

Creative Sparkworks  
Annual Report and Financial Statements  
Year ended 2<sup>nd</sup> August 2021

Company Limited by Guarantee  
Registered in England & Wales number 07610796  
Registered charity 1146863

## Contents

	Page
Administrative details	2
Trustees' Report	3
Independent Examiner's Report	10
Statement of Financial Activities	11
Balance Sheet	12
Notes to the Financial Statements	13

## Administrative details

Name of charity	Creative Sparkworks
Governing document	Memorandum and Articles incorporated 20 April 2011 as amended by Special Resolution registered at Companies House on 27 March 2012
Registered charity number	1146863
Registered company number	07610796 (England and Wales)
Trustees and Directors	Bridget Edwards (Chair) Alan Ogden (Honorary Treasurer from 27 <sup>th</sup> March 2021) Adrian Jones Suzanne Russo (resigned on 27 <sup>th</sup> March 2021) Karen McCormick Shareen Scholz Mary Heskell
Registered office	Flat 10 Davenport House Walnut Tree Walk London SE11 6DH
Bankers	Santander Bank, Co-operative Bank
Independent examiner	Faisal Khan t/a M J Golz Odeon House, 146 College Road Harrow HA1 1BH

## **Trustees Report for the year ended 2 August 2021**

### **Objectives of the charity**

Creative Sparkworks is a registered charity with the objectives:

1) to advance young people in life, especially through accredited educational creative activities, so as to develop their capabilities that they may grow to full maturity as individuals and members of society.

2) to promote the rehabilitation of young offenders and those young people at risk of offending by educating them in the arts with the aim of assisting them to re-integrate into the community and to provide them with skills to help them find employment and rehabilitate themselves.

3) to promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society. 'Socially excluded' means being excluded because of unemployment, financial hardship, youth, or old age, physical or mental ill-health, substance abuse or dependency including alcohol and drugs, discrimination, poor educational or skills attainment, relationship and family breakdown, poor housing, and crime, either as a victim or as an offender.

### **Activities**

We deliver film and media skills and visual arts education training and employment courses to unemployed young adults, young offenders, economically and socially disadvantaged residents and mental health service users. Our activities are tailored to meet the needs of our client base: film making, murals, screen-printing and mosaics.

Our free courses include: -

- Film2Learn2Earn: film skills and employment courses for young people from under-represented groups with paid work entry-level placements in the industry and AQA accreditation
- Film with Health in MIND: film production courses for young adults facing mental health challenges with industry-based work experience and AQA accreditation.
- Community Murals: collaborative painting programmes for community cohesion
- Buzzy Bees: school holidays art and film activities for local children and youths
- Design2Make4Market: design craft with business enterprise workshops and live market stall placements for disadvantaged young people and those with long-term health conditions.

We source paid work for our trainees through our established links in the film and TV industry, and the design crafts sector.

## Achievements and performance

We have a fourteen-year record of helping disadvantaged young talent, and of increasing creative opportunities and community cohesion in our local area.

- We have been funded to deliver 55 free film, media, and community art programmes.
- 83% of our beneficiaries are from diverse groups.
- Over 550 students have worked on 45 completed projects.
- 93% of our beneficiaries achieve some entry level paid work, other paid work, or gain places in higher education, further training, and volunteering.

## Recent Testimonials

*Dear Sylvia,*

*I am delighted to provide the following reference.*

*Re: Creative Sparkworks - (Learn2Film2Earn)*

*On behalf of the Walcot Foundation, I am able to confirm that we have worked with Creative Sparkworks since as far back of 2008 and have most recently funded the last 6 years of the Learn2Film2Earn project in Lambeth. This excellent project works with disadvantaged cohorts of students, particularly those from neuro-diverse groups and BME young people, to provide training, opportunities, and employment within the creative industries.*

*Projects have always been delivered on time and on budget and the Walcot Foundation has always been particularly impressed with the range of work experience and opportunities on offer to individuals who are often excluded on the basis of their background and/or lack of connections in the industry.*

*Should there be a future opportunity for Creative Sparkworks to apply for our funded support, we would welcome an application from them.*

*Should you require further information, please do not hesitate to contact me.*

*Yours faithfully,*

*Dan Hogan | Grants Officer*

*The Walcot Foundation*

*127 Kennington Road London SE11 6SF | Tel 020 7735 1925*

*walcotfoundation.org.uk | email disclaimer | Subscribe to news*

*Creative Sparkworks Testimonial 2021*  
**Zahra Malik**

*I can't express how much Sparkworks has helped me.*

*A year ago, I was struggling to even get an interview, when I met Sam (via zoom) it was nice knowing that someone is out there rooting for me. It pushes you to do more as you want to succeed in this course.*

*Had Kali not introduced me to Lydia I wouldn't have booked my first two jobs. From there onwards it helped me book others. You realise that in this industry everyone knows everyone so it's all about keeping a good rep.*

*Making coffee and tea is not a bad thing! It helps you connect with people, have conversations and they always remember a good cuppa*

*What was also super helpful was the ready set training. It prepared me for my most recent job as a floor runner. The radio language, production table, location info, cv and cover letter tips and so much more.*

*Working on set stay focus, quick on your feet, be very social with every department Oh! and learn people's names (takes me forever but by the end you know everyone).*

*Defo keep in touch with your managers, send cvs and cover letters on a daily basis. Have all the Facebook group notifications pop up on your phone so the first person to apply! (Very useful)*

*TriForce and Talent Manager have put me in touch with so many people. So, make sure to have your profile updated and cv on their websites.*

*Happy to help and send whatever comes my way. The industry is booming right now so I look forward to meeting you all on set one day*

**Achievements and performance August 2020 to August 2021**

From March 2020 we devised a strategy to ensure that our students and staff were kept as safe as possible at the outset of the Covid-19 pandemic. By mid-March we were able to move trainees and their mentors totally online and students were encouraged to make 'Lockdown Life' videos using their mobile phones. Staff worked remotely supporting the young people with intensive 1-2-1 mentoring, having received bespoke mentorship training from ScreenSkills. We were able to retain our cohorts of 35 trainees online with the appreciated support and understanding of our funders. The outcomes of 95% entry-level paid employment are evidence of the success of the dedication of trainers and trainees at this difficult time and of the support and encouragement of a wider range of employers than ever before. 12 months later we know that 80% of these young people are still in full time/part-time jobs in the film and TV industries.

- Awarded grant for the sixth Film2Learn2Earn skills and employment training project by the Walcot Foundation, recruited 15 young economically disadvantaged Lambeth residents for an Online Digital Skills and Employment Training Scheme. Outcomes of 13 who found paid work in the film and TV industry, 2 of whom gained university places.
- Awarded a Year Two of Three Years transformational grant by the Band Trust for the role of Partnerships and Business Development Manager
- Delivered two projects funded by the ESFA and the ESF with a new role of Creative Industries Youth Employment Pathways Broker, and an Online Training Scheme in response to Covid-19; 35 recruits of young adults aged 18 to 25, on Universal Credit, participated in our skills and employment training courses, 33 gained paid work having been supported by 1-2-1 intensive mentoring, CV writing, website and showreel development, and job application processes.
- Skills Training Development had to be delivered remotely due to Lockdown and subsequent health risks for group working in close contact with cameras etc.
- During this period of working remotely from home, our staff team collaborated to refresh the charity's online profile, reaching out to 10 new partners and organizations, developing our social media platforms, with significantly increased followers of over 1,000, and increasing employment opportunities through our extended partnerships.
- New and productive relationships with employers and industry partners included BBC Studios, ITV Talent Manager, Sony Pictures Spotlight, Disney, Netflix, Channel 4, Fully Focused Productions, Iconic Steps, Lambeth Youth Promise, London Youth, DWP Lambeth, Equalities Work, Waterloo Community Theatre, University Arts London LCC
- Employment outcomes for 45 trainees during the period of this report: 39 gained paid work in the film and TV industry, including 3 full-time posts, 3 gained places on further training, 2 gained places in university
- Despite remote working conditions, our trainees received inspirational talks with Q&A from a series of esteemed directors, founders, producers in the industry, for example Gorilla Gorilla, Fat Rat Films, Noor Pictures, who generously shared their wisdom in special Motivational Speaker Events.
- 'Set Ready Training' was a successful pilot scheme devised by FilmFixer and ScreenSkills delivered to all our trainees alongside Fully Focused Productions with a paid work placement following
- David Thomas, Financial Consultant for ScreenSkills, delivered an outstanding workshop 'Finance for Freelancers' to prepare trainees for the world of work, self-employed or Paye.

