

REGISTERED COMPANY NUMBER: 05305188

(England and Wales)

REGISTERED CHARITY

NUMBER: 1119555

**REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL
STATEMENTS OF
BEDFORD CREATIVE ARTS LIMITED**

**FOR THE YEAR ENDED
31 MARCH 2025**

**Bedford Creative Arts Limited
Bedford Heights
Brickhill Drive
Bedford
MK41 7PH**

BEDFORD CREATIVE ARTS LIMITED
FOR THE YEAR ENDED 31 MARCH 2025

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**BEDFORD CREATIVE ARTS LIMITED
FOR THE YEAR ENDED 31 MARCH 2025
CHAIR'S REPORT**

Welcome to the Annual Report and Accounts for Bedford Creative Arts for the year April 2024 – March 2025.

Throughout this year we have driven forward our vision to see local residents engaged further with the river on their doorstep through our *River/ Flow/ Connect* project, raised the profile of Bedford's photographic innovation through our *Community Portrait* exhibition, and piloted a number of new initiatives to support local refugees and migrants to have greater opportunities for self-expression such as through our theatre production of *Tugging at the Sea*.

In total, we delivered or supported 12 projects reaching audiences of 18,749 working with 41 creative artists and practitioners.

We have worked deeply in neighbourhoods such as Kempston and Central Bedfordshire, working across settings such as libraries, outdoor spaces and community centres as well as working in schools and professional arts organisations such as The Higgins and The Place theatre, Bedford.

Particular highlights have included installing a permanent sculpture of a swan in Kempston Library to begin to make the river a key icon for that community, as well as designing new maps of local blue spaces in Central Bedfordshire with the help of hundreds of children across four primary schools. We were particularly proud to take work commissioned in Bedford beyond the region, touring an AI exhibit to the BEYOND Conference in Salford to engage 200 creatives across commercial, educational and creative sectors in a debate about the role of AI and the risk of bias in creative image making.

In addition to leading our own programme of commissions we have continued to drive the growth of the sector in Bedfordshire and support local creatives to develop their own community-facing programmes. We supported a new cohort of 10 emerging producers with our Producer Hub mentoring programme, we continued to exhibit local artists' work in empty shops units, and provided advisory support to local artists such as Alex Levene, Anthea Barclay and Alison Goodyear on the delivery of their own projects reaching schools and diverse communities through projects that utilised VR painting, poetry and sound.

We remain incredibly grateful to Arts Council England for retaining us in their National Portfolio, and providing us with an additional year of pledged funding for 2026-7.

I'd like to give my thanks for our many other key funders and partners who continue to enable and encourage our work, especially The Harpur Trust, Verve Developments Limited, 1 Degree East, National Lottery Community Fund, Ashley Family Foundation, Bedford Borough Council, Central Bedfordshire Council, FujiFilm UK, The Steel Charitable Trust, Beds & Luton Charitable trust, The Wixamtree Trust, Bedfordshire Educational Association, and The Gale Family Charity Trust.

I'd like to thank our hard-working staff, including our new joiners this year in the roles of Projects Assistant, Marketing Officer and Finance Manager, as well as two new trustees who have enabled all these successful projects to take place and to have enhanced and transformed the lives of so many people through arts & creativity.

I hope that you enjoy reading about Bedford Creative Arts' activities in our Trustees' Report for the year ended 31 March 2025.



Samantha Maitland
Chair

23rd October 2025

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REPORT OF THE TRUSTEES (including directors report)
FOR THE YEAR ENDED 31 MARCH 2025

The trustees who are also directors of the charitable company for the purposes of the Companies Act 2006, present their report with the financial statements of the charitable company for the year ended 31 March 2025. The trustees have adopted the provisions of the Statement of Recommended Practice: 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) (effective 1 January 2019) issued in October 2019 by the Charity Commission.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Name
Bedford Creative Arts Limited

Registered Company number
05305188 (England and Wales)

Registered Charity number
1119555

Registered office
Bedford Heights
Brickhill Drive
Bedford
MK41 7PH

Trustees & Directors	
Samantha Maitland, Chair	
Samantha Matthews, Vice-Chair	
Suzette Reed	Resigned 2 August 2024
Mark Taylor, Treasurer	
Timothy Pain	
Anita Kumari	Resigned 26 June 2025
Fiona Parry	
Jennie Cashman Wilson	Appointed 25 April 2024
Samuel Baker	Appointed 25 April 2024

Key Employees
Elaine Midgley - Director

Independent Examiner
KM Hilliard ACA FCCA CTA
Price Bailey LLP
36 Tyndall Court
Commerce Road
Lynchwood
Peterborough
PE2 6LR

Bankers
HSBC
12 Allhallows
Bedford
MK40 1LJ

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STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charitable company is controlled by its governing document, the Memorandum and Articles, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

Bedford Creative Arts Limited has a policy for the recruitment and induction of trustees who may serve for up to two terms of three years. New trustees are appointed in accordance with the Articles of Bedford Creative Arts Limited. They are found from the contacts and networks of existing trustees and the executive. Vacancies are also publicised through our website, social media and through other public forums. When recruiting new trustees, the Board looks for individuals with skills and experience which are of value to the charity and complement those of existing trustees. Potential trustees are interviewed by a panel of trustees and the Director. When a new trustee joins the Board, they are provided with a "Trustee Induction Pack", which provides comprehensive information about Bedford Creative Arts Limited. They attend induction meetings with the Director and Chair as well as receiving additional training when required. In 2024-25 we appointed two new trustees to the Board, Jennie Cashman Wilson and Samuel Baker after a successful recruitment campaign. The Board said farewell to retiring trustee Suzette Reed.

Organisational structure

The Board and Executive have an agreed Business Plan that articulates the strategic direction of the organisation over 3 years and includes organisation-wide objectives, financial and income strategy, audience development aims, organisational structure proposals, commitments to equality, diversity and the environment and programme ambitions. This strategy aligns the governance expectations of Arts Council England for National Portfolio Organisations. Day-to-day delivery of the Business Plan is delegated to the Director and staff team. Unusual or significant decisions are made by the Board of Trustees on recommendations from the Director. The Chair and Vice-Chair meet with the Director monthly to review progress. Sub committees of the Board meet at least twice per annum to review detailed aspects of strategy including income generation, equality & diversity and programme development. The Board also have assigned champions to meet with the Director and staff to discuss and challenge other areas of the business including HR/staff, environment, marketing, risk, and finance (a Treasurer).

