

Saltburn Community and Arts Association

Report of the Treasurer

Year Ending 31st March 2021

The Community Centre remained closed to the public for the whole of this financial year.

The pandemic radically altered normal accounting activity.

With the Centre closed, conventional income was replaced by Central Government support funding, income from a range of grants obtained after considerable concentrated effort from current Trustees and from the foundations laid in recent years, and from public appeal.

Income, at £181,532, was as a result, £70,000 above the previous year.

Government Covid related grants came in at £29,751, of which £8,014 was related to the Covid Job Retention Scheme. £135,298 came in from grants, £76,082 being from the Arts Council. £5,590 was donated by members and non members.

Support from the Parish Council was again welcomed as was support from Borough Councillors.

Both employees were retained in post, funded in part by furlough support and revenue related elements of grants awarded. This was of prime importance in maintaining a proven system ready for a reopening of the Centre. Unfortunately, a reopening date continued to move further away as months passed, continuing for the whole period of the accounts.

With the Centre closed all overheads were scrutinised and reduced to a minimum consistent with essential need. As a result, utilities expenditure reduced to £3798.

Time spent during closure was focussed on maintenance and capital work, and on development projects to allow reopening to be based on a sound footing.

£30,162 was incurred on repairs and renewals.

£42,873 was incurred on projects and fees, including a 5 year Business Plan, a new web site and a foundation of event programming to allow for reopening.

Expenditure at £119,424 was only £1,424 less than the previous year, leaving a year end bank balance of £73,255. With adjustments for non useable bar stock, prepayments and trade creditors, net assets stood at £66,001 at the end of March.

It is a decade since such a healthy bank balance was accrued but this included substantial funds ring fenced against specific spending programmes. With such a large movement of funding came considerable extra onerous time allocation for accounting, monitoring and scrutiny of expenditure.

Thanks are extended to all Trustees who have shared in the Finance and Staffing committee, renamed during the accounting period to Finance and Operations, reflecting its increased work responsibilities.

Thanks are also extended to employees, who had been furloughed but subsequently returned to work. These were unsettling and challenging conditions, with no guarantee of long term employment, despite which staff continued to support the work of the Trustees in retaining the Community Centre for the town of Saltburn.

Philip G. Thomson

Treasurer 2020-2021

SALTBURN COMMUNITY AND ARTS ASSOCIATION
(A Company limited by Guarantee)

REGISTERED CHARITY NUMBER: 1113704

COMPANY NUMBER: 5719152

**FINANCIAL ACCOUNTS FOR THE
PERIOD ENDING 31ST MARCH 2021**

DRAYCOTT & KIRK LLP
CHARTERED ACCOUNTANTS

92 Westgate
Guisborough
Cleveland
TS14 6AP

SALTBURN COMMUNITY AND ARTS ASSOCIATION

CHARITY INFORMATION
AS AT 31 MARCH 2021

Address Saltburn Community Centre
 Albion Terrace
 Saltburn by the Sea
 TS12 1JW

Bankers Barclays Bank
 12 Station Street
 Saltburn by the Sea
 TS12 1AB

Accountants Draycott & Kirk LLP
 Chartered Accountants
 Cleveland House
 92 Westgate
 Guisborough
 CLEVELAND
 TS14 6AP

Reg. Charity No. 1113704

Company number 5719152

SALTBURN COMMUNITY AND ARTS ASSOCIATION

TRUSTEES ANNUAL REPORT FOR THE PERIOD

1ST APRIL 2020 TO 31 MARCH 2021

Names of Charity trustees (who are also directors) who manage the charity

MARY-CLARE FRANCES BOOTH	PETER JOHN MARTIN
PAUL CHAPPELL	RICHARD DREXAL PARKER
MAUREEN COADE	BARBARA SUSAN PIERCE
GRAHAM RICHARD COTTAM	KATHERINE ANN SAINSBURY
KERRY REAY	ALISON MARY SMITH
KEVIN HALL	DAVID ANTHONY SMITH
FIONA HAYLEY	JOHN ANTHONY SMITH
UNA FAITH HAMBLEY	PHILIP GORDON THOMSON
DAVID GORDON JONES	DRISC ANGELA WARDLE

Governing document:

Memorandum of Association of Saltburn Community & Arts Association
Articles of Association of Saltburn Community & Arts Association

Trustee selection methods:

Election at a General Meeting Co-option by the Association Board

Objectives and activities

To provide facilities in the interest of social welfare for recreation and leisure
To promote, maintain, improve and advance education by the encouragement of the arts.
To maintain and manage the Community and Arts Centre

Summary of the main activities to further the charity's purpose for the Public benefit.

