

THE INSPIRE ARTS TRUST
FINANCIAL STATEMENTS
31 AUGUST 2020

Company Registration Number 05202978
Charity Number 1111784

THE INSPIRE ARTS TRUST
FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2020

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THE INSPIRE ARTS TRUST

REPORT OF THE TRUSTEES

YEAR ENDED 31 AUGUST 2020

Structure, Governance and Management

Status

The Inspire Arts Trust is a registered charity and a company limited by guarantee and is governed by its Memorandum and Articles of Association.

Organisational structure

The Trust is governed by a board of Trustees, who are responsible for setting the strategic direction of the charity and for establishing policy. The board of Trustees meets regularly and delegates the day to day operation of the charity to an executive board of management.

Objectives and activities

Aims of the charity

The objects of the charity are:

- to advance the education of people, in the United Kingdom and elsewhere, in the arts (including in particular music, drama and dance).

The Inspire Arts Trust has continued to grow and develop over this last year and it is encouraging to see all the progress that has been made. We are delighted to outline the development accomplished in each area.

The Directors/Trustees have complied with the duty in section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

BALPA

We have had a huge challenge this year with operating BALPA because of COVID-19, but despite this we have managed to continue to provide this needed service, however our numbers have reduced. Before COVID-19 we were seeing around 130 children attend classes and lessons at BALPA each week. In December 2019, we had three packed shows which meant the children performed to around 300 people. Over their time at BALPA, it is wonderful to see how their confidence has grown as well as their abilities.

One of the exciting things we have done this year is to launch our Young Volunteers programme and allow them to work towards their Bronze arts award. We have had 4 young people aged 14 – 18 involved in learning to teach others, helping with our classes and gaining new skills. At the time of writing this report we have just heard they have all passed their Arts Awards and we are so proud of them!

Covid-19 however brought a lot of challenges. Through lockdown we learnt to adjust by taking all our classes online through zoom. This had mixed success. Some families were so grateful that they were able to continue with their training, whereas some children found lockdown hard to cope with in general and therefore were struggling to engage with anything online. We were fortunate enough to gain a grant from the Arts Council during this time to enable us to continue running the classes and lessons online for those who wanted them, even though we were reduced in numbers. Without this it would have been hard to continue.

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YEAR ENDED 31 AUGUST 2020

Looking ahead to 2020/21 we have had a full risk assessment done which will mean we can start face to face teaching again in September 2020. The downside is that due to social distancing our class sizes will be reduced. This will mean us looking for funding to help us through 2020/1.

Community

We were involved once again in the Thornbury Christmas Lights Switch on event in November 2019. It gave the children an opportunity to perform and show everyone what they had been learning as well as advertising our classes to a potential new audience. We also had the opportunity in December to take some of our vocalists to a care home where everyone thoroughly enjoyed the performance and are looking forward to more visits when the children are able to return. We were also able to partner with Jigsaw, a local charity who work with children with additional needs and disabilities, to provide an online Musical Theatre class during the summer 2020. This went really well and plans are already underway for more classes.

Musicals

No further progress has been made regarding The Prodigals and with Covid-19 impacting the Theatre industry hard, the Trustees are realistic that this musical may not progress further. The door has not been closed, but only time will tell if something is possible.

This has been a hard and challenging year for Inspire in some ways. We are indebted to our amazing workers, volunteers and Trustees who are so passionate and hard working in delivering excellent and rewarding experiences for all the young people who attend.

Financial Review

Reserves policy

The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ("the free reserves") held by the charity should be between 3 and 6 months of the unrestricted expenditure, which equates to £9,977 to £19,955 in general funds. At this level, the board of Trustees feels that it would be able to continue the current activities of the charity in the event of a significant drop in funding. It would obviously be necessary to consider how the funding would be replaced or activities changed accordingly. At the Balance Sheet date, the free reserves were £7,740 which is currently below the target minimum level. The trustees are happy that the charity can continue as a going concern. Please refer to note 1(a) to the accounts for more detail.

