

**CHARNWOOD ARTS**  
**(A Company Limited by Guarantee)**  
**ACCOUNTS FOR THE YEAR ENDED**  
**31 MARCH 2023**

**Charity Number: 1143163**

**Company Number: 7477378**

**Cound & Co LLP**  
**Chartered Accountants**  
**1 Princes Court**  
**Royal Way**  
**Loughborough**  
**Leics LE11 5XR**

**Tel: 01509 214163**

**CHARNWOOD ARTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

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**CHARNWOOD ARTS**

**TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2023**

**REFERENCE AND ADMINISTRATIVE DETAILS**

CHARITY NUMBER:	1143163
COMPANY NUMBER:	07477378
PRINCIPAL OFFICE:	27 Rectory Place, Loughborough, LE11 1UW
ACCOUNTANTS:	Cound & Co LLP, 1 Princes Court, Royal Way Loughborough, Leics, LE11 5XR
BANKERS:	Caf Bank, 25 Kings Hill Avenue Kings Hill, West Maling, Kent, ME19 4TA
SOLICITORS:	Hawley & Rodgers, 19-23 Granby Street, Loughborough, Leics, LE11 3DU
TRUSTEES/DIRECTORS:	
Chair:	Kate Clift (Acting)
Elected Trustees:	Kate Clift Kamini Patel Abida Akram Jeremy Webster (Appointed 13 June 2022) Simon Downs Susan Warner(resigned 30 May 2023)
Charnwood Borough Council Nominees:	Cllr Colin Hamilton Cllr Jenny Bokor Cllr Margaret Smidowicz
Chief Executive Officer	Shirley Novak
Financial Administrator	Charlotte Curran

## **CHARNWOOD ARTS**

### **TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2023**

The trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2023.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing Document**

Charnwood Arts is a registered charity and a private company limited by guarantee. Our Memorandum and Articles of Association were approved by the Charity Commission before the assets and activities of Charnwood Arts (an unincorporated charity number 505977) were acquired on 1 September 2011. The company was dormant from its formation on 23 December 2010 until 31 August 2011.

### **Appointment of Directors**

The appointment of Directors is set out in articles 27 to 38 of the Memorandum and Articles of Association. The Chair, Secretary, Vice Chair and Treasurer are elected at the AGM. All Directors may serve for up to three years in any specific officer role followed by a further three years in a different specific role if so selected.

Charnwood Borough Council additionally appoints three serving members to the management committee for the purpose of scrutiny. The meetings are additionally open to the attendance of officers of Arts Council England and to officers of Charnwood Borough Council, the main funding agents of Charnwood Arts.

### **Director/Trustee Induction and Training**

New Directors are invited to meet with the Executive and Administrative staff of Charnwood Arts to discuss the operation of the organisation. An incoming Chair will also meet with the CEO and the Arts Council Relationship Manager to better understand the responsibilities associated with that role. Directors are informed of other requirements imposed by funding bodies and issues of compliance and are involved in policy development as part of getting to know and understand the wider remit of the Trustee role. Current policy documents are available to all on-line and there is an active annual review process.

### **Directors.**

Additional Trustee away days take place to develop the policy and programme direction of the organisation. Directors are encouraged to undertake additional external training and a training needs analysis is undertaken whenever there are substantial changes in the makeup of the Directors.

### **Organisation**

The Management Committee of Charnwood Arts Council may have up to thirteen people – up to ten Directors and three nominated members of Charnwood Borough Council. The latter are non-voting posts. The Board oversees the general operation of the charity, monitors its work and finances and makes and reviews the policies of the organisation.

A Chief Executive Officer and a Company Administrator are employed to manage and oversee the day-to-day operations of the charity. To facilitate effective operations, the Chief Executive Officer has delegated authority, within terms of delegation approved by the Directors, for operational matters including finance, employment and artistic performance related activity. Project and programme managers are employed to oversee specific elements of the organisation's work.

## **CHARNWOOD ARTS**

### **TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2023**

#### **Related Parties**

The charity has a close relationship with a number of other organisations. These include:

- Arts Council England, a key funder and development partner.
- Charnwood Borough Council, a key funder and long term development partner.
- The National Forest, a key funder and development partner.

