

Annual report of West Yorkshire Print Workshop for the year 2020/21

West Yorkshire Print Workshop
75a Huddersfield Road
Mirfield
West Yorkshire
WF14 8AT

Front cover images: from left to right

Top line:

- October 2020 - Installation of Flourish Award 2020 in Scarborough, Woodend Gallery with Martyn Lucas.
- August 2020 - Lucy Gell, screenprinted bear. In WYPW Screen room.
- October 2020 - Member Martyn Smith in the print room - Members allowed back in the workshop June 2020 onwards (Before second lockdown)

Second line:

- March 2020 - Careers week - Drypoint/monoprint, spotlight on Lisa Stubbs.
- March 2021 - Talking Art Sessions - Diane Bresson
- March 2021 - Print Workshop, Gallery shop officially back open to the public after refurbishment.

Third line:

- 23 July 2020 - New project space in Huddersfield - Unit 2 pop-up gallery
- Lucy May Schofield - Winner of Flourish Award 2020 - Announced November 2020
- August 2020 - Print People Kit - Our first Post Box Print Club activity kit, designed by Lisa Stubbs

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Chairs Message

At the beginning of 2020 WYPW found itself working towards change, we had started discussions about expanding and possibly moving premises; we were ready to embark on research and consultations. WYPW was keen to develop its role as part of the Kirklees Blue Print and to continue its active presence in Temporary Contemporary. The Arts Council England launched its Let's Create Strategy 2020-30 and our education and exhibition programmes, workshops, studios, Unit 2 and shop were full of possibilities, so many activities had already been planned and there was a feeling of excitement for the year to come.

Then at the beginning March 2020 COVID hit, we had lockdown and staff were furloughed. This was the start of many zoom meetings and new ways of working. Our CEO, Julie Gaskell-Johnson worked very hard to keep up with a fast moving situation, finding funding through Kirklees discretionary grants, development funding from business rates and the ACE recovery fund. We got a nice surprise of a donation of £2,500 from ShareGift.

We were successful in an application to be part in edition 2 of the Prosper North Programme, which has led to in depth consultations which will give us direction and help prepare WYPW for the future. WYPW also had success in gaining funding from the Idlewild Trust to fund two printmakers internships.

We welcomed Louise Adu and Hannah Mason as new board members early in 2020.

A relaxing of COVID rules, detailed risk assessments and careful planning enabled the studios to reopen on the 1st June. WhatsApp groups were set up for staff and studio holders and for the board to enable better communication and support. The way everyone worked together, the supportive messages and thoughtful working practice was wonderful to experience. We saw further lockdowns which brought further adaptability in work practice with each challenge.

Print day in May was cancelled in 2020, but Helaina Sharpley encouraged, studio holders and WYPW members to celebrate Print Day in May on social media.

Online courses and the wonderful post box print club were launched, new course tutors were recruited to expand our course offer and research of different education models and planning for the future have also been carried out. Online meetings with WYPW Education Officer, Caro Pratt and tutors enabled discussion of challenges, exchange of ideas, and valuable support during a difficult time for freelance tutors. Online 1to1 tutorial/mentorship sessions have also been developed.

The members online group was launched by WYPW print technician Kate Desforges, this includes print demonstrations, information exchange and an opportunity for members to support each other. These sessions are worth the membership alone, a really good addition to our offer. The use of workshops was carefully planned and controlled and extra work had

to be done to make everything run safely and smoothly. A technician's space was created and material storage was improved, we also acquired new letterpress equipment.

At unit 2 the first exhibition after lockdown was the very moving and poignant exhibition *Becalmed* by the winner of our national printmaking award, Flourish in 2019, Sue Baker Kenton. Simon Poe made a beautiful video to go with *Becalmed*, which was put out on social media. The 2020 Flourish Award attracted applications from across the UK in all print disciplines. Despite COVID-19 restrictions, a very successful Flourish exhibition went ahead, along with a virtual tour, confidently and professionally delivered by Exhibition Co-ordinator, Martyn Lucas. Successful Zoom talks by four Flourish printmakers attracted international interest. The winner of the Flourish award 2020 was Lucy Mae Schofield. The exhibition took place in WYPW Unit 2 in Huddersfield, rather than the Huddersfield Art Gallery which is closed for refurbishment.

This was the start of a highly successful series of artist talks, recordings of all these excellent talks can be purchased on the WYPW website.

WYPW worked with the Council to commission artists to produce work as part of the HeART in your Town initiative, other collaborations include: the Children's Biennale, WOVEN in Kirklees and unit two initiatives. We were able to appoint communications officer Jenny Weston, who made a big difference in our social media reach, developing videos and membership campaigns.

