

SHAPESHIFTER PRODUCTIONS LTD

England & Wales · Charity number 1141763

Details

Other names	SS OR SHAPESHIFTER
Status	Registered
Legal form	Charitable company
Company number	06142524
Registered	2011-05-06
Register	View on the Charity Commission register

Contact

Address	Shapeshifter Productions Batten House The Drive London E17 3BX
Phone	02070971409
Email	info@shapeshifter-productions.com
Website	www.shapeshifter-productions.com

Activities

Objects: TO ADVANCE THE ARTS FOR THE PUBLIC BENEFIT BY THE PROMOTION IN PARTICULAR, BUT NOT EXCLUSIVELY, OF THE ARTS OF DRAMA AND MUSIC

Activities: Shapeshifter Productions is a performing arts charity based in Waltham Forest. The object is to advance the arts for the public benefit by the promotion in particular, but not exclusively, of the arts of drama and music. Our activities focus on delivering original, world class productions, reaching out and actively engaging local communities.

Classification

- **How:** Provides Services, Acts As An Umbrella Or Resource Body, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, Arts/culture/heritage/science, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, NATIONAL AND OVERSEAS
- Scotland
- East Sussex
- Kent
- Throughout London

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£119,508	£103,615	-	-
2024-03-31	£91,004	£103,811	-	-
2023-03-31	£134,063	£133,931	-	-
2022-03-31	£92,422	£86,549	-	-
2021-03-31	£128,563	£115,527	-	-

Trustees

Name	Role	Appointed
JO NOLAN	Chair	
ALISON LESLEY JONES DIRECTOR		
Eamonn Flynn		2023-07-18
Lorraine Cox		2016-07-06
MARK WILLIAM KENDRICK		
Milica Milosevic		2014-01-20

SHAPESHIFTER PRODUCTIONS LTD

England & Wales - Charity number 1141763

Accounts



SHAPESHIFTER PRODUCTIONS LTD

REPORT OF THE TRUSTEES AND

UNAUDITED FINANCIAL STATEMENTS

FOR THE 12 MONTHS ENDED 31 MARCH 2025

Registered Charity No.1141763

Company No. 06142524

Company No. 06142524
Registered Charity No.1141763

Trustees

Mrs Joanna Nolan (Chair)

Ms Alison Jones

Mr Mark Kendrick

Ms Milica Robson

Mrs Lorraine Cox

Mr Eamonn Flynn

Ms Mandy Worster

Artistic Director

Alison Jones

Registered Address:

11 Batten House,

The Drive

London

E17 3BX

Independent Examiner:

Jonathan Chartres FCA

31 Moor Park Road,

Hereford,

England, HR4 0RR

	Page
Report of the Trustees	1 - 7
Independent Examiner's Report	8
Statement of Financial Activities	9
Balance Sheet	10
Notes to the Financial Statements	11 - 15

SHAPESHIFTER PRODUCTIONS LTD

TRUSTEES' ANNUAL REPORT

For the year ended 31 March 2025

The directors, who are the Trustees of the charitable company for the purposes of charity law, present their annual report and financial statements of Shapeshifter Productions Ltd for the year ended 31 March 2025. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charitable company's governing document, the Companies Act 2006, and charities regulations. Accounting and Reporting by Charities: Statement of Recommended Practice (SORP 2015), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014 (FRS102).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Shapeshifter Productions Limited is a company limited by guarantee, registered with Companies House on 7 March 2007, and registered as a charity with the Charity Commission in England and Wales on 6 May 2011. The Charity is governed by its Memorandum and Articles of Association as amended by special resolution registered at Companies House on 12 April 2010.

The governance of the charity is the responsibility of the Trustees. Day-to-day management is by the Artistic Director and the General Manager.

Recruitment and Appointment of Trustees

When it is necessary to appoint new Trustees, due to either a Trustee stepping down or a gap of expertise in the Board is identified, recruitment will initially begin by an open call and through the networks of the Board and management team. Applicants will be reviewed by the Trustees and successful applicants will be invited to attend a Trustee meeting. Following this, on the provision that the Board are satisfied and the applicant still wishes to join the Trustee Board, they will be appointed.

No other person or external body is entitled to appoint any Trustees of the charity.

Induction and training of Trustees

The charity provides new Trustees with an induction pack and mentoring from existing Trustees. New Trustees are also strongly encouraged to meet with current Board members and the Artistic Director and General Manager, over the initial few months in order to gain a full and unbiased understanding of the charity.

Trustees

The directors of the company are its Trustees for the purpose of the Charity Law and are referred to collectively as Trustees in this report.

The Trustees serving during the year and since the year-end were as follows:

Ms Lorraine Cox

Mr Eamonn Flynn

Ms Joanna Nolan (Chair)

Ms Alison Jones

Mr Mark Kendrick

Ms Milica Robson

Ms Mandy Worster - resigned on 5th September 2024

Related party relationships

The Charity has considered the disclosure requirements of the SORP for related party relationships and believes that there are no related party relationships other than the Trustees and their close connections. All related party transactions have been reported in the Notes to the financial statements.

Risk management

The Trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

Remuneration of key management personnel

Alison Jones provides her time as Trustee on a voluntary basis.

In accordance with the charity's governing document and the Board of Trustees, Alison Jones provides paid services as an Artistic Director and freelance project based services as a musician/workshop facilitator. Alison is a member of the Musicians' Union, and all professional creative fees are guided by the Musician's Union rates.

Purposes and aims

As set out in the governing document, the object of the charity is to advance the arts for the public benefit by the promotion in particular, but not exclusively, of the arts of drama and music.

Principal activities of the charity

The charity's main activities are undertaken to further Shapeshifter Productions' charitable purposes for the public benefit. These are primarily funding dependent, focusing on delivering original, high quality cultural projects that actively engage communities while enhancing confidence, wellbeing, self-esteem and reducing isolation.

Projects:

The Smiling Sessions: since 2011, our participatory singing project has reached 3000+ isolated and vulnerable senior adults in care/social housing across deprived areas of London and South East. Our world-class artists deliver sessions fortnightly on Thursdays and Fridays, into communal living rooms of our beneficiaries to improve health, well-being and happiness.

www.smilingsessions.com or YouTube <https://bit.ly/3nmuE7D> is a free music video App/channel with celebrity guests and on-screen lyrics created in 2020.

Strung Out Folkestone: fortnightly adult violin evening classes for all levels, helping those seeking to enhance confidence and self-esteem through learning new, or re-visiting former musical skills. Delivered by Alison Jones, each class lasts one hour, consisting of up to 10 students.

ACHIEVEMENTS AND PERFORMANCE: REVIEW OF ACTIVITIES FOR THE YEAR

Public benefit

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives that have been set.

Review of activities

The year focused on:

- the continuation of delivering fun, engaging, live singing sessions to senior citizens, bringing world-class artists into sheltered housing and care homes to create a sense of joy and purpose while reducing loneliness. From April 2024 to March 2025, we delivered 96 participatory singing sessions, including 20 Christmas parties across London, Sussex, Essex and Kent
- expanding The Smiling Sessions geographically - new area: Essex
- starting new partnership with a community centre in a deprived area of Folkestone: Sunflower House
- the development of our collaboration with Parkinson's Centre for Integrated Therapy (PCIT) and University of Kent

- starting Strung Out Folkestone in October 2024
- rigorous fundraising programme to support immediate delivery and long-term sustainability
- Increasing our visibility by recruiting volunteers with skills in marketing and Social Media

Overview:

The Smiling Sessions, Shapeshifter Productions collaborated with:

- **Brighton & Hove Seniors Housing**, delivering 28 participatory singing sessions to 7 different sheltered housing schemes across Brighton & Hove West Area, reaching 96 residents.
- **NHG**, delivering 26 sessions from September 2024 to February 2025, including 6 Christmas parties, to 6 sheltered housing schemes situated in Essex, Newham, Redbridge and Westminster, reaching a total of 122 residents.
- **Peabody**, delivering 8 Christmas parties, to 8 sheltered housing schemes situated in Hackney, Redbridge, Southwark, Thamesmead, Wandsworth and Westminster. Reaching 140 residents.
- **Sai Care Homes, Housing 21, Kent County Council** (Folkestone & Hythe and Dover), delivering 14 sessions, from May 2024 to March 2025, to 3 care homes, reaching 87 residents.
- **Parkinson's Centre for Integrated Therapy (PCIT)**, delivering 14 sessions at the University of Kent in Canterbury, reaching 44 members suffering from Parkinsons, living independently.
- **Sunflower House**, a community centre in Folkestone, delivering 4 sessions to senior citizens living independently and to residents of care homes attending with their carers.
- **Holiday Inn Dover**, delivering 1 Christmas party
- **Music In May Festival, Folkestone**, open/free events: The Smiling Sessions at The Green Room
- **Age UK South Kent Coast**, who promoted The Smiling Sessions to their members living in the area

Quotes from participants:

"I enjoy The Smiling Sessions because it brings back memories & is a lot of fun."

"It helps to keep your lungs strong, to sing and be happy"

"They make me feel good & I enjoy singing along with them. They make this place come alive."

"Lovely music & singing. I hardly ever get out of my flat. Thank you!"

Feedback from staff:

"The participants have commented several times following attending the sessions, how friendly & welcoming the singers/musicians are. The atmosphere has attracted residents who normally don't attend other activities at the scheme. Also, two residents whose first language isn't English have really enjoyed attending, they love the music & singing, demonstrated by their clapping and dancing." Staff Brighton & Hove Seniors Housing

"...most residents advised that this brought back so many memories from their childhood & early married life. They got together, sung & even had light competition about who sings the songs! They have asked for Shapeshifter to return & keep asking when they will be returning." NHG staff, Essex

Press coverage:

- Radio Folkestone live interview. Kay McLoughlin interviewed Alison on 5th March, at the studio based at Screen South, Folkestone
- Folkelife article: <https://folke.life/folkestone/events/shapeshifter-productions/>

Strung Out Folkestone: adult evening classes, fortnightly, started in October 2024. By March 2025, we had attracted 4 students, who either have not played for many years, or are just starting out.

Music in May, Folkestone: free open Strung Out violin workshop for adults

Music in May, Folkestone: Gaia Kwaia, collaborating with existing local choirs, in partnership with Gaia Company (Peter Horton)

The Board would like to thank all the funders and supporters of the charity. Funding raised in financial year ending 31st March 2025:

- The Big Give Trust - £4,929.38 from a crowdfunding campaign performed in March 2024
- The Chalk Cliff Trust - £4,140 grant towards The Smiling Sessions in Brighton & Hove
- Brighton & Hove City Council - £9,990 grant towards The Smiling Sessions in Brighton & Hove West area
- Ernest Kleinwort Charitable Trust: £3,000 towards The Smiling Sessions in East Sussex
- The Victoria Wood Foundation - £4,560 grant towards The Smiling Sessions in Northeast London
- Arts Council England - £2,970 final payment (10%) for the project "Combatting Loneliness with The Smiling Sessions"
- Notting Hill Genesis Impact Fund - £11,574 towards The Smiling Sessions delivered to NHG schemes
- Arts Council England – £29,267 first instalment grant towards the project "Singing for happiness, health and wellbeing with The Smiling Sessions"
- The Garfield Weston Foundation - £7,500 towards The Smiling Sessions in London and the South East - 2nd instalment for a grant awarded on 25th October 2023
- Social Enterprise Kent - £655, extra award from Community Wellbeing Fund
- Kent County Council, Local Member Grants - £1,000 awarded for The Smiling Sessions at Sunflower House
- Folkestone Music Town - £500 towards a Christmas party at Sunflower House
- Skinners' Charity - £1,985 towards The Smiling Sessions at Sunflower House
- Social Enterprise Kent - £19,901 towards The Smiling Sessions on the South Kent Coast
- Roger De Haan Charitable Trust - £4,545 towards The Smiling Sessions in Folkestone & Hythe
- Colyer-Fergusson Charitable Trust: £5,000 towards The Smiling Sessions in Kent
- The Allen Lane Foundation: £4,000 towards The Smiling Sessions in Kent
- Charles Hayward Foundation: £4,000 towards The Smiling Sessions in London and Kent

PLANS FOR FUTURE PERIODS

2025-2026 and onwards:

- to extend The Smiling Sessions' reach across London and the South East (SE), targeting deprived areas, where loneliness is prevalent, while maintaining and strengthening existing partners
- to continue our work in partnership with Parkinson's Centre for Integrated Therapies (PCIT)/ University of Kent, Canterbury, which has become an integral part of their therapy work with the members
- create an attractive Youtube Channel with new videos and continue spreading the word about our free on-line singing resource and raise awareness about the impact of singing on health & wellbeing
- continue developing and maintaining the monitoring system of the impact of song and well-being, working closely with housing partners, sourcing specialist organisations (PCIT) and training
- attract more Strung out Folkestone students, developing a community of diverse local amateur violinists / musicians, eventually leading to community performances and collaborations
- consolidate the long-term sustainability of the charity and projects through securing ongoing project and core funding, continue to build our financial reserves and explore new sources of income streams

FINANCIAL REVIEW

Financial performance and position

Total income for the year amounted to £119,508 (£91,004– 2024) and total expenditure amounted to £103,615 (£103,811 – 2024).