Risk management

The Board of Trustees, with the Director and the staff team, keep organisational risk under review and mitigate risk with a range of measures including: insurance, planning, performance monitoring, policies and procedures. The organisation holds a Corporate Risk Register for the monitoring of strategic risk which is reviewed quarterly. Programmes are mainly run with funding secured in advance to ensure that any income risk is well managed. Residual risk is assessed and informs the Reserves Policy, which includes financial and non-financial risks. To meet contractual and legal obligations and deliver operational objectives, the Board agrees the broad annual programme, plans and budget, and monitors performance during the year. The Trustees have identified the following to be the key risks to the organisation along with the mitigating actions to be undertaken:

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Risk	Mitigating Action
Funding of the Organisation	Bedford Creative Arts Limited will continue to develop the programme in a way that diversifies its income from a range of funders including its core client Arts Council England, trusts & foundations, statutory funders and earned income from commissions. Projects are operated on a full-cost recovery basis to cover overheads and staffing not covered by regular funding. Arts Council funding is secure until March 2027. Close monitoring of reserves by the Board and a clear Reserves Policy helps to build investment potential with targets for building reserves for key purposes. The Board have appointed a Treasurer (trustee role) to support the Executive in managing funds including close cost control. The Business Plan incorporates an Income Generation Strategy for continual securing of funds.
Loss of Key Staff	Bedford Creative Arts Limited will aim to invest in its staff and consider succession planning and resilience in its policies and processes including a Business Continuity Plan. We offer an appropriate level of salary and flexible working arrangements. Salaries are benchmarked across the sector and staff receive above statutory minimum annual leave entitlements. Annual training budgets provide continual CPD. Role design considers succession planning and legacy. Documentation of processes and projects are based on Prince2 principles and enable smooth transition between staff for successful handover/team working. Clear recruitment processes and a recruitment policy ensures quality replacements when required.
Safeguarding and Health & Safety	The organisation has a Safeguarding Policy and highly experienced, well-trained staff. Using advice from other local experts including the CVS, Bedford Borough Council and Board members in highly skilled professions such as the education sector, the policy incorporates safer recruitment processes for staff, volunteers, trustees and contractors. Training and DBS checking is repeated every 3 years at a minimum. The Director, as well as the Senior Projects Manager have Institution of Occupations Safety and Health (IOSH) Managing Safety qualifications and experience of HSE guidance, risk assessment and control. All activities are risk assessed and appropriate mitigating actions are incorporated in line with the organisation's Health & Safety Policy.
Staff wellbeing & management of remote working	The organisation has no office premises and staff work from home or in remote locations in the

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	<p>community with limited supervision. BCA holds a Remote Working Policy that guides staff in safe working practises which includes regular daily contact with team members to ensure their location & safety is known. The Board issue a twice annual Staff Wellbeing Survey that enables staff to anonymously report on their wellbeing & job satisfaction. The Board and Executive discuss results in order to implement additional measures to support staff. The Board & SMT continue to monitor staff performance through fortnightly 1-2-1s and a twice annual Performance Review system. An Employee Assistance Programme is provided for staff that enables private access to GP appointments and health advice and standards for good organisation procedures are documented in a health & Wellbeing Policy. Two staff members are MHFA Mental Health First Aid trained.</p>
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Remuneration

The charitable company operates a remuneration policy whereby salaries for all directly employed staff are benchmarked against salary levels in the sector on an annual basis and any increases are calculated to account for the financial performance of the organisation.

The average employee headcount during the financial year was six and the average number of employees (full-time equivalent) was four. No employees earned in excess of £60,000 and the total remuneration paid to the key management personnel during the year was £103,037. During the period the trustees received no remuneration.

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OBJECTIVES AND ACTIVITIES

Charitable Objectives and Activities for the Public Benefit

Bedford Creative Arts Limited is a contemporary arts charity. We run a programme of artistic commissions and creative ecology building programmes that aim to provide creative opportunities for diverse audiences both locally and further afield, and to provide new creative opportunities for artists.

Our Charitable Objective is to advance the education of the public in creativity and the arts within the Borough of Bedford, the county, the wider region and over time more broadly across the UK by:

1. Offering people the opportunity to develop skills, confidence and knowledge.
2. Using the arts as a tool to improve social welfare and people's quality of life by responding to those needs identified through contact with local community groups and other agencies.
3. Actively engaging people who are excluded from mainstream provision of arts education for reasons of disability, social, cultural or economic circumstance (by seeking to make activities physically, intellectually, socially, culturally and financially accessible).
4. Enabling everyone to exercise the right freely to participate in the cultural life of the community and to enjoy the arts and its benefits.
5. Promoting, improving, advancing and providing access to current developments in contemporary arts practice, through a programme of temporary exhibitions and educational and recreational activities.

Bedford Creative Arts Limited has referred to the guidance in the Charity Commission's general guidance on Public Benefit when reviewing its aims and objectives and planning its future activities.

In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set for the organisation, thus ensuring public benefit continues to be delivered.

Each year the Board of Trustees review and update the Business Plan including reviewing the organisation's Vision, Mission and Foundations statements to ensure they reflect our current approach in delivering on our Charitable Objectives:

Our Vision: is that future communities will have an outrageous sense of entitlement to the arts because of its power to provoke positive social change.

Our Foundations: We believe that art is essential for a full life as it engenders self-expression, confidence, connectedness and a sense of belonging. It builds strong and resilient communities; it empowers individuals. Where there are challenges in communities, whether social, educational, environmental or economic, the arts have the intrinsic power to provoke and facilitate change. The arts can provide a platform for a diversity of voices to be heard. Through engagement with the arts, people can explore, express, connect, learn, share, debate and challenge, often in innovative and ambitious ways. We want all communities to have access to the arts so that they can do these things and become active citizens with us to work towards better, stronger communities. We see a community as a neighbourhood or as a group of people with a common characteristic or shared experience. We recognise that neighbourhoods are home to many communities and each of us is a member of several communities. We work predominantly in Bedfordshire but strive for our activities and learning to make a national impact on the sectors where we work and the world in which we live.

Our Mission: We create art for, with and inspired by communities.

We:

People - Put people at the heart of our work, working responsively and collaboratively with communities.

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Place - Support place-making, shaping and enriching by helping communities to have a sense of identity, belonging, agency and pride in where they live.

Power - Enhance the power of communities to provoke change, champion social and environmental justice, and strive for a just and equitable society.

Possibility - Seek to ask questions and have conversations that challenge the status quo, support meaningful debate and enable radical ideas to be explored.

Practice - Use socially engaged artistic practice to develop knowledge, skills and tools that can be shared and used nationally.

Our Strategic Aims for this period have been developed jointly by the Board of Trustees and the Executive Team through a process of collaborative discussions.

The aims of the organisation until March 2025 were:

1. Enable an ambitious, high-quality place-shaping artistic programme that has a positive impact on local people and Bedfordshire's national reputation.
2. Develop active citizenship through arts and culture.
3. Develop and support local creative talent in our fields of work.
4. Ensure our work is resilient, sustainable and accountable.
5. Raise the national profile of our work and broaden our provoking influence on peers, policy-makers, individuals and communities.

We are fleet of foot and work peripatetically, exploring genuine artistic collaborations and new ways of awakening and developing talent and fostering wellbeing with an array of new and long-standing stakeholders and partners: arts and non-arts agencies and charities; local authorities; funders; educational institutions; associate curators and producers; and regional, national and international artists, experienced in socially engaged practice.

OBJECTIVES AND ACTIVITIES

The key activities we deliver to achieve our aims are:

1. Artistic Commissions

We commission artists to develop contemporary art projects in a wide range of genres across Bedfordshire in response to our Business Plan aims and community needs. The theoretical framework for our work is based on socially-engaged practice; we believe great art can enhance and transform people's lives. We aim to innovate, to produce original, imaginative, extraordinary, adventurous and often provocative art works and encounters in every day and unconventional locations. We aspire to create art that is critically recognised by our peers and has an impact on the sector on a regional and national scale.