Julie Gaskell-Johnson had planned to retire from her role as CEO in December 2020, but kindly stayed until we had got back on track after the initial COVID hit and WYPW had appointed its new Director Clare Alton-Fletcher. We owe a big debt of gratitude to Julie for her tenacity and total commitment towards WYPW, throughout the crisis and indeed throughout her many years as WYPW CEO, Julie contributed to our success beyond words. Thank you Julie. We give a very warm welcome Clare Alton-Fletcher, who has already made a great start and contribution to the WYPW story.

We acknowledge 2020/21 has been a difficult and stressful year for everyone, and hope in some ways it has made us stronger. It has hastened technological development, focused our aims and objectives and extended our reach. WYPW needs to take on the challenges, to become more diverse and inclusive, to connect and to collaborate, to find new ways of working to embrace changes in the way we live and work. We must be brave and ambitious to take WYPW into the future, not with fear but with excitement, determination and I am sure the Board wants to say a very, very big thank you to all staff, their application, ingenuity and dedication throughout the COVID crisis has been impressive and is greatly appreciated. Thank you, amazing, hardworking, creative and innovative Kate, Caro, Martyn, Fabs, Nick, Jen and Josie, studio holders, members and volunteers, who with their generosity of time and spirit and hard work, enable us to achieve our aims, and more.

Thank you to everyone who has supported us financially this year, Kirklees MC and especially to our major funder Arts Council England. The ACE Culture Recovery Fund was a great support and opportunity. We would like to extend thanks and appreciation to Denise Fahmy, who has

attended most of our meetings and has given us helpful, supportive advice, including much needed good constructive criticism throughout.

Thank you to Kay Wrench, for taking the minutes at every meeting, it is greatly appreciated by us all. Thank you to the members of the board, you have all played a valuable role in the development WYPW, we found ourselves having many more meetings and working groups in 2020, everyone rose to the challenges and were very supportive and proactive. We appreciate all the time you have given and the work you have done on behalf of WYPW. To those board members who are standing down at this AGM, on behalf of everyone at WYPW we offer you our heartfelt thanks and gratitude. We hope you will continue to be a member and remain part of the WYPW family.

Clare Grace Co-Chair April 2020-Dec 2020 and Hannah Mason, Chair Dec 2020-present
West Yorkshire Print Workshop

2020/21 Stats at a glance

2915 online attendees for artist talks, exhibitions and print fairs (new for this year)

•

56 Post box print club subscribers (new for this year)

•

90 online members attendees for members' zoom support sessions (new this year)

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1258 newsletter followers (up from 560 Previous Year)

•

Paid employment opportunities 26 artists (31 down on PY)

•

3 exhibitions at WYPW (4 down on PY)

•

2 exhibitions in external venues (3 down on PY)

•

76 artists exhibiting work (down 30 on PY)

•

81,248 web visits (18% up on PY)

•

*3497 Facebook followers WYPW (7% up on PY)
(2319 Printmaking Online – 5% up on PY)*

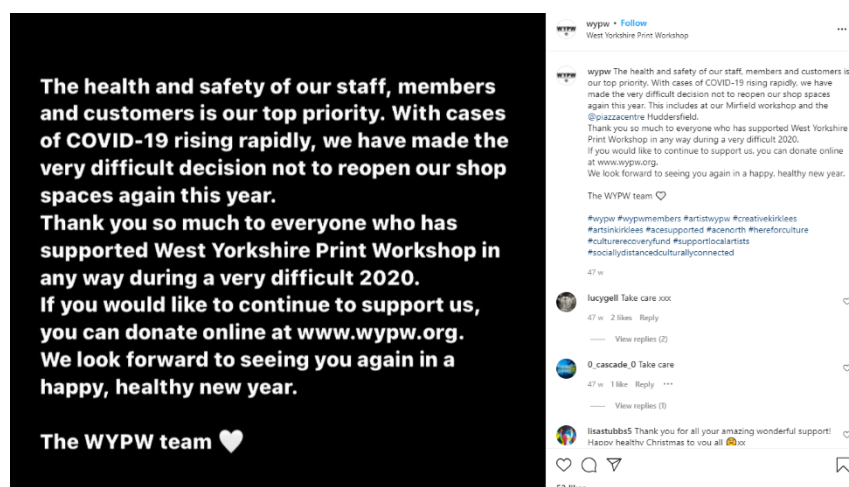
•

3977 Instagram followers (48% up on PY)

•

*3497 Twitter followers WYPW (up 1.5% on PY)
(3341 Printmaking Online – 0.5% down on PY)*