The Charity incurred a net income for the year of £15,893. Details of charity's financial results are shown in the Statement of Financial Activities on page 8.

Going Concern

The Trustees have considered the Charity's reserves and projected income and expenditure, and have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Reserves Policy

The charity currently has five months reserves in place, covering five months overheads expenditure, including our Artistic Director's fee for one day a week. In the Trustees' view, the reserves should provide the charity with adequate financial stability to meet the working capital requirements of the charity and the Trustees are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding.

The Trustees review the amount of reserves that are required to ensure that they are adequate to fulfil the charity's continuing obligations on a quarterly basis at their finance meeting. At the year end, the unrestricted funds balance was £10,168, which is just over required levels at an estimated £1,950 of monthly overhead costs.

STATEMENT OF TRUSTEES RESPONSIBILITIES

Company and Charity Law requires the Trustees to prepare financial statements that give true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgments and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Follow the methods and principles of the Charity SORP; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the group will continue in business.

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

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

PREPARATION OF THE REPORT

In preparing this report, the Board of Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Board of Trustees on ...12/11/2025..... and signed on their behalf by:

A handwritten signature in blue ink, appearing to read 'Alison Jones', is written over a horizontal dotted line.

Ms Alison Jones
Trustee

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

Responsibilities and basis of report

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

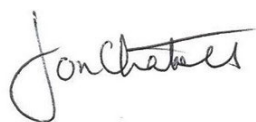
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act').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

Independent examiner's statement

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

1. the accounts do not accord with those records; or
2. 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
3. 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 Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102).

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.



Jon Chartres
31 Moor Park Road, Hereford, England, HR4 0RR

**Statement of Financial Activities
for the year ending 31st March 2025**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
Income from:					
Donations & legacies	2	551	116,516	117,068	89,754
Charitable activities		2,440		2,440	1,250
Total Income		2,991	116,516	119,508	91,004
Expenditure on:					
Charitable activities	3,4	(1,428)	(102,187)	(103,615)	(103,811)
Total Expenditure		(1,428)	(102,187)	(103,615)	(103,811)
Net Income		1,564	14,329	15,893	(12,807)
Transfers between funds		-	-	-	-
Net movement in funds		1,564	14,329	15,893	(12,807)
Fund balances at 31st March 2024		8,604	12,705	21,309	34,116
Fund balances at 31st March 2025		10,168	27,034	37,202	21,309

All disclosures relate only to continuing operations.

There are no recognised gains or losses other than the net incoming resources for the year.

Balance Sheet as at 31 March 2025

	Note	2025	2024
		£	£
Fixed Assets			
Tangible assets	12	240	474
		240	474
CURRENT ASSETS			
Debtors	5	3,794	560
Prepayments and Accrued Income		-	
Cash on short term deposit at bank and in hand		33,689	23,024
		37,483	23,584
CREDITORS: Amounts falling due within one year	6	(521)	(2,749)
		36,961	20,835
TOTAL ASSETS LESS CURRENT LIABILITIES		37,202	21,309
TOTAL NET ASSETS		<u>37,202</u>	<u>21,309</u>
Charity Funds			
Restricted Funds		27,034	12,705
Unrestricted Funds		10,168	8,604
TOTAL FUNDS		<u>37,203</u>	<u>21,309</u>

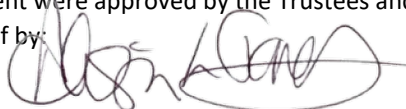
For the year ended 31st August 2025 the charity was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act 2006.

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

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

The financial statement were approved by the Trustees and authorised for issue on 12/11/2025 and were signed on their behalf by:



Trustee – Alison Jones

Company registration number - 1141763 (England & Wales)

Notes to the Financial Statements

1. ACCOUNTING POLICIES

Company information

Shapeshifter Productions is a private company limited by guarantee incorporated in England and Wales.

The address of the registered office is 11 Batten House, The Drive, London E17 3BX

1.1 Accounting convention

Basis of Preparation

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), published in January 2019. The Charitable Company is a public benefit entity for the purposes of FRS 102 and therefore the charity also prepared its financial statements in accordance with the 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 (The FRS 102 Charities SORP published in January 2019), the Companies Act 2006 and the Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest pound.

On this basis, the directors consider it appropriate to prepare the financial statements on a going concern basis.

1.3 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be
Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time
Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of the direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the assets used.

Notes to the Financial Statements

1. ACCOUNTING POLICIES (continued)

Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters. Support costs are allocated on a percentage basis as detailed in note 7.

Charitable activities and Governance costs are costs incurred on the company's educational operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

1.5 Tangible Fixed Assets

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

Fixtures and Fittings	Straight line over 5 years
Motor Vehicles	Straight line over 5 years
Equipment	Straight line over 14 years

1.6 Interest Receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

1.7 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.8 Cash at Bank and in hand

Cash at bank and 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.

1.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation.

1.10 Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Notes to the Financial Statements

1. ACCOUNTING POLICIES (continued)

1.11 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs 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 financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

2. Income from donations and legacies

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
ACE		29,237	29,237	29,655
Local Authorities		10,990	10,990	
Private Donations	551	500	1,051	302
Trusts and Foundations		75,789	75,789	59,797
Total	551	116,516	117,067	89,754

Notes to the Financial Statements

3. Charitable Expenditure

	Total	Total
	2025	2024
	£	£
Staff costs - fees	50,281	49,354
Staff costs - wages and salaries Insurance	43,117	45,949
Insurance	594	590
Legal and professional fees Software	920	363
Software	456	777
Stationery/Supplies	2,215	327
Telephone		606
Entertaining		98
Travel and accommodation Repair and maintenance	3,976	3,052
Repair and maintenance		333
Advertising and PR	1,319	683
Equipment		-
Bank Charges	3	5
Depreciation	234	234
	<u>103,115</u>	<u>102,371</u>

4. Governance Costs

	Total	Total
	2025	2024
	£	£
Independent Examiner Costs	600	1,440
	<u>600</u>	<u>1,440</u>

5. Debtors

	2025	2024
	£	£
Trade Debtors	3,794	560
	<u>3,794</u>	<u>560</u>

6. Creditors

	2025	2024
	No.	No.
Accruals	600	1,440
Deferred Income	-	8,630
PAYE and NI	(79)	1,309
	<u>521</u>	<u>11,379</u>

Notes to the Financial Statements

7. Summary of funds - current year	Balance at 01/04/2024 £	Income £	Expenditure £	Transfers in/out £	Balance at 31/03/2025 £
Unrestricted Funds	8,604	2,991	(1,427)	-	10,168
Resrticted Funds	12,705	116,516	(102,187)	-	27,034
	21,309	119,508	(103,614)	-	37,203

8. Analysis of cash and cash equivalents

	2025 £	2024 £
Cash in hand	33,689	23,024
Total	33,689	23,024

9. Staff Costs and Numbers

All the charity's staff are hired on a freelance basis or Salary. Total Staff costs during the year was £93,398(2024-£95,303).

The Average weekly number of straff on a head count basis was 5(2024- 5)

The total employee benefits inc salary of key management personnel were £47,133(2024-£40,430)

No Staff earned more than £60,000, including benefits, during the year(2024- the same).

10. Trustee's Remuneration and Expenses

One of the Trustees is a musician and composer and is paid the market rate for her creative work for the charity, like any other Creative staff. The rate of pay is determined by reference to the Musicians Union rates. She is also the Artistic Director at the charity. The amount paid to her during the year was £47,133 (2024 - £40,320).

11. Related Party Transcations

The charity's Trustees and their close connections are considered to be the only related parties. Trustees remuneration and expenses are disclosed in Note 10.

Notes to the Financial Statements

12. Tangible Fixed assets

	Office Equipment	2025	2024
Cost		£	£
At 1 April 2024		3,320	3,320
Addition during the year		-	-
As at March 2024		3,320	3,320
Depreciation			
At 1 April 2024		2,846	2,612
Charge for the Year		234	234
As at March 2024		3,080	2,846
Net Book Values			
As at 31 March 2024			474
As at 31 March 2024		240	

13. Prior year Statement of Financial Activities

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Income from:				
Donations & legacies	302	89,452	89,754	118,138
Charitable activities	1,250	-	1,250	15,925
Total Income	1,552	89,452	91,004	134,063
Expenditure on:				
Charitable activities	(1,674)	(102,137)	(103,811)	(133,931)
Total Expenditure	(1,674)	(102,137)	(103,811)	(133,931)
Net Income	(122)	(12,685)	(12,807)	132
Transfers between funds	-	-	-	-
Net movement in funds	(122)	(12,685)	(12,807)	132
Fund balances at 31st March 2022	8,726	16,760	25,486	25,354
Fund balances at 31st March 2023	8,604	4,075	12,679	25,486

SHAPESHIFTER PRODUCTIONS LTD

England & Wales - Charity number 1141763

Accounts



SHAPESHIFTER PRODUCTIONS LTD
(A company limited by guarantee)

REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

www.shapeshifter-productions.com

Company number: 06142524
Charity number: 1141763

SHAPESHIFTER PRODUCTIONS LTD

Contents

	Page
Charity Information	3
Directors' and Trustees' Report	4 to 9
Report of the Independent Examiner	10
Statement of Financial Activities	11
Balance sheet	12
Notes to the Financial Statements	13 to 15

SHAPESHIFTER PRODUCTIONS LTD

Charity Information

Board of Trustees	Mrs Joanna Nolan (Chair) Ms Alison Jones Mr Mark Kendrick Ms Milica Milosevic Mrs Lorraine Cox Mr Eamonn Flynn Ms Mandy Worster
Artistic Director	Alison Jones
Company number:	06142524
Charity number:	1141763
Registered Office:	11 Batten House, The Drive London E17 3BX
Website	www.shapesifter-productions.com
Independent Examiner:	Misbahul Karim FCCA MMK Chartered Certified Accountants 37 th Floor, One Canada Square Canary Wharf London E14 5AA
Bankers:	Santander PO Box 10102 21 Prescott Street London E1 8TN

SHAPESHIFTER PRODUCTIONS LTD TRUSTEES' ANNUAL REPORT

For the year ended 31 March 2024

The directors, who are the Trustees of the charitable company for the purposes of charity law, present their annual report and financial statements of Shapeshifter Productions Ltd for the year ended 31 March 2024. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charitable company's governing document, the Companies Act 2006, and charities regulations. Accounting and Reporting by Charities: Statement of Recommended Practice (SORP 2015), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014 (FRS102).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Shapeshifter Productions Limited is a company limited by guarantee, registered with Companies House on 7 March 2007, and registered as a charity with the Charity Commission in England and Wales on 6 May 2011. The Charity is governed by its Memorandum and Articles of Association as amended by special resolution registered at Companies House on 12 April 2010.

The governance of the charity is the responsibility of the Trustees. Day-to-day management is by the Artistic Director and the General Manager.

Recruitment and Appointment of Trustees

When it is necessary to appoint new Trustees, due to either a Trustee stepping down or a gap of expertise in the Board is identified, recruitment will initially begin by an open call and through the networks of the Board and management team. Applicants will be reviewed by the Trustees and successful applicants will be invited to attend a Trustee meeting. Following this, on the provision that the Board are satisfied and the applicant still wishes to join the Trustee Board, they will be appointed.

No other person or external body is entitled to appoint any Trustees of the charity.

Induction and training of Trustees

The charity provides new Trustees with an induction pack and mentoring from existing Trustees. New Trustees are also strongly encouraged to meet with current Board members and the Artistic Director and General Manager, over the initial few months in order to gain a full and unbiased understanding of the charity.

Trustees

The directors of the company are its Trustees for the purpose of the Charity Law and are referred to collectively as Trustees in this report.

The Trustees serving during the year and since the year-end were as follows:

Ms Lorraine Cox

Mr Eamonn Flynn - appointed on 18th July 2023

Ms Joanna Nolan (Chair)

Ms Alison Jones

Mr Mark Kendrick

Ms Milica Milosevic

Ms Mandy Worcester

Related party relationships

The Charity has considered the disclosure requirements of the SORP for related party relationships and believes that there are no related party relationships other than the Trustees and their close connections. All related party transactions have been reported in the Notes to the financial statements.