Investment powers

The Trustees can invest in any stocks, funds, shares, securities or other investments of whatsoever nature as the trustees shall, in their absolute discretion, think fit.

Investment policy

As income is utilised within a short time after receipt, the Trustees consider that the most appropriate policy for investing funds is to place them on short-term deposit.

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YEAR ENDED 31 AUGUST 2020

Risk management

The Trustees have started the process of reviewing the risks the charity faces, and have acknowledged that the major risk facing the charity is Safeguarding guidelines. The charity already has in place many controls for this such as a full safeguarding policy which is updated annually and signed by every staff member, volunteer and self-employed contractor, enhanced DBS checks for all its workers and strong controls on visitors on site. It is noted that Inspire also works with the local safeguarding team at the council when needed.

Another risk the charity faces is a lack of funding to support its work. The charity already closely monitors their finances, funding bids are being produced and submitted and regular funding is being consolidated through BALPA. The Trustees recognise the need to increase funding applications to a wider trust base and to develop the public awareness of BALPA to increase revenues.

The Trustees have continued to review the risks this year, due to Covid-19 there has been a lot of discussion about them, especially lack of finances, and the Trustees have continued to monitor the risks.

Future

The charity plans to continue to grow and develop BALPA over the next few years and is looking to broaden its work with schools to enable this to happen. The charity is keen to keep developing its links into the local community and looks for every opportunity to grow these where possible.

Covid-19

As you can see from the above, we have suffered during the Covid-19 pandemic. The grants from the Arts Council have covered the immediate shortfall which has been very helpful. Looking ahead we do need to secure further funding for BALPA in 2020/21 especially as numbers are limited due to social distancing. In Autumn 2020 we have submitted various applications and are awaiting to hear the results.

Trustees

The Trustees, who are directors for the purpose of company law, who served during the year and up to the date of this report, are set out on page 5.

THE INSPIRE ARTS TRUST

REPORT OF THE TRUSTEES

YEAR ENDED 31 AUGUST 2020

Statement of Trustees' Responsibilities

The trustees (who are also directors of The Inspire Arts Trust for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under part 15 of the Companies Act 2006.

Registered office:

Caedmon Complex
Bristol Road
Thornbury
BS35 3JA

Signed by order of the
Trustees

R Collier-Keywood
Trustee

Approved by the Trustees on 28th April 2020.

THE INSPIRE ARTS TRUST

REFERENCE AND ADMINISTRATIVE INFORMATION

YEAR ENDED 31 AUGUST 2020

Charity number

1111784

Company number

05202978

Company secretary

Mrs N R Goudie

Trustees

The trustees who served during the year and since the year end were as follows:

Mrs H McGreavy
Mr R D Collier- Keywood
Mr W McGinn
Mr S Cavanagh

Registered office

Caedmon Complex, Bristol Road, Thornbury, BS35 3JA

Independent Examiner

Neil M Kingston FCA, Burton Sweet Chartered Accountants, The Clock Tower, 5 Farleigh Court, Old Weston Road, Flax Bourton, Bristol BS48 1UR

THE INSPIRE ARTS TRUST

INDEPENDENT EXAMINER'S REPORT TO TRUSTEES

YEAR ENDED 31 AUGUST 2020

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 2020.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Neil M Kingston, FCA
Burton Sweet Chartered Accountants
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Date:

THE INSPIRE ARTS TRUST

STATEMENT OF FINANCIAL ACTIVITIES (Including Income & Expenditure Account)

YEAR ENDED 31 AUGUST 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total funds 2020 £	Total funds 2019 £
Income from:					
Donations and legacies		931	5,349	6,280	1,412
Charitable activities	2	29,441	-	29,441	49,163
Other income		3,538	-	3,538	-
Total income		<u>33,910</u>	<u>5,349</u>	<u>39,259</u>	<u>50,575</u>
Expenditure on:					
Charitable activities	3	33,731	6,178	39,909	39,970
Total expenditure		<u>33,731</u>	<u>6,178</u>	<u>39,909</u>	<u>39,970</u>
Net income/(expenditure)	4	179	(829)	(650)	10,605
Total funds at 1 September 2019	10	13,160	2,962	16,122	5,517
Total funds at 31 August 2020	10	<u>13,339</u>	<u>2,133</u>	<u>15,472</u>	<u>16,122</u>

The charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing

The comparative funds are detailed in note 14.