- QAccountants continued to deliver a great service supporting the charity with Annual Returns for Companies House and the Charity Commission.
- We set in process the appointment of 3 Young Trustees to our Board; those invited kindly agreed to the positions and we look forward to the difference they will make in the future.
- The second trustees AWAYDAY was held remotely with a coffee and cake start to the day, a review of the Business Plan and Policies.
- Following the installation of our Community mural for the Peabody Trust in Islington, we have been invited to return to create a collaborative community sculpture on the same estate.
- Delivered Smartphone Filmmaking project 'Rights, Camera, Action!' in Lambeth secondary schools with partners Equalities Work. Funded by the Big Lottery Awards For All. on lifting of lockdown in schools
- Delivered socially distanced children's' creative crafts and wellbeing club 'The Buzzy Beez' with repeat funding from Lambeth Council

### Financial review

The charity received income of £92,711 in the year ended 2 August 2021 including major grants and donations from: -

- Walcot Foundation
- Lambeth Living
- Peabody Charity
- The Band Trust
- Equip ESF, ESFA
- Clothworkers Company
- Elevate Lambeth Council
- Sony Pictures

Expenditure for the year amounted to £100,143. During the year the charity made a net expenditure of £7432. Net assets on 2 August 2021 consisted wholly of cash of £33,548.

### Reserves policy

The charity holds cash of **£3,750** as a reserve. This is intended to cover rent and potential bad debts for the quarter ahead. Apart from the rent, the charity has no significant fixed overheads.

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



## **Structure, governance, and management**

Creative Sparkworks is a charitable company limited by guarantee.

Members of the charity guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of winding up. The total number of such guarantees on-was (2021: [7]). The Trustees are members of the charity, but this entitles them only to voting rights. The Trustees have no beneficial interest in the charity.

The Trustees of the charity are listed on page 2. They have each served during the year.

## **Statement of Trustees' and Directors' responsibilities**

The Trustees (who are also Directors of Creative Sparkworks 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
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice 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 charity will continue in operation

The Trustees are responsible for keeping proper 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.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom

governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**Preparation of the report**

The report was approved and authorised for issue by the Trustees on 17<sup>th</sup> March 2022 and is signed on behalf of the Trustees by: -

**Chair**

A handwritten signature in black ink, appearing to read 'Bridget Edwards', written in a cursive style.

Bridget Edwards

**Treasurer**

A handwritten signature in black ink, appearing to read 'Alan Ogden', written in a cursive style with a long horizontal stroke at the end.

Alan Ogden

## **Independent Examiner's Report to the Trustees For the year ended 2 August 2021**

I report to the Trustees on my examination of the accounts of the charitable company for the year ended 2 August 2021.

### **Responsibilities and basis of report**

The charity Trustees, who are also Directors for the purposes of company law, 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 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 examiners 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 that in any material respect:

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

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

Approved on 17<sup>th</sup> March 2022

**Faisal Khan ACCA**



**Statement of Financial Activities (including summary of Income and Expenditure Account)**  
**Year ended 2 August 2021**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds £	Prior Year Funds £
Income and Endowments from Charitable Activities	3	<u>37,461</u>	<u>55,250</u>	<u>92,711</u>	<u>111,137</u>
Expenditure on;					
Raising funds	4	10,970	9,342	20,312	11,308
Charitable activities	4	19,795	58,620	78,414	66,954
Other	4	<u>112</u>	<u>1,305</u>	<u>1,417</u>	<u>10,750</u>
		<u>30,876</u>	<u>69,267</u>	<u>100,143</u>	<u>89,012</u>
Net (Expenditure)/Income		6,585	(10,892)	(7,432)	22,125
Reconciliation of funds;					
Total funds brought forward		12,066	28,914	40,980	18,855
Total funds carried forward	3	<u><u>18,651</u></u>	<u><u>14,897</u></u>	<u><u>33,548</u></u>	<u><u>40,980</u></u>

**Balance Sheet**  
**As at 2 August 2021**

	Note	2 August 2021 £	2 August 2020 £
Cash at bank and in hand		33,548	40,980
Total Net Assets		<u>33,548</u>	<u>40,980</u>
Restricted Income Funds	3	14,897	28,914
Unrestricted Funds	3	<u>18,651</u>	<u>12,066</u>
		<u>33,548</u>	<u>40,980</u>

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with FRS102 SORP.

The accounts were approved by the Trustees on 17<sup>th</sup> March 2022, and signed on their behalf by: -

**Chair**



Bridget Edwards

**Treasurer**



Alan Ogden

## Notes to the financial statements

### 1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note to these accounts.

The accounts 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 (the Charities SORP); and
- the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102);
- the Charities Act 2011.

The Trustees consider that there are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

The accounts have been prepared under the Charities SORP for the first time. Although the format of the accounts differs from that applied in the past, no changes have been made to amounts previously reported.

No material prior year error has been identified in the reporting period.

### 2 Accounting policies

#### *Income*

Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability. Performance related grants are recognised to the extent that the charity has provided the specified goods or services.

It is not practical to value the monetary value of donated time.

#### *Expenditure and liabilities*

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

### 3 Movement in Funds

	At Start of Year £	Incoming Resources £	Outgoing Resources £	At the End of Year £
Restricted Funds	28,914	55,250	(69,267)	<b>14,897</b>
Unrestricted Funds	12,066	37,461	(30,876)	<b>18,651</b>
Total Funds	<u>40,980</u>	<u>92,711</u>	<u>(96,393)</u>	<u><b>33,548</b></u>

### 4 Expenditure

	Unrestricted Funds £	Restricted Funds £	Total £	Prior Year £
Expenditure on raising funds;				
Staff Fees (CEO)	9,385	6,015	<b>15,400</b>	7,596
Advertising & Marketing	0	326	<b>326</b>	1,263
Bank Charges	14	0	<b>14</b>	599
Repairs & Maintenance	71	0	<b>71</b>	599
Rent	1,500	3,000	<b>4,500</b>	1,250
	<u>10,970</u>	<u>9,342</u>	<u><b>20,312</b></u>	<u>11,308</u>
Expenditure on Charitable activities;				
Rent	625	3,125	<b>3,750</b>	3,750
Staff Fees	13,214	44,881	<b>58,095</b>	47,162
Materials	479	2,644	<b>3,123</b>	4,559
Insurance	151	1,294	<b>1,444</b>	1397.51
Travel	136	203	<b>339</b>	1,868
Beneficiaries' Canteen		28	<b>28</b>	1,096
Phone, Internet & Website	1,239	869	<b>2,108</b>	1,476
Bookkeeping & Accountancy	673	512	<b>1,185</b>	630
Health & Safety, Training			<b>0</b>	275
Electricity & Water	11	370	<b>381</b>	895
Events, Stall & Hall Hire	0	200	<b>200</b>	394
Equipment	1,305	4,362	<b>5,667</b>	2,270
EquiVolunteers' Expenses	600	33	<b>633</b>	160
Professional & Production costs	1,362	100	<b>1,462</b>	1021
	<u>19,795</u>	<u>58,620</u>	<u><b>78,414</b></u>	<u>66,954</u>
Other				
Sundry expenses	£107.64	£707.11	<b>815</b>	382
Postage, Printing & Stationary	£3.91	£598.20	<b>602</b>	506
Moving specialist equipment			<b>0</b>	9862
	<u>112</u>	<u>1,305</u>	<u><b>1,417</b></u>	<u>10,750</u>
Total	<u><u>30,876</u></u>	<u><u>69,267</u></u>	<u><u><b>100,143</b></u></u>	<u><u>89,012</u></u>

The charitable activities of Creative Sparkworks are the delivery of visual art, film and media education skills and employment training courses.

The charity has no employees and, therefore, no employee earning more than £30,000 per annum. Staff fees above consist of payments to freelancers.

None of the trustees have been paid any remuneration or received any other benefits from employment with this charity or a related entity.

No trustee expenses have been incurred.