The trustees have had regard to CC/CCNI guidance on public benefit.
Organising events of an educational and artistic nature
Making facilities available for User Groups and individuals to promote activities within the community.
Maintaining the buildings of the Centre for community use
Attracting additional volunteers continues to be sought.
SC&AA policies have been reviewed and will continue to be refreshed.

SALTBURN COMMUNITY AND ARTS ASSOCIATION

TRUSTEES ANNUAL REPORT FOR THE PERIOD

1ST APRIL 2020 TO 31 MARCH 2021

Achievements and performance

Securing grant support in the absence of regular income
Reviewing staffing requirements
Continuing overheads review.
Continuing to address a backlog of maintenance and seeking funding for refurbishment works.
Investment was made in website development.

Financial review

Preparation of an up to date Business Plan
Preparation of a 5 year capital programme
Event management continues to require detailed scrutiny.
Hire charges were reviewed to reflect market conditions
Maintenance work has been carried out where funding allowed.
The move to cashless systems continues to make progress
Sustained grant sourcing efforts were rewarded with substantial awards
Central Government support was critical through the JRS and capital payments.
Attempts to reclaim eligible Gift Aid entitlement continue.

The report has been prepared in accordance with the Statement of Recommended Practice:
Accounting and reporting by Charities and in accordance with the special provisions of part 15 of
the companies act 2006 relating to small companies.

The trustees declare they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature	P Chappell
Full Name Paul Phillip Chappell
Position Chair
Dated	14/08/2021

SALTBURN COMMUNITY AND ARTS ASSOCIATION

Statement of Financial Activities (including Income & Expenditure Account)
For the Year Ended 31 March 2021

<u>Incoming Resources</u>	<u>Note</u>	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>	<u>31/03/2020</u>
Events Income		9,082	-	9,082	18,635
Theatre Hire		-	-	-	12,388
Grants	2	34,333	100,965	135,298	2,300
Donations		5,590	-	5,590	6,381
Film Club		-	-	-	10,928
Hall Hire		306	-	306	15,026
Coffee Room		-	-	-	3,504
Kitchen		-	-	-	1,142
Flea Market		-	-	-	3,049
Bar sales		223	-	223	23,171
Beer Festival		-	-	-	10,773
Government grants re COVID		21,737	8,014	29,751	-
Sundry income		1,282	-	1,282	3,375
Membership fees		-	-	-	851
<u>Total Incoming Resources</u>		72,553	108,979	181,532	111,523
<u>Expenditure</u>					
Direct charitable expenditure					
Cost of events		5,739	3,400	9,139	14,825
Film club		-	-	-	2,286
Stock write off/bar purchases		688	-	688	12,920
Beer Festival Purchases		-	-	-	6,017
Utilities & telecoms		447	3,351	3,798	11,924
Wages	7	6,648	16,974	23,622	24,316
Support services		20	11,296	11,316	-
Post & stationery		259	220	479	666
Repairs & renewals		6,083	24,079	30,162	24,972
Cleaning		432	513	945	5,530
Recycling		33	-	33	1,030
Sundry expenses		114	201	315	1,145
Marketing		8,112	6,017	14,129	7,371
Insurance		3,386	2,345	5,731	5,190
Professional Fees		9,380	8,048	17,428	-
Independant examiner		960	-	960	960
Bank charges		383	297	680	1,696
<u>Total Expenditure</u>		42,683	76,741	119,424	120,848
Transfers between funds		-	-	-	-
Net Incoming/(Outgoing) Resources		29,870	32,238	62,108	(9,325)
Total funds brought forward		(26)	3,919	3,893	13,218
Total funds carried forward		29,844	36,157	66,001	3,893

SALTBURN COMMUNITY AND ARTS ASSOCIATION (COMPANY NUMBER 5719152)
BALANCE SHEET AS AT 31 MARCH 2021

	<u>NOTE</u>	<u>2021</u>	<u>2020</u>
		£	£
<u>CURRENT ASSETS</u>			
Stock		670	1,358
Debtors & Prepayments		1,376	2,920
Bank Accounts		73,255	5,415
Cash In Hand		100	9,793
		<hr/>	<hr/>
		75,401	9,793
<u>CURRENT LIABILITIES: payable within 1 year</u>			
Trade creditors & accruals		9,400	5,900
		<hr/>	<hr/>
<u>NET ASSETS</u>	4	<hr/> 66,001 <hr/>	<hr/> 3,893 <hr/>
<u>FUNDS</u>			
Unrestricted Funds	3	29,844	(26)
Restricted Funds	3	<hr/> 36,157 <hr/>	<hr/> 3,919 <hr/>
		<hr/> 66,001 <hr/>	<hr/> 3,893 <hr/>

The directors are satisfied that the company was entitled to exemption from audit under section 477 of the Companies act 2006 relating to small companies.

Directors responsibilities:

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

The financial statements have been prepared in accordance with the provisions of the Companies Act 2006 relating to small companies.

These Financial Statements were approved by the Directors on

Date 14/8/21

SignedPaul Chappell

PrintedPaul Phillip Chappell.....

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SALTBURN COMMUNITY AND ARTS ASSOCIATION

Notes to the Accounts for the period ended 31st March 2021

1. General Information and basis of preparation

- a The Charity is a private company Limited by Guarantee incorporated in England and Wales. Its registered office is disclosed on page 1.
- b The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance Accounting and Reporting by Charities: Statement of Recommended practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 (as updated through update bulletin 1 published on 2 February 2016), the Financial Reporting Standards applicable in the United Kingdom and Republic of Ireland (FRS 102) and UK Generally accepted practice as it applies from 1 January 2015.
The charity has applied update bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds it is applying FRS 102 Section 1A.
The Financial statements are prepared on a going concern basis under the historical cost convention. The Financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest pound.
The significant accounting policy's applied in the preparation of the financial statements are set out below. These policies have been applied to all years shown unless otherwise stated.
- c **Funds**
Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.
Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the accounts.
- d All grants and voluntary income are accounted for gross when receivable, as long as they are capable of financial measurement. Gifts in kind have not been capable of measurement and are not included.
- e All expenditure is accounted for gross, and when incurred.
- f It is the Charities policy to only capitalise assets at a cost of £500 or over.
- g Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.
- h Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

2 Grants Receivable

	31/03/2021	31/03/2020
	£	£
Parish Council	-	2,000
British Federation of Film	-	300
Tees Valley	1,000	-
National Film Hub North Resilience	9,900	-
Arts Council	76,082	-
Garfield Weston	20,000	-
Historic England	21,065	-
SMNMPC	3,000	-
ARC	3,000	-
RCBC	1,250	-
	-	-
	<u>135,297</u>	<u>2,300</u>

SALTBURN COMMUNITY AND ARTS ASSOCIATION

Notes to the Accounts for the period ended 31st March 2021

3 Funds

	<u>Opening balance</u>	<u>Incoming resources</u>	<u>Transfer between funds</u>	<u>Outgoing resources</u>	<u>Closing balance</u>
Unrestricted funds	(26)	72,553	-	(42,683)	29,844
Restricted funds					
Garfield Weston for theatre improvements	-	20,000	-	(2,532)	17,468
Historic England for bulding work	-	21,065	-	(2,376)	18,689
Film Hub North Resilliance Fund to cover costs over lockdown	-	9,900	-	(9,900)	-
Arts Council - Saltburn Future Proofing	-	50,000	-	(50,000)	-
Government grants re Furlough	-	8,014	-	(8,014)	-
Grant for delivery of youth art related projects	3,919	-	-	(3,919)	-
	<u>3,919</u>	<u>108,979</u>	<u>-</u>	<u>(76,741)</u>	<u>36,157</u>
Designated funds	-	-	-	-	-

4 Analysis of funds by assets

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
Current assets	32,244	43,157	75,401
Current liabilities	(2,400)	(7,000)	(9,400)
	<u>29,844</u>	<u>36,157</u>	<u>66,001</u>

5 Transactions with trustee's and connected persons

During the year there was no transactions with trustees or connected persons.

6 Trustees

During the year, no insurance was purchased to indemnify trustees against default on their part.
No remuneration or expenses was paid to Trustees.

7 Employee costs

	<u>31/3/21 £</u>	<u>31/3/20 £</u>
Arts and Education	16,040	13,379
Centre Management	7,582	10,937
	<u>23,622</u>	<u>24,316</u>

The charity employed two part time staff .
No members of staff received remuneration of greater then £60,000.

8 Control

The company is under the control of the directors.

9 Contingent Liability

The association has a "full repairing lease" on the premises at Albion Terrace, The Trustees consider that there remains a significant cost to meet the terms of the lease.

10 Related parties

There were no related party transactions.

Independent Examiner's Report to the Trustees of Saltburn Community and Arts Association

I report on the accounts of the company for the year ended 31/3/21 which are set out on pages 4 to 6

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed

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

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

Basis of independent examiner's report

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

Independent examiner's statement

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

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.
- 3 The Financial Statements have been prepared on a going concern basis. Should a significant liability arise as outlined in note 9 to the Financial Statements (Contingent Liability) the figures would require an amendment which may question the going concern basis.

R D Kirk

Chartered Accountant

*Draycott & Kirk LLP
Cleveland House
92 Westgate
Guisborough
TS11 8BP*

Date 18/8/21