The notes on pages 9 to 14 form part of these financial statements

THE INSPIRE ARTS TRUST

BALANCE SHEET

Company registration no: 05202978

YEAR ENDED 31 AUGUST 2020

		2020 £	2019 £
Fixed Assets	Note		
Tangible assets	7	5,599	7,836
Fixed asset investment	8	-	1
		<u>5,599</u>	<u>7,837</u>
Current Assets			
Debtors		60	115
Cash at bank		15,791	16,861
		<u>15,851</u>	<u>16,976</u>
Creditors : Amounts falling due within one year	9	<u>(2,316)</u>	<u>(2,029)</u>
Net current assets		13,535	14,947
Creditors: Amounts falling due after more than one year		(3,662)	(6,662)
Net assets		<u><u>15,472</u></u>	<u><u>16,122</u></u>
Restricted funds	11	2,133	2,962
Unrestricted funds			
General funds	11	13,339	13,160
		<u><u>15,472</u></u>	<u><u>16,122</u></u>

For the year ending 31 August 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

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

These financial statements were approved by the Trustees on 28th April 2020. and are signed on their behalf by:

.....
R Collier-Keywood

The notes on pages 9 to 14 form part of these financial statements

THE INSPIRE ARTS TRUST

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 AUGUST 2020

1 Accounting policies

- a) The financial statements have been prepared under the historical cost convention, as modified by the inclusion of investments at market value, and in accordance with the Financial Reporting Standard FRS102 and the Statement of Recommended Practice Accounting and Reporting by Charities FRS102, the Companies Act 2006 and the Charities Act 2011.

The charity is able to continue as a going concern, despite the significant uncertainty being caused by the worldwide Covid-19 crisis. Inspire does not have significant reserves; however, our reserves are sufficient for the next financial year. The Trustees continue to review the impact of Covid-19 but are hopeful that as restrictions ease that more people will come back to the arts classes. Some limited fundraising is being undertaken to support Inspire in the short term.

The Trustees consider the charity to be a public benefit entity as defined under FRS102.

- b) Income from donations is included in the accounts when the charity becomes entitled to it, receipt is probable and the value can be measured reliably, except as follows:

I. When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods;

II. When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-conditions have been met.

- c) Grants, including grants for fixed assets, are recognised within the accounts as they become receivable. Grants received in the accounting period in respect of future accounting periods are deferred until those periods. All material grants are disclosed in accordance with the Statement of Recommended Practice, FRS102.

- d) Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the entity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the entity and include the audit fees and costs linked to the strategic management of the entity. They have been included within support costs.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

- e) Tangible fixed assets costing more than £100 are capitalised and included at cost including any incidental expenses of acquisition.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Office Equipment - 33% p.a straight line

Technical Equipment - 20% p.a straight line

- f) Debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

- g) Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

- h) Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

- i) Unrestricted funds can be used in accordance with the charitable objects at the discretion of the Trustees.

- j) Investments made for charitable purposes 'Programme related investments' are carried at historical cost less any impairment provision.

THE INSPIRE ARTS TRUST
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2020

1 Accounting policies - *continued*

- k) In the opinion of the trustees, the company and its subsidiary undertakings comprise a small group. The company has therefore taken advantage of the exemption provided by Section 398 of the Companies Act 2006 not to prepare group accounts.
- l) Funds held by the charitable company are either:-
- Unrestricted funds - these funds can be used in accordance with the charitable objects at the discretion of the Trustees.
 - Restricted funds - these funds can only be used for the specific purpose designated by the donor.
 - Designated funds are funds set aside by the Trustees out of unrestricted funds for specific future purposes or projects.
- m) Liabilities are recognised as soon as there is legal or constructive obligation committing the charity to pay out resources.

2 Income from charitable activities

	Unrestricted Funds	Restricted Funds	Total 2020
	£	£	£
Bristol Academy of Live Performing Arts	29,415	-	29,415
Community activities	26	-	26
	<u>29,441</u>	<u>-</u>	<u>29,441</u>

Prior year comparative

	Unrestricted Funds	Restricted Funds	Total 2019
	£	£	£
Bristol Academy of Live Performing Arts	43,337	2,928	46,265
Community activities	2,898	-	2,898
	<u>46,235</u>	<u>2,928</u>	<u>49,163</u>

3 Expenditure on charitable activities

	Direct costs	Support costs	Total 2020
	£	£	£
Bristol Academy of Live Performing Arts	26,122	7,489	33,611
The Prodigals	1,794	-	1,794
Community activities	322	-	322
Other	329	3,853	4,182
	<u>28,567</u>	<u>11,342</u>	<u>39,909</u>

Prior year comparative

	Direct costs	Support costs	Total 2019
	£	£	£
Bristol Academy of Live Performing Arts	26,308	5,486	31,794
The Prodigals	1,755	-	1,755
Community activities	1,788	-	1,788
Other	1,225	3,408	4,633
	<u>31,076</u>	<u>8,894</u>	<u>39,970</u>

THE INSPIRE ARTS TRUST
NOTES TO THE FINANCIAL STATEMENTS
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3 Expenditure on charitable activities (*continued*)

Support costs

	Governance	Office costs	Premises costs	Total 2020
		£	£	£
BALPA	941	3,222	3,326	7,489
Other	628	2,019	1,206	3,853
	<u>1,569</u>	<u>5,241</u>	<u>4,532</u>	<u>11,342</u>

Prior year comparative

	Governance	Office costs	Premises costs	Total 2019
		£	£	£
BALPA	1,568	1,888	2,030	5,486
Other	1,046	1,147	1,215	3,408
	<u>2,614</u>	<u>3,035</u>	<u>3,245</u>	<u>8,894</u>

Support costs are allocated on usage basis

4 Net income/(expenditure) for the year

This is stated after charging:

	2020	2019
	£	£
Depreciation	2,237	2,236
Independent Examiner's fee	1,480	1,440
Trustees' remuneration	-	-
Payment of Trustees' travel expenses (one trustee)	<u>-</u>	<u>169</u>

5 Staff costs and numbers

The aggregate staff costs were:

	2020	2019
	£	£
Wages and salaries	4,936	2,951
Contract staff	<u>13,393</u>	<u>12,906</u>

No member of staff received emoluments of more than £60,000.

The average number of employees (headcount) during the year were 2 (2019: 1)

6 Taxation

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

THE INSPIRE ARTS TRUST
NOTES TO THE FINANCIAL STATEMENTS
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7 Tangible fixed assets

	Technical Equipment £	Office Equipment £	Total £
Cost			
At 1 September 2019 and 31 August 2020	10,849	268	11,117
Depreciation			
At 1 September 2019	3,196	85	3,281
Charge for the year	2,170	67	2,237
At 31 August 2020	5,366	152	5,518
Net book value			
At 31 August 2020	5,483	116	5,599
At 31 August 2019	7,653	183	7,836

8 Fixed asset investments

The company investment in the prior year was made up of £1 in its wholly owned subsidiary company, Inspire - The Prodigals Limited, a company registered in England & Wales. Inspire - The Prodigals was established to produce and perform the musical, The Prodigals.
Inspire - The Prodigals has been dissolved by being voluntarily struck off Companies House Register on 5 November 2019.