Risk management

The Trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

Remuneration of key management personnel

Alison Jones provides her time as Trustee on a voluntary basis. However, in accordance with the charity's governing document and the Board of Trustees, it was agreed that she would move to PAYE for 3 days a week as Artistic Director from 1st April 2022 and she may still invoice for her Creative work, as a musician/workshop facilitator. Alison is a member of the Musicians' Union, and all professional creative fees are guided by the Musician's Union rates.

Purposes and aims

As set out in the governing document, the object of the charity is to advance the arts for the public benefit by the promotion in particular, but not exclusively, of the arts of drama and music.

Principal activities of the charity

The charity's main activities are undertaken to further Shapeshifter Productions' charitable purposes for the public benefit. These are primarily funding dependent, focusing on delivering original, high quality cultural projects that actively engage and inform communities while enhancing confidence, wellbeing, self-esteem and reducing isolation.

Regular activity:

The Smiling Sessions: since 2011, our participatory singing project has reached 4000+ isolated and vulnerable senior adults in care/social housing across deprived areas of London and South East. Our world-class artists deliver sessions fortnightly on Thursdays and Fridays, into communal living rooms of our beneficiaries to improve health, well-being and happiness.

In response to COVID-19, we created a free music video App with celebrity guests and on screen lyrics: www.smilingsessions.com or YouTube <https://bit.ly/3nmuE7D>. In December 2023, as a tribute to Shane MacGowan, we filmed "Fairytale of New York" : <https://youtu.be/8KzllizaUwY>

ACHIEVEMENTS AND PERFORMANCE: REVIEW OF ACTIVITIES FOR THE YEAR

Public benefit

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives that have been set.

Review of activities

The year focused on:

- the continuation of delivering fun, engaging, live singing sessions to senior citizens, bringing world-class artists into sheltered housing and care homes to create a sense of joy and purpose while reducing loneliness
- expanding The Smiling Sessions geographically - new area: Dover
- developing relationships with new housing partners: Dover District Council & Housing 21

- the development of our collaboration with Gaia's Company, developing material, holding meetings and researching new partnerships to start phase 2
- rigorous fundraising programme to support immediate delivery and long-term sustainability for the charity

Overview:

- From April 2023 to March 2024, we delivered 103 participatory singing sessions, including 19 Christmas parties, to 26 different sheltered housing schemes and 9 different care homes, across London and Kent
- Regular meetings about the development of "Gaia & The Globe" with Peter Horton, director of Gaia's Company and our RCE sponsor Neil Herrington
- Alison Jones re-joined RSA (Royal Society for the Arts) on behalf of Shapeshifter Productions.
- RSA published an article about Gaia & the Globe in 'Arts in the Spotlight' feature for the upcoming Issue 3, 2023 journal, September, themed 'regenerative planet'
- With support from a volunteer, we created a blog: <http://www.shapeshifter-productions.com/our-blog/>
- We ran a fundraising campaign through the Big Give, under the theme, Arts For Impact 2024, and raised £2,500 match funded by The Big Give supporters, reaching our target of £5,000
- Hello Magazine published an interview with Clive Rowe, our patron, promoting Shapeshifter Productions' work and the Big Give campaign
- Violaine Bailleul, General Manager, trained to learn about "Crowdfunding for the Cultural Sector", lead by Association for Cultural Enterprises and attended an online session about "How to Get Started with Community-led Monitoring and Evaluation" organised by Arts Council England

Funding raised in financial year ending 31st March 2024:

- Arts Council England - £2,925 final payment (10%) for the project "Smiling Across The South East"
- The Paley Trust - £3,000 towards The Smiling Sessions in Brighton & Hove
- Notting Hill Genesis Impact Fund - £11,077 towards The Smiling Sessions delivered at NHG schemes
- Arts Council England – £26,730 towards the project "Combating Loneliness With The Smiling Sessions"
- The Garfield Weston Foundation - £7,500 towards The Smiling Sessions in London and the South East over 12 months
- Ashley Family Foundation Limited - £9,120 towards The Smiling Sessions in London and the South East over 12 months
- The Lawson Trust - £5,000 towards The Smiling Sessions in Kent & Sussex
- The Childwick Trust - £8,000 towards The Smiling Sessions in London and the South East over 12 months
- The Field Family Charitable Trust - £2,000 towards The Smiling Sessions in London
- Kent Community Foundation - £5,000 amount carried forward because the project started in April 2024
- Social Enterprise Kent - £3,630 amount carried forward because the project started in April 2024

PROGRAMME OF ACTIVITY:

The Smiling Sessions:

Shapeshifter Productions collaborated with:

- **Peabody**, delivering 24 sessions, from April to June 2023, to 8 sheltered housing schemes and 7 Christmas parties, in December 2023, to 7 sheltered housing schemes situated in Chelsea, Hackney, Lewisham, Southwark, Thamesmead and Wandsworth. Reaching 190 residents
- **NHG**, delivering 22 sessions from September to December 2023, including 6 Christmas parties, to 8 sheltered housing schemes situated in Brent, Ealing, Dagenham and Newham, reaching a total of 119 residents
- **Victoria Nursing Homes, Sai Care Homes, Hythe Care, Housing 21, Dover District Council** in the area of Kent (Folkestone & Hythe and Dover), delivering 37 sessions, from July 2023 to March 2024, to 8 care homes and 1 sheltered housing scheme, reaching 167 residents
- **Hackney Housing with Care**, delivering 12 sessions to 4 sheltered housing schemes situated in Hackney, reaching a total of 55 residents
- **Sanctuary Care**, delivering a Christmas party to Birchwood Care Home in Redbridge

PLANS FOR FUTURE PERIODS

2024-2025 and onwards:

- to extend The Smiling Sessions' reach across London and the South East (SE), targeting deprived areas, where loneliness is prevalent, while maintaining some existing partners
- To develop our new partnership with Parkinsons' Centre for Integrated Therapies (CPIT), based at University of Kent, Canterbury. The senior management are including our project in their next National Lottery bid, to fund sessions fortnightly for one year in Canterbury, and eventually in two new centres they would like to open in Thanet and/or Medway, later in 2025. They are also hoping to add stroke and brain injury to their service which will increase attendance further
- to continue spreading the word about our free on-line singing resource and raise awareness about the impact of singing on health & wellbeing
- continue developing the monitoring system of the impact of song and well-being, working closely with housing partners, sourcing specialist organisations (CPIT) and training
- Gaia's Company and Shapeshifter Productions to continue developing different strands of the 'Gaia & The Globe' project to deliver across the UK and longer term, internationally
- consolidate the long-term sustainability of the charity and projects through securing ongoing project and core funding, continue to build our financial reserves and explore new sources of income streams

FINANCIAL REVIEW

Financial performance and position

Total income for the year amounted to £91,004 (£134,063– 2023) and total expenditure amounted to £103,811 (£133,931 – 2023).

The Charity incurred a net deficit for the year of £12,807. Details of charity's financial results are shown in the Statement of Financial Activities on page 12.

Going Concern

The Trustees have considered the Charity's reserves and projected income and expenditure, and have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Reserves Policy

The charity currently has four months reserves in place, covering four months overheads expenditure, including our Artistic Director's fee for one day a week. In the Trustees' view, the reserves should provide the charity with adequate financial stability to meet the working capital requirements of the charity and the Trustees are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding.

The Trustees review the amount of reserves that are required to ensure that they are adequate to fulfil the charity's continuing obligations on a quarterly basis at their finance meeting. At the year end, the unrestricted funds balance was £8,604, which is just over required levels at an estimated £1,800 of monthly overhead costs.

STATEMENT OF TRUSTEES RESPONSIBILITIES

Company and Charity Law requires the Trustees to prepare financial statements that give true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgments and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Follow the methods and principles of the Charity SORP; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the group will continue in business.

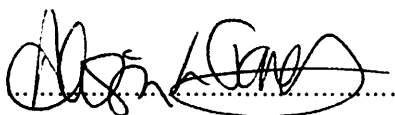
The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets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

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

PREPARATION OF THE REPORT

In preparing this report, the Board of Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Board of Trustees on and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'Alison Jones', is written over a horizontal dotted line.

Ms Alison Jones
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
Shapeshifter Productions Ltd**

For the year ended 31 March 2024

I report on the accounts of the company for the period ended 31 March 2024, which are set out on pages 11 to 15.

Respective responsibilities of Trustees and examiner

The Trustees (who are also the directors of the company for the purpose 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;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to 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 Charities have 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.



Misbahul Karim FCCA
MMK Chartered Certified Accountants

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 MARCH 24

	Notes	Unrestricted Funds £	Restricted Funds £	2024 £	2023 £
Incoming Resources					
Donation and legacies	2	302	89,452	89,754	118,138
Charitable activities		1,250	-	1,250	15,925
Total Incoming Resources		1,552	89,452	91,004	134,063
Resources Expended					
Charitable activities	3	234	102,137	102,371	132,491
Governance cost	4	1,440	-	1,440	1,440
Total Resources Expended		1,674	102,137	103,811	133,931
Net Income for the year		(122)	(12,685)	(12,807)	132
Reconciliation of Funds:					
Total funds, brought forward		8,726	16,760	25,486	25,354
Total funds, carried forward		8,604	4,075	12,679	25,486

CONTINUING OPERATIONS

None of the Charity's activities were acquired or discontinued during the above two financial periods.

TOTAL RECOGNISED GAINS AND LOSSES

The Charity has no recognised gains or losses for the above two financial periods.

The notes on pages 13 to 15 form part of these accounts.

SHAPESHIFTER PRODUCTIONS LTD**Balance Sheet As At 31 March 2024**

	Notes	£	2024 £	£	2023 £
Fixed Assets					
Office equipment	7		<u>474</u>		<u>708</u>
			474		708
<u>Current Assets</u>					
Debtors	5	560		1,388	
Cash at Bank and in hand		<u>23,024</u>		<u>41,145</u>	
		23,584		42,533	
<u>Creditors</u>					
Amounts falling due within one year	6	<u>(11,379)</u>		<u>(17,755)</u>	
<u>Net Current Assets</u>			12,204		25,486
			<u>12,679</u>		<u>25,486</u>
<u>Total Funds of the Charity</u>					
Restricted funds			4,075		16,760
Unrestricted funds			<u>8,604</u>		<u>8,726</u>
			<u>12,679</u>		<u>25,486</u>

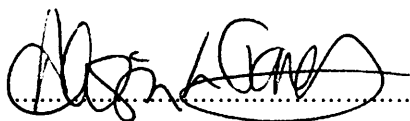
The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements were approved and authorised for issue on and signed on their behalf by:



..... Ms Alison Jones, Trustee

SHAPESHIFTER PRODUCTIONS LTD

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

1. ACCOUNTING POLICIES

Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following SORP 2015 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 (SORP 2005) which has since been withdrawn.

Public benefit entity

The charitable company meets the definition of a public benefit entity under FRS 102.

Going concern

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Key judgements that the charity has made which have a significant effect on the accounts include estimating income and expenditure for the next 12 months.

Income

Income is recognised when the charity has entitlement to the funds: this is when any performance conditions attached to the income have been met, it is probable that the income will be received, and that the amount can be measured reliably.

Income is only deferred when: The donor specifies that the grant or donation must only be used in future accounting periods; or for performance related grants, where these are received in advance of the performances or specific event to which they relate.

Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is considered all to relate to Charitable activities and includes the costs of delivering services undertaken to further the purposes of the charity and their associated support costs.

Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund. Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes. Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

2. Donations and legacies

	<u>Unrestricted</u>	<u>Restricted</u>	<u>2024</u>	<u>2023</u>
	£	£	£	£
ACE	-	29,655	29,655	46,639
Local authorities	-	-	-	1,500
Private donations	302	-	302	495
Trusts and foundations	-	59,797	59,797	69,104
	<u>302</u>	<u>89,452</u>	<u>89,754</u>	<u>117,738</u>

3. Cost of Charitable activities

	<u>Unrestricted</u>	<u>Restricted</u>	<u>2024</u>	<u>2023</u>
	£	£	£	£
Staff costs - fees	-	49,354	49,354	78,464
Staff costs - wages and salaries	-	45,949	45,949	42,066
Insurance	-	590	590	740
Legal and professional fees	-	363	363	505
Software	-	777	777	816
Stationery/Supplies	-	327	327	121
Telephone	-	606	606	620
Entertaining	-	98	98	171
Travel and accommodation	-	3,052	3,052	6,394
Repair and maintenance	-	333	333	363
Advertising and PR	-	683	683	1,841
Equipment	-	-	-	32
Bank Charges	-	5	5	9
Depreciation	234	-	234	349
	<u>234</u>	<u>102,137</u>	<u>102,371</u>	<u>132,491</u>

4. Governance Cost

	<u>2024</u>	<u>2023</u>
	£	£
Independent Examiner's fee	1,440	1,440
	<u>1,440</u>	<u>1,440</u>

5. Debtors

	<u>2024</u>	<u>2023</u>
	£	£
Sundry debtors	-	183
Trade debtors	560	860
Prepayments	-	-
Staff reimbursement - error	-	345
	<u>560</u>	<u>1,388</u>

6. Creditors: Amounts Falling Due Within One Year

	<u>2024</u>	<u>2023</u>
	£	£
Accruals	1,440	1,440
Deferred income	8,630	14,100
PAYE and NI	1,309	2,215
	<u>11,379</u>	<u>17,755</u>

7. Tangible Fixed assets	Office Equipment	2024	2023
		£	£
Cost			
At 1 April 2023		3,320	3,320
Additions During the Year		-	-
As at 31 March 2024		<u>3,320</u>	<u>3,320</u>
Depreciation			
At 1 April 2023		2,612	2,263
Charge for the Year		234	349
As at 31 March 2024		<u>2,846</u>	<u>2,612</u>
Net Book Values			
As at 31 March 2023		<u>-</u>	<u>708</u>
As at 31 March 2024		<u>474</u>	<u>-</u>

8. STAFF COSTS AND NUMBERS

All the charity's staff are hired either on a freelance basis or salary. Total staff costs during the year was £95,303 (2023 - £120,531).

The average weekly number of staff on a head count basis was 5 (2023 - 5).

The total employee benefits inc salary of key management personnel were £40,320 (2023 - £40,427).

No staff earned more than £60,000, including benefits, during the year (2023 - the same).

9. TRUSTEES' REMUNERATION AND EXPENSES

One of the Trustees is a musician and composer and is paid the market rate for her creative work for the charity, like any other Creative staff. The rate of pay is determined by reference to the Musicians Union rates. She is also the Artistic Director at the charity. The amount paid to her during the year was £40,320 (2023 - £42,427).

No other Trustees received any remuneration or payments for services rendered to the charity or received any reimbursement of expenses, travel, and subsistence or otherwise.

10. RELATED PARTY TRANSACTIONS

The charity's Trustees and their close connections are considered to be the only related parties. Trustees remuneration and expenses are disclosed in Note 9.

11. Summary of Funds

	Brought Forward	Incoming Resources	Resources Expended	Carried Forward
	£	£	£	£
Unrestricted Funds	8,726	1,552	(1,674)	8,604
Restricted Funds	16,760	89,452	(102,137)	4,075
	<u>24,486</u>	<u>91,004</u>	<u>(103,811)</u>	<u>12,679</u>

SHAPESHIFTER PRODUCTIONS LTD

England & Wales - Charity number 1141763

Accounts



SHAPESHIFTER PRODUCTIONS LTD
(A company limited by guarantee)

REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

www.shapeshifter-productions.com

Company number: 06142524
Charity number: 1141763

SHAPESHIFTER PRODUCTIONS LTD

Contents

	Page
Charity Information	3
Directors' and Trustees' Report	4 to 9
Report of the Independent Examiner	10
Statement of Financial Activities	11
Balance sheet	12
Notes to the Financial Statements	13 to 15

SHAPESHIFTER PRODUCTIONS LTD

Charity Information

Board of Trustees	Mrs Joanna Nolan (Chair) Ms Alison Jones Mr Mark Kendrick Ms Milica Milosevic Mrs Lorraine Cox Ms Mandy Worster
Artistic Director	Alison Jones
Company number:	06142524
Charity number:	1141763
Registered Office:	11 Batten House, The Drive London E17 3BX
Website	www.shapeshifter-productions.com
Independent Examiner:	Misbahul Karim FCCA MMK Chartered Certified Accountants 37 th Floor, One Canada Square Canary Wharf London E14 5AA
Bankers:	Santander PO Box 10102 21 Prescott Street London E1 8TN

SHAPESHIFTER PRODUCTIONS LTD TRUSTEES' ANNUAL REPORT

For the year ended 31 March 2023

The directors, who are the Trustees of the charitable company for the purposes of charity law, present their annual report and financial statements of Shapeshifter Productions Ltd for the year ended 31 March 2023. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charitable company's governing document, the Companies Act 2006, and charities regulations. Accounting and Reporting by Charities: Statement of Recommended Practice (SORP 2015), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014 (FRS102).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Shapeshifter Productions Limited is a company limited by guarantee, registered with Companies House on 7 March 2007, and registered as a charity with the Charity Commission in England and Wales on 6 May 2011. The Charity is governed by its Memorandum and Articles of Association as amended by special resolution registered at Companies House on 12 April 2010.

The governance of the charity is the responsibility of the Trustees. Day-to-day management is by the Artistic Director and the General Manager.

Recruitment and Appointment of Trustees

When it is necessary to appoint new Trustees, due to either a Trustee stepping down or a gap of expertise in the Board is identified, recruitment will initially begin by an open call and through the networks of the Board and management team. Applicants will be reviewed by the Trustees and successful applicants will be invited to attend a Trustee meeting. Following this, on the provision that the Board are satisfied and the applicant still wishes to join the Trustee Board, they will be appointed. No other person or external body is entitled to appoint any Trustees of the charity.

Induction and training of Trustees

The charity provides new Trustees with an induction pack and mentoring from existing Trustees. New Trustees are also strongly encouraged to meet with current Board members and the Artistic Director and General Manager, over the initial few months in order to gain a full and unbiased understanding of the charity.

Trustees

The directors of the company are its Trustees for the purpose of the Charity Law and are referred to collectively as Trustees in this report.

The Trustees serving during the year and since the year-end were as follows:

Ms Lorraine Cox

Ms Joanna Nolan (Chair)

Ms Alison Jones

Mr Mark Kendrick

Ms Milica Milosevic

Ms Magali Pelissier - resigned (joined provisionally on 13th December 2022 and had to stand down on 3rd May 2023, due to work commitments)

Ms Mandy Worster

Related party relationships

The Charity has considered the disclosure requirements of the SORP for related party relationships and believes that there are no related party relationships other than the Trustees and their close connections. All related party transactions have been reported in the Notes to the financial statements.

Risk management

The Trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

Remuneration of key management personnel

Alison Jones provides her time as Trustee on a voluntary basis. However, in accordance with the charity's governing document and the Board of Trustees, it was agreed that she would move to PAYE for 3 days a week as Artistic Director from 1st April 2022 and she may still invoice for her Creative work, as a musician/workshop facilitator. Alison is a member of the Musicians' Union, and all professional creative fees are guided by the Musician's Union rates.

Purposes and aims

As set out in the governing document, the object of the charity is to advance the arts for the public benefit by the promotion in particular, but not exclusively, of the arts of drama and music.

Principal activities of the charity

The charity's main activities are undertaken to further Shapeshifter Productions' charitable purposes for the public benefit. These are primarily funding dependent, focusing on delivering original, high quality cultural projects that actively engage and inform communities while enhancing confidence, wellbeing, self-esteem and reducing isolation.

In this financial year, the aftermath of the pandemic had a much reduced disruptive effect on activities generally, although the relaxation of rules impacted on our musicians catching COVID more easily and so we recruited more deputies to cover. Testing was still in place with homes and risk assessments continually reassessed with partners. On the whole, singing sessions were successfully delivered to a grateful, forgotten community of isolated older people. Testing and precautions were conducted regularly during the Gaia project, although some volunteers were affected as students were starting back at University of Exeter that week.

ACHIEVEMENTS AND PERFORMANCE: REVIEW OF ACTIVITIES FOR THE YEAR

Public benefit

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives that have been set.

Review of activities

The year focused on:

- the continuation of delivering fun, engaging, live singing sessions to senior citizens, bringing world-class artists into sheltered housing and care homes to create a sense of joy and purpose while reducing loneliness
- expanding The Smiling Sessions geographically to the South-East

- developing relationships and discussion with new housing partners
- the development of our collaboration with Gaia's Company and delivering phase 1 of our arts and environmental project called "Gaia & The Globe"
- rigorous fundraising programme to support immediate delivery and long-term sustainability for the charity

Overview:

- From April 2022 to March 2023, we delivered 118 Smiling Sessions, including 15 Christmas parties, connecting older people living in care homes/social housing in isolated & deprived areas of London, Sussex & Kent.
- We developed new partnerships with: Creative Support, One Housing and Anchor Hanover in Tower Hamlets, Ashwood HealthCare, Victoria Nursing Homes, Saicare Homes in Kent and South Coast Nursing Homes and Guild Care in West Sussex.
- A 10 day R & D of 'Gaia and the Globe', a multi-layered, interactive theatre, music and education project in collaboration with Gaia's Company, inspired by Gaia Theory, which sees the Earth as a self-regulating system.

Funding raised in financial year ending 31st March 2023:

- Arts Council England - £4,409 final payment (10%) for the project "Reach, connect and smile through song" awarded £44,091 on 21st June 2021 (Smiling Sessions, digital and live).
- Arts Council England - £15,905 towards the costs of Gaia and the Globe R&D Phase 1.
- Arts Council England – first instalment of £26,325 towards The Smiling Sessions across London and South East.
- Vision Redbridge - £1,500 final payment (£3,000 awarded previous financial year) towards The Smiling Sessions live in Redbridge.
- The City Bridge Trust (Year 3) – paid quarterly, final payment of £4,300 in May 2022, towards delivery of The Smiling Sessions in London (Artistic Director and Project Manager's fees for one day/week each).
- Ernest Kleinwort Charitable Trust - £2,695 towards The Smiling Sessions in Sussex.
- The Draper's Charitable Fund - £7,500 towards The Smiling Sessions over 12 months.
- The Foyle Foundation - £5,000 towards ongoing costs over 12 months.
- Peabody Community Fund Year 2 (The London Community Foundation) - £9,720 towards The Smiling Sessions in partnership with Peabody homes.
- Tower Hamlets Council Mayor's COVID Recovery Loneliness Fund (East End Community Foundation) - £9,040 towards the delivery of "The Smiling Sessions-Together Again Through Song" in Tower Hamlets.
- The London Catalyst - £3,000 towards The Smiling Sessions in London.
- The Edward Gostling Foundation - £5,000 towards The Smiling Sessions in London and South East – amount carried forward because the project starts in April 2023.

- The WG Edwards Charitable Foundation - £1,500 towards The Smiling Sessions in London and South East – amount carried forward because the project starts in April 2023.
- Roger De Haan - £5,000 towards The Smiling Sessions in Kent – amount carried forward because the project starts in July 2023.
- Charles French Charitable Trust - £3,000 towards our Artistic Director's salary – amount carried forward because the project starts in April 2023.

PROGRAMME OF ACTIVITY:

The Smiling Sessions:

Shapeshifter Productions collaborated with:

- Peabody; delivering 20 sessions from April to July 2022, 1 session in September and 12 sessions from January to March 2023 to 10 sheltered housing schemes across London, reaching 102 residents.
- Notting Hill Genesis Housing (NHG); delivering 12 sessions from April to July 2022 to 4 sheltered housing schemes in Redbridge and Newham and 8 Christmas parties to 6 extra care homes and 2 sheltered housing schemes reaching 158 residents.
- Creative Support, One Housing and Anchor Hanover in Tower Hamlets; delivering 23 sessions from September to December 2022, including 3 Christmas parties, to 6 sheltered housing schemes and care homes, reaching 91 residents.
- Cumbria House, Pelham House, Laburnum House, Hatfield Lodge, Wells Lodge and Wells House in Folkestone, Kent; delivering 24 sessions between June 2022 and January 2023, including 2 Christmas parties, reaching 63 residents.
- Brighton & Hove Seniors Housing; delivering 12 sessions to 6 sheltered housing schemes, between November 2022 and March 2023, including 2 Christmas parties, reaching 78 residents
- South Coast Nursing Homes and Guild Care; delivering 6 sessions in Worthing to 2 care homes between January and February 2023, reaching 31 residents.

Gaia & The Globe:

This first stage of the project was funded by Arts Council England, in partnership with Global Systems Institute (GSI) at Exeter University. The project is inspired by the work of scientist James Lovelock and micro-biologist Lynn Margulis on Gaia hypothesis.

Alison Jones and Peter Horton recruited 2 professional actors and 2 local drama students to take part in the 10 day R&D, working on a new script and several songs, interpreting some complex scientific concepts about climate change. The project culminated in a free public 'show & tell' and 4 school workshops.

The collaboration between Shapeshifter Productions and Gaia's Company, and Alison Jones as Creative Producer and Peter Horton as creator/director, worked really smoothly. The outcome was that the script needs two more acts - or movements- to be written to provide information as to how the public may act to adapt their own communities to live 'in Gaia' and thus contribute towards supporting the environment. Peter said: "I was very pleased with the way the 'show and tell' material emerged from the script and felt that it worked as a stand alone piece. It confirmed for me that the form of the script and the method of developing it are a sound basis for working on the play as a whole."

The show & tell had an audience of 52 and was generously received. The majority stayed for a Q&A session and their feedback confirmed that our work is proven to open eyes, minds, and dialogues, guiding communities to conservation resources, including Dr Tanimola Martins, lecturer at Exeter University on modules related to Planetary Health, who said: "We could have this sort of performance as part of the learning activities for our students. I think it is a really good message, you suddenly start to realise that we have a planet, that the planet is us and we have to look after it".

The school workshops were very popular and delivered to 175 pupils ranging from 9-15 years. The huge response and reach confirmed to us and GSI that the educational side is a vital part of the project as a whole.

PLANS FOR FUTURE PERIODS

2023-2024 and onwards:

- to extend The Smiling Sessions' reach across London and the South East (SE), targeting deprived areas, where loneliness is prevalent, while maintaining some existing partners
- to continue spreading the word about our free on-line singing resource and raise awareness about the impact of singing on health & wellbeing
- continue developing the monitoring system of the impact of song and well-being, working closely with housing partners, sourcing specialist organisations and training
- Gaia's Company and Shapeshifter Productions to continue developing different strands of the 'Gaia & The Globe' project to deliver across the UK and longer term, internationally
- consolidate the long-term sustainability of the charity and projects through securing ongoing project and core funding, continue to build our financial reserves and explore new sources of income streams

FINANCIAL REVIEW

Financial performance and position

Total income for the year amounted to £134,063 (£92,422– 2022) and total expenditure amounted to £133,931 (£86,549 – 2022).

The Charity incurred a net benefit for the year of £132. Details of charity's financial results are shown in the Statement of Financial Activities on page 13.

Going Concern

The Trustees have considered the Charity's reserves and projected income and expenditure, and have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Reserves Policy

The charity currently has four months reserves in place, covering four months overheads expenditure, including our Artistic Director's fee for one day a week. In the Trustees' view, the reserves should provide the charity with adequate financial stability to meet the working capital requirements of the charity and the Trustees are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding.

The Trustees review the amount of reserves that are required to ensure that they are adequate to fulfil the charity's continuing obligations on a quarterly basis at their finance meeting. At the year end, the unrestricted funds balance was £8,606, which is just over required levels at an estimated £1,800 of monthly overhead costs.

STATEMENT OF TRUSTEES RESPONSIBILITIES

Company and Charity Law requires the Trustees to prepare financial statements that give true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgments and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Follow the methods and principles of the Charity SORP; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the group will continue in business.

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

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

PREPARATION OF THE REPORT

In preparing this report, the Board of Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Board of Trustees on 12/09/23 and signed on their behalf by:



Ms Alison Jones
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTES OF
Shapeshifter Productions Ltd**

For the year ended 31 March 2023

I report on the accounts of the company for the period ended 31 March 2023, which are set out on pages 11 to 15.

Respective responsibilities of Trustees and examiner

The Trustees (who are also the directors of the company for the purpose 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;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to 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 Charities have 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.



Misbahul Karim FCCA
MMK Chartered Certified Accountants

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 MARCH 23

	Notes	Unrestricted Funds £	Restricted Funds £	2023 £	2022 £
Incoming Resources					
Donation and legacies	2	495	117,643	118,138	91,012
Charitable activities		6,605	9,320	15,925	1,410
Total Incoming Resources		7,100	126,963	134,063	92,422
Resources Expended					
Charitable activities	3	3,340	129,151	132,491	85,469
Governance cost	4	1,440	-	1,440	1,080
Total Resources Expended		4,780	129,151	133,931	86,549
Net Income for the year		2,320	(2,188)	132	5,873
Reconciliation of Funds:					
Total funds, brought forward		6,406	18,948	25,354	19,481
Total funds, carried forward		8,726	16,760	25,486	25,354

CONTINUING OPERATIONS

None of the Charity's activities were acquired or discontinued during the above two financial periods.

TOTAL RECOGNISED GAINS AND LOSSES

The Charity has no recognised gains or losses for the above two financial periods.

The notes on pages 13 to 15 form part of these accounts.

SHAPESHIFTER PRODUCTIONS LTD

Balance Sheet As At 31 March 2023

	Notes	£	2023 £	£	2022 £
Fixed Assets					
Office equipment	7		708		1,057
			708		1,057
Current Assets					
Debtors	5	1,388		547	
Cash at Bank and in hand		41,145		52,679	
		42,533		53,226	
Creditors					
Amounts falling due within one year	6	(17,755)		(28,929)	
Net Current Assets			25,486		24,297
			25,486		25,354
Total Funds of the Charity					
Restricted funds			16,760		18,948
Unrestricted funds			8,726		6,406
			25,486		25,354

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements were approved and authorised for issue on 12/09/23 and signed on their behalf by:

 Ms Alison Jones, Trustee

SHAPESHIFTER PRODUCTIONS LTD

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2023

1. ACCOUNTING POLICIES

Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following SORP 2015 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 (SORP 2005) which has since been withdrawn.

Public benefit entity

The charitable company meets the definition of a public benefit entity under FRS 102.

Going concern

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Key judgements that the charity has made which have a significant effect on the accounts include estimating income and expenditure for the next 12 months.

Income

Income is recognised when the charity has entitlement to the funds: this is when any performance conditions attached to the income have been met, it is probable that the income will be received, and that the amount can be measured reliably.

Income is only deferred when: The donor specifies that the grant or donation must only be used in future accounting periods; or for performance related grants, where these are received in advance of the performances or specific event to which they relate.

Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is considered all to relate to Charitable activities and includes the costs of delivering services undertaken to further the purposes of the charity and their associated support costs.

Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund. Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes. Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

2. Donations and legacies

	<u>Unrestricted</u>	<u>Restricted</u>	<u>2023</u>	<u>2022</u>
	£	£	£	£
ACE	-	46,639	46,639	39,682
Local authorities	-	1,500	1,500	2,612
Private donations	495	-	495	308
Trusts and foundations	-	69,104	69,104	48,410
	<u>495</u>	<u>117,243</u>	<u>117,738</u>	<u>91,012</u>

3. Cost of Charitable activities

	<u>Unrestricted</u>	<u>Restricted</u>	<u>2023</u>	<u>2022</u>
	£	£	£	£
Staff costs - fees	2,555	75,909	78,464	76,150
Staff costs - wages and salaries	-	42,066	42,066	-
Insurance	-	740	740	553
Legal and professional fees	13	492	505	855
Software	-	816	816	714
Stationery/Supplies	-	121	121	230
Telephone	-	620	620	644
Entertaining	171	-	171	-
Travel and accommodation	132	6,262	6,394	1,218
Repair and maintenance	111	252	363	102
Advertising and PR	-	1,841	1,841	4,419
Equipment	-	32	32	59
Bank Charges	9	-	9	5
Depreciation	349	-	349	520
	<u>3,340</u>	<u>129,151</u>	<u>132,491</u>	<u>85,469</u>

4. Governance Cost

	<u>2023</u>	<u>2022</u>
	£	£
Independent Examiner's fee	1,440	1,080
	<u>1,440</u>	<u>1,080</u>

5. Debtors

	<u>2023</u>	<u>2022</u>
	£	£
Sundry debtors	183	183
Trade debtors	860	260
Prepayments	-	104
Staff reimbursement - error	345	-
	<u>1,388</u>	<u>547</u>

6. Creditors: Amounts Falling Due Within One Year

	<u>2023</u>	<u>2022</u>
	£	£
Accruals	1,440	1,080
Deferred income	14,100	27,849
PAYE and NI	2,215	-
	<u>17,755</u>	<u>28,929</u>

7. Tangible Fixed assets	Office Equipment	2023	2022
		£	£
Cost			
At 1 April 2022		3,320	1,253
Additions During the Year		-	2,067
As at 31 March 2023		<u>3,320</u>	<u>3,320</u>
Depreciation			
At 1 April 2022		2,263	1,743
Charge for the Year		349	520
As at 31 March 2023		<u>2,612</u>	<u>2,263</u>
Net Book Values			
As at 31 March 2022		<u>-</u>	<u>1,057</u>
As at 31 March 2023		<u>708</u>	<u>-</u>

8. STAFF COSTS AND NUMBERS

All the charity's staff are hired on a freelance basis. Total staff costs (freelance staff) during the year was £120,531 (2022 - £76,150).

The average weekly number of staff on a head count basis was 5 (2022 - 4).

The total employee benefits of the key management personnel were £40,427 (2022 - £42,320).

No staff earned more than £60,000, including benefits, during the year (2022 - the same).

9. TRUSTEES' REMUNERATION AND EXPENSES

One of the Trustees is a musician and composer and is paid the market rate for her creative work for the charity, like any other Creative staff. She is also the Artistic Director at the charity. The amount paid to her during the year was £40,427 (2022 - £42,320). The rate of pay is determined by reference to the Musicians Union rates.

No other Trustees received any remuneration or payments for services rendered to the charity or received any reimbursement of expenses, travel, and subsistence or otherwise.

10. RELATED PARTY TRANSACTIONS

The charity's Trustees and their close connections are considered to be the only related parties. Trustees remuneration and expenses are disclosed in Note 9.

11. Summary of Funds

	Brought Forward	Incoming Resources	Resources Expended	Carried Forward
	£	£	£	£
Unrestricted Funds	6,406	7,100	(4,780)	8,726
Restricted Funds	18,948	126,963	(129,151)	16,760
	<u>25,354</u>	<u>134,063</u>	<u>(133,931)</u>	<u>24,486</u>

SHAPESHIFTER PRODUCTIONS LTD

England & Wales - Charity number 1141763

Accounts



SHAPESHIFTER PRODUCTIONS LTD
(A company limited by guarantee)

REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

www.shapeshifter-productions.com

Company number: 06142524
Charity number: 1141763

SHAPESHIFTER PRODUCTIONS LTD

Contents

	Page
Charity Information	3
Directors' and Trustees' Report	4 to 9
Report of the Independent Examiner	10
Statement of Financial Activities	11
Balance sheet	12
Notes to the Financial Statements	13 to 15

SHAPESHIFTER PRODUCTIONS LTD

Charity Information

Board of Trustees	Mrs Joanna Nolan (Chair) Ms Alison Jones Mr Mark Kendrick Ms Milica Milosevic Mr David Payne Mrs Lorraine Cox Ms Mandy Worster
Artistic Director	Alison Jones
Company number:	06142524
Charity number:	1141763
Registered Office:	11 Batten House, The Drive London E17 3BX
Website	www.shapesifter-productions.com
Independent Examiner:	Misbahul Karim FCCA MMK Chartered Certified Accountants 37 th Floor, One Canada Square Canary Wharf London E14 5AA
Bankers:	Santander PO Box 10102 21 Prescot Street London E1 8TN

SHAPESHIFTER PRODUCTIONS LTD TRUSTEES' ANNUAL REPORT

For the year ended 31 March 2022

The directors, who are the Trustees of the charitable company for the purposes of charity law, present their annual report and financial statements of Shapeshifter Productions Ltd for the year ended 31 March 2022. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charitable company's governing document, the Companies Act 2006, and charities regulations. Accounting and Reporting by Charities: Statement of Recommended Practice (SORP 2015), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014 (FRS102).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Shapeshifter Productions Limited is a company limited by guarantee, registered with Companies House on 7 March 2007, and registered as a charity with the Charity Commission in England and Wales on 6 May 2011. The Charity is governed by its Memorandum and Articles of Association as amended by special resolution registered at Companies House on 12 April 2010.

The governance of the charity is the responsibility of the Trustees. Day to day management is by the Artistic Director and the General Manager.

Recruitment and Appointment of Trustees

When it is necessary to appoint new Trustees, due to either a Trustee stepping down or a gap of expertise in the Board is identified, recruitment will initially begin by an open call and through the networks of the Board and management team. Applicants will be reviewed by the Trustees and successful applicants will be invited to attend a Trustee meeting. Following this, on the provision that the Board are satisfied and the applicant still wishes to join the Trustee Board, they will be appointed.

No other person or external body is entitled to appoint any Trustees of the charity.

Induction and training of Trustees

The charity provides new Trustees with an induction pack and mentoring from existing Trustees. New Trustees are also strongly encouraged to meet with current Board members and the Artistic Director and General Manager, over the initial few months in order to gain a full and unbiased understanding of the charity.

Trustees

The directors of the company are its Trustees for the purpose of the Charity Law and are referred to collectively as Trustees in this report.

The Trustees serving during the year and since the year-end were as follows:

Ms Lorraine Cox

Ms Joanna Nolan (Chair)

Ms Alison Jones

Mr Mark Kendrick

Ms Milica Milosevic

Mr David Payne (Treasurer) – stepping down from 21st April 2022

Ms Mandy Worcester

Related party relationships

The Charity has considered the disclosure requirements of the SORP for related party relationships and believes that there are no related party relationships other than the Trustees and their close connections. All related party transactions have been reported in the Notes to the financial statements.

Risk management

The Trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

Remuneration of key management personnel

Alison Jones provides her time as Trustee on a voluntary basis. However, in accordance with the charity's governing document, she may invoice for her Creative work, as Artistic Director and musician. Alison is a member of the Musicians' Union, and all professional creative fees are guided by the Musician's Union rates.

Purposes and aims

As set out in the governing document, the object of the charity is to advance the arts for the public benefit by the promotion in particular, but not exclusively, of the arts of drama and music.

Principal activities of the charity

The charity's main activities are undertaken to further Shapeshifter Productions' charitable purposes for the public benefit. These are primarily funding dependent, focusing on delivering original, high-quality projects that actively engage communities in high quality arts activities while enhancing confidence, wellbeing, self-esteem and reducing isolation.

In this financial year, whereby the pandemic continued to disrupt face to face activities, Shapeshifter Productions started delivering live singing sessions in September 2021, as care homes/sheltered schemes were cautiously opening their doors. We also continued to produce content for and promote our video 'jukebox' of songs through our app: smilingsessions.com or viewed on: <https://youtube.com/shapeshifterProductions>

ACHIEVEMENTS AND PERFORMANCE: REVIEW OF ACTIVITIES FOR THE YEAR

Public benefit

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives that have been set.

Review of activities

The year focused on:

- the continuation of our singing digital project, video songs that can be streamed or downloaded using our specially developed web/ app: www.smilingsessions.com or on YouTube: <https://www.youtube.com/c/ShapeshifterProductions/>, encouraging housing partners to use it when we are not visiting;
- delivering fun, engaging, live sessions, bringing world-class artists to local communities to share, inspire, create a sense of pride and purpose;
- developing relationships and discussion with new housing partners;
- development of a new, arts and environmental project called "Gaia & The Globe"

- rigorous fundraising programme to support immediate delivery and long-term sustainability for the charity

Overview:

- Shapeshifter Productions is now partnering with MHA (Methodist Homes Association) in sharing their Smiling Sessions on MHA website: <https://www.mha.org.uk/communities/digital/>
- From September 2021, we started delivering live sessions as care homes/sheltered schemes were cautiously opening their doors again. We delivered 41 sessions, including 6 Christmas parties, in London.
- Our Partner Liaison contacted schemes in Kent and Sussex that would like to host The Smiling Sessions, live, to expand geographically in the South East.
- We approached the National Academy for Social Prescribing who suggested we become part of their Thriving Communities Network. We are slowly developing awareness with housing partners to encourage prescribing singing as part of more rounded up support and care package.
- We produced 20 Christmas video songs for our virtual jukebox. A song-a-day was released between 1st-24th December. We invited residents to sing "Jingle Bells" with us: <https://youtu.be/LrSpBbfEd9k> and "We Wish You a Merry Christmas": https://youtu.be/PXD7fxr5J_A
- Shapeshifter Productions formed a collaboration with Gaia's Company to apply for Arts Council funding to deliver an R&D of Gaia and the Globe in September 2022. The project consists of a fun, interactive and entertaining play with songs written by Peter Horton of Gaia's Company and will be hosted by Global Systems Institute (GSI) at Exeter University.

Funding raised in financial year ending 31st March 2022:

- Arts Council England - £44,091 awarded – £39,682 paid in this financial year towards running costs of The Smiling Sessions (digital and live)
- Vision Redbridge - £3,000 awarded - £1,500 paid in this financial year towards The Smiling Sessions live in Redbridge
- The City Bridge Trust (Year 3) – £17,050 part of a 3 year long grant, towards delivery of The Smiling Sessions in London (Artistic Director and Project Manager's fees for one day/week each)
- Charles Hayward Foundation - £3,000 towards delivery of The Smiling Sessions (digital and live)
- Charles S. French Charitable Trust - £3,000 towards our Artistic Director's fee (one day/week x 12 weeks)
- Barchester Charitable Foundation - £500 towards delivery of The Smiling Sessions
- Mrs Smith and Mount Trust - £2,500 towards delivery of The Smiling Sessions
- Garfield Weston - £8,000 towards delivery of The Smiling Sessions
- Peabody Community Fund (The London Community Foundation) - £9,360 towards The Smiling Sessions
- NHG Impact Fund - £10,220 awarded - £900 paid in this financial year toward The Smiling Sessions
- The Sussex Community Foundation - £4,500 to carry forward into next financial year

- The Kent Community Foundation - £5,349 (Overstone Grassroots Fund: £3,000 + Frogs Hole Fund £2,349) to carry forward into next financial year
- The Childwick Trust - £8,000 to carry forward into next financial year
- Tower Hamlets East End Community Foundation - £19,040 awarded - £10,000 paid in this financial year, to carry forward into next financial year

PROGRAMME OF ACTIVITY:

The Smiling Sessions – Digital:

We produced 21 video songs in total; “Happy Days” for World Music Day and 20 Christmas video songs for virtual jukebox www.smilingsessions.com and www.youtube.com/shapeshifterProductions. A song-a-day was released between 1st-24th December. We invited residents from Woodlands Total Care and Birchwood Residential Care Home to sing “Jingle Bells” with us: <https://youtu.be/LrSpBbfEd9k> and residents from Pinewood joined us to sing “We Wish You a Merry Christmas”: https://youtu.be/PXD7fxr5J_A

Quite early on in the 2020 lockdown, we discovered that digital exclusion/illiteracy and equipment was a recurring problem - after we started to create the App. We do tend to work in deprived areas and some of the schemes explained they didn't have the adequate devices to use our App or YouTube, so we decided to send them USB sticks loaded with our video songs as most common living areas now have a flat screen TV with USB. We then created the role of Partner Liaison (PL) to call partners / App users for a regular “health check” to ensure we are supporting them in the best way and for general updates and feedback. The PL continues to research and contact care homes/sheltered housing schemes, focusing on areas which are amongst the most deprived neighbourhoods of the UK, promoting The Smiling Sessions and the use of our App, encouraging members of staff to make this part of their weekly routine, reaching more and more isolated senior citizens.

“Your App is absolutely delightful. So easy to use and the videos are fantastic! We had 3 of our residents get up and dance, and everyone thought the quality of the videos, singing and instrument playing was absolutely marvellous. Admittedly, we sometimes forgot to sing along because we were so engulfed in watching your talented musicians perform! We only hold singing twice a month at the moment, but I will be spreading the word to more of our residents and incorporating these videos into all of our singing sessions going forward. It was a really uplifting and enjoyable atmosphere today! Thank you again and best wishes”. Jordan Finding, Activity Lead

The Smiling Sessions – Live:

We started delivering live sessions in September 2021, as care homes/sheltered schemes were cautiously opening their doors again. We delivered 40 sessions, including 6 Christmas parties, from September 2021 to March 2022 to 14 schemes in London. Working closely with our housing partners, we edited risk assessments with a specific COVID-19 protocol. Unfortunately, we had to cancel 10 out of the 16 Christmas parties originally booked due to the ever increasing risks of Omicron. Besides consolidating our relationships with partners Notting Hill Genesis, Sanctuary Care and independent residential care homes Aspray House and Parkview in Waltham Forest, we were awarded a 2 year grant with Peabody. In Year 1, we have visited 4 of their schemes: Lewisham, Newham, Southwark and Westminster. We decided to hand out the large print songbooks in advance to each resident, asking them (or staff) to keep them for the sessions to avoid sharing and risk of contamination. We would use the books in rotation. The books are also a legacy and can be used with the App or CD to encourage continued group singing after the project has finished. We now have 3 songbooks and a Christmas songbook, with enough new song requests from participants to create 2 more books!

We raised local community funds to expand geographically:

- 6 schemes in Kent answered positively and we are planning to visit them between June and December 2022.
- 2 schemes in East Sussex and 4 schemes in West Sussex are looking forward to hosting The Smiling Sessions soon, we are still fundraising for this.

Gaia & The Globe:

This is a great new project in collaboration with Gaia's company and partnerships confirmed from:

- Global Systems Institute at the University of Exeter
- United Nations University Institute for the Advanced Study of Sustainability Regional Centre of Expertise on Education for Sustainable Development (use of logo until 2026 worldwide)

We are preparing an application to the Arts Council England to submit in April 2022, to deliver an R&D of Gaia and the Globe, a fun interactive and entertaining play with songs created by Peter Horton. The R&D will consist of 10 days working on the script with 6 actor/musicians, as well as school workshops. Aiming to creatively inform immerse and delight audiences about Gaia Science through drama song and community engagement.

PLANS FOR FUTURE PERIODS

2022-2023 and onwards:

- to extend The Smiling Sessions' reach across London and the South East (SE), targeting deprived areas, while maintaining some existing partners
- to recruit and train young music graduates who live locally to join the Smiling team of singing workshop facilitators
- to continue spreading the word about our free on-line singing resource and raise awareness about Social Prescribing and the impact of singing on health & wellbeing
- continue developing the monitoring system of the impact of song and well-being, working closely with housing partners, sourcing specialist organisations and training
- developing our collaboration with Gaia's Company to deliver Gaia & The Globe project
- consolidate the long-term sustainability of the charity and projects through securing ongoing project and core funding
- continue to build our financial reserves and explore new sources of income streams

FINANCIAL REVIEW

Financial performance and position

Total income for the year amounted to £92,422 (£128,563 – 2021) and total expenditure amounted to £86,549 (£115,527 – 2021).

The Charity incurred a net profit for the year of £5,873. Details of charity's financial results are shown in the Statement of Financial Activities on page 11.

Going Concern

The Trustees have considered the Charity's reserves and projected income and expenditure, and have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Reserves Policy

The charity currently has four months reserves in place, covering four months overheads expenditure, including our Artistic Director's fee for one day a week. In the Trustees' view, the reserves should provide the charity with adequate financial stability to meet the working capital requirements of the

charity and the Trustees are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding.

The Trustees review the amount of reserves that are required to ensure that they are adequate to fulfil the charity's continuing obligations on a quarterly basis at their finance meeting. At the year end, the unrestricted funds balance was £6,406, which is just over required levels at an estimated £1,600 of monthly overhead costs.

STATEMENT OF TRUSTEES RESPONSIBILITIES

Company and Charity Law requires the Trustees to prepare financial statements that give true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgments and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Follow the methods and principles of the Charity SORP; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the group will continue in business.

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

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

PREPARATION OF THE REPORT

In preparing this report, the Board of Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Board of Trustees on 14-12-22 and signed on their behalf by:

A handwritten signature in black ink, appearing to be 'Alison Jones', written over a dotted line.

Ms Alison Jones
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
Shapeshifter Productions Ltd**

For the year ended 31 March 2022

I report on the accounts of the company for the period ended 31 March 2022, which are set out on pages 11 to 15.

Respective responsibilities of Trustees and examiner

The Trustees (who are also the directors of the company for the purpose 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;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to 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 Charities have 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.


Misbahul Karim FCCA
MMK Chartered Certified Accountants

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 MARCH 22

	Notes	Unrestricted Funds £	Restricted Funds £	2022 £	2021 £
Incoming Resources					
Donation and legacies	2	308	90,704	91,012	127,413
Charitable activities		510	900	1,410	1,150
Total Incoming Resources		818	91,604	92,422	128,563
Resources Expended					
Charitable activities	3	538	84,931	85,469	114,447
Governance cost	4	1,080	-	1,080	1,080
Total Resources Expended		1,618	84,931	86,549	115,527
Net Income for the year		(800)	6,673	5,873	13,036
Reconciliation of Funds:					
Total funds, brought forward		7,206	12,275	19,481	6,445
Total funds, carried forward		6,406	18,948	25,354	19,481

CONTINUING OPERATIONS

None of the Charity's activities were acquired or discontinued during the above two financial periods.

TOTAL RECOGNISED GAINS AND LOSSES

The Charity has no recognised gains or losses for the above two financial periods.

The notes on pages 13 to 15 form part of these accounts.

SHAPESHIFTER PRODUCTIONS LTD

Balance Sheet As At 31 March 2022

	Notes	£	2022 £	£	2021 £
Fixed Assets					
Office equipment	7		<u>1,057</u>		<u>1,577</u>
			1,057		1,577
Current Assets					
Debtors	5	547		5,877	
Cash at Bank and in hand		<u>52,679</u>		<u>26,985</u>	
		53,226		32,861	
Creditors					
Amounts falling due within one year	6	<u>(28,929)</u>		<u>(14,957)</u>	
Net Current Assets			24,297		17,904
			<u>25,354</u>		<u>19,481</u>
Total Funds of the Charity					
Restricted funds			18,948		12,275
Unrestricted funds			<u>6,406</u>		<u>7,206</u>
			<u>25,354</u>		<u>19,481</u>

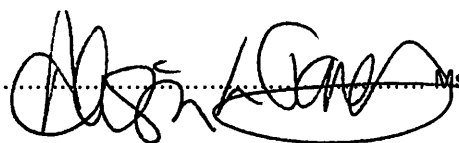
The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements were approved and authorised for issue on 14-12-22 and signed on their behalf by:



Ms Alison Jones, Trustee

SHAPESHIFTER PRODUCTIONS LTD

NOTES TO THE FINANCIAL STATEMENTS **For the year ended 31 March 2022**

1. ACCOUNTING POLICIES

Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following SORP 2015 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 (SORP 2005) which has since been withdrawn.

Public benefit entity

The charitable company meets the definition of a public benefit entity under FRS 102.

Going concern

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Key judgements that the charity has made which have a significant effect on the accounts include estimating income and expenditure for the next 12 months.

Income

Income is recognised when the charity has entitlement to the funds: this is when any performance conditions attached to the income have been met, it is probable that the income will be received, and that the amount can be measured reliably.

Income is only deferred when: The donor specifies that the grant or donation must only be used in future accounting periods; or for performance related grants, where these are received in advance of the performances or specific event to which they relate.

Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is considered all to relate to Charitable activities and includes the costs of delivering services undertaken to further the purposes of the charity and their associated support costs.

Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund. Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes. Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

2. Donations and legacies

	<u>Unrestricted</u>	<u>Restricted</u>	<u>2022</u>	<u>2021</u>
	£	£	£	£
ACE	-	39,682	39,682	7,973
Local authorities	-	2,612	2,612	11,567
Lottery Fund	-	-	-	23,000
Private donations	308	-	308	955
Trusts and foundations	-	48,410	48,410	83,918
	<u>308</u>	<u>90,704</u>	<u>91,012</u>	<u>127,413</u>

3. Cost of Charitable activities

	<u>Unrestricted</u>	<u>Restricted</u>	<u>2022</u>	<u>2021</u>
	£	£	£	£
Staff costs and fees	-	76,150	76,150	93,274
Insurance	-	553	553	471
Legal and professional fees	13	842	855	459
Software	-	714	714	858
Stationery/Supplies	-	230	230	144
Telephone	-	644	644	223
Sundry expenses	-	-	-	54
Travel and accommodation	-	1,218	1,218	-
Repair and maintenance	-	102	102	476
Advertising and PR	-	4,419	4,419	17,036
Equipment	-	59	59	675
Bank Charges	5	-	5	-
Depreciation	520	-	520	777
	<u>538</u>	<u>84,931</u>	<u>85,469</u>	<u>114,447</u>

4. Governance Cost

	<u>2022</u>	<u>2021</u>
	£	£
Independent Examiner's fee	1,080	1,080
	<u>1,080</u>	<u>1,080</u>

5. Debtors

	<u>2022</u>	<u>2021</u>
	£	£
Sundry debtors	183	183
Trade debtors	260	5,694
Prepayments	104	-
	<u>547</u>	<u>5,877</u>

6. Creditors: Amounts Falling Due Within One Year

	<u>2022</u>	<u>2021</u>
	£	£
Accruals	1,080	1,080
Deferred income	27,849	5,000
Project staff	-	8,877
	<u>28,929</u>	<u>14,957</u>

7. Tangible Fixed assets	Office Equipment	2022	2021
		£	£
Cost			
At 1 April 2021		3,320	1,253
Additions During the Year		-	2,067
As at 31 March 2022		<u>3,320</u>	<u>3,320</u>
Depreciation			
At 1 April 2021		1,743	966
Charge for the Year		520	777
As at 31 March 2022		<u>2,263</u>	<u>1,743</u>
Net Book Values			
As at 31 March 2021		<u>-</u>	<u>1,577</u>
As at 31 March 2022		<u>1,057</u>	<u>-</u>

8. STAFF COSTS AND NUMBERS

All the charity's staff are hired on a freelance basis. Total staff costs (freelance staff) during the year was £76,150 (2021 - £93,274).

The average weekly number of staff on a head count basis was 4 (2021 - 4).

The total employee benefits of the key management personnel were £42,320 (2021 - £44,115).

No staff earned more than £60,000, including benefits, during the year (2021 - the same).

9. TRUSTEES' REMUNERATION AND EXPENSES

One of the Trustees is a musician and composer and is paid the market rate for her creative work for the charity, like any other Creative staff. She is also the artistic director at the charity. The amount paid to her during the year was £42,320 (2021 - £44,115). The rate of pay is determined by reference to the Musicians Union rates.

No other Trustees received any remuneration or payments for services rendered to the charity or received any reimbursement of expenses, travel, and subsistence or otherwise.

10. RELATED PARTY TRANSACTIONS

The charity's Trustees and their close connections are considered to be the only related parties. Trustees remuneration and expenses are disclosed in Note 9.

11. Summary of Funds

	Brought Forward	Incoming Resources	Resources Expended	Carried Forward
	£	£	£	£
Unrestricted Funds	7,206	818	(1,618)	6,406
Restricted Funds	12,275	91,604	(84,931)	18,948
	<u>19,481</u>	<u>92,422</u>	<u>(86,549)</u>	<u>25,354</u>

SHAPESHIFTER PRODUCTIONS LTD

England & Wales - Charity number 1141763

Accounts



SHAPESHIFTER PRODUCTIONS LTD
(A company limited by guarantee)

REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

www.shapeshifter-productions.com

Company number: 06142524
Charity number: 1141763

SHAPESHIFTER PRODUCTIONS LTD

Contents

	Page
Charity Information	3
Directors' and Trustees' Report	4 to 9
Report of the Independent Examiner	10
Statement of Financial Activities	11
Balance sheet	12
Notes to the Financial Statements	13 to 15

SHAPESHIFTER PRODUCTIONS LTD

Charity Information

Board of Trustees	Mrs Joanna Nolan (Chair) Ms Alison Jones Mr Mark Kendrick Ms Milica Milosevic Mr David Payne Mrs Lorraine Cox Ms Mandy Worster
Artistic Director	Alison Jones
Company number:	06142524
Charity number:	1141763
Registered Office:	11 Batten House, The Drive London E17 3BX
Website	www.shapesifter-productions.com
Independent Examiner:	Misbahul Karim FCCA MMK Chartered Certified Accountants 37 th Floor, One Canada Square Canary Wharf London E14 5AA
Bankers:	Santander PO Box 10102 21 Prescot Street London E1 8TN

SHAPESHIFTER PRODUCTIONS LTD TRUSTEES' ANNUAL REPORT

For the year ended 31 March 2021

The directors, who are the Trustees of the charitable company for the purposes of charity law, present their annual report and financial statements of Shapeshifter Productions Ltd for the year ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charitable company's governing document, the Companies Act 2006, and charities regulations. Accounting and Reporting by Charities: Statement of Recommended Practice (SORP 2015), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014 (FRS102).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Shapeshifter Productions Limited is a company limited by guarantee, registered with Companies House on 7 March 2007, and registered as a charity with the Charity Commission in England and Wales on 6 May 2011. The Charity is governed by its Memorandum and Articles of Association as amended by special resolution registered at Companies House on 12 April 2010.

The governance of the charity is the responsibility of the Trustees. Day to day management is by the Artistic Director and the General Manager.

Recruitment and Appointment of Trustees

When it is necessary to appoint new Trustees, due to either a Trustee stepping down or a gap of expertise in the board is identified, recruitment will initially begin by an open call and through the networks of the Board and management team. Applicants will be reviewed by the Trustees and successful applicants will be invited to attend a Trustee meeting. Following this, on the provision that the Board are satisfied and the applicant still wishes to join the Trustee Board, they will be appointed.

No other person or external body is entitled to appoint any Trustees of the charity.

Induction and training of Trustees

The charity provides new Trustees with an induction pack and mentoring from existing Trustees. New Trustees are also strongly encouraged to meet with current Board members and the Artistic Director and General Manager, over the initial few months in order to gain a full and unbiased understanding of the charity.

Trustees

The directors of the company are its Trustees for the purpose of the Charity Law and are referred to collectively as Trustees in this report.

The Trustees serving during the year and since the year-end were as follows:

Ms Lorraine Cox

Ms Joanna Nolan (Chair)

Ms Alison Jones

Mr Mark Kendrick

Ms Milica Milosevic

Mr David Payne (Treasurer)

Mandy Worcester

Related party relationships

The Charity has considered the disclosure requirements of the SORP for related party relationships, and believes that there are no related party relationships other than the Trustees and their close connections. All related party transactions have been reported in the Notes to the financial statements.

Risk management

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Remuneration of key management personnel

Alison Jones provides her time as Trustee on a voluntary basis. However, in accordance with the charity's governing document, she may invoice for her Creative work, as Artistic Director and musician. Alison is a member of the Musicians' Union, and all professional creative fees are guided by the Musician's Union rates.

Purposes and aims

As set out in the governing document, the object of the charity is to advance the arts for the public benefit by the promotion in particular, but not exclusively, of the arts of drama and music.

Principal activities of the charity

The charity's main activities are undertaken to further Shapeshifter Productions' charitable purposes for the public benefit. These are primarily funding dependent, focusing on delivering original, high quality projects that actively engage communities in high quality arts activities while enhancing confidence, wellbeing, self-esteem and reducing isolation.

In this financial year, whereby the pandemic existed for the full duration, Shapeshifter Productions' response to COVID-19 was to create a video 'jukebox' of songs with on screen lyrics, in the form of a web/app that can be streamed or downloaded: smilingsessions.com or viewed on: <https://youtube.com/shapeshifterProductions>

ACHIEVEMENTS AND PERFORMANCE: REVIEW OF ACTIVITIES FOR THE YEAR

Public benefit

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives that have been set.

Review of activities

The year focused on:

- delivering a high quality remote, intergenerational singing digital project, mainly created for isolated people in care homes, sheltered housing and in private dwellings across the country
- improving mental and physical health and well-being during lockdown by connecting through song
- recruiting volunteers to support Shapeshifter Productions remotely with their on-line work
- rigorous fundraising programme to support immediate delivery and long term sustainability for the charity

Overview:

- existing and new emergency funds used to create The Smiling Remotely Weekly Singalongs. Over the year, we produced 3 Series and a Winter Sessions series commission, culminating in 50 video songs delivered digitally to care homes, sheltered housing and individuals across the U.K.
- existing funds: our second year of the three year grant awarded by The City Bridge Trust; final year of the two year grant awarded by The Mercers' Company; Notting Hill Genesis Wellbeing Fund
- The London Borough of Waltham Forest commissioned us to produce 8 video singalong sessions, working with Adult Social Services and approaching individual residents from sheltered housing and care homes within the borough. We asked them what December meant to them and which song came to mind. The resident then joined The Smiling Sessions band as special guest to sing it on screen. The project was called "The Winter Sessions".
- a web/app was created where all the video songs can be stored and accessed: smilingsessions.com
- Sheringham Primary School students in Manor Park, Newham, selected The Smiling Sessions (Shapeshifter Productions) project/charity to support for 2 years starting September 2019, but this has now been moved forward to commence in September 2021.