We work with diverse communities, specialising in encouraging new participants and building audiences where there is often a history of low cultural engagement. This includes working deeply within neighbourhoods to engage with local people in addressing the issues that matter to them and/or working with specific and targeted groups such as in schools and in deprived wards.

2. Ecology, Practise, Knowledge & Talent Development

Bedford Creative Arts works to build the creative economy in Bedfordshire and to nurture and grow creative talent by supporting artists, curators and producers both locally and beyond. We do this by:

- Providing mentoring and practical support to artists and producers within our programme and commissions, particularly through our Producer Hub programme delivered in partnership with 1

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Degree East;

- Participating in opportunities to "listen" to the communities we serve such as partnering with peers in the community sector including community groups, local authorities and schools;
- Supporting local producers and self-producing artists in the delivery of their own projects where a partnership with an established charity can make the most differences, such as supporting artists Anthea Barclay and Alison Goodyear with exhibitions in 24-25.
- Nurturing, attending and developing local collaborative networks that help to build up the creative economy and ecology such as chairing the Bedford Cultural Partnership.
- Supporting the Creative Bedfordshire network by hosting an online platform enabling local creatives to connect, network and share including programming Creative Exchange network events and training activities.

We provide mentoring and support to the artists and freelancers engaged in the delivery of our work, but particularly seek to reach those with limited opportunity, especially in the Bedfordshire area. We target opportunities to work with people from a diverse range of backgrounds and to enable people to have a long-term relationship with Bedford Creative Arts over a number of years through interventions such as opportunities for work, mentoring, brokerage of partnerships, promotion of their work and advice on funding.

ACHIEVEMENT AND PERFORMANCE – A REVIEW OF THE YEAR

Project Delivery

Across the year we reached audiences of 18,749 including active participants as well as audiences for free exhibitions and events.

We were proud to have been able to support the employment of many freelance artists and contractors by providing work for 41 artists and creative freelancers during the year as well as a wider team of project managers and support staff.

Key successes in the year included:

Community Portrait – Working in partnership with Fujifilm UK and The Higgins Bedford we delivered a project that celebrated Bedford's photographic past, present and future through the lens of the local community. An exhibition opened in September 2024 until February 2025 that showcased portraits of local residents from Romanian Groups, primary school children and their families, Bedford College students, Queen's Park Family Hub, home-schooled children, a Ukrainian Day celebration and other events. The exhibition reached 5,604 audience members and engaged further people through glass-plate and cyanotype workshops. The project gave opportunities for local artists/photographers to showcase their skills including Chiara MacCall, Grete Dallum-Tilds, Amina Pagilari, David Loney, and Catherine O'Donnell.

Visitor feedback included, *"Beautiful photos of beautiful people!"* and *"[I] was interested in all of it. Intrigued by AI exhibition, Understood a bit more about how it learns. But, especially impressed by contact made to so many local communities"*.

Part of the exhibition featured an AI computer that analysed the portraits of the Bedford community and portrayed its own AI-generated versions, thus demonstrating the level of risk and bias that is embedded in AI systems developed by Arnab Chakravarty and Fergus Laidlaw. This was featured in a symposium as well as being toured to Salford for Beyond Conference in November 2024.

"I'm blown away by... a computer from Bedford called J.E.S.S. which stands for Just Examining Systemic Stereotypes, these people are making me feel so seen – using tech for heritage decoloniality and political female empathy! They are going above and Beyond what people think we can do with technology..."
Quote from artist, producer and BEYOND poet-in-residence, Keisha Thompson

Migration pilot projects – We developed our learning about Bedford's migrant communities through two pilot projects.

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We collaborated with LegalAliens from London, a migrant theatre company, and Bedford refugees and asylum seekers from partner PBIC to introduce the idea of theatre as a form of expression for those new to the medium. The result is the development of a new theatre show, *Tugging at the Sea*, that was performed in both London and Bedford as a means to explore the feelings of migrants on political narratives around boats.

The performance opportunity enabled social interactions between Bedford and London-based migrants, development of ESOL skills and greater integration into the community. The project engaged 37 workshops participants (80% from Global Majority backgrounds) and reached 403 audience members. At the conclusion of the project 81% audiences felt their viewpoint towards migration had changed.

We also invited artist Bern O'Donoghue to showcase her project *DeadReckoning* at St Paul's Church Bedford as part of Refugee Week 2024. Bern's artistic installation illustrates the many migrants who have lost their lives trying to cross the Mediterranean sea in each year. The moving installation provided an opportunity to share stories and explore narratives around asylum seeking with audiences across the week.

River/ Flow/ Connect – This significant project delivered a series of outdoor events alongside workshops in school and community settings aimed at supporting residents in Kempston to engage deeper with the river on their doorstep. The project delivered 28 activities in total reaching audiences of over 3,000.

Example activities across the year included installing a sculpture of a swan designed by local children and artist Paul Pibworth in Kempston Library, delivering lantern workshops and a *Love Kempston Light Walk* for over 800 participants to enjoy artistic installations along the river and delivering clay workshops with families and children at the Library, Project 229 café, and at the riverside.

Feedback was encouraging and supportive:

- "Keep up the good work" – Picnic attendee
- "Nice to see something happening along this part of the river for a change." – Picnic attendee
- "This project makes what is possible on the waterways present." – River Festival attendee
- "A well organised, family orientated event. Thank you." – Light Walk attendee
- "Now I have been to your event and am aware of this beautiful area I will definitely be revisiting." Light Walk Attendee

Feedback from residents indicated that 70% of participants were excited to see BCA commission art along the river and the project has been focused on developing ideas for what permanent artistic sculptures might look like if they should get to be commissioned.

Bedford River Festival - BCA was the host organisation for a new arts & culture area for the Bedford River Festival's bi-annual event under the banner of a collaboration of partners, the Bedford Cultural Partnership (BCP). BCA led a funding bid by the consortium for funding from the UK Shared Prosperity Fund and coordinated each partner's activities including 16 contributions from organisations such as The Higgins Bedford, Philharmonia, Ananda Arts, Permission2, Bedford Music Hub, University of Bedfordshire, Anthea Barclay's River Project and others across two marquees. We programmed live music, chill-out sessions and clay workshops connected to River/Flow/Connect and attracted over 750 participants to the programme of free activities.

Key Statistics:

- 20 live performances & 9 workshop stations
- 3,092 total anticipated attendance
- 100% of partners felt the collaboration was a good experience.
- 20% of visitors were attending a cultural event for the first time.

"Proof of concept that cultural providers can come together to deliver a busy, varied programme incorporating performances, participatory activities, workshops etc at the River Festival" (Partner)

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"Very welcoming and relaxing- Love the idea." - Visitor

"Great day. More of this kind needed." - Visitor

Our Natural Blue Spaces – this project arose from the work undertaken in partnership with Central Bedfordshire Council in prior years that was formally known as *Make Way for Culture*. That project aimed to increase artistic engagement with local schools.