#### **Risk Management**

The Management Committee meet six times a year to monitor and review practice and policy, discuss new projects and receive quarterly financial reports. Additional sub-committee meetings take place between full meetings. An annual risk assessment and health check is undertaken with Arts Council England (ACE). The organisation is monitored by ACE and Charnwood Borough Council in respect of specific services. The organisation has developed systems and practices to mitigate those risks identified in planning and through governance.

#### **Objectives and Activities**

The charity's objects are specifically restricted to the following:

To foster and promote knowledge, improvement, understanding and appreciation of the arts and education in the arts among the people of Charnwood, the East Midlands Region and nationally and internationally as the trustees decide, in particular but not exclusively by:

- a) the promotion, provision and fostering of participatory and community arts and cultural activities; and
- b) enabling and contributing to the understanding, knowledge and development of participatory and community arts for the benefit of the public.

The charity has the general aim of contributing to the quality of life and social cohesion within the area of the borough of Charnwood and the East Midlands by providing opportunities for people to engage with creative projects and performances within a coherent community arts and a broader cultural approach.

In planning our activities and programme development the Directors/Trustees have considered the Charity Commission guidance on public benefit. Charnwood Arts is committed to providing low or no cost opportunities for the people of Charnwood to experience the arts, across different art forms and across a wide range of interests and social needs.

Our vision is to create, through active dialogue with artists, organisations and the public, a balanced programme which forms a network of supportive relationships to bring about a wide range of benefits through the arts. Our programme is built upon extended dialogue with potential beneficiaries, a commitment to growing relationships and the fullest exploration wherever possible of primary, secondary and tertiary benefits.

The main objectives for the year were related to the development and delivery of the following:

- Facilitating a variety of workshop provisions, including a: Drawing Room, Writing Room, Clay Room and Craft Room.
- Supporting local emerging artists by offering a number of packages that cover important aspects of personal artistic development. This includes support with marketing, working with small groups, website development, sales of their work, and a reference.
- Enabling people who experience social isolation to participate in arts activities to support wellbeing and community connectivity.

## **CHARNWOOD ARTS**

### **TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2023**

- Using music and creative expression to celebrate being uniquely ourselves, with an aim to encourage good mental health and wellbeing for children and young people.
- Offering sessions which include singing, music and gentle seated exercises, designed for individuals and their loved ones affected by dementia.
- Giving people an opportunity to get to know Charnwood Forest better, working with and within the forest, providing opportunities for people of all ages and from all backgrounds, to work with artists, geologists, practitioners and performers.

### **Achievements and Performance**

In 2022 we successfully secured further National Portfolio funding from the Arts Council of England covering core costs for three years (March end 2026). Only 900 organisations across the country were awarded the funding and we are very proud that the value of our work has been recognised in this way and delighted to have some financial security in these testing economic times. This core support is supplemented by a further 4 years funding from our long-term partners Charnwood Borough Council. We were able to agree a manageable core programme of activities with the Council. The year of 2022 will also be notable for a number of reasons but highlights include the development and programming in our new home.

### **Projects:**

- **Charnwood Forest Landscape Partnership Scheme**  
Celebrating Charnwood Forest's internationally important volcanic legacy. We are part of eighteen different projects inspiring people to explore its rich landscape, understand its diverse heritage, and develop skills to care for it through creative delivery. In November we occupied a space in the centre of Loughborough and set up an Urban Forest. We had over 7000 visitors to the space over 5 months bringing the forest into the town, raising awareness and encouraging people to engage with the beautiful natural environments on their doorstep.
- **Eat, Breathe, Create**  
Set in Fearon Hall café, Eat Breathe Create sessions focus on enabling people who experience social isolation to participate in arts activities to support wellbeing and community connectivity. The café attracts around twenty people a week working with local artists and culminates in a number of exhibitions over the year.
- **Partition Music project, Mixtape Memories 2022**  
This was part of a larger, Leverhulme Trust funded, five-year project titled Migrant Memory and the Postcolonial Imagination which uses creative, arts-based approaches alongside in-depth interviewing to understand how community identities are produced and expressed by South Asian people in the UK through processes of remembering Partition, migration and resettlement. Facilitated by Leicester artist - Mr Shay, participants explored their creativity through sampling sounds from their home environment, learning music production skills, writing original lyrics and performing.
- **Sound Tower (working with Charnwood Borough Council's Museum)**  
Charnwood Arts developed a project for schools to learn more about local landmark the Carillon Tower's heritage by using creative digital media. The school sessions enabled participants to learn, create, play and perform music, based around the unique sound of the Carillon instrument. The second part of the project was to visit the Carillon Tower itself to climb the stairs, record sounds in the empty spaces (using our bodies, and basic percussion instruments) and see first-hand the Carillon instrument in action itself, capturing sounds of the space which once reimagined, will be lost forever.

The finished pieces of music/sound created at the various sessions were enhanced further in the Charnwood Arts digital studio (Sound Room) and presented back to the overall project, ultimately creating an album for download. The work will also form part of the new exhibition space as a sound installation when The Carillon Tower is open once again. The project was designed to encourage students to embrace and develop their own innate sense of creativity and musicality, and enabled participants to understand and appreciate Loughborough's iconic tower for many years to come and specifically the instrument itself which many local children may have heard, but are not aware of 'what actually makes that sound'!

## **CHARNWOOD ARTS**

### **TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2023**

#### **Achievements and Performance (cont'd)**

- **Charnwood Musical Memory Box**

In partnership with Leicester Musical Memory Box, Charnwood Arts were successful in obtaining Shire Grants funding to offer Charnwood Musical Memory Box sessions throughout 2021/22. These free, interactive music-based sessions include singing, music and gentle seated exercises, designed for individuals and their loved ones affected by dementia. This has proved to be very popular and we have now included the offer as part of the new NPO funding from the Arts Council.

- **Emerging Artist Programme**

12 local artists were offered a support package that included: work placements, training, peer mentoring, practice support, exhibition, performance and publishing opportunities. This is the second round of the initiative and we are now employing a number of the emerging artists to facilitate our sessions via our professional escalator programme.

- **Drawing Room, Clay Room and Writing Room**

We opened our doors for local artists who may need some space both physically and mentally to be creative. The sessions are also aimed at giving people a 'snackable' taste of a number of art forms to 'try it out' without pressure. These have proved popular and the data collected will help us plan our programme to suit the local community needs, rather than a '*this is what we're doing will you come?*' approach.

- **Exhibitions**

Our home includes an art room which accommodates 8-10 people plus a facilitator, a digital studio and an exhibition space. The intimate space is big enough to give local artists the chance to display their work free of charge in a safe environment and curate their own exhibition with support from Charnwood Arts. During 2022 we hosted a photographic exhibition, sculpture display and often used the space for an exhibition following a project such as Eat Breathe Create. The space has already been booked out for most of the coming year.

- **Operationally**

**During the year we have continued to** overhaul the systems and processes at Charnwood Arts. The development of a brand-new business plan based on achievable, and realistic aims and objectives of the organisation in line with the Arts Council requirements of driving our activities. We continually strive to learn, develop, and understand the impact of the work we undertake. This learning may take a variety of forms and approaches yet is intended to be platformed upon core organisational values, aims and intentions whilst characterised by requirements determined by funders. The use of CAPE (Charnwood Arts Performance and Evaluation) operational procedure guides our approach to planning, implementing, learning from, and reporting on our creative offers.

#### **Financial Review**

Charnwood Arts relocating to a larger premises has led to a rapid expansion of artistic programmes, to meet the differing needs of the local community. It has been satisfying to see high attendance levels for various exhibitions and workshops. Therefore, justifying the expenditure.

The organisation remains a highly effective, efficient and economical organisation with excellent outputs and a significant range of impacts on the area and in people's lives. Continued support from Arts Council England and Charnwood Borough Council enables us to meet our core costs and in-house delivery programme and sets the organisation on a firm footing for future programme development and income generation. Charnwood Arts managed to secure new sources of funding for innovative projects in the current uncertain economic climate.

#### **Reserves Policy**

The level of reserves will be increased to take into account the higher costs relating to additional activities. Our aim is to hold reserves which will minimally allow for three months' operation should all other sources of funding be unavailable. A policy for reserves is in place.

#### **Accommodation**

Charnwood Arts resides at 27 Rectory Place, Loughborough, LE11 1UW.

**CHARNWOOD ARTS**

**TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2023**

**Trustees' Responsibilities Statement**

The trustees (who are also directors of Charnwood Arts for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

This report has been prepared having taken advantage of the small companies' exemption in the Companies Act 2006.

On behalf of the Board

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Kate Clift  
Acting Chair

13 June 2023



**CHARNWOOD ARTS**

**CHAIR'S REPORT FOR THE YEAR ENDED 31 MARCH 2023**

This has been a fantastic year for the organisation. It is a testament to the committed and talented staff of Charnwood Arts, the contribution of its volunteers, including our fellow Trustees, and the faith and generosity of our many supporters and stakeholders that we have been able to achieve so much. We would not have been able to achieve all that we have without the core funding we receive from the Arts Council for England and Charnwood Borough Council. We would like to thank them, not only for their financial support, but for the time and energy they invest in helping us to achieve our mission to enhance the lives of the people of Charnwood through the arts.

We started the year saying goodbye to long standing trustee and dedicated Chair Gabriella Maffioli who fearlessly led the organisation through some challenging times contending with changes in leadership, moving premises twice, and the unprecedented impact of the pandemic. Gabriella's contribution was outstanding and her legacy can be seen in much of the work described below. The search began for a new Chair and for much of the year I was privileged to 'act up' in the role of Acting Chair supporting our CEO. In March a new Chair, Dr Su Warner, who brought to the role her incredibly relevant experience of community work and an academic background in community art and critical citizenship was elected but sadly Su was unable to continue in the role and she stepped down in May. Our search for a new Chair continues.

We are actively seeking new Trustees and we would welcome interest from people from all walks of life who share our appreciation of the power the arts can have in strengthening communities and transforming lives.

Described below are the many achievements of the organisation over the last twelve months. By necessity this list is 'high level' but it perhaps fails to capture all those small moments of connection that the organisation has had with people from Charnwood over the year. Connected communities are essential to the resilience and prosperity of our society and Charnwood Arts bring people together and works hard to ensure that everyone feels included. One of the decisions we made as a Board this year was to change how we described Equality, Diversity and Inclusions (EDI) by adopting the descriptors Equity, Diversity and Belonging. The arts belong to everyone, and we all want to feel like we belong within our communities. If Charnwood Arts can help to join the dots between the two then we are succeeding.

Looking forward, 2023-2024 we are filled with excitement and optimism. As part of our new NPO programme, we have established an Environmental Responsibility Steering Group. It is our intention not only to make ourselves aware of how we can reduce our negative environmental impact, but to offer to the wider arts community a better understanding of the climate crisis and the part we can play together in initiating and promoting positive change. To this end we will be running training sessions in the coming year.

We have now settled into our new premises and continue to develop our forward strategy, which will have Equity, Diversity, Belonging, wellbeing and environmental responsibility at its heart. Our programme continues to develop, and we remain focused on listening and responding to the needs of local people. We are excited by and looking forward to the possibilities ahead in the coming year.

With best wishes

---

Kate Clift, Acting Chair

13 June 2023

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**  
**CHARNWOOD ARTS**

I report on the accounts of the company for the year ended 31 March 2023, which are set out on pages 9 to 18.

**Respective Responsibilities of Trustees and Examiner**

The charity's trustees (who are also the Directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(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 an audit under company law and is eligible for independent examination, it is my responsibility to:

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

**Basis of Independent Examiner's Statement**

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 386 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charitieshave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

D R Gradon MA FCA  
Cound & Co LLP  
Chartered Accountants  
1 Princes Court  
Royal Way  
Loughborough  
Leics  
LE11 5XR

13 June 2023

**CHARNWOOD ARTS**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCLUDING INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

	<u>Notes</u>	<u>2023</u> <u>Restricted</u> <u>Funds</u>	<u>2023</u> <u>Designated</u> <u>Funds</u>	<u>2023</u> <u>Unrestricted</u> <u>Funds</u>	<u>2023</u> <u>Total</u> <u>Funds</u>	<u>2022</u> <u>Total</u> <u>Funds</u>
<b><u>INCOME AND ENDOWMENTS FROM:</u></b>						
Donations and legacies	2	-	-	-	-	76
Charitable Activities:						
Grants and Earned Income	3	57610	540	152308	210458	212226
Investments		-	-	1086	1086	288
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b><u>TOTAL INCOME AND ENDOWMENTS</u></b>		<hr/> <b>57610</b>	<hr/> <b>540</b>	<hr/> <b>153394</b>	<hr/> <b>211544</b>	<hr/> <b>212590</b>
<b><u>EXPENDITURE ON:</u></b>						
Raising Funds	4	-	-	11719	11719	11553
Charitable Activities	4	75572	11960	154222	241754	185174
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b><u>TOTAL EXPENDITURE</u></b>		<hr/> <b>75572</b>	<hr/> <b>11960</b>	<hr/> <b>165941</b>	<hr/> <b>253473</b>	<hr/> <b>196727</b>
Net (Expenditure)/Income		(17962)	(11420)	(12547)	(41929)	15863
Transfers Between Funds	11	(552)	12581	(12029)	-	-
Net Movement in Funds		(18514)	1161	(24576)	(41929)	15863
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b><u>RECONCILIATION OF FUNDS:</u></b>						
Total Funds Brought Forward		78794	5806	174466	259066	243203
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Funds Carried Forward	10	60280	6967	149890	217137	259066
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

**CHARNWOOD ARTS**

**BALANCE SHEET AS AT 31 MARCH 2023**

	<u>Notes</u>	<u>2023</u>	<u>2022</u>
<b><u>FIXED ASSETS</u></b>			
Tangible Assets	6	5652	7462
<b><u>CURRENT ASSETS</u></b>			
Debtors	7	22206	196
Cash at Bank	8	212906	254169
		<hr/>	<hr/>
		£235112	£254365
		<hr/>	<hr/>
<b><u>CURRENT LIABILITIES</u></b>			
Creditors	9	23627	2761
		<hr/>	<hr/>
<b><u>NET CURRENT ASSETS</u></b>		211485	251604
		<hr/>	<hr/>
<b><u>TOTAL ASSETS LESS CURRENT LIABILITIES</u></b>		217137	259066
		<hr/>	<hr/>
<b><u>NET ASSETS</u></b>		£217137	£259066
		<hr/>	<hr/>
Represented by:			
<b><u>FUNDS</u></b>			
	11		
Restricted Funds		60280	78794
Unrestricted Funds:			
Reserve Fund		55000	50000
General Funds		94890	124466
Designated Funds		6967	5806
		<hr/>	<hr/>
		£217137	£259066
		<hr/>	<hr/>

**CHARNWOOD ARTS**

**BALANCE SHEET AS AT 31 MARCH 2023**

For the year ending 31 March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the period in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts;
- These accounts have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

These financial statements were approved by the directors on 13 June 2023 and signed on their behalf by:

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Kate Clift  
On behalf of the Board

**CHARNWOOD ARTS**

**NOTES TO THE ACCOUNTS - FOR THE YEAR ENDED 31 MARCH 2023**

1) **ACCOUNTING POLICIES**

- a) The charity constitutes a public benefit entity as defined by FRS 102. 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the requirements of the Companies Act 2006 as applicable to companies subject to the Small Companies regime and UK Generally Accepted Accounting Practice. The disclosure requirements of section 1A of FRS102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements have been prepared under the historical cost convention.

- b) The charity is a company limited by guarantee. The members of the company are the trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member.
- c) Grants are recognised in full in the Statement of Financial Activities in the period in which they are receivable.
- d) Incoming resources are not included net of expenditure. All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.
- e) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Governance costs include management and administration costs which are incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.
- f) Depreciation is charged in respect of fixed assets in order to write off the cost thereof over their estimated useful lives at the following rates:

Video Equipment	-	33 ⅓% per annum of net book value
Computer Equipment	-	33 ⅓% per annum of net book value
Fixtures and Fittings	-	15% per annum of net book value

- g) Unrestricted funds are core funding which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which has not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by funding bodies. The cost of raising and administering such funds are charged against the specific fund.

Interfund transfers occur in two situations:

- If there is an excess of expenditure over restricted income on a particular project, then the shortfall is met by a transfer from the general fund.
  - If there is an excess of restricted income over expenditure on a particular project, then approval is obtained from the fund provider for the excess to be transferred to general designated funds.
- h) Rentals payable under operating leases are charged to the profit and loss account on a straight line basis over the period of the lease.

**CHARNWOOD ARTS**

**NOTES TO THE ACCOUNTS - FOR THE YEAR ENDED 31 MARCH 2023**

2) **INCOME AND ENDOWMENTS FROM DONATIONS AND LEGACIES**

	<u>2023</u> Restricted Funds	<u>2023</u> Designated Funds	<u>2023</u> Unrestricted Funds	<u>2023</u> Total Funds	<u>2022</u> Total Funds
Sponsorship and donations	-	-	-	-	76
	£-	£-	£-	£-	£76

3) **INCOME AND ENDOWMENTS FROM CHARITABLE ACTIVITIES**

	<u>2023</u> Restricted Funds	<u>2023</u> Designated Funds	<u>2023</u> Unrestricted Funds	<u>2023</u> Total Funds	<u>2022</u> Total Funds
<b><u>Grants and Earned Income</u></b>					
Arts Council England – Core Grant	-	-	134183	134183	134183
Borough of Charnwood - Core Grant	-	-	17100	17100	34200
Leicestershire County Council	-	-	-	-	13000
Borough of Charnwood	-	-	-	-	3000
Intelligent Energy	13333	-	-	13333	-
National Forest Company	44277	-	-	44277	11028
Carlton Hayes	-	-	-	-	2728
Loughborough Mela Group	-	-	-	-	2974
National Lottery	-	-	-	-	9955
Other grants and earned income (less than £1000)	-	540	1025	1565	1158
	57610	540	152308	£210458	£212226

4) **EXPENDITURE**

a) **Raising Funds**

	<u>2023</u> Restricted Funds	<u>2023</u> Designated Funds	<u>2023</u> Unrestricted Funds	<u>2023</u> Total Funds	<u>2022</u> Total Funds
Salaries and Employers NIC	-	-	11409	11409	11553
Publicity	-	-	310	310	-
	-	-	11719	£11719	£11553

**CHARNWOOD ARTS**

**NOTES TO THE ACCOUNTS - FOR THE YEAR ENDED 31 MARCH 2023**

4) EXPENDITURE (continued)

b) Charitable Activities

	<u>2023</u>	<u>2023</u>	<u>2023</u>	<u>2022</u>
	Project Work Undertaken <u>Directly</u>	Support Costs	<u>Total</u>	<u>Total</u>
Direct Project Development				
Fees and Materials	59632	4643	64275	48043
Salaries and Employers NIC	13191	-	13191	8355
Pension Costs	195	-	195	72
Premises Costs	13807	-	13807	1615
Other Costs				
Bank Charges	-	72	72	96
Salaries and Employers NIC	-	82982	82982	85027
Pension Costs	-	564	564	855
Insurance	-	1758	1759	2452
Photocopying, Stationery and Printing	-	595	595	1130
General Publicity	202	9380	9582	3381
Telephone and Internet	57	1079	1136	763
Office Rent and Rates	-	23062	23062	7213
Repairs and Renewals	62	9157	9219	3498
Utility Costs	-	3927	3927	500
Travel	-	329	329	129
Staff Training and Technical Support	-	3377	3377	1846
Miscellaneous Expenses	13	473	484	798
Subscription and Membership	-	2740	2740	1015
Meeting Expenses	-	-	-	-
Depreciation	373	2386	2759	3762
Professional Fees	-	6978	6978	14624
Storage Fees	-	720	720	-
	<u>87532</u>	<u>154222</u>	<u>£241754</u>	<u>£185174</u>

Any costs directly attributable to project work that can be readily identified have been allocated to the specific project. Note 10 details the individual funds that represent each project.

Other costs that cannot be directly attributable to project work have been allocated to either fund raising activities or support costs as appropriate. These costs have been allocated on the basis of the amount of time spent on that activity.

Support costs should be further apportioned to each project using a reasonable allocation method. Given that the charity had many different and separately identifiable projects during the period, it is impractical to allocate support costs to each individual project and, therefore, support costs have been allocated against the total of charitable activities only.



**CHARNWOOD ARTS**

**NOTES TO THE ACCOUNTS - FOR THE YEAR ENDED 31 MARCH 2023**

5) <b><u>STAFF COSTS</u></b>	<b><u>2023</u></b>	<b><u>2022</u></b>
Salaries	108177	101556
Social Security Costs	7662	7379
Less: Employment Allowance Received	(5000)	(4000)
Pension Contributions	759	927
SMP Reclaimed	(3258)	-
	<hr/>	<hr/>
	£108340	£105862
	<hr/>	<hr/>

No trustee received any remuneration or any expenses during the year (2022: none).

No employee received total employee benefits in the year of £60,000 or more (2022: nil).

The average monthly number of employees during the year calculated on the basis of full time equivalent, was as follows;

	<b><u>2023</u></b>	<b><u>2022</u></b>
Salaried Staff	6	4
	<hr/>	<hr/>

6) <b><u>FIXED ASSETS</u></b>	Video & Photographic <u>Equipment</u>	Computer <u>Equipment</u>	Fixtures & Fittings	<u>Total</u>
<b><u>Tangible Assets</u></b>				
<b><u>Cost</u></b>				
At 1 April 2022	7628	24608	1776	34012
Additions	-	949	-	949
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2023	7628	25557	1776	34961
	<hr/>	<hr/>	<hr/>	<hr/>
<b><u>Depreciation</u></b>				
At 1 April 2022	7113	17887	1550	26550
Charge for the Year	172	2554	33	2759
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2023	7285	20441	1583	29309
	<hr/>	<hr/>	<hr/>	<hr/>
Net Book Value at 31 March 2023	343	5116	193	£5652
	<hr/>	<hr/>	<hr/>	<hr/>
Net Book Value at 31 March 2022	515	6721	226	£7462
	<hr/>	<hr/>	<hr/>	<hr/>

**CHARNWOOD ARTS**

**NOTES TO THE ACCOUNTS - FOR THE YEAR ENDED 31 MARCH 2023**

7) <b><u>DEBTORS</u></b> – All receivable within one year	<b><u>2023</u></b>	<b><u>2022</u></b>		
Trade Debtors	13915	-		
Prepayments and Accrued Income	6325	196		
PAYE/NIC Overpaid	1966	-		
	<hr/>	<hr/>		
	£22206	£196		
	<hr/>	<hr/>		
8) <b><u>CASH AT BANK AND IN HAND</u></b>	<b><u>2023</u></b>	<b><u>2022</u></b>		
CAF Cash Bank Account	156598	203608		
Charity Bank	56158	50331		
Cash in Hand	150	230		
	<hr/>	<hr/>		
	£212906	£254169		
	<hr/>	<hr/>		
9) <b><u>CREDITORS</u></b> – Amounts falling due within one year	<b><u>2023</u></b>	<b><u>2022</u></b>		
Trade Creditors	18971	-		
Accruals	4656	2700		
PAYE/NIC	-	61		
	<hr/>	<hr/>		
	£23627	£2761		
	<hr/>	<hr/>		
10) <b><u>ANALYSIS OF NET ASSETS BY FUND</u></b>				
<b><u>2023</u></b>	<b><u>Restricted Funds</u></b>	<b><u>Designated Funds</u></b>	<b><u>Unrestricted Funds</u></b>	<b><u>Total</u></b>
Fixed Assets	748	-	4904	5652
Debtors	13915	-	8291	22206
Cash at Bank and in Hand	58916	10013	143977	212906
Creditors	(13299)	(3046)	(7282)	(23627)
	<hr/>	<hr/>	<hr/>	<hr/>
	60280	6967	149890	£217137
	<hr/>	<hr/>	<hr/>	<hr/>
<b><u>2022</u></b>	<b><u>Restricted Funds</u></b>	<b><u>Designated Funds</u></b>	<b><u>Unrestricted Funds</u></b>	<b><u>Total</u></b>
Fixed Assets	1121	-	6341	7462
Debtors	-	-	196	196
Cash at Bank and in Hand	77673	5806	170690	254169
Creditors	-	-	(2761)	(2761)
	<hr/>	<hr/>	<hr/>	<hr/>
	78794	5806	174466	£259066
	<hr/>	<hr/>	<hr/>	<hr/>

**CHARNWOOD ARTS**

**NOTES TO THE ACCOUNTS - FOR THE YEAR ENDED 31 MARCH 2023**

11) ANALYSIS OF FUNDS

<u>Restricted Funds</u>	<u>Bal B/fwd 01.04.2022</u>	<u>Income</u>	<u>Expenditure</u>	<u>Interfund Transfers</u>	<u>Bal C/fwd 31.03.2023</u>
Forest Consultation Project	5155	-	-	-	5155
Intelligent Energy	-	13333	(2466)	-	10867
City Classroom	11976	-	-	-	11976
PMP	16134	-	-	(7400)	8734
Multimedia	2062	-	(579)	-	1483
Hinckley/Bosworth Hospital Corridor	3603	-	-	-	3603
Emerging Artists	4028	-	(5011)	983	-
Forest Landscape	-	44277	(51026)	6749	-
Feel Good in the Forest	6853	-	(6918)	65	-
Carillon Sound Tower	2157	-	(286)	(949)	922
Charnwood Music Memory Box	9667	-	(9286)	-	381
K R Photography Award	1250	-	-	-	1250
Watch This Space	3010	-	-	-	3010
Partition Music Project	12899	-	-	-	12899
	<u>£78794</u>	<u>57610</u>	<u>(75572)</u>	<u>(1552)</u>	<u>60280</u>

<u>Designated Funds</u>	<u>Bal B/fwd 01.04.2022</u>	<u>Income</u>	<u>Expenditure</u>	<u>Interfund Transfers</u>	<u>Bal C/fwd 31.03.2023</u>
Songster	-	-	(1580)	5000	3420
800 <sup>th</sup> Market and Loughborough Fair	36	-	-	-	36
Art Hub	318	-	(250)	-	68
Creative Curriculum	-	40	(236)	196	-
Just Be You	1240	-	-	(700)	540
Cobden Breathe Create	-	-	-	700	700
Music in Care	180	-	-	-	180
Eat, Breathe, Create	1936	500	(6732)	4296	-
Leicester Music Memory Box	73	-	(1502)	1429	-
Feel Good in the Forest	-	-	(1085)	1085	-
Just Giving	2023	-	-	-	2023
Health and Wellbeing	-	-	(575)	575	-
	<u>5806</u>	<u>540</u>	<u>(11960)</u>	<u>12581</u>	<u>6967</u>
<u>TOTAL DESIGNATED FUNDS</u>	<u>5806</u>	<u>540</u>	<u>(11960)</u>	<u>12581</u>	<u>6967</u>
<u>TOTAL RESTRICTED FUNDS</u>	<u>78794</u>	<u>57610</u>	<u>(75572)</u>	<u>(552)</u>	<u>60280</u>
<u>UNRESTRICTED FUNDS</u>	<u>174466</u>	<u>153394</u>	<u>(165941)</u>	<u>(12029)</u>	<u>149890</u>
<u>TOTAL FUNDS</u>	<u>£259066</u>	<u>211544</u>	<u>(253473)</u>	<u>-</u>	<u>217137</u>

**CHARNWOOD ARTS**

**NOTES TO THE ACCOUNTS - FOR THE YEAR ENDED 31 MARCH 2023**

12) **LEASING COMMITMENT AND CONTINGENT LIABILITY**

The company rents office space at Rectory Place, Loughborough. The annual rent is £22,500. The lease runs to 14<sup>th</sup> March 2027 with a break clause dated 15 March 2025.

13) **RELATED PARTY TRANSACTIONS**

There were no transactions with related parties during the year (2022: none).

14) **CONTROL**

The charity is controlled by the trustees.