9 Creditors: amounts falling due within one year

	2020 £	2019 £
Other creditors	259	181
Amount due to NGM	546	408
Taxation and social security	31	-
Accruals and deferred income	1,480	1,440
	2,316	2,029

THE INSPIRE ARTS TRUST
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2020

10 Movement in funds

Year Ended 31 August 2020

	1 September 2019 £	Income £	Expenditure £	Transfers £	31 August 2020 £
Restricted funds					
BALPA Bursary fund	2,962	5,027	(6,178)	-	1,811
Young Volunteers Programme	-	322	-	-	322
	<u>2,962</u>	<u>5,349</u>	<u>(6,178)</u>	<u>-</u>	<u>2,133</u>
Unrestricted funds					
General funds	<u>13,160</u>	<u>33,910</u>	<u>(33,731)</u>	<u>-</u>	<u>13,339</u>
Total funds	<u>16,122</u>	<u>39,259</u>	<u>(39,909)</u>	<u>-</u>	<u>15,472</u>

Year Ended 31 August 2019

	1 September 2018 £	Income £	Expenditure £	Transfers £	31 August 2019 £
Restricted funds					
BALPA Bursary fund	<u>50</u>	<u>2,928</u>	<u>(16)</u>	<u>-</u>	<u>2,962</u>
Unrestricted funds					
General funds	<u>5,467</u>	<u>47,647</u>	<u>(39,954)</u>	<u>-</u>	<u>13,160</u>
Total funds	<u>5,517</u>	<u>50,575</u>	<u>(39,970)</u>	<u>-</u>	<u>16,122</u>

BALPA Bursary fund

This fund represents donations given towards enabling disadvantaged young people to access all the courses and training we offer at a discounted rate, or free of charge through Bristol Academy of Performing Arts (BALPA).

Young Volunteers Programme

This fund represents a donation from Co-op Community Fund for our Young Volunteers programme to aim to train them in teaching skills and gain an Arts Award.

11 Analysis of net assets

At 31 August 2020

	Tangible fixed assets £	Other Assets £	Total £
Restricted funds	-	2,133	2,133
Unrestricted funds	5,599	7,740	13,339
Total funds	<u>5,599</u>	<u>9,873</u>	<u>15,472</u>

THE INSPIRE ARTS TRUST
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 AUGUST 2020

11 Analysis of net assets (*continued*)

At 31 August 2019

	Tangible fixed assets	Other Assets	Total
	£	£	£
Restricted funds	-	2,962	2,962
Unrestricted funds	7,836	5,324	13,160
Total funds	7,836	8,286	16,122

12 Related Party transactions

During the year the company was charged £5,403 (2019: £8,758) by the NGM Trust in respect of rent and administration expenses. The Inspire Arts Trust invoiced NGM Trust £80 (2019: £6,174) for costs incurred on their behalf. At the balance sheet date the charity owed £4,207 (2019: £7,070) to NGM Trust, a charity in which Mr R Collier-Keywood, Mr D McGinn and Mrs H McGreavy are Trustees. Amounts due to NGM Trust are disclosed as £546 (2019: £408) of creditors falling within one year and £3,662 (2019: £6,662) of creditors falling due within more than one year.

The Trustees consider themselves to be the key management personnel along with the Chief Executive Officer and General Manager. Total benefits received by key management personnel and related parties during the year were £3,870 (2019: £3,866). As stated in note 4, no Trustees received any remuneration during the year.

13 Company limited by guarantee

The company is limited by guarantee and as such has no issued share capital. In the event of the company being wound up the liability of the members is limited to £1 each.

14 Comparative Statement of Financial Activities

	Unrestricted Funds	Restricted Funds	Total funds 2019
	£	£	£
Income from:			
Donations and legacies	1,412	-	1,412
Charitable activities	46,235	2,928	49,163
Total income	47,647	2,928	50,575
Expenditure on:			
Charitable activities	39,954	16	39,970
Total expenditure	39,954	16	39,970
Net income/(expenditure)	7,693	2,912	10,605
Total funds at 1 September 2018	5,467	50	5,517
Total funds at 31 August 2019	13,160	2,962	16,122