Coronavirus – COVID-19 Impact



The screenshot above was taken in December 2020 and COVID completely dominated April 2020 to March 2021 (the period of this report) as Kirklees was an area hit hard by the tiering system – usually in lockdown or tier 3 restrictions. There was a short period in the Summer of 2020 when the workshop and exhibition spaces could reopen but otherwise the staff team were put on furlough for much of the year and on returning to work, WYPW pivoted its work to online delivery or socially distanced in person delivery. Despite the challenges, the team rose to the challenge and delivered a high quality programme of online talks, exhibitions and remote services alongside a reduced in-person programme in line with health guidance, as shown further in this report. WYPW met our financial and statutory obligations as an organisation throughout the year, despite the circumstances and the team pulled together throughout the lockdowns and covered for each other during the times of reopening to put the organisation in a stable and positive position for reopening from March 2021.

Cultural Recovery Fund

In the latter part of 2020, WYPW was successful in applying for CRF Round 1 funding and received £50,000 from Arts Council England. This was vital funding which allowed WYPW to invest in staffing, equipment and programmes to help the organisation recover. It allowed us to reopen with a fresh feel, accelerated our work in the digital arena and provided extra staffing in a difficult time to facilitate online delivery which resulted in an uplift in visitors to the website and engagement with our social media platforms. Thanks to CRF funding we were able to purchase a high spec laptop capable of editing and producing videos which enabled virtual tours of exhibitions, short promotional videos and improved online delivery for our second virtual Print Day in May event. We were also able to purchase a subscription to Adobe creative cloud giving us the software we need to design and produce digital

and printed content as well as videos. CRF funding enabled us to continue in our aim of reaching out to new audiences and provide remote learning to those unable to



access facilities during lockdown and those in need of family friendly activities during a period of homeschooling/isolation. It enabled us to commission artists in the development of learning resources at time when there were few paid opportunities within the creative sector. It also allowed us to commission a local filmmaker to produce a promotional film of the Workshop, meaning that we were able to enhance our online presence with more engaging content and help show a broader audience what our organisation does.

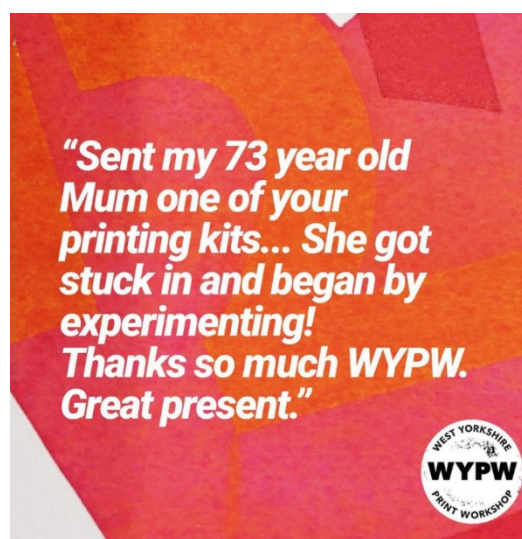
We also recorded a set of 'process' videos which allowed us to enhance our offer for our members and also for those attending courses at the workshop who may wish to revisit some of the more complex processes at their own pace. All techniques covered are difficult to observe face to face in a group so it is of benefit for this to be reviewed online where you can see the process more clearly.

CRF also allowed us to boost some of our unrestricted reserves to help in 2021/22 when Covid-19 impact in courses, facility use and other income streams remains challenging.

CRF allowed us to pivot work, sustain the organisation and improve our ways of working – without it, WYPW would be a very different place. It was vital and the continued efforts to apply for Covid-19 recovery grants continues to play an important role in helping the organisation get through a difficult time.

Arts Council Outcome 1 – Creative People (everyone can develop and express creativity throughout their life)

One of the key aims of WYPW is to nurture artistic talent and be a truly 'open access' print studio by broadening opportunities for people to get involved in printmaking. The need for creative escapism for people during a period of unprecedented uncertainty and isolation for many was met by some new programme activities and projects by WYPW: **Development of Postbox Print Club** - as a response to lockdown and the lack of entertainment for families during a period of home-schooling and lockdown, a remote learning package was developed comprising of a series of practical printmaking kits developed by artists and containing a set of illustrated instructions. The kits provided an opportunity for creative activity at a time where entertainment for families was limited and were an accessible form of artistic engagement needed by many



as a form of mental health support at a difficult time. It also provided a way to engage with an audience beyond our usual geographical remit and provided a cheaper alternative to face-to-face opportunities thus providing an economically inclusive way to engage with printmaking. These were well received and are something we are continuing to develop going forward, adding adult learning subscription post box print kits in 2021.

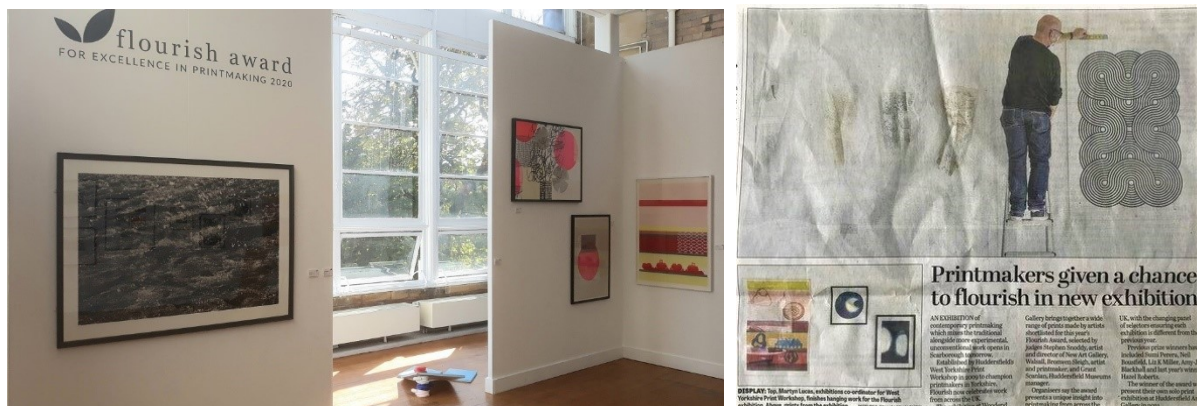
Development of Professional Development service - as a result of Covid restrictions there was an anecdotal sense of artists engaging in a period of self-reflection and evaluation of practice. During lockdown a Professional Development service was developed by the Workshop, with the aim of providing coaching and mentoring complementary to our already popular practical; 1-1 sessions. To date appropriately selected mentors have supported a number of practitioners eager to engage with a critical friend who can help them develop their creative approach and/or employment aspirations. An area we wish to develop further, it recognises and responds to the need for artistic community, peer and professional support often missing when working as a solo practitioner/printmaker.

Development of Online educational delivery - Through the use of Zoom and the development of our education area of the website we developed our ability to offer online courses. These looked to build skills remotely which may translate and develop into working with a process at a physical print workshop thus potentially turning digital visitors into physical visitors either here at WYPW or through promoting further engagement at a local print workshop. This has an overall benefit to the longevity of our sector and the wider promotion of printmaking as an artistic pursuit. The online offer also provides those beyond our usual catchment area with the opportunity to benefit from the knowledge of our specially selected tutors thus growing the wider reputation of the organisation.

Member's support – As a response to Covid-safe procedures, there was a re-organisation of the print studios and implementation of covid-safe procedures including new online booking system.

When restrictions were eased in June 2020, we re-opened cautiously to members. We re-organised the print studios in order to make members feel confident that they could use the studios safely - we restricted numbers by setting up a successful online bookings system, and we implemented stricter session end times to allow for post-session clean-downs. We also re-purposed a studio space to make into a technician space, enabling social distancing for staff. All of these measures meant that for some of our members, we were one of the first places they ventured back to after lockdown, some even came to us before they ventured to the supermarket.

Arts Council Outcome 2 – Cultural Communities (villages, towns and cities thrive through a collaborative approach to culture)



Compared to many visual art venues across the UK, we were relatively fortunate to present several 'in real life' exhibitions during 2020-21 at our gallery space in Huddersfield and Flourish as a touring show to other towns and cities outside of the Kirklees area. Around this we were able to build a more significant online offer which connected with wider audiences who could then meet and collaborate together.

The shortlisting of artists for Flourish proceeded as an online selection by three judges (Grant Scanlan, Bronwen Sleigh and Stephen Snoddy). We had been thinking about extending our online activity for some time, and the onset of the pandemic and the first lockdown in April 2020 forced us to take this step. Initially, we aimed to keep our profile active while our premises (print workshops, studios and gallery) were closed. We were able to promote each artist shortlisted for our Flourish Award on Instagram, Facebook and Twitter in more depth than we would do usually, while we waited for the chance to bring the physical exhibition together.

We were able to go ahead with our Print Day in May and Open Studios as a live event online. It is always one of our busiest days each year, a time when visitors new and old are able to see our premises and take part in artists' demonstrations and drop-in activities. Our online event offered a similar virtual experience with artists very generously giving their time and expertise.

So, we got to Scarborough at the weekend...the weather was horrendous but somehow great as we stumbled around the town...but yeh the exhibition...wow...it's so good...you've done a great job! And what a great space / place. Visitor to Woodend, 2020

BECALMED by Sue Baker Kenton

We were fortunate to be able to stage Sue's exhibition at Unit 2 in Huddersfield during October 2020. A series of compelling prints centred around the human face explored notions of passing time as well as communication/isolation resonant within the context of a pandemic. Mindful of further potential restrictions to access the exhibition which might have happened and many people's hesitancy



about 'going out', we built on the success of our Flourish virtual tour and developed a video of *Becalmed*, with a voiceover narration by art historian and Huddersfield Art Gallery invigilator Simon Poe. His short text beautifully captured a personal point of view in response to the exhibition and gave a unique way in to looking at the show online. Sue also delivered an online talk as part of the programme.

Just to say thank you so much for giving me the opportunity to exhibit with WYPW. It's been such a positive experience, the gallery itself and to work with such a professional, interesting, friendly group of people. Really

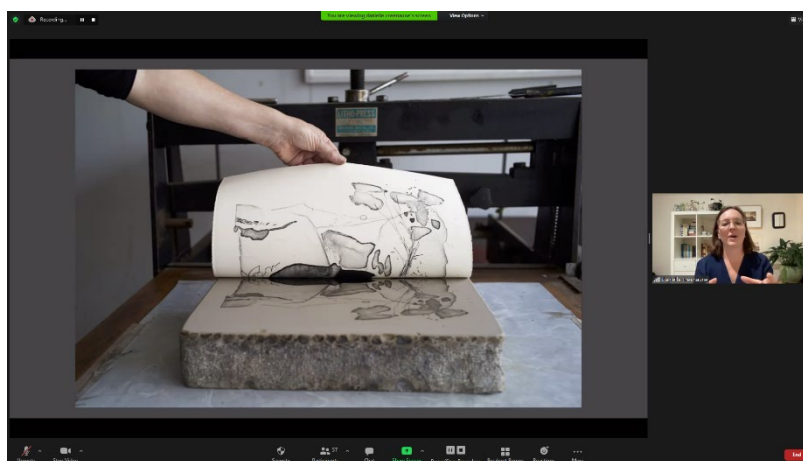
brilliant!

Sue Baker Kenton, Oct 2020

PRESENT

Our annual selling exhibition in the run up to Christmas saw record sales across three outlets during November/December 2020. Physical displays were installed at Unit 2 in Huddersfield and WYPW Gallery in Mirfield, and an online gallery shop was developed to increase audience and sales. £4000 was taken in sales and 47 artists benefitted from us displaying and selling their work.

Arts Council Outcome 3 – A Creative and Cultural Country (England's cultural sector is innovative, collaborative and international)



The huge hit to our income in the first months of the pandemic, and which to some extent still continues, is a real threat to our organisation's survival. Not being able to run courses and artists unable to access our facilities has massively reduced our earned income. The Culture Recovery Fund, therefore, has been a vital lifeline for us and helped pivot to work online and one of our most successful online ventures were online artist talks:

After a series of online (via Zoom) talks given by the artists in the Flourish exhibition (which we did manage to present in Huddersfield and then Scarborough), we decided to programme a further series, 'Talking Art', from December to March. Artists with an established practice and a connection to WYPW based in the UK, Australia and Canada were invited to present. Funding from CRF enabled us to pay a fee to these artists and offer low price tickets to maximise the ability of people able to attend. We were able to take the risk that we might not cover our costs, but nearly 450 people attended the first 6 talks, and more have been able to purchase the online recordings via our website. We actually made a profit. CRF funding also enabled us to employ a specialist marketing freelancer which contributed to the programme's success.



The quality and success of the programme has encouraged us to continue: post-CRF funding and post-Covid restrictions. Whilst an online substitute for engaging with artworks in person is difficult to achieve, not much is lost from an artist giving a slide show and talk about their work via Zoom. The Talking Art series has connected people from across the UK and beyond during the periods of physical distancing. Each artist has given a fascinating insight into their work, attendees have been able to ask questions, and feedback has been overwhelmingly positive.

First of all, I must shout a big "thank you" to Bronwen Sleigh! It is one thing discovering wonderful works on instagram etc. but quite another meeting the maker, which is all thanks to yourself and WYPW for hosting/recording the 'Talking Art Sessions'. It was so inspiring listening to Bronwen, gaining a greater insight into her process and projects - just what we all need to help with motivation during lockdown. I haven't seen any of the talks in 'real-time', so was delighted to have found the recordings available online and shall definitely be signing up for more! (Talking Art customer)

Thank you so much for coming up with the artist talks and setting up such an amazing number of fascinating speakers. They're so brilliant and it's amazing having the opportunity to ask them questions (lots of questions!).

I'm so fascinated by the things that they seem to have in common despite their totally different techniques etc... (Talking Art customer)

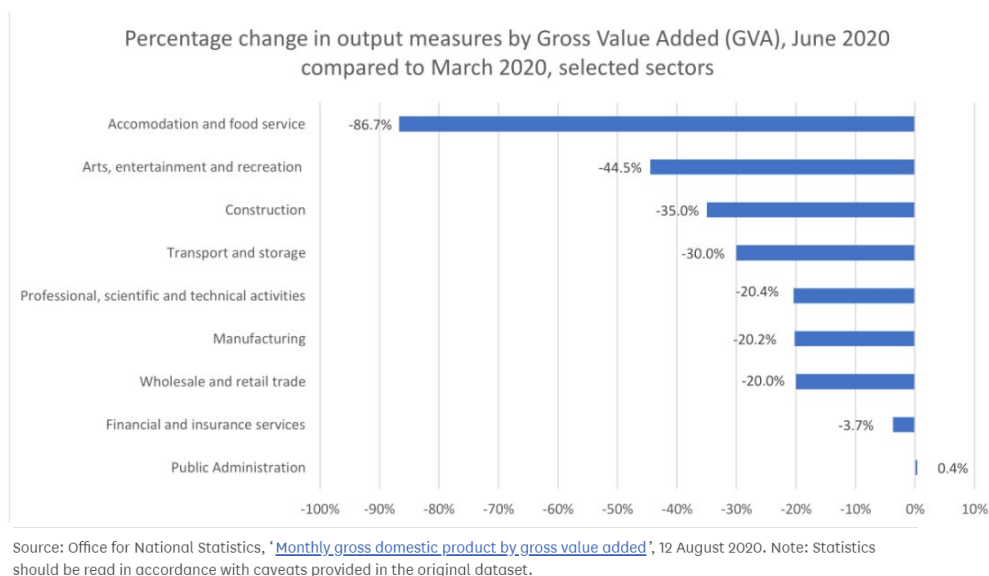
Studios

Studios at WYPW remained full in 2021 and rent holidays were given to support artists in periods where studios could not be used in lockdowns and during tiering. Studio holders were able to come into their workspaces during certain times of easing and tiering and managed to work within the new Covid-19 restrictions implemented on site. Over this period some upgrades were made to the workshop which improved facilities for studio holders including: WiFi throughout the building, replacement security alarm, a full new H&S policy and procedures including fix and maintenance on the fire alarm system and damp works to the building. Studio holders have also been able to input into the premises options appraisal works which looks at the future needs of artists and studio holders using the workshop. The remains

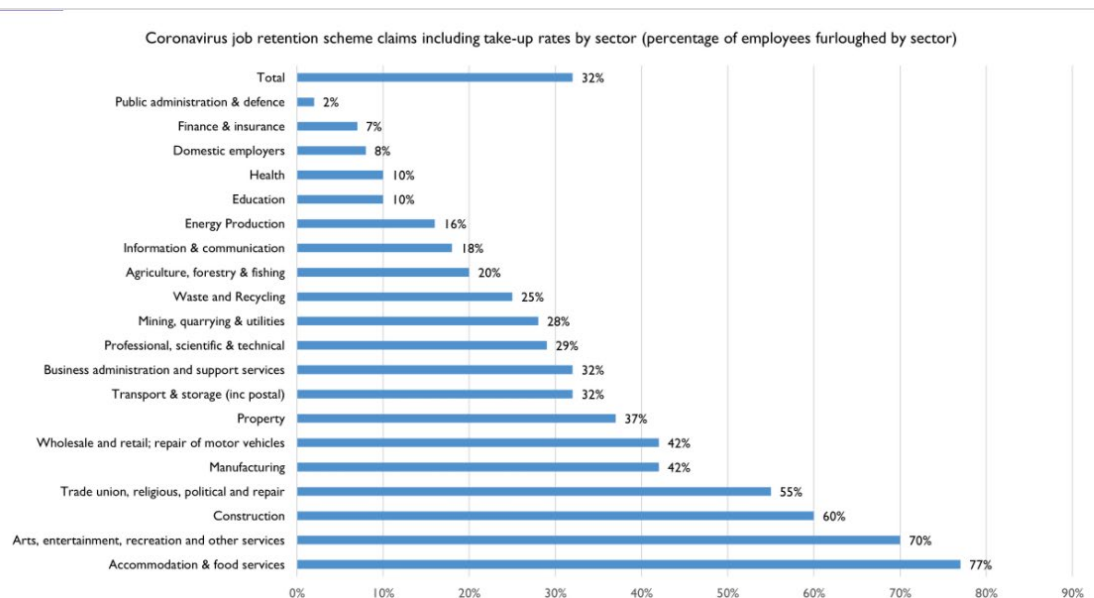
a long waiting list for studios at WYPW and there is demand from artists for long term working space.

Finance and governance

Covid has greatly affected the artistic output and programming for WYPW in 2020/21 but due to securing CRF funding, utilising furlough, Covid-19 Recovery grants and business rate holidays, WYPW was in a relatively secure financial position. However, from March 2021 with the opening up of society and the withdrawal of funding programmes, WYPW may see a much tougher year ahead.



“The coronavirus pandemic has badly impacted the UK cultural sector. Diverse activities from live performance and theatre productions, to exhibitions and galleries, have seen their revenues fall dramatically as venues have closed their doors and gatherings have been prohibited to maintain social distancing. According to the Office for National Statistics, the arts and entertainment industry saw a 44.5% reduction in monthly gross domestic product (GDP) output (according to gross value added (GVA)) in the three months up to June 2020 compared with the three months earlier, making it one of the sectors worst hit by the pandemic, as exemplified in the table below.” Excerpt from: <https://lordslibrary.parliament.uk/covid-19-impact-on-the-uk-cultural-sector/>



Source: HM Revenue and Customs, '[Coronavirus job retention scheme statistics: August 2020](#)', 21 August 2020. Note: 'Unknown and other' category omitted. The data used includes claims submitted to HMRC by 31 July 2020 (the final date for CJRS claims for the period to 30 June 2020).

At 31 March 2021, reserves stood at just under c.14 weeks expenditure, unfortunately at this moment we cannot commit further income to reserves due to the current climate. Finances are shown within the financial documents as a separate document.

WYPW continues to thank Tom Ratcliffe who acts as Treasurer on the WYPW Board.

Co-chairs Clare Grace and Ian Wrench stood down at the AGM in 2020 and Hannah Mason took the role of Chair and continues in this role. New Director Clare Alton-Fletcher

2021/22

Going forward, the current venue continues to dominate discussions and the use of meanwhile space for our exhibition programme. This and the next NPO round will be addressed as a matter of urgency.

In common with the rest of the arts sector, we will continue to face major challenges across all of our income streams with Covid still hampering our ability to generate income as pre-covid levels of participation have not returned. There are areas to be optimistic as membership numbers continue to grow at the workshop and grant funding will support a community and learning officer post to deliver outreach and wellbeing work with community groups, families and schools. The start of our Print Fellowship programme also begins in 2021.

WYPW Management Board – 2020/21

Clare Grace and Ian Wrench – Joint Chairs (Hannah Mason as Chair from AGM Dec 2020)

Helaina Sharpley – Studio Representative

Tom Ratcliffe - Finance

Scarlette Averley – Studio artist/Printmaker/Member (stepped down Dec 2020)

Dan Booth – Printmaker/Member (stepped down Dec 2020)

Jonanthan Hepworth – Researcher (stepped down Dec 2020)
Saba Rifat – Printmaker/Member (stepped down Dec 2020)
Ian Wrench – Printmaker (Ordinary Board member from Dec 2020)
Clare Grace – Textile artist (Ordinary Board member from Dec 2020)
Mike (Baz) Barrett- Digital photographer and film
Louise Adu – Marketing Manager

WYPW staff team – 2020/21

Chief Executive: Julie Gaskell-Johnson then from February 2021 Clare Alton-Fletcher
Print studio co-ordinator: Kate Desforges.
Education co-ordinator: Caroline (Caro) Pratt
Exhibitions and Events Co-ordinator: Martyn Lucas
Finance and admin : Nicholas Mangeolles
Arts Assistant/Social media : Fabian Osborne

Studio Artists 2020/21

Jim Bond	Kinetic sculptor
Judith Brown	Sculptor
Janine Burrows	Graphic Design/artist
Andrea Cangerati	Photographer
Liadin Cooke	Contemporary Artist
Clare Grace	Textile artist (vacated in July 2021)
Scarlette Homeshaw	Reduction Lino Printmaker
Helaina Sharpley	Wire work artist
Jenny Thomas	Printmaker
Fabian Osborne	Ceramicist/Printmaker
Ian Wrench	Printmaker

Many thanks to Andrew Warburton, artist who vacated his studio.

Volunteers

The following all volunteered during 2020/21: Kay Wrench, Management Board minutes,
With a particular mention to Maggie Thompson, Jenny Thomas and Ian Wrench. Thank you
to all our studio artists, in a particularly difficult year for their commitment to WYPW.

Thanks go to our accountants TaxAssist, based in Mirfield for their prompt and professional support.



Supported using public funding by
**ARTS COUNCIL
ENGLAND**



Charity Registration No. 1147601

Company Registration No. 07429968 (England and Wales)

WEST YORKSHIRE PRINT WORKSHOP
TRUSTEES' REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

WEST YORKSHIRE PRINT WORKSHOP

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Hannah Kayi Mason (Chair) Dr Thomas Ratcliffe (Treasurer) Miss Helaina Sharpley Ms Clare Grace Rowan Bailey
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Charity number	1147601
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Company number	07429968
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Registered office	75A Huddersfield Road Mirfield West Yorkshire WF14 8AT
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Independent examiner	TaxAssist Accountants 34 Bradford Road Brighouse West Yorkshire HD6 1RW
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WEST YORKSHIRE PRINT WORKSHOP

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WEST YORKSHIRE PRINT WORKSHOP

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report and accounts for the year ended 31 March 2021.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Structure, governance and management

The charity is governed by a constitution adopted on 3 July 1990, amended February 1992 and April 2004.

The directors who served during the year were:

Hannah Mason (appointed 10 December 2020)

Clare Fletcher (appointed 15 February 2021)

Miss Helaina Sharpley

Mrs Isobel Hall (resigned 12 March 2021)

Mr Ian Wrench (resigned 9 December 2021)

The trustees and directors of the charity are appointed by the members at the AGM.

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.

Objectives and activities

The Charity's Objects

To raise and maintain its profile as a centre for excellence in the art of printmaking and associated disciplines by promoting, maintaining and advancing knowledge and appreciation of the arts by all means available to it.

The Charity's Main Activities

The provision of printmaking facilities for artists plus subsidised studios and other artists support eg members exhibitions.

The provision of arts activities for the local community - fairs, childrens workshops etc.

Public Benefit Statement

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commissions guidance on public benefit and fee charging. The centre relies on grants and the income from studio and event fees to cover its operating costs. In setting the level of fees, charges and concessions, the trustees give careful consideration to the accessibility of the centre for those with low incomes.

On behalf of the board of trustees



Hannah Mason (Chair)

Trustee

Dated: 9th December 2021

WEST YORKSHIRE PRINT WORKSHOP

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WEST YORKSHIRE PRINT WORKSHOP

I report on the accounts of the charity for the year ended 31 March 2021, which are set out on pages 3 to 9.

Respective responsibilities of trustees and examiner

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

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

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) 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
- (iii) 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

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



TaxAssist Accountants

34 Bradford Road
Brighouse
West Yorkshire
HD6 1RW

Dated: 9th December 2021

WEST YORKSHIRE PRINT WORKSHOP

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
<u>Incoming resources from generated funds</u>					
Grants	2	95,451	46,873	142,324	65,959
Catalyst sponsorship income		-	-	-	3,373
Catalyst project donations		-	-	-	3,887
Catalyst events income		-	-	-	631
Covid-19 Furlough Grants		15,547		15,547	-
Matched funding – Co-op		4,000		4,000	10,062
Gallery / exhibition income		5,893		5,893	7,352
Rental income		10,785		10,785	14,292
Course fees, membership fees & shop sales		4,244		4,244	39,117
Workshop hire		4,125		4,125	6,802
Outreach income		898		898	2,456
Digital activities		2,778		2,778	589
Keyholder fees		155		155	589
Sponsorship		-		-	692
Donations		4,763		4,763	1,231
Miscellaneous income		378		378	267
Bank interest		53		53	50
Total incoming resources		149,070	46,873	195,943	156,760
<u>Resources expended</u>					
Wages, salaries & NI		70,750	1,164	71,914	64,464
Cost of materials sales		2,033		2,033	3,387
Course costs		1,698		1,698	15,100
Exhibition costs		512	703	1,215	3,056
Outreach costs		697	2,863	3,560	3,351
Digital activities costs		-	6,766	6,766	-
Freelance workers		11,141	11,080	22,221	13,082
Advertising and publicity		25	100	125	719
Print room costs		2,256		2,256	1,431
Staff pensions		3,186		3,186	3,077
Rent & rates		4,546		4,546	6,113
Insurance		1,005		1,005	899
Light and heat		5,377		5,377	5,804
Repairs, maintenance & equipment		3,899	1,200	5,099	4,511
Postage and stationery		1,598		1,598	3,000
Telephone and fax		353		353	576
Housekeeping		1,096		1,096	735
Travelling expenses		111		111	313
Waste disposal		486		486	591
Legal and professional		937		937	1,015
Artists fees		3,773		3,773	3,782
Refreshments		-		-	186
Staff training		12	360	372	-
Sundry expenses		257		257	777

WEST YORKSHIRE PRINT WORKSHOP

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

Subscriptions	515		515	534
ICT & Website costs	7,722	7,848	15,570	7,259
Bank and card payment charