Activities	-1,366	-	-1,366	-
Session and Charitable Activities Costs	-8,892	-45,152	-54,044	-34,280
Governance Costs	-150	-	-150	-217
<b>Total Payments</b>	<b>-10,408</b>	<b>-45,152</b>	<b>-55,560</b>	<b>-34,497</b>
<b>Net Receipts/(Payments)</b>	<b>3,559</b>	<b>14,593</b>	<b>18,152</b>	<b>26,503</b>
	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds £</b>	
<b>Cash Funds at 31st December 2022</b>	<b>22,990</b>	<b>38,050</b>	<b>61,040</b>	
<b>Cash Funds at 31st December 2023</b>	<b>26,549</b>	<b>52,643</b>	<b>79,192</b>	

Allan Webb - Trustee Treasurer

# THE ART MINISTRY

## ASSETS AND LIABILITIES ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2023

	Notes	2023 £	2022 £
<b>Monetary Assets</b>			
Cash at Bank and in Hand	3	79,192	61,040
		<u>79,192</u>	<u>61,040</u>
<b>Represented by Funds</b>			
Restricted Funds		52,643	38,050
Unrestricted Funds		26,549	22,990
		<u>79,192</u>	<u>61,040</u>

The accounts were approved by the Trustees and signed on their behalf by:

**Signed:**

**Name:** Allan Webb

**Date:** 30th March 2025

**Allan Webb - Chair of The Art Ministry**

# THE ART MINISTRY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2023

### 1. Basis of Preparation

These accounts are prepared on a receipts and payments basis, following best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) issued in October 2005, with all revenue and expenses shown on a cash basis.

### 2. Independent Examination

The cost of the Independent Examination was £100

### 3. Bank Accounts

	<b>2023</b>
	<b>£</b>
Unity Trust	79,080
Virgin Money	112
	<u><u>79,192</u></u>

### 4. Donations and Gifts

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Lions Club of Leigh on Sea	-	-	-	1,000
Donations below £250	1,374	-	1,374	1,339
	<u><u>1,374</u></u>	<u><u>-</u></u>	<u><u>1,374</u></u>	<u><u>2,339</u></u>

# THE ART MINISTRY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2023

### 5. Grants Receivable

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Small Sparks	-	100	100	-
Screwfix Foundation	-	3600	3,600	-
Castle Point B.C. UKSPF	-	1471	1,471	-
Co-op Community Fund	-	2008	2,008	-
Essex County Council PHAB	-	14000	14,000	-
Essex Fund	-	1500	1,500	10,000
Southend Community Investment Fund	-	13719	13,719	9,719
Alston Family Charitable Trust	-	-	-	1,500
Yellow Car Charitable Trust	-	-	-	1,500
Perry Watlington Trust	-	-	-	2,500
Allen Lane Foundation	-	-	-	2,000
Augustine Courtauld Trust	-	-	-	750
Comic Relief Main Grant	-	4855	4,855	4,855
Comic Relief Cost of Living Grant	-	1680	1,680	-
Movement for Good	-	-	-	1,000
M&S Gifting Grant	-	-	-	1,000
Essex CC Community Winter and Welcome Spaces Fund	-	-	-	1,000
Awards for All	-	-	-	3,220
Ford Britain Trust	-	-	-	250
Tesco Community Fund	-	-	-	1,000
Leigh on Sea Town Council Grant Award	-	500	500	-
ROSCA Trust	-	2,000	2,000	-
National Lottery Community Fund	-	12,050	12,050	-
Waitrose Community Fund	-	400	400	-
	-	<b>57,883</b>	<b>57,883</b>	<b>40,294</b>

### 6. Session and Charitable Activities Cost

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Staff Costs	-5,724	-38,971	-44,695	-24,547
Rent for Art Activities	-1,785	-3,993	-5,778	-5,282
Session and Project Costs - Non-staff	-775	-2,188	-2,963	-3,729
Insurance	-608	-	-608	-722
	<b>-8,892</b>	<b>-45,152</b>	<b>-54,044</b>	<b>-34,280</b>

# THE ART MINISTRY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2023

### 7. Governance Costs

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Independent Examination	-150	-	-150	-100
Travel - Trustee	-	-	-	-2
Rent of Meeting Room	-	-	-	-60
Training - Trustee	-	-	-	-55
	<b>-150</b>	<b>0</b>	<b>-150</b>	<b>-217</b>

### 8. Trustees' Remuneration

No Trustees received remuneration for their role as Trustee. One Trustee received remuneration of £9,074 (2022: £5,632) for their role as a Session Leader, in line with the standard pay structure of the Charity, as permitted by its Declaration of Trust.

# Independent examiner's report on the accounts



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Section A Independent Examiner's Report

Report to the trustees/ members of	The Art Ministry		
On accounts for the year ended	31 December 2023	Charity no (if any)	1108227
Set out on pages	1 to 2		

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ('the Charities Act') and that an independent examination is needed.

It is my responsibility to:

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

**Basis of independent examiner's statement**

My examination was carried out in accordance with 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 the 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I 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.

Signed:

DA Robb

Date:

28/3/2025

Name:

David Andrew Robb

Relevant professional qualification(s) or body (if any):

Associate of the Chartered Governance Institute  
Affiliate of the Association of Charity Independent Examiners  
MBA

Address:

33 Clatterfield Gardens  
Westcliff on Sea  
Essex SS0 0AU

Section B

Disclosure

I found no matters to give rise to disclosure.

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# Independent examiner's report on the accounts



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

The Art Ministry

On accounts for the year  
ended

31 December 2023

Charity no  
(if any)

1108227

Set out on pages

1 to 2

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

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

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with 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 the 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I 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.

Signed: D A Robb

Date: 28/3/2025

Name: David Andrew Robb

Relevant professional qualification(s) or body (if any): Associate of the Chartered Governance Institute  
Affiliate of the Association of Charity Independent Examiners  
MBA

Address: 33 Clatterfield Gardens  
Westcliff on Sea  
Essex SS0 0AU

**Section B Disclosure**

I found no matters to give rise to disclosure.

**THE ART MINISTRY**

England & Wales - Charity number 1108227

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# Accounts

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# THE ART MINISTRY

Charity Number 1108227

## TRUSTEES' ANNUAL REPORT

FOR YEAR ENDED 31<sup>st</sup> DECEMBER 2022



Contents

**Contents**

**Page**

**Trustees' Annual Report**

**Section 1: Reference and Administrative Information**

**1**

**Section 2: Structure, Governance and Management**

**2**

**Section 3: Objects, Activities and Achievements**

**3**

**Section 4: Financial Review**

**5**

## **Section 1: Reference and Administrative Information**

### **Trustees**

Tamara Batchelor	(Appointed 18/08/21)
Lisa Goldsmith	(Appointed 21/06/21)
Verna Ring	(Appointed 18/08/21)
Alison van Keulen	(Appointed 24/01/22)
Allan Webb	(Appointed 09/12/11)
Nileshvari Wilkinson	(Appointed 21/06/21)

### **Principal Address**

1 Church Road,  
Hadleigh,  
Essex,  
SS7 2DQ

### **Independent Examiner**

David Andrew Robb  
Associate of the Chartered Governance Institute  
Affiliate of the Association of Charity Independent  
Examiners  
MBA

### **Banker**

Unity Trust Bank plc  
Nine Brindleyplace  
Birmingham  
B1 2HB

## **Section 2: Structure, Governance and Management**

The Art Ministry is a Charitable Trust with a Registered Charity Number of 1108227. It was constituted under a Declaration of Trust made on 12<sup>th</sup> May 2004 and is run in accordance with that Declaration of Trust, as amended by the Supplemental Deeds dated 19th May 2005 and 14<sup>th</sup> April 2012.

New Trustees are appointed by existing Trustees after a recruitment and selection process in accordance with Section 9, Appointment of Trustees, of the original Declaration of Trust. Trustees are appointed for a year at a time, and this appointment may be repeated annually without a limit on the number of repetitions, always subject to re-election by the existing Trustees.

New Trustees receive a copy of the Declaration of Trust and any amendments to it, a copy of the latest Trustees' Annual Report and Financial Statements. On election/re-election Trustees are required to sign a Fit and Proper Person Declaration, references are sought and a DBS check is carried out.

The Board of Trustees must meet at least four times each year. For each meeting an agenda is issued in advance, and minutes are recorded and signed off by the Chair of the meeting once agreed by those who attended. Meetings can take place via video conferencing, but at least one meeting each year must be in person.

Historically the Board of Trustees managed The Art Ministry on a day to day basis, as the Charity did not employ any managers. In 2022 the Charity employed a part-time manager for the first time to oversee day to day operations. This role increased the capacity of the Charity but the appointee left after six months. Service delivery is provided by salaried part time session leaders who report to the Board of Trustees, and whose performance is measured by the Board. Session leaders are assisted by appropriately selected and referenced volunteers.

### Section 3: Objects, Activities and Achievements

The Supplemental Deed dated 19th May 2005 applied a single Object to The Art Ministry, namely:

“To advance the education of the public in the subject of art in all its forms in such ways as the Trustees shall from time to time determine”, however, it went on to say that in furtherance of this object, the Trustees may:

- i. provide a safe environment and facilities in a wide variety of arts and crafts and other art forms for all of the community and to encourage creativity and therapy through art forms;
- ii. bring widely disparate members of the community together through the common language of art, with a bias to the minorities, excluded and disaffected groups or individuals;
- iii. work with schools, colleges, churches, local authorities, disabled, disadvantaged groups or individuals in the local community;
- iv. encourage and organise projects, workshops and public displays which include exploration of spiritual, moral, philosophical, historical or sociological topics and to celebrate the wider life of the community including services of Christian worship.”

The Trustees refer to the guidance provided by the Charity Commission on Public Benefit when reviewing the meeting of the Charity's Object and when planning future activities. The Trustees are satisfied that The Art Ministry has carried out its purposes for the public benefit as required by the Charities (Accounts and Reports) Regulations 2008.

During 2022 the main activities undertaken for the public benefit were:

1. Running eight weekly creative activity sessions for children and adults with a variety of needs and/or disabilities, so that they could increase their social interaction, boost their self confidence and raise their self esteem by engaging in the creative process. These sessions also provided respite time for parents and carers and volunteering opportunities for the local community.
2. Running one off creative sessions for specialist support groups and other charities.
3. Running children's creative activity sessions in school holiday periods.
4. Running a weekly after school creative club for juniors.
5. A weekly art group for the general public.
6. Providing the local community with creative activities to celebrate the Queen's Platinum Jubilee.

### **Section 3: Objects, Activities and Achievements (continued)**

During 2022 we restarted all of our regular creative sessions on a face to face basis and still allowed service users the option to join in via Zoom.

We started a new weekly creative session in Southend for adults with visual impairments and a monthly creative session for children with visual impairments. Funding was provided by the Southend Community Investment Fund and we worked in partnership with Southend in Sight to generate interest in these sessions.

Thanks to new partnerships with Sanctuary Housing and Peabody Housing, we provided creative activities throughout the year at community events and at sheltered housing schemes.

We continued our partnership with South Essex Homes whereby we provided regular creative activities at a sheltered housing scheme and holiday creative activities at a family hostel.

Our weekly creative sessions for Connectability and Barons Court Junior School continued throughout the year.

#### **Section 4: Financial Review**

Total Receipts in 2022, £61,000 were just over double 2021, £29,029.

Donations and Gifts were just about level with 2021 at £2,339.

Grants almost doubled on 2021 to £40,294.

Receipts from Session Fees for in house sessions trebled to £6,617 as we started to charge again for sessions. Outreach Fees also trebled on 2021 to £11,664 due to new partnerships.

Total Payments in 2022, £34,497, were up 25% on 2021, £27,716. This was mainly due to Staff Costs and Rent.

The net result was a surplus of £26,503 generated by the operation of the Charity in 2022, compared to a surplus of £1,313 in 2021.

The Trustees reviewed the policy on Reserves in order to ensure that the Charity can meet its commitments, allow for contingencies and cope with fluctuations caused by timing gaps in funding of new and existing activities. The policy also covers the actions to take should Reserves run low.

The Cash Funds at the end of 2022 were £61,040 of which £38,050 were Restricted Funds, £13,526 in 2021. This was a significant increase on the 2021 Cash Funds of £34,537 due to receiving many new grants towards the year end.

Trustees' Annual Report agreed by the Trustees and signed on their behalf by:

Signed:



Date: 30th October 2023

**Allan Webb - Chair of The Art Ministry**

**THE ART MINISTRY**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST DECEMBER 2022**

# THE ART MINISTRY

## CONTENTS FOR THE YEAR ENDED 31ST DECEMBER 2022

	Page
Legal and Administrative Information	1
Receipts and Payments Account	2
Assets and Liabilities Account	3
Notes to the Financial Statements	4
Independent Examiner's Report	7

# THE ART MINISTRY

## LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31ST DECEMBER 2022

### Trustees:

Tamara Batchelor	(Joined 180821)
Lisa Goldsmith	(Appointed 210621)
Verna Ring	(Appointed 180821)
Alison van Keulen	(Appointed 240122)
Allan Webb	(Appointed 091211)
Nileshvari Wilkinson	(Appointed 210621)

**Registered Charity Number:** 1108227

**Registered Office:** 1 Church Road  
Hadleigh  
Essex  
SS7 2DQ

**Independent Examiner:** David Andrew Robb  
Associate of the Chartered Governance Institute  
Affiliate of the Association of Charity Independent  
Examiners  
MBA

**Banker:** Unity Trust Bank plc  
Nine Brindleyplace  
Birmingham  
B1 2HB

# THE ART MINISTRY

## RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2022

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
<b>Receipts</b>				
Donations and Gifts	2,339	-	2,339	2,329
Grants Receivable	-	40,294	40,294	20,753
Fundraising Activities	86	-	86	145
Session and Outreach Fees	6,617	11,664	18,281	5,802
<b>Total Receipts</b>	<b>9,042</b>	<b>51,958</b>	<b>61,000</b>	<b>29,029</b>
<b>Payments</b>				
Fundraising Activities	-	-	-	-
Session and Charitable Activities Costs	-6,961	-27,319	-34,280	-27,466
Governance Costs	-102	-115	-217	-250
<b>Total Payments</b>	<b>-7,063</b>	<b>-27,434</b>	<b>-34,497</b>	<b>-27,716</b>
<b>Net Receipts/(Payments)</b>	<b>1,979</b>	<b>24,524</b>	<b>26,503</b>	<b>1,313</b>
	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds £</b>	
<b>Cash Funds at 31st December 2021</b>	<b>21,011</b>	<b>13,526</b>	<b>34,537</b>	
<b>Cash Funds at 31st December 2022</b>	<b>22,990</b>	<b>38,050</b>	<b>61,040</b>	

Allan Webb - Trustee Treasurer

# THE ART MINISTRY

## ASSETS AND LIABILITIES ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2022

	Notes	2022 £	2021 £
<b>Monetary Assets</b>			
Cash at Bank and in Hand	3	61,040	34,537
		<b>61,040</b>	<b>34,537</b>
<b>Represented by Funds</b>			
Restricted Funds		38,050	13,526
Unrestricted Funds		22,990	21,011
		<b>61,040</b>	<b>34,537</b>

The accounts were approved by the Trustees and signed on their behalf by:

Signed:



Name: Allan Webb

Date: 30th October 2023

Allan Webb - Chair of The Art Ministry

# THE ART MINISTRY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2022

### 1. Basis of Preparation

These accounts are prepared on a receipts and payments basis, following best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) issued in October 2005, with all revenue and expenses shown on a cash basis.

### 2. Independent Examination

The cost of the Independent Examination was £100

### 3. Bank Accounts

	<b>2022</b>
	£
Unity Trust	64,153
Virgin Money	113
	<u>64,266</u>

### 4. Donations and Gifts

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
In Memoriam - Anon	-	-	-	1,300
Rotary Club of Hadleigh Castle	-	-	-	225
Castle Point Mayor's Charity Fund	-	-	-	670
Lions Club of Leigh on Sea	1,000	-	1,000	-
Donations below £250	1,339	-	1,339	134
	<u>2,339</u>	-	<u>2,339</u>	<u>2,329</u>

# THE ART MINISTRY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2022

### 5. Grants Receivable

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Essex Fund	-	10000	10000	-
Southend Community Investment Fund	-	9719	9719	-
Alston Family Charitable Trust	-	1500	1500	-
Yellow Car Charitable Trust	-	1500	1500	-
Perry Watlington Trust	-	2500	2500	-
Allen Lane Foundation	-	2000	2000	-
Augustine Courtauld Trust	-	750	750	-
Comic Relief Main Grant	-	4855	4855	-
Movement for Good	-	1000	1000	-
M&S Gifting Grant	-	1000	1000	-
Essex CC Community Winter and Welcome Spaces Fund	-	1000	1000	-
Awards for All	-	3220	3220	-
Ford Britain Trust	-	250	250	-
Tesco Community Fund	-	1,000	1000	-
Leigh on Sea Town Council Grant Award	-	-	-	500
HMRC Job Retention Scheme	-	-	-	2,853
FSJ Trusts	-	-	-	500
ROSCA Trust	-	-	-	2,500
ASDA Foundation	-	-	-	600
National Lottery Community Fund	-	-	-	9,660
Local Connections Fund	-	-	-	4,140
	-	<b>40,294</b>	<b>40,294</b>	<b>20,753</b>

### 6. Session and Charitable Activities Cost

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Staff Costs	-3,765	-20,782	-24,547	-17,748
Rent for Art Activities	-2,369	-2,913	-5,282	-1,316
Session and Project Costs - Non-staff	-105	-3,624	-3,729	-7,705
Insurance	-722	-	-722	-697
	<b>-6,961</b>	<b>-27,319</b>	<b>-34,280</b>	<b>-27,466</b>

# THE ART MINISTRY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2022

### 7. Governance Costs

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Independent Examination	-100	-	-100	-250
Travel - Trustee	-2	-	-2	-
Rent of Meeting Room	-	-60	-60	-
Training - Trustee	-	-55	-55	-
	<b>-102</b>	<b>-115</b>	<b>-217</b>	<b>-250</b>

### 8. Trustees' Remuneration

No Trustees received remuneration for their role as Trustee. One Trustee received remuneration of £5,632 (2021: £5,283) for their role as a Session Leader, in line with the standard pay structure of the Charity, as permitted by its Declaration of Trust.

# Independent examiner's report on the accounts



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## Section A Independent Examiner's Report

**Report to the trustees/ members of** The Art Ministry

**On accounts for the year ended** 31 December 2022 **Charity no (if any)** 1108227

**Set out on pages** 1 to 2

**Respective responsibilities of trustees and examiner** The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

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

**Basis of independent examiner's statement** My examination was carried out in accordance with 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 the 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I 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.

Signed:

D Robb

Date:

30/10/23.

Name:

David Andrew Robb

Relevant professional  
qualification(s) or body  
(if any):

Associate of the Chartered Governance Institute  
Affiliate of the Association of Charity Independent Examiners  
MBA

Address:

33 Clatterfield Gardens

Westcliff on Sea

Essex SS0 0AU

**Section B**

**Disclosure**

I found no matters to give rise to disclosure.

# Independent examiner's report on the accounts



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

The Art Ministry

On accounts for the year  
ended

31 December 2022

Charity no  
(if any)

1108227

Set out on pages

1 to 2

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

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

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with 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 the 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I 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.

Signed: D Robb

Date: 30/10/23.

Name: David Andrew Robb

Relevant professional qualification(s) or body (if any): Associate of the Chartered Governance Institute  
Affiliate of the Association of Charity Independent Examiners  
MBA

Address: 33 Clatterfield Gardens  
Westcliff on Sea  
Essex SS0 0AU

**Section B Disclosure**

I found no matters to give rise to disclosure.

**THE ART MINISTRY**

England & Wales - Charity number 1108227

---

# Accounts

---

# THE ART MINISTRY

Charity Number 1108227

## TRUSTEES' ANNUAL REPORT

FOR YEAR ENDED 31<sup>st</sup> DECEMBER 2021



Contents

**Contents**

**Page**

**Trustees' Annual Report**

**Section 1: Reference and Administrative Information**

**1**

**Section 2: Structure, Governance and Management**

**2**

**Section 3: Objects, Activities and Achievements**

**3**

**Section 4: Financial Review**

**5**

## **Section 1: Reference and Administrative Information**

### **Trustees**

Tamara Batchelor	(Appointed 180821)
Vivian Giddings	(Resigned 010121)
Lisa Goldsmith	(Appointed 210621)
Betty McCarthy	(Resigned 311221)
Sarah Ridgewell	(Resigned 311221)
Verna Ring	(Appointed 180821)
Helen Rubinstein	(Resigned 311021)
Alison van Keulen	(Appointed 240122)
Allan Webb	(Appointed 091211)
Nileshvari Wilkinson	(Appointed 210621)

### **Principal Address**

1 Church Road,  
Hadleigh,  
Essex,  
SS7 2DQ

### **Independent Examiner**

David Andrew Robb  
Associate of the Chartered Governance Institute  
Affiliate of the Association of Charity Independent  
Examiners  
MBA

### **Banker**

Unity Trust Bank plc  
Nine Brindleyplace  
Birmingham  
B1 2HB

## **Section 2: Structure, Governance and Management**

The Art Ministry is a Charitable Trust with a Registered Charity Number of 1108227. It was constituted under a Declaration of Trust made on 12<sup>th</sup> May 2004 and is run in accordance with that Declaration of Trust, as amended by the Supplemental Deeds dated 19th May 2005 and 14<sup>th</sup> April 2012.

New Trustees are appointed by existing Trustees after a recruitment and selection process in accordance with Section 9, Appointment of Trustees, of the original Declaration of Trust. Trustees are appointed for a year at a time, and this appointment may be repeated annually without a limit on the number of repetitions, always subject to re-election by the existing Trustees.

New Trustees receive a copy of the Declaration of Trust and any amendments to it, a copy of the latest Trustees' Annual Report and Financial Statements. On election/re-election Trustees are required to sign a Fit and Proper Person Declaration, references are sought and a DBS check is carried out.

The Board of Trustees must meet at least four times each year. For each meeting an agenda is issued in advance, and minutes are recorded and signed off by the Chair of the meeting once agreed by those who attended. Meetings can take place via video conferencing, but at least one meeting each year must be in person.

The Board of Trustees manage The Art Ministry on a day to day basis, as the Charity does not employ any managers. Service delivery is provided by salaried part time session leaders who report to the Board of Trustees, and whose performance is measured by the Board. Session leaders are assisted by appropriately selected and referenced volunteers.

### **Section 3: Objects, Activities and Achievements**

The Supplemental Deed dated 19th May 2005 applied a single Object to The Art Ministry, namely:

“To advance the education of the public in the subject of art in all its forms in such ways as the Trustees shall from time to time determine”, however, it went on to say that in furtherance of this object, the Trustees may:

- i. provide a safe environment and facilities in a wide variety of arts and crafts and other art forms for all of the community and to encourage creativity and therapy through art forms;
- ii. bring widely disparate members of the community together through the common language of art, with a bias to the minorities, excluded and disaffected groups or individuals;
- iii. work with schools, colleges, churches, local authorities, disabled, disadvantaged groups or individuals in the local community;
- iv. encourage and organise projects, workshops and public displays which include exploration of spiritual, moral, philosophical, historical or sociological topics and to celebrate the wider life of the community including services of Christian worship.”

The Trustees refer to the guidance provided by the Charity Commission on Public Benefit when reviewing the meeting of the Charity's Object and when planning future activities. The Trustees are satisfied that The Art Ministry has carried out its purposes for the public benefit as required by the Charities (Accounts and Reports) Regulations 2008.

In 2021, when Covid-19 restrictions permitted, the main activities undertaken for the public benefit were:

1. Running seven weekly art and craft activity sessions for children and adults with a variety of needs and/or disabilities, so that they could increase their social interaction, boost their self confidence and raise their self esteem by engaging in the creative process. These sessions also provided respite time for parents and carers and volunteering opportunities for the local community.
2. Running one off art and craft sessions for specialist support groups.
3. Running a free children's art and craft activity session during two school holiday periods.
4. Running a weekly after school art and craft club for juniors.
5. A weekly art group for the general public.

### **Section 3: Objects, Activities and Achievements (continued)**

2021 started with another Covid-19 lockdown and so we continued to deliver what sessions we could via Zoom, and delivered crafting supplies to many of our regular service users.

We restarted most of our regular sessions on a face to face basis in May, but from May to October these were run in a room at The White House rented from Castle Point Borough Council, as our landlords, the Hadleigh United Reformed Church, did not allow us to start using our base there until November.

We ran two children's holiday, and one over Over 60s session for Leigh on Sea Town Council, and a one off session for Southend Macular Society.

In May we started running new weekly sessions for Connectability, a group for young people with learning disabilities. In September we started running a new weekly after school club for Barons Court Junior School. In December we received funding from Sanctuary Housing to run sessions for residents of their Essex based housing schemes during 2022.

We received £9,660 of funding from the National Lottery Community Fund which provided four months running costs. We received £2,360 from the Local Connections Fund which allowed us to buy the technology we needed to provide sessions remotely via Zoom.

We received much needed funds towards the end of the year to help us restart sessions back at our base in Hadleigh. These were from local funders such as the ROSCA Trust, the Fowler Smith and Jones Trust, Castle Point Borough Council Mayor's Charity Fund, and Leigh on Sea Town Council Grant Awards. We also received financial support local Lions and Rotary clubs.

#### **Section 4: Financial Review**

Total Receipts in 2021, £29,029, were down 4.2% on 2020, £30,299.

Donations and Gifts more than trebled to £2,329 in part helped by £1,300 donated in memory of Peter Goldsworthy.

Grants dropped by 15.7% but at £20,753 they were still significantly higher than the £4,442 that we raised in 2019.

Receipts from Session and Outreach Fees increased by 23% on 2020 but were down overall on 2019 by 29%, with fees from face to face sessions at our base in Hadleigh down by 74% due to lockdowns and to waiving individual fees when we re-opened, to encourage service users to return. Outreach Fees from new partnership arrangements accounted for £3,647 of Fee receipts.

Total Payments in 2021, £27,716, were up 31.2% on 2020, £21,130, almost reversing the 30% drop in 2020. This was mainly due to Staff Costs increasing as we were able to restart sessions and due to a grant for £2,360 being spent on tablets to allow us to deliver remote sessions during lockdowns.

The net result was a surplus of £1,313 generated by the operation of the Charity in 2021, compared to a surplus of £9,169 in 2020. Both the results were favourable compared to a deficit of £10,960 in 2019.

The Trustees reviewed the policy on Reserves in order to ensure that the Charity can meet its commitments, allow for contingencies and cope with fluctuations caused by timing gaps in funding of new and existing activities. The policy also covers the actions to take should Reserves run low.

The Cash Funds at the end of 2021 were £34,537 of which £13,526 were Restricted Funds (£13,094 in 2020), a small increase on the 2020 Cash Funds of £33,224.

Trustees' Annual Report agreed by the Trustees and signed on their behalf by:

Signed:



Date: 31<sup>st</sup> October 2022

**Allan Webb - Chair of The Art Ministry**

**THE ART MINISTRY**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST DECEMBER 2021**

# THE ART MINISTRY

## CONTENTS FOR THE YEAR ENDED 31ST DECEMBER 2021

	Page
Legal and Administrative Information	1
Receipts and Payments Account	2
Assets and Liabilities Account	3
Notes to the Financial Statements	4
Independent Examiner's Report	7

# THE ART MINISTRY

## LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31ST DECEMBER 2021

### Trustees:

Tamara Batchelor	(Joined 180821)
Vivian Giddings	(Resigned 010121)
Lisa Goldsmith	(Appointed 210621)
Betty McCarthy	(Resigned 311221)
Sarah Ridgewell	(Resigned 311221)
Verna Ring	(Appointed 180821)
Helen Rubinstein	(Resigned 311021)
Alison van Keulen	(Appointed 240122)
Allan Webb	(Appointed 091211)
Nileshvari Wilkinson	(Appointed 210621)

**Registered Charity Number:** 1108227

**Registered Office:** 1 Church Road  
Hadleigh  
Essex  
SS7 2DQ

**Independent Examiner:** David Andrew Robb  
Associate of the Chartered Governance Institute  
Affiliate of the Association of Charity Independent  
Examiners  
MBA

**Banker:** Unity Trust Bank plc  
Nine Brindleyplace  
Birmingham  
B1 2HB

# THE ART MINISTRY

## RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2021

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
<b>Receipts</b>					
Donations and Gifts	4	1,029	1,300	2,329	755
Grants Receivable	5	-	20,753	20,753	24,621
Fundraising Activities		145	-	145	136
Session and Outreach Fees		2,155	3,647	5,802	4,723
Interest Received		-	-	-	64
<b>Total Receipts</b>		<b>3,329</b>	<b>25,700</b>	<b>29,029</b>	<b>30,299</b>
<b>Payments</b>					
Fundraising Activities		-	-	-	-
Session and Charitable Activities Costs	6	-2,198	-25,268	-27,466	-20,710
Governance Costs	7	-250	-	-250	-420
<b>Total Payments</b>		<b>-2,448</b>	<b>-25,268</b>	<b>-27,716</b>	<b>-21,130</b>
<b>Net Receipts/(Payments)</b>		<b>881</b>	<b>432</b>	<b>1,313</b>	<b>9,169</b>
<b>Net Receipts/(Payments) after Transfers</b>		<b>881</b>	<b>432</b>	<b>1,313</b>	<b>9,169</b>
		<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds £</b>	
<b>Cash Funds at 31st December 2020</b>		<b>20,130</b>	<b>13,094</b>	<b>33,224</b>	
<b>Cash Funds at 31st December 2021</b>		<b>21,011</b>	<b>13,526</b>	<b>34,537</b>	

Notes on pages 4 to 6 form part of these accounts

# THE ART MINISTRY

## ASSETS AND LIABILITIES ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2021

	Notes	2021 £	2020 £
<b>Monetary Assets</b>			
Cash at Bank and in Hand	3	34,537	33,224
		<b>34,537</b>	<b>33,224</b>
<b>Represented by Funds</b>			
Restricted Funds		13,526	13,094
Unrestricted Funds		21,011	20,130
		<b>34,537</b>	<b>33,224</b>

The accounts were approved by the Trustees and signed on their behalf by:

Signed:



Name: Allan Webb

Date: 31st October 2021

Allan Webb - Chair of The Art Ministry

# THE ART MINISTRY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2021

### 1. Basis of Preparation

These accounts are prepared on a receipts and payments basis, following best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) issued in October 2005, with all revenue and expenses shown on a cash basis.

### 2. Independent Examination

The cost of the Independent Examination was

### 3. Bank Accounts

	<b>2021</b>
	£
Unity Trust	34,424
Virgin Money	113
	<u>34,537</u>

### 4. Donations and Gifts

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
In Memoriam - Anon	-	1,300	1,300	-
Rotary Club of Hadleigh Castle	225	-	225	400
Castle Point Mayor's Charity Fund	670	-	670	-
Lions Club of Castle Point	-	-	-	200
Donations below £250	134	-	134	155
	-	-	-	-
	<u>1,029</u>	<u>1,300</u>	<u>2,329</u>	<u>755</u>

# THE ART MINISTRY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2021

### 5. Grants Receivable

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Tesco Bags of Help	-	-	-	1,166
Leigh on Sea Town Council Grant Award	-	500	500	420
HMRC Job Retention Scheme	-	2,853	2,853	7,101
FSJ Trusts	-	500	500	-
Neighbourly	-	-	-	400
ROSCA Trust	-	2,500	2,500	-
Southend Emergency Fund	-	-	-	2,300
ASDA Foundation	-	600	600	500
National Lottery Community Fund	-	9,660	9,660	10,000
Local Connections Fund	-	4,140	4,140	-
Co-operative Local Community Fund R5	-	-	-	2,534
WHS	-	-	-	200
	<b>0</b>	<b>20,753</b>	<b>20,753</b>	<b>24,621</b>

### 6. Session and Charitable Activities Cost

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Staff Costs	-878	-16,870	-17,748	-14,973
Rent for Art Activities	-	-1,316	-1,316	-1,758
Session and Project Costs - Non-staff	-623	-7,082	-7,705	-3,292
Insurance	-697	-	-697	-687
	<b>-2,198</b>	<b>-25,268</b>	<b>-27,466</b>	<b>-20,710</b>

# THE ART MINISTRY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2021

### 7. Governance Costs

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Independent Examination	-250	-	-250	-125
Travel - Trustee	-	-	-	-12
Rent of Meeting Room	-	-	-	-49
Training - Trustee	-	-	-	-210
	<b>-250</b>	<b>-</b>	<b>-250</b>	<b>-396</b>

### 8. Trustees' Remuneration

No Trustees received remuneration for their role as Trustee. One Trustee received remuneration of £5,283 (2020: £3,960) for their role as a Session Leader, in line with the standard pay structure of the Charity, as permitted by its Declaration of Trust.

# Independent examiner's report on the accounts



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Section A Independent Examiner's Report

Report to the trustees/  
members of

The Art Ministry

On accounts for the year  
ended

31 December 2021

Charity no  
(if any)

1108227

Set out on pages

1 to 2

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ('the Charities Act') and that an independent examination is needed.

It is my responsibility to:

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

**Basis of independent  
examiner's statement**


My examination was carried out in accordance with 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 the 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I 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.

Signed: 

Date: 4-11-22

Name: David Andrew Robb

Relevant professional qualification(s) or body (if any): Associate of the Chartered Governance Institute  
Affiliate of the Association of Charity Independent Examiners  
MBA

Address: 33 Clatterfield Gardens  
Westcliff on Sea  
Essex SS0 0AU

**Section B Disclosure**

I found no matters to give rise to disclosure.

# Independent examiner's report on the accounts



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

The Art Ministry

On accounts for the year  
ended

31 December 2021

Charity no  
(if any)

1108227

Set out on pages

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- examine the accounts under section 145 of the Charities Act,
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- to state whether particular matters have come to my attention

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Date: 4-11-22

Name: David Andrew Robb

Relevant professional qualification(s) or body (if any): Associate of the Chartered Governance Institute  
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Address: 33 Clatterfield Gardens  
Westcliff on Sea  
Essex SS0 0AU

**Section B Disclosure**

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**THE ART MINISTRY**

England & Wales - Charity number 1108227

---

# Accounts

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# THE ART MINISTRY

Charity Number 1108227

## TRUSTEES' ANNUAL REPORT

FOR YEAR ENDED 31<sup>st</sup> DECEMBER 2020



Contents

**Contents**

**Page**

**Trustees' Annual Report**

**Section 1: Reference and Administrative Information**

**1**

**Section 2: Structure, Governance and Management**

**2**

**Section 3: Objects, Activities and Achievements**

**3**

**Section 4: Financial Review**

**5**

## **Section 1: Reference and Administrative Information**

### **Trustees**

Robert Anderson	(Resigned 280520)
Tamara Batchelor	(Joined 180821)
Ranjini Bhattacharya	(Resigned 280520)
Michael Dixon	(Resigned 060520)
Vivian Giddings	(Resigned 010121)
Lisa Goldsmith	(Joined 210621)
Betty McCarthy	(Joined 280521)
Sarah Ridgewell	(Joined 280520)
Verna Ring	(Joined 180821)
Helen Rubinstein	(Joined 280520)
Carol Sexton	(Joined 280520 Resigned 010920)
Allan Webb	
Emma Wells	(Resigned 060520)
Nileshvari Wilkinson	(Joined 210621)

### **Principal Address**

1 Church Road,  
Hadleigh,  
Essex,  
SS7 2DQ

### **Independent Examiner**

David Andrew Robb  
Associate of the Chartered Institute of Secretaries  
and Administrators  
Affiliate of the Association of Charity Independent  
Examiners  
MBA

### **Banker**

Unity Trust Bank plc  
Nine Brindleyplace  
Birmingham  
B1 2HB

## **Section 2: Structure, Governance and Management**

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New Trustees are appointed by existing Trustees after a recruitment and selection process in accordance with Section 9, Appointment of Trustees, of the original Declaration of Trust. Trustees are appointed for a year at a time, and this appointment may be repeated annually without a limit on the number of repetitions, always subject to re-election by the existing Trustees.

New Trustees receive a copy of the Declaration of Trust and any amendments to it, a copy of the latest Trustees' Annual Report and Financial Statements. On election/re-election Trustees are required to sign a Fit and Proper Person Declaration, references are sought and a DBS check is carried out.

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### **Section 3: Objects, Activities and Achievements**

The Supplemental Deed dated 19th May 2005 applied a single Object to The Art Ministry, namely:

“To advance the education of the public in the subject of art in all its forms in such ways as the Trustees shall from time to time determine”, however, it went on to say that in furtherance of this object, the Trustees may:

- i. provide a safe environment and facilities in a wide variety of arts and crafts and other art forms for all of the community and to encourage creativity and therapy through art forms;
- ii. bring widely disparate members of the community together through the common language of art, with a bias to the minorities, excluded and disaffected groups or individuals;
- iii. work with schools, colleges, churches, local authorities, disabled, disadvantaged groups or individuals in the local community;
- iv. encourage and organise projects, workshops and public displays which include exploration of spiritual, moral, philosophical, historical or sociological topics and to celebrate the wider life of the community including services of Christian worship.”

The Trustees refer to the guidance provided by the Charity Commission on Public Benefit when reviewing the meeting of the Charity's Object and when planning future activities. The Trustees are satisfied that The Art Ministry has carried out its purposes for the public benefit as required by the Charities (Accounts and Reports) Regulations 2008.

In 2020, when Covid-19 restrictions permitted, the main activities undertaken for the public benefit were:

1. Running seven weekly and one fortnightly art and craft activity sessions for children and adults with a variety of needs and/or disabilities, so that they could increase their social interaction, boost their self confidence and raise their self esteem by engaging in the creative process. These sessions also provided respite time for parents and carers and volunteering opportunities for the local community.
2. Running occasional blocks of art and craft session for young carers.
3. Participating in and organising community events to raise awareness of the benefits of engaging in the creative process and to publicise our services.
4. A weekly art group for the general public.

### **Section 3: Objects, Activities and Achievements (continued)**

2020 looked to be a very promising year for The Art Ministry. We had signed up with four new partners to deliver some regular and ad hoc art and craft sessions, and recruited three new session leaders to reduce our reliance on one key individual.

As it was 2020, did not go according to plan, but between everyone involved in The Art Ministry we managed get through the disruption caused by the Covid-19 pandemic and continue to provide some services.

We ran our last routine face to face session on the Thursday before the first lock down in March. During that week, in anticipation of a lockdown, we distributed some bags containing art and craft materials.

On the same Thursday our Chair, Allan Webb developed a cough. In just over a week he was hospitalised with Covid-19. He was in a life threatening situation, but survived and left hospital after six weeks. Within a week he was making up more bags of art and craft materials to distribute to local support groups, and that was the start of our response to Covid-19.

Throughout the summer we continued distributing art and craft supplies, to our service users and community groups. As lockdowns came and went we delivered face to face sessions whenever and wherever it was safe to do so, and we introduced Zoom sessions during lock downs, and produced instructional videos.

Throughout 2020 we made no charges for our services, and so did not collect any fees apart from one small partnership agreement.

We secured interim funding from the Southend Emergency Fund, National Lottery Community Fund, Leigh on Sea Town Council and the Rotary Club of Hadleigh Castle. We are very grateful for the support of our funders as we could not have survived the impact of the Covid-19 pandemic without it. We also drew on the HMRC Job Retention Scheme to help us retain session leaders.

We also could not have survived without the support of the trustees, session leaders, volunteers and service users who all worked together to help us not just survive but also to deliver services.

Unfortunately the pandemic did cause a change in circumstances for two of the three new sessions leaders, and so they resigned and we also lost two trustees for similar reasons.

We were very lucky that previous trustees and current volunteers responded to our search for new trustees, and after due process we appointed four new trustees in May/June.

#### **Section 4: Financial Review**

Total Receipts in 2020, £30,299, were up just over 50% on 2019, £19,194. This was mainly due to a just over £20,000 increase in grant funding, offset by a drop in income from donations and gifts, fundraising and session fees.

Total Payments in 2020, £21,130, were down by 30% on 2019, £30,154. This was mainly due to a reduction in session and charitable activities costs, with salaries down by £6,259 and rent down by £1,826, over 50%, both due to a reduction in sessions delivered due to Covid-19 restrictions.

The net result was a surplus of £9,169 generated by the operation of the Charity in 2020, compared to a deficit of £10,960 in 2019.

The Trustees reviewed the policy on Reserves in order to ensure that the Charity can meet its commitments, allow for contingencies and cope with fluctuations caused by timing gaps in funding of new and existing activities. The policy also covers the actions to take should Reserves run low.

The Cash Funds at the end of 2020 were £33,224 of which £20,104 were Restricted Funds, a significant increase on the 2019 figure of £2,632.

Trustees' Annual Report agreed by the Trustees and signed on their behalf by:

Signed:



Date: 1<sup>st</sup> October 2021

**Allan Webb - Chair of The Art Ministry**

**THE ART MINISTRY**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST DECEMBER 2020**

# THE ART MINISTRY

## CONTENTS

### FOR THE YEAR ENDED 31ST DECEMBER 2020

	Page
Legal and Administrative Information	1
Receipts and Payments Account	2
Assets and Liabilities Account	3
Notes to the Financial Statements	4

# THE ART MINISTRY

## LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31ST DECEMBER 2020

<b>Trustees:</b> Robert Anderson	(Resigned 280520)
Tamara Batchelor	(Joined 180821)
Ranjini Bhattacharya	(Resigned 280520)
Michael Dixon	(Resigned 060520)
Vivian Giddings	(Resigned 010121)
Lisa Goldsmith	(Joined 210621)
Betty McCarthy	(Joined 280520)
Sarah Ridgewell	(Joined 280520)
Verna Ring	(Joined 180821)
Helen Rubinstein	(Joined 280520)
Carol Sexton	(Joined 280520 Resigned 010920)
Allan Webb	
Emma Wells	(Resigned 060520)
Nileshvari Wilkinson	(Joined 210621)

**Registered Charity Number:** 1108227

**Registered Office:** 1 Church Road  
Hadleigh  
Essex  
SS7 2DQ

**Independent Examiner:** David Andrew Robb  
Associate of the Chartered Institute of Secretaries  
and Administrators  
Affiliate of the Association of Charity Independent  
Examiners  
MBA

**Banker:** Unity Trust Bank plc  
Nine Brindleyplace  
Birmingham  
B1 2HB

# THE ART MINISTRY

## RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2020

	Notes	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
<b>Receipts</b>					
Donations and Gifts	4	755	-	755	2,003
Grants Receivable	5	200	24,421	24,621	4,442
Fundraising Activities		136	-	136	4,447
Session and Outreach Fees		4,723	-	4,723	8,205
Interest Received		64	-	64	97
<b>Total Receipts</b>		<b>5,878</b>	<b>24,421</b>	<b>30,299</b>	<b>19,194</b>
<b>Payments</b>					
Fundraising Activities		-	-	-	-828
Session and Charitable Activities Costs	6	-6,751	-13,959	-20,710	-29,201
Governance Costs	7	-420	-	-420	-125
<b>Total Payments</b>		<b>-7,171</b>	<b>-13,959</b>	<b>-21,130</b>	<b>-30,154</b>
<b>Net Receipts/(Payments)</b>		<b>(1,293)</b>	<b>10,462</b>	<b>9,169</b>	<b>(10,960)</b>
<b>Net Receipts/(Payments) after Transfers</b>		<b>(1,293)</b>	<b>10,462</b>	<b>9,169</b>	<b>(10,960)</b>
		<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds £</b>	
<b>Cash Funds at 31st December 2019</b>		<b>21,423</b>	<b>2,632</b>	<b>24,055</b>	
<b>Cash Funds at 31st December 2020</b>		<b>20,130</b>	<b>13,094</b>	<b>33,224</b>	

Notes on pages 4 to 6 form part of these accounts

# THE ART MINISTRY

## ASSETS AND LIABILITIES ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2020

	Notes	2020 £	2019 £
<b>Monetary Assets</b>			
Cash at Bank and in Hand	3	33,224	24,055
		<u>33,224</u>	<u>24,055</u>
<b>Represented by Funds</b>			
Restricted Funds		13,094	5,317
Unrestricted Funds		20,130	29,698
		<u>33,224</u>	<u>35,015</u>

The accounts were approved by the Trustees and signed on their behalf by:

**Signed:**



**Name:** Allan Webb - Trustee Treasurer

**Date:** 1st October 2021

**Signed:**



**Name:** Betty McCarthy - Trustee Bookkeeper

**Date:** 1st October 2021

# THE ART MINISTRY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2020

### 1. Basis of Preparation

These accounts are prepared on a receipts and payments basis, following best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) issued in October 2005, with all revenue and expenses shown on a cash basis.

### 2. Independent Examination

The cost of the Independent Examination was £125

### 3. Bank Accounts

	<b>2020</b>
	<b>£</b>
Unity Trust	20,111
Virgin Money	13,113
	<u><b>33,224</b></u>

### 4. Donations and Gifts

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Rotary Club of Hadleigh Castle	400	-	400	500
Rotary Club of Benfleet	-	-	-	300
Lions Club of Castle Point	200	-	200	100
Lions Club of Leigh on Sea	-	-	-	250
Waitrose Community Matters	-	-	-	215
M&S Making Every Moment Special	-	-	-	500
Donations below £250	155	-	155	138
	<u><b>755</b></u>	<u><b>-</b></u>	<u><b>755</b></u>	<u><b>2,003</b></u>

# THE ART MINISTRY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2020

### 5. Grants Receivable

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Tesco Bags of Help	-	1,166	1,166	-
Leigh on Sea Town Council Grant Award	-	420	420	-
HMRC Job Retention Scheme	-	7,101	7,101	-
Neighbourly	-	400	400	-
Safe & Enjoyable Southend	-	-	-	1,260
Southend Emergency Fund	-	2,300	2,300	-
ASDA Foundation	-	500	500	1,260
National Lottery Community Fund	-	10,000	10,000	1,260
Co-operative Local Community Fund R4	-	-	-	3,182
Co-operative Local Community Fund R5	-	2,534	2,534	-
WHSmith Trust	200	-	200	-
	<b>200</b>	<b>24,421</b>	<b>24,621</b>	<b>6,962</b>

### 6. Session and Charitable Activities Costs

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2019 £	Total Funds 2019 £
Staff Costs	-4,598	-10,375	-14,973	21,232
Rent for Art Activities	-861	-897	-1,758	3,584
Session and Project Costs - Non-staff	-1,292	-2,000	-3,292	3,712
Insurance	0	-687	-687	673
	<b>-6,751</b>	<b>-13,959</b>	<b>-20,710</b>	<b>29,201</b>

# THE ART MINISTRY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2020

### 7. Governance Costs

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Independent Examination	-150	-	-150	125
Travel - Trustee	-12	-	-12	-
Rent of Meeting Room	-49	-	-49	-
Training - Trustee	-210	-	-210	-
	<b>-420</b>	<b>-</b>	<b>-420</b>	<b>125</b>

### 8. Trustees' Remuneration

No Trustees received remuneration for their role as Trustee. One Trustee received remuneration of £3,960 (2019: £6,902) for their role as a Session Leader, in line with the standard pay structure of the Charity, as permitted by its Declaration of Trust.

# Independent examiner's report on the accounts



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## Section A

## Independent Examiner's Report

**Report to the trustees/  
members of**

The Art Ministry

**On accounts for the year  
ended**

31 December 2020

**Charity no  
(if any)**

1108227

**Set out on pages**

1 to 2

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

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

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with 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 the 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

I 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.

Signed:

Date:

Name:

Relevant professional qualification(s) or body (if any):

Address:

**Section B Disclosure**

I found no matters to give rise to disclosure.