Funding raised in financial year ending 31st March 2021:

The Mercers' Company: £18,576 part of a 2 year long grant towards running costs of The Smiling Sessions

The Mercers' Company: £7,699 - COVID-19 rapid response fund

The City Bridge Trust: £16,400 part of a 3 year long grant, towards running costs of The Smiling Sessions in London (Artistic Director and Project Manager's fees for one day/week each)

The City Bridge Trust - COVID-19 extra fund: £3,950

London Borough of Waltham Forest - Virtual Culture: £1,000 towards The Smiling Remotely Singalongs

Arts Council: £1,493 final payment towards The Smiling Sessions 2019-2020 in London and East Sussex

Arts Council Emergency Fund: £6,480 towards The Smiling Remotely Weekly Singalongs

CAF Emergency Fund: £2300 towards The Smiling Remotely Weekly Singalongs

The Fore raft Fund: £4,528 towards The Smiling Remotely Weekly Singalongs

The Edward Gostling Foundation: £4,800 towards The Smiling Remotely Weekly Singalongs

Community Ward Fund - Leytonstone: £592.50 first instalment towards The Smiling Remotely Singalongs

Community Ward Fund - Lea Bridge: £375 first instalment towards The Smiling Remotely Singalongs

Community Ward Fund - Chapel End: £790 first instalment towards The Smiling Remotely Singalongs

The Foyle Foundation: £9,600 towards core costs over the next 12 months for the charity

The National Lottery Community Fund: £23,000 towards The Smiling Remotely Weekly Singalongs

PROGRAMME OF ACTIVITY: The Smiling Remotely Weekly Singalong Sessions

We have been changing people's lives through live music since 2007, but during the pandemic our work has taken on a new dimension. Our immediate response to COVID-19 was to create a video 'jukebox' of songs with on screen lyrics, in the form of a web/app that can be streamed or downloaded at smilingsessions.com or viewed on: <https://youtube.com/shapeshifterProductions> Having completed 50 videos with over 63,200 views, the songs are designed to play consecutively, giving hours of enjoyment. We employed a music industry PR as we realised promoting any on-line work requires expertise. HushHush PR loved the project and this consequently led to celebrity guests joining us, such as Merrill Osmond, KT Tunstall, Daniel O'Donnell, The Fizz and even Basil Brush. Our profile has been raised considerably through their support and by attending National TV and radio shows to speak about the project and the impact of singing on health and well-being. We later increased even more audiences by recruiting a Communications Coordinator and a Social Media Manager to ensure an on-going presence on-line for the general public and on internal newsletters amongst care home providers and on Arts and Well-being platforms.

We employed a Partner Liaison to make regular calls to care homes using the app and to source and call new homes, supported by our volunteers, to do the initial research. This digital project has enabled people to sing along in the safety of their own homes, offering a positive activity that connects our beneficiaries with each other, staff and carers and very soon, families and friends. It creates a sense of occasion and routine, increases morale and well-being, helping beneficiaries feel needed and cared about as vital human beings during these difficult times. It is essential, therefore, to keep residents connected and active, particularly during the next 6 months and beyond as the rehabilitation of social interaction takes place. A short, musical summary of The Smiling Sessions journey over the last year is available to watch here: <https://youtu.be/MhTI83iyDvo>.

"I don't know how to express my happiness than to thank the Staff and the Smiling Group...we need more of these to keep us happy" participating resident, London

"Thank you for making our residents smile, dancing, clapping, it's wonderful to see them having a good time. Please give a big thank you to everyone and hopefully we see each other soon".
Care staff, Parkview, London

"I visit flats, singing your songs over and over. Pandy started crying, talking about band member Pete who she always chatted to. She loves, 'What a Wonderful World'. It reminds her of her friend who died." Care staff, Elgin Close, NHG, London

"I cover the 18 homes in London, Surrey and Sussex and The Smiling Sessions App is a wonderful opportunity for our residents." Anchor Hanover Group

"We have been using the App and it's fantastic!" Barchester Care Home, Low Fell

"I cannot highlight enough the profound significance of The Smiling Sessions initiative in its attempt to significantly improve the overall physical psychological health and wellbeing of those residents in care homes and sheltered housing.. The Smiling Projects contribution will undoubtedly enrich the brain processing speed of all residents and will potentially influence in a positive way, their mood regulation state and both episodic and semantic memory processing. The array of genres and songs together with the colourful visual effects and rich tones will facilitate happy memories of events in their entire life span and add meaning to the quality of their everyday lives."

Dr Arthur Cassidy, Chartered Psychologist, Associate Fellow of the British Psychological Society

PLANS FOR FUTURE PERIODS

2021-2022 and onwards:

- to spread the reach and usage of the app with care homes and social housing across the country
- when safe, initiate a rehabilitation process of gradually delivering The Smiling Sessions (face to face) to our regular partners, while expanding outside Greater London, consolidating our

new, remote partnerships with housing organisations and care homes. Source recruit/train new, local musicians to support delivery of the sessions

- Explore new sources of income streams
- Continue developing the monitoring system of the impact of song and well-being, working closely with housing partners, sourcing specialist organisations and training
- Research and develop new projects
- Consolidate the long term sustainability of the charity and projects through securing ongoing project and core funding
- Continue to build our financial reserves

FINANCIAL REVIEW

Financial performance and position

Total income for the year amounted to £128,563 (£96,688 – 2020) and total expenditure amounted to £115,527 (£94,723 – 2020).

The Charity incurred a net profit for the year of £13,036. Details of charity's financial results are shown in the Statement of Financial Activities on page 12.

Going Concern

The Trustees have considered the Charity's reserves and projected income and expenditure, and have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

Reserves Policy

The charity currently has three months reserves in place, covering three months overheads expenditure, including our artistic director fees and our general manager fees for one day a week each. In the Trustees' view, the reserves should provide the charity with adequate financial stability to meet the working capital requirements of the charity and the Trustees are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding.

The Trustees review the amount of reserves that are required to ensure that they are adequate to fulfil the charity's continuing obligations on a quarterly basis at their finance meeting. At the year end, the unrestricted funds balance was £7,206, which is just over required levels at an estimated £2,230 of monthly overhead costs.

STATEMENT OF TRUSTEES RESPONSIBILITIES

Company and Charity Law requires the Trustees to prepare financial statements that give true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgments and estimates that are reasonable and prudent;

- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Follow the methods and principles of the Charity SORP; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the group will continue in business.

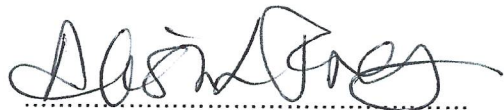
The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets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

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

PREPARATION OF THE REPORT

In preparing this report, the Board of Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Board of Trustees on 24/06/21 and signed on their behalf by:



ALISON L. JONES
(TRUSTEE)

Ms Alison Jones
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
Shapeshifter Productions Ltd**

For the year ended 31 March 2021

I report on the accounts of the company for the period ended 31 March 2021, which are set out on pages 11 to 15.

Respective responsibilities of Trustees and examiner

The Trustees (who are also the directors of the company for the purpose 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;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to 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 Charities have 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.



Misbahul Karim FCCA
MMK Chartered Certified Accountants

STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 MARCH 21

	Notes	Unrestricted Funds £	Restricted Funds £	2021 £	2020 £
Incoming Resources					
Donation and legacies	2	9,765	117,648	127,413	86,001
Charitable activities		1,150	-	1,150	8,272
Other income: Room hire		-	-	-	2,415
Total Incoming Resources		10,915	117,648	128,563	96,688
Resources Expended					
Charitable activities	3	7,468	106,979	114,447	93,793
Governance cost	4	1,080	-	1,080	930
Total Resources Expended		8,548	106,979	115,527	94,723
Net Income for the year		2,367	10,669	13,036	1,965
Reconciliation of Funds:					
Total funds, brought forward		4,839	1,606	6,445	4,480
Total funds, carried forward		7,206	12,275	19,481	6,445

CONTINUING OPERATIONS

None of the Charity's activities were acquired or discontinued during the above two financial periods.

TOTAL RECOGNISED GAINS AND LOSSES

The Charity has no recognised gains or losses for the above two financial periods.

The notes on pages 13 to 15 form part of these accounts.

SHAPESHIFTER PRODUCTIONS LTD

Balance Sheet As At 31 March 2021

	Notes	£	2021 £	£	2020 £
Fixed Assets					
Office equipment	7		1,577		287
			1,577		287
Current Assets					
Debtors	5	5,877		1,183	
Cash at Bank and in hand		26,985		24,481	
		32,861		25,665	
Creditors					
Amounts falling due within one year	6	(14,957)		(19,507)	
Net Current Assets			17,904		6,158
			19,481		6,445
Total Funds of the Charity					
Restricted funds			12,275		1,606
Unrestricted funds			7,206		4,839
			19,481		6,445

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements were approved and authorised for issue on 24/06/21 and signed on their behalf by:


 Ms Alison Jones, Trustee
 ALISON L. JONES (TRUSTEE)

SHAPESHIFTER PRODUCTIONS LTD

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2021

1. ACCOUNTING POLICIES

Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following SORP 2015 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 (SORP 2005) which has since been withdrawn.

Public benefit entity

The charitable company meets the definition of a public benefit entity under FRS 102.

Going concern

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Key judgements that the charity has made which have a significant effect on the accounts include estimating income and expenditure for the next 12 months.

Income

Income is recognised when the charity has entitlement to the funds: this is when any performance conditions attached to the income have been met, it is probable that the income will be received, and that the amount can be measured reliably.

Income is only deferred when: The donor specifies that the grant or donation must only be used in future accounting periods; or for performance related grants, where these are received in advance of the performances or specific event to which they relate.

Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is considered all to relate to Charitable activities and includes the costs of delivering services undertaken to further the purposes of the charity and their associated support costs.

Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund. Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes. Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

2. Donations and legacies

	<u>Unrestricted</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>
	£	£	£	£
ACE	-	7,973	7,973	14,914
Local authorities	8,810	2,757	11,567	1,250
Lottery Fund	-	23,000	23,000	
Private donations	955	-	955	636
Trusts and foundations	-	83,918	83,918	69,201
	<u>9,765</u>	<u>117,648</u>	<u>127,413</u>	<u>86,001</u>

3. Cost of Charitable activities

	<u>Unrestricted</u>	<u>Restricted</u>	<u>2021</u>	<u>2020</u>
	£	£	£	£
Staff costs and fees	5,390	87,884	93,274	76,731
Insurance	471	-	471	431
Legal and professional fees	109	350	459	635
Volunteer Expenses	-	-	-	164
Software	-	858	858	498
Stationery/Supplies	-	144	144	84
Telephone	2	221	223	357
Sundry expenses	19	35	54	235
Travel and accommodation	-	-	-	3,063
Repair and maintenance	-	476	476	216
Rent	-	-	-	5,481
Advertising and PR	700	16,336	17,036	5,757
Equipment	-	675	675	-
Depreciation	777	-	777	141
	<u>7,468</u>	<u>106,979</u>	<u>114,447</u>	<u>93,793</u>

4. Governance Cost

	<u>2021</u>	<u>2020</u>
	£	£
Independent Examiner's fee	1,080	930
	<u>1,080</u>	<u>930</u>

5. Debtors

	<u>2021</u>	<u>2020</u>
	£	£
Sundry debtors	183	183
Trade debtors	5,694	1,000
	<u>5,877</u>	<u>1,183</u>

6. Creditors: Amounts Falling Due Within One Year

	<u>2021</u>	<u>2020</u>
	£	£
Accruals	1,080	930
Deferred income	5,000	18,577
Project staff	8,877	-
	<u>14,957</u>	<u>19,507</u>

7. Tangible Fixed assets	Office Equipment	2021	2020
		£	£
Cost			
At 1 April 2020		1,253	1,253
Additions During the Year		2,067	
As at 31 March 2021		<u>3,320</u>	<u>1,253</u>
Depreciation			
At 1 April 2020		966	825
Charge for the Year		777	141
As at 31 March 2021		<u>1,743</u>	<u>966</u>
Net Book Values			
As at 31 March 2020		<u>-</u>	<u>287</u>
As at 31 March 2021		<u>1,577</u>	<u>-</u>

8. STAFF COSTS AND NUMBERS

All the charity's staff are hired on a freelance basis. Total staff costs (freelance staff) during the year was £93,274 (2020 - £76,731).

The average weekly number of staff on a head count basis was 4 (2020 - 4).

The total employee benefits of the key management personnel were £44,115 (2020 - £33,694).

No staff earned more than £60,000, including benefits, during the year (2020 - the same).

9. TRUSTEES' REMUNERATION AND EXPENSES

One of the Trustees is a musician and composer and is paid the market rate for her creative work for the charity, like any other Creative staff. She is also the artistic director at the charity. The amount paid to her during the year was £44,115 (2020 - £33,694). The rate of pay is determined by reference to the Musicians Union rates. The trustee was also reimbursed £365 for expenses.

No other Trustees received any remuneration or payments for services rendered to the charity or received any reimbursement of expenses, travel, and subsistence or otherwise.

10. RELATED PARTY TRANSACTIONS

The charity's Trustees and their close connections are considered to be the only related parties. Trustees remuneration and expenses are disclosed in Note 9.

11. Summary of Funds

	Brought Forward	Incoming Resources	Resources Expended	Carried Forward
	£	£	£	£
Unrestricted Funds	4,839	10,915	(8,548)	7,206
Restricted Funds	1,606	117,648	(106,979)	12,275
	<u>6,445</u>	<u>128,563</u>	<u>(115,527)</u>	<u>19,481</u>