Our Natural Blue Spaces engaged artist Kremena Dimitrova to work with four schools located near to blue spaces (rivers, waterways, lakes etc); Southcott Lower (Linslade), Edward Peake Middle School (Biggleswade), Parkfield Middle (Toddington) and Thornhill Primary (Houghton Regis). 554 children were engaged across 20 workshops and together they developed four different maps of blue spaces that featured wildlife, conservation messages and positivity about the wellbeing benefits of living near water.

The final maps are being developed into an interactive digital versions as well as being issued onto tea towels for the children. These outcomes were shared at the Linslade Canal Festival in July 2024 and 100% of survey respondents appreciating the artwork of which 78% described it as "Excellent".

Book of Bedford – BCA worked again with artists Andy Field and Beckie Darlington on this project which invited 265 primary aged children to write a guidebook to their town for adults. We worked with Putnoe, Kings Oak, Priory and Brickhill Primary schools with children in years 4-5 to create content for the guidebook which was launched at Bedford Central Library in March 2025.

The artists provided activities that used writing, poetry, song, drawing and clay modelling to come up with ideas about Bedford (both real and fictional) that they wanted to include. Then 15 children were identified to act as the book's editors and work with the artists to filter down the content into what was included in the final book. The book was illustrated by local professional illustrator Katie Allen and published for free for participants and VIPs and for sale for the wider public (available from the Eagle Bookshop).

The children launched their book at a VIP book signing at Bedford Library attended by the MP, Speaker of the Council and funders. It featured on BBC Online and on ITV Anglia.

External Commissions and Partnerships – We continue to enjoy being commissioned by local organisations to deliver projects for the benefit of our community and this year painted two new murals on storage sheds at Pine Cones Family Hub with artist Emma Barnie, as well as providing mentoring and support to artists such as Anthea Barclay and Alison Goodyear in delivering their commissions which benefitted significant numbers of community groups and schools. We were thankful that ARA commissioned us to create a Lego themed merchandise item for them based on one of our 2023-4 projects Digital Murals.

Championing Diversity & Inclusion

Bedford Creative Arts (BCA) remains committed to celebrating diversity and inclusion through our work and ensuring equality of opportunity for both audiences and artists. BCA uses an Equality & Diversity Action Plan alongside its company policy on Equality, Equity, Diversity & Inclusion to ensure that it continues to deliver its commitment to its values.

Particular activity that supported diversity and inclusion this year included:

- We delivered a range of training and consultancy programmes for staff and Board aimed at developing a strategy for increasing representation in our work and workforce, collaborating with Tonic Theatre and B&G Partners.
- We targeted community engagement work at protected characteristics at risk of exclusion including those on low incomes (e.g. people living in Kingsbrook & Cauldwell, Putnoe and Priory including school children living in the lowest three deciles for indices of multiple deprivation) and those from under-represented ethnic demographics such as through our migrant programmes (80% of participants were from Global Majority backgrounds).
- We provided key support to a Black and emerging artist and producer, Anthea Barclay, in supporting her to plan and execute her *River Project* that explores river inequality.

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- We continued to develop our relationships with community organisations that engage with under-represented voices such as the organisers of Refugee Week (BRASS), Queen's Park Community Organisation, and PBIC.

Creative Ecology Development

We have continued to invest in local and specialist talent across a range of artforms and practises through our projects and ongoing support networks and used this engagement to develop our own knowledge and skills.

Particular achievements in the year include:

- Our Producer Hub, delivered with 1 Degree East nurtured 10 local producers and self-producing artists to develop their own creative projects for Bedfordshire. The group includes people across a range of artistic disciplines including over 30% of participants with a neurodiversity, and is focused on both 1-2-1 meetings and group seminars as well as continuing to deliver open webinar programmes providing knowledge for any local creatives.
- Creative Exchange is our programme of free, open networking events that provide our Producer Hub mentees with opportunities to showcase their project ideas as well as enabling networking for all local creatives.
- Our Director continued to Chair the Bedford Cultural Partnership, a network of local cultural providers which collaborated to produce a draft Cultural Vision for Bedford Borough. The document, which references intensive public consultation, was adopted by the Council in 2024 and is being used to pave the way for a new Cultural Compact network for Bedford Borough from 2025.
- We continued our attendance in other local strategic networks including our Director acting as a Board member for the Bedford Music Hub, attending the Central Bedfordshire Culture Hub and supporting the Philharmonia's Community Board.
- We hosted the Creative Bedfordshire network site (via a Six Circles platform), posting news and articles for the creative community and growing membership of over 350 members.
- We continued to represent the town's cultural viewpoint on the Town Deal Board, formed by the Bedford Borough Council to oversee the investment plan for funding from central government.

Organisational Development & Change

The organisation experienced some changes to personnel in the year through natural turnover.

We said goodbye to our former Marketing and Finance postholder and appointed new people to these roles. The securing of continued core funding from The Harpur Trust meant that we were able to appoint a new Projects Assistant to this two-year fixed term post and hired a local employee to the entry-level role.

Our Company & Projects Manager returned from maternity leave at the start of the year and was re-titled Senior Projects Manager to enable us to appoint a Virtual Assistant to take on ownership of company admin.

The charity continues to operate mostly remotely with staff working from home or from a co-working space at Bedford Heights, Bedford on desk-work and in the community on artistic delivery.

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FINANCIAL REVIEW

Reserves policy

The Reserves Policy aims to maintain reserves at the minimum level required to manage risk, support organisational resilience and enable investment in development. This is managed through the use of named designated funds identified for specific purposes. This supports strategic financial management and accountability.

Targets for designated funds are set following an assessment of the operational financial commitment and associated residual financial risk if income is unexpectedly terminated. The reserves policy is reviewed at least annually by the Board of Trustees and designated funds reviewed quarterly with the preparation of financial management accounts and projections.

The charity's emergency designated fund will ensure that the charity has the ability to manage unforeseen events that affect its financial health and not to fall below the level that would put the charity at risk of demise, or breach of the law or its obligations. The Trustees have set a Designated Emergency Wind-Up Fund with a minimum target of three months' expenditure (currently calculated to be £60,000). In addition, other funds are designated to allow the charity to invest to create new opportunities and to manage growth with a further target of £60,000 across these funds (approximately 6 months' core running costs).

Summary of Designated Funds and their purposes:

Designated Emergency Wind-Up Fund with a minimum target of three months' expenditure (currently calculated to be £60,000) to be used should the company be required to wind-up in a legally responsible manner.

Designated Capital Fund – maintained to enable the purchase and maintenance of capital equipment such as PCs & laptops for staff and office equipment to use at home, if required as well as technical equipment for use across projects such as projectors and exhibiting stands.

Designated Programme Development Fund – to enable investment in our programme so that we may increase our ambition and develop new projects & programmes with matched-funding support that could lever in additional funding. This enables research and development projects to be initiated enabling long-term programme planning.

Designated People & Organisation Fund – to enable investment in organisational development and to manage staffing related risk. This can include resourcing changes to staff structure, the need to invest strategically in staff training & development, or to manage unforeseen temporary staffing issues such as unexpected absences of leave or parental and sick leave cover.

Any general funds that are not designated for the above purpose will be reviewed with a plan to invest these funds in a manner that supports the delivery of the charity's objects within 12 months of operation.

The trustees agreed that this was a prudent approach and would ensure the future growth and development of Bedford Creative Arts was financially sustainable.

The Board has agreed that funds will only be held in low-risk UK bank accounts as approved by the Board of Trustees.

The trustees also agreed that the charitable company will continuously strive to deliver its charitable objectives as cost effectively as possible whilst ensuring it is able to continue to meet its liabilities as they fall due.

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FOR THE YEAR ENDED 31 MARCH 2025

Principal funding sources:

BCA Limited received income of £322,487 (2024: £306,824) in the year, of which £167,235 (2024: £150,368) represented restricted funding, relating to Our Natural Blue Spaces (previously Make Way for Culture) (£4,750), Creative Bedfordshire (£850), Empty Shops (£5,414), Community Portrait (£1,841), Digital Murals (£2,000), Projects Assistant salary costs (£20,000), River/ Flow/ Connect (£68,583) Airships XR (£11,000), BCP River Festival (£20,000), Book of Bedford (£9,007), Julia Jarman Literary Trails (£10,000), Migration Theatre (£4,390) and an Underpass Mural (£9,400). Expenditure in the year totalled £301,846 (2024: £244,475) of which £147,667 (2024: £94,805) related to the restricted project funding.

BCA's biggest investment source is Arts Council England through our designation as one of its National Portfolio Organisations. We also received significant funding from various funding bodies, trusts and foundations that have helped us to deliver our wide-ranging programme including:

The Harpur Trust, National Lottery Community Fund, Steel Charitable Trust, Bedford Borough Council, Central Bedfordshire Council, ARA, The Connolly Foundation, UK Shared Prosperity Fund, Bedfordshire Educational Association, The Southall Trust, Safer Streets (via BLCF), Mrs B L Robinson Charitable Trust, and Verve Developments Limited.

Funds available

The funds held at 31 March 2025 are £214,187. This includes unrestricted funds of £123,647, which equates to approximately six months' core expenditure and is in line with the reserves policy.

Within the unrestricted funds, the trustees have designated the following separate funds:

Designated Emergency Wind-Up Fund: £60,037 (2024: £60,037)

Designated Capital Fund: £10,000 (2024: £10,000)

Designated Programme Development Fund: £20,000 (2024: £20,000)

Designated People & Organisation Fund: £20,000 (2024: £25,000)

The trustees are confident that the charitable company can continue to meet its liabilities as they fall due for the foreseeable future and that the accounts should be prepared on a going concern basis.

FUTURE PLANS

A few projects from the 2024-25 programme will continue into the 2025-26 financial year.

POP Art – We continue to hold restricted funds to maintain our programme of art exhibitions in empty retail spaces and hold leases for properties in Bedford town centre for this use.

Our Natural Blue Spaces (formally Make Way for Culture) – we continue to hold funds to enable the launch of the digital version of the visual assets once developed and to enable final exhibition images to be produced for the participating schools, anticipated to be finalised in the first two quarters of the year.

River/ Flow/ Connect – this project will continue into the forthcoming year with further workshops planned and celebration event that showcases the outcomes of the project for the local community to be delivered in Summer 2025. This project has ambitions to commission permanent public art along the river in Bedford between Kempton Mill and Queen's Bridge, Kempston. We are also in discussions with potential community partners about expanding the project into the neighbouring wards of Queen's Park and Great Denham.

Community Portrait – this project concluded in late February 2025 and so the remainder of funds will be spent on evaluating the project and distributing the photography assets and the remainder of artist fees.

BEDFORD CREATIVE ARTS LIMITED
REPORT OF THE TRUSTEES (including directors report)
FOR THE YEAR ENDED 31 MARCH 2025

Our new programme for 2025-26:

- *Underpass Mural* – we were commissioned by Bedford Borough Council to paint a mural on the underpass/subway between the Embankment & Aspects Leisure Park as part of refurbishment plans. A Safe Street grant from BLCF has enabled us to engage young people via the Bedfordshire Youth Offending Service in this project to co-design the mural with local artists. Workshop started in February 2025 however the final mural aims to be completed in April.
- *Airships XR* – we were awarded funds from the Connolly Foundation, a donor and (via a partner) Arts Council England to deliver a project that used the heritage of airships in Bedford to excite young people about careers in aviation engineering and digital creativity. This project aims to create a virtual airship museum and immersive audience experiences that can be toured nationally from Spring 2026.
- *Ben & Bella Trails* - We have been commissioned by Bedford Borough Council to deliver a series of literary trails featuring the work of local writer Julia Jarman. The trails will invite families to explore local parks and the Library and discover the stories of the characters Ben & Bella and plan to be launched in August 2025 as part of the Council's Year of Reading.
- *Migration Theatre* – We have secured a grant from the Southall Trust of £4,390 towards the expansion of our pilot with LegalAliens to create a Bedford migrant theatre company from Autumn 2025. We hope to match this funding with additional grants to enable the company to have regular sessions with local migrants and produce at least one performance per annum.

Our programme of at least 10 commissions and activities is outlined in the organisation's Programme Plan and aligned to funding from Arts Council England and a range of trusts, foundations, local authorities and private businesses.

In preparing this report, the trustees have taken advantage of the small companies' exemptions provided by section 415a of the Companies Act 2006.

**ON BEHALF OF THE
BOARD:**



Samantha Maitland
Chair 23 October 2025

**BEDFORD CREATIVE ARTS LIMITED
INDEPENDENT EXAMINERS REPORT**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2025 which are set out on pages 16 to 26.

Responsibilities and basis of report

As the charity 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 company'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

Since the company's gross income exceeded £250,000 your examiner must be a member of a listed body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 that in any material respect:

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

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


K M Hilliard ACA FCCA CTA
Chartered Accountant

For and on behalf of Price Bailey LLP

36 Tyndall Court
Commerce Road
Lynchwood
Peterborough
PE2 6LR

Date:

18/11/2025

BEDFORD CREATIVE ARTS LIMITED
STATEMENT OF FINANCIAL ACTIVITY including INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2025

		Unrestricted Funds £	Restricted Funds £	31.3.25 Total Funds £	31.3.24 Total Funds £
INCOME	Note				
Donations	2	149,206	1,000	150,206	151,948
Investment income	3	6,083	-	6,083	4,157
Charitable activities	4	(37)	166,235	166,198	150,719
Total income		155,252	167,235	322,487	306,824
EXPENDITURE					
Charitable activities	5	154,179	147,667	301,846	244,475
Total expenditure		154,179	147,667	301,846	244,475
NET (EXPENDITURE) / INCOME		1,073	19,568	20,641	62,349
Transfer between funds		-	-	-	-
NET MOVEMENT IN FUNDS		1,073	19,568	20,641	62,349
RECONCILIATION OF FUNDS					
Total funds brought forward	13	122,574	70,972	193,546	131,197
TOTAL FUNDS CARRIED FORWARD	13	123,647	90,540	214,187	193,546

There are no recognised gains or losses other than those included above. The results shown above relate to continuing activities.

The income and expenditure are measured under the historical cost convention.

The accompanying notes form part of these financial statements

BEDFORD CREATIVE ARTS LIMITED
BALANCE SHEET
FOR THE YEAR ENDED 31 MARCH 2025

REGISTERED COMPANY NUMBER: 05305188 (England and Wales)

	Notes	Unrestricted Funds £	Restricted Funds £	31.3.25 Total Funds £	31.3.24 Total Funds £
FIXED ASSETS					
Tangible assets	9	849	-	849	1,070
CURRENT ASSETS					
Debtors	10	1,148	333	1,481	2,673
Current Asset Investment		62,946	-	62,946	60,000
Cash at bank and in hand		67,998	91,894	159,892	142,789
		<u>132,092</u>	<u>92,227</u>	<u>224,319</u>	<u>205,462</u>
CURRENT LIABILITIES					
Creditors	11	(9,294)	(1,687)	(10,981)	(12,986)
NET CURRENT ASSETS		<u>122,798</u>	<u>90,540</u>	<u>213,338</u>	<u>192,476</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>123,647</u>	<u>90,540</u>	<u>214,187</u>	<u>193,546</u>
NET ASSETS		<u>123,647</u>	<u>90,540</u>	<u>214,187</u>	<u>193,546</u>
FUNDS	13				
Unrestricted funds				123,647	122,574
Restricted funds				90,540	70,972
TOTAL FUNDS				<u>214,187</u>	<u>193,546</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the provisions of the Statement of Recommended Practice 'Accounting and reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) issued in October 2019 by the Charity Commission;

The financial statements were approved by the Board of Trustees on 23 October 2025 and were signed on its behalf by:


Samantha Maitland
Chair

The accompanying notes form part of these financial statements

BEDFORD CREATIVE ARTS LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

1. COMPANY INFORMATION AND ACCOUNTING POLICIES

Company Information

The company is a private company limited by guarantee and is registered in England and Wales.

Registered company 05305188

Registered charity number 1119555

Registered Office:

Bedford Heights

Brickhill Drive

Bedford

MK41 7PH

Basis of preparing the financial statements

The trustees believe that the charitable company can operate for a period of at least 12 months from the date of approval of the financial statements. The charity continues to be supported by the funding from the Arts Council and other income streams and as such consider it appropriate to prepare the accounts on a going concern basis.

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006 and the requirements of Charities Statement of Recommended Practice issued in October 2019 (FRS102) and section 1a of FRS102. The presentation currency used in the accounts is pounds sterling. The charitable company is a public benefit entity.

Cash flow statement

The trustees have taken advantage of the exemption in Charities SORP Oct 2019 (FRS102) from including a cash flow statement in the financial statements on the grounds that the charitable company is small.

Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charitable company is legally entitled to the income and the amount can be quantified with reasonable accuracy. Voluntary Income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Income is only deferred when the donor specifies that the grant or donation must only be used in future accounting periods or the donor has imposed conditions which must be met before the charitable company has unconditional entitlement.

Government Grants

All Grants are accounted as permitted by FRS102, and the 2019 Charity SORP. Grants of a revenue nature are recognised in the Statement of Financial Activities in the same period as they are received.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. The pension costs charged against income represent the amount of contributions payable to the scheme in respect of the accounting period.

Costs charged to a restricted fund relate to the activities undertaken to further the specific charitable purposes the fund was established to support. These costs include both direct and support costs associated with the activities undertaken by the restricted funds. Support costs are allocated based on agreed allowances from funders.

Expenditure attributable to the restricted fund may still be charged to it even if there is an insufficient balance on that fund at the time. However, expenditure should only be charged to a restricted fund in deficit when there is a realistic expectation that future income will be received to cover the shortfall, for example when a decision has been made to invite donations to that restricted fund.

BEDFORD CREATIVE ARTS LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

1. COMPANY INFORMATION AND ACCOUNTING POLICIES continued

Operating Leases: the charitable company as lessee

Rentals under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

Tangible fixed assets

The company's threshold for capitalisation was increased during the year to £500. Expenditure below this value, on items that may be considered fixed assets, is written off to revenue account as the trustees consider that the administration cost of capitalisation outweighs any benefit to the user of these accounts. Fixed Assets with a value in excess of £500 are depreciated over their anticipated useful life of 3 years.

Taxation

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

Defined Contribution Pension

The company operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the Company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payment obligations. The contributions are recognised as an expense in the Statement of Financial Activities when they fall due. Amounts that are not paid are shown in creditors as a liability in the Balance Sheet. The assets of the plan are held separately from the Company in an independently administered funds.

Debtors

Trade debtors, prepayments and debtors are valued at the amount paid.

Cash at bank and in hand

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

Creditors

Trade creditors, accruals and other creditors are recognised when there is an obligation at the year-end as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement.

Financial Instruments

The company only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities like trade and other debtors and creditors.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Within the Unrestricted funds the trustees designate separate funds, which consist of monies set aside by the trustees out of general funds to be spent on the specific programmes and events identified after the year end. These funds have no specific restrictions other than the trustees have set aside these monies out of general funds to support the specific programmes and events identified by the charitable company. Transfers are made to and from designated funds to general funds on the basis of the trustees' estimate of future expenditure on the specific events and programmes.

Restricted funds can only be used for particular restricted purposes within the objects of the charitable company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Provision is made in the majority of restricted funding streams for management and administration costs. These costs are borne within unrestricted funds and then an appropriate transfer is made in accordance with the funding agreement.

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

BEDFORD CREATIVE ARTS LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

2. DONATIONS

	Unrestricted	Restricted	31.3.25 Total	Unrestricted	Restricted	31.3.24 Total
	£	£	£	£	£	£
Grants	146,385	-	146,385	146,385	-	146,385
Individual Donations	191	1,000	1,191	25	-	25
Verve Developments Ltd	2,630	-	2,630	5,538	-	5,538
	149,206	1,000	150,206	151,948	-	151,948

The Grant of £146,385 is from Arts Council England. Bedford Creative Arts Limited is one of the National Portfolio Organisations which receive unrestricted funding to support the running of the charitable company.

3. INVESTMENT INCOME

	31.3.25 £	31.3.24 £
Bank account interest	6,083	4,157

4. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted	Restricted	31.3.25 Total	Unrestricted	Restricted	31.3.24 Total
	£	£	£	£	£	£
Bedford Borough Council	-	43,625	43,625	0	13,975	13,975
Central Bedfordshire Council	-	425	425	0	5,175	5,175
The Gale Family Trust	-	0	0	0	3,250	3,250
Royal Opera House Bridge	-	0	0	0	6,000	6,000
The Harpur Trust	-	22,000	22,000	0	50,428	50,428
The University of Bedfordshire	-	0	0	0	6,500	6,500
Bedford & Luton Community Found.	-	5,000	5,000	0	2,500	2,500
Ashley Family Found.	-	0	0	0	9,980	9,980
Bedford Players Trust	-	0	0	0	8,700	8,700
The Wixamtree Trust	-	0	0	0	6,000	6,000
Legacy of Windrush Descendents	-	0	0	0	1,255	1,255
Community Voluntary Service - Bedford	-	0	0	0	7,580	7,580
Grand Union Housing Group	-	0	0	0	3,000	3,000
Steel Charitable Trust	-	0	0	0	15,000	15,000
Fuji Film Limited	-	0	0	0	5,000	5,000
Verve Developments Limited	-	0	0	0	4,750	4,750
Southall Trust	-	4,390	4,390	0	0	0
Mrs B L Robinson Charity Trust	-	4,750	4,750	0	0	0
The Connolly Found.	-	10,000	10,000	0	0	0
Bedford Educational Assoc.	-	5,000	5,000	0	0	0
National Lottery Community Found.	-	61,475	61,475	0	0	0
Rathbone Investment Management	-	2,000	2,000	0	0	0
Other income	(37)	7,570	7,533	351	1,275	1,626
	(37)	166,235	166,198	351	150,368	150,719

BEDFORD CREATIVE ARTS LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

5. ANALYSIS OF EXPENDITURE

	Unrestricted £	Restricted £	31.3.25 Total £	Unrestricted £	Restricted £	31.3.24 Total £
Charitable activities						
Salary related costs	109,048	48,971	158,019	102,255	45,857	148,112
Temporary staff and Consultancy	18,574	-	18,574	2,190	-	2,190
Insurance	1,637	-	1,637	1,538	-	1,538
Artistic Prog.	3,048	98,696	101,744	21,570	48,980	70,550
Office cost and admin	8,352	-	8,352	9,922	(32)	9,890
Staff Training	2,660	-	2,660	1,959	-	1,959
Recruitment	464	-	464	330	-	330
Independent examiner's fees	1,650	-	1,650	1,512	-	1,512
HR support costs	1,863	-	1,863	2,224	-	2,224
IT & Comms	5,311	-	5,311	4,347	-	4,347
Governance costs and Trustees' expenses	538	-	538	337	-	337
Bank fees	162	-	162	173	-	173
Depreciation	872	-	872	1,313	-	1,313
	154,179	147,667	301,846	149,670	94,805	244,475

6. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging:

	31.3.25 £	31.3.24 £
Depreciation – owned assets	872	1,313
Operating Leases - property	-	-
Independent examiner's fees	1,650	1,512

7. TRUSTEES' REMUNERATION AND BENEFITS

None of the Trustees received any remuneration or other benefits for the year ended 31 March 2025 or for the year ended 31 March 2024. There were trustee expenses totalling £82 paid during the year (2024 - £nil). The total number of trustees who claimed travel expenses during the year was 1 (2024 – 0).

8. STAFF COSTS

	31.3.25 £	31.3.24 £
Wages and salaries	145,530	136,282
Social security costs	8,410	7,797
Pension contributions	4,079	4,033
	158,019	148,112

The average number of full time equivalent employees during the year was 4 (2024 – 4). The average head count of employees during the year was 6 (2024 – 6). No employees received emoluments exceeding £60,000 per annum (2024: none)

The remuneration of key management personnel during the year amounts to £103,037 (2024: £102,167).

BEDFORD CREATIVE ARTS LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

9. TANGIBLE FIXED ASSETS

	Computer Equipment	Fixtures & Fittings and Equipment	Total
	£	£	£
COST			
At 1 April 2024	9,035	682	9,717
Additions	652	0	682
Disposals	0	0	0
At 31 March 2025	<u>9,687</u>	<u>682</u>	<u>10,369</u>
DEPRECIATION			
At 1 April 2024	8,019	628	8,647
Charge for the year	819	54	873
Disposals			
At 31 March 2025	<u>8,838</u>	<u>682</u>	<u>9,520</u>
NET BOOK VALUE			
At 31 March 2025	<u>849</u>	<u>0</u>	<u>849</u>
At 31 March 2024	<u>1,016</u>	<u>54</u>	<u>1,070</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25	31.3.24
	£	£
Other debtors	<u>1,481</u>	<u>2,673</u>
	<u>1,481</u>	<u>2,673</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25	31.3.24
	£	£
Trade creditors	2,123	7,730
Other creditors	<u>8,858</u>	<u>5,256</u>
	<u>10,981</u>	<u>12,986</u>

12. PENSION COMMITMENTS

The charitable company operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the charitable company to the fund and amounted £4,079 (2024: £4,033). Contributions totalling £nil (31 March 2024: £nil) were payable to the fund at the reporting date and are included in other creditors.

BEDFORD CREATIVE ARTS LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

13. MOVEMENT IN FUNDS

	At 1.4.24 £	Incoming Resources £	Resources Expended £	Net movement in funds £	Transfers between funds £	At 31.3.25 £
Unrestricted funds						
General fund	7,537	155,252	(154,179)	1,073	5,000	13,610
Designated funds	115,037	-	-	-	(5,000)	110,037
	122,574	155,252	(154,179)	1,073	0	123,647
Restricted funds						
Our Natural Blue Spaces Fund	22,123	4,750	(23,626)	(18,876)	0	3,247
Creative Bedfordshire Fund	136	850	(957)	(107)	0	29
Empty Shops	6,681	5,414	(9,362)	(3,948)	0	2,733
Community Portrait Fund	21,074	1,841	(19,296)	(17,455)	0	3,619
Digital Murals	2,155	2,000	(4,155)	(2,155)	0	0
Family Hub Mural	2,406	0	(2,406)	(2,406)	0	0
Project Assistant	3,869	20,000	(23,869)	(3,869)	0	0
23-25 Fund						
River Flow Connect	8,973	68,583	(31,979)	36,604	0	45,577
University of Bedfordshire Culture Clubs	3,000	0	(3,000)	(3,000)	0	0
Windrush	555	0	(555)	(555)	0	0
Airships XR	0	11,000	0	11,000	0	11,000
BCP River Fest	0	20,000	(20,000)	0	0	0
Book of Bedford	0	9,007	(5,158)	3,849	0	3,849
Julia Jarman	0	10,000	0	10,000	0	10,000
Literary Trail	0	4,390	0	4,390	0	4,390
Migration Theatre	0	9,400	(3,304)	6,096	0	6,096
Underpass Mural	0					
	70,972	167,235	(147,667)	19,568	0	90,540
TOTAL FUNDS	193,546	322,487	(301,846)	20,641	0	214,187

Designated Funds

Designated funds are as follows:

	31.3.25 £	31.3.24 £
Emergency Wind Up Fund	60,037	60,037
Capital Equipment & Renovation Fund	10,000	10,000
Programme Development Fund	20,000	20,000
People & Organisation Fund	20,000	25,000
	<u>110,037</u>	<u>115,037</u>

The designated funds, as described in the trustee report on page 13, consist of monies set aside by the trustees out of general funds to be spent on the specific programmes, contingencies and events identified after the year end. These funds have no specific restrictions other than the trustees have set aside these monies out of general funds to support the specific activities identified by the charitable company.

BEDFORD CREATIVE ARTS LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

13. MOVEMENT IN FUNDS - continued

Transfers from Restricted Funds

Provision is made in the majority of restricted funding streams for management and administration costs. These costs are borne within unrestricted funds and then an appropriate transfer is made in accordance with the funding agreement on an annual basis.

Purpose of Restricted Funds

Our Natural Blue Spaces (previously Make Way for Culture Fund): this is a consultancy project funded by Central Bedfordshire Council and the Mrs B L Robinson Charity Trust to support cultural education activity in the locality. Funding is being used to deliver workshops in four Central Bedfordshire schools that develop an illustrated map and charter for protection of local blue spaces (waterways, rivers, canals etc). The maps will be digitised.

Creative Bedfordshire Fund: The fund consists of fees paid by Bedford Borough Council and Central Bedfordshire Council to cover the cost of the Creative Bedfordshire online platform. Funds pay for SixCircles to provide the platform infrastructure and hosting services. The platform has monthly costs.

Empty Shops Fund: Funding obtained from Bedford Borough Council's Town Centre Priority Fund and The Gale Family Trust is being held to enable the organisation to deliver a programme of art exhibitions in empty shop units in Bedford town centre known as POP ART. The programme will continue into 25-26 until funds are depleted.

Community Portrait Fund: This fund consists of sponsorship income from Fujifilm UK and grants from The Wixamtree Trust and the Steel Charitable Trust for the delivery of workshops and an exhibition that celebrates the past, present and future of photography in Bedford through community portraits. Outstanding funds are held to enable evaluation of the project including consolidation of digital assets in 2025.

Digital Murals Fund: These funds consist of funding from the High St Heritage Action Zone (delivered via the Bedford Players Trust) and sponsorship from ARA to enable delivery of augmented reality games tethered to murals previously painted on Bedford High Street initiated in 24-25. Funds were spent on continual promotion of the game in publicity and a mural-themed Lego merchandise item provided for sponsor ARA.

Family Hub Mural Fund: Funds consist of a fee paid by Bedford Borough Council for the delivery of two murals on storage sheds at their Pine Cones Family Hub site. Funds were spent on artist fees to deliver the project including workshop delivery with families to design the murals, artist accommodation, travel and fees and materials.

Project Assistant 23-25 Fund: These funds consist of a grant from The Harpur Trust to enable BCA to retain the fixed-term position of Projects Assistant until 2025. The funds were spent on the postholder's salary and related costs.

River/Flow/Connect Fund: This fund consists of a grant from the Ashley Family Foundation to deliver a programme of creative assemblies in ten schools in the Kempston and Queen's Park area of Bedford to initiate this new river-themed programme. It also includes funds from the National Lottery Community Fund and Bedford Borough Council to enable a programme of events, workshops and artworks celebrating the river in Kempston. The project continues into 2025-6.

University of Bedfordshire Culture Clubs Fund: These funds consist of a grant from the Royal Opera House Bridge for the delivery of a Culture Clubs pilot in three local schools delivered in 23-24. Funds were spent on fees to the University of Bedfordshire for the evaluation of the project to inform the work of the local cultural education partnership.

Airships XR Fund: This consists of a grant from the Connolly Foundation and a donation from a private individual to be used for a forthcoming project that aims to utilise the heritage of airships in Bedford to education and inspire young people in engineering careers. The project will launch in 25-26.

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Windrush Fund: This consists of a fee awarded by the Legacy of Windrush Descendants (LOWD) to support their delivery of a resource pack showcasing Bedford residents and Windrush descendants that can be used by communities and schools for educational purposes. Fees have been spent on marketing time in the design of a resource pack.

BCP River Fest Fund: This consists of a grant from the UK Shared Prosperity Fund issues via Bedford Borough Council to enable a programme of creative activities at the River Festival 2024 on behalf of the Bedford Cultural Partnership. Funds were spent on artistic and producing fees for creative activities.

Book of Bedford Fund: Funds were secured from a sponsor, The Harpur Trust and grants from Gale Family Charity Trust and the Beds Educational Association to enable a book project with primary school children. Funds were spent on artist fees, printing and materials to enable delivery of the programme and launch event.

Julia Jarman Literary Trail Fund: This consists of a fee from Bedford Borough Council for the commissioning of a literary trail for children. Funds will be held for project delivery in 2025-26.

Migration Theatre Fund: This consist of a grant from the Southall Trust towards the development of a migrant theatre company for Bedford to be used to pay for artist fees and expenses for theatre workshop delivery. The funds will be held for delivery in 2025-26.

Underpass Mural Fund: This consists of a grant from Bedford Borough Council's Ward Funds alongside a grant from the BLCF Safer Streets fund to enable delivery of workshops and the painting of a mural in Bedford. Funds were spent on artist fees and expenses relating to workshop delivery and the remainder is carried forward for mural fees and materials for delivery in 2025-6.

14. CAPITAL

The charitable company has no share capital. The liability of members is limited by guarantee and does not exceed £1 per member.

15. RELATED PARTIES

BCA leased a store from Verve Developments Limited for £nil in the year ended 31 March 2025 (31 March 2024: £nil). BCA also hired meeting rooms at Bedford Heights which is owned by Verve Developments Limited, these were hired out at a nil cost to BCA. In the year to 31 Mar 2025, an amount of £326 was paid to Verve Developments for ad hoc room hire and refreshments (2024: £5,254)

Verve Developments Limited is a related party due to Timothy Pain being a director of Verve Developments Limited and a trustee for Bedford Creative Arts Ltd.

If payable, the commercial rent on the store would have totalled £1,932 for the year ended 31 March 2025 (2024: £1,932). The commercial cost of hiring the meeting rooms would have cost BCA £698 (2024: £3,606).

This has been received as a gift in kind from Verve Developments Limited for both financial years. The total gift in kind for the year ended 31 March 2025 of £2,630 (2024: £5,538) this has been recognised in the accounts as a Donation from Verve Developments Limited to BCA with a corresponding cost.

16. OPERATING LEASE

There are currently no operating leases held by Bedford Creative Arts Limited for the year ended 31 March 2025 and the year ended 31 March 2024.

17. CAPITAL

The charitable company has no share capital. The liability of members is limited by guarantee and does not exceed £1 per member.

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18. PRIOR YEAR NET ASSETS BY FUND

	Notes	Unrestricted Funds £	Restricted Funds £	31.3.24 Total Funds £
FIXED ASSETS				
Tangible assets	9	1,070	-	1,070
CURRENT ASSETS				
Amounts owed within one year	10	2,673	-	2,673
Cash at bank and in hand		130,541	72,428	202,789
		<u>133,214</u>	<u>72,428</u>	<u>205,462</u>
CURRENT LIABILITIES				
Amounts falling due within one year	11	(11,710)	(1,276)	(12,986)
		<u>121,504</u>	<u>70,972</u>	<u>192,476</u>
NET CURRENT ASSETS				
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>122,574</u>	<u>70,972</u>	<u>193,546</u>
NET ASSETS		<u>122,574</u>	<u>70,972</u>	<u>193,546</u>
FUNDS	13			
Unrestricted funds				122,574
Restricted funds				70,972
TOTAL FUNDS				<u>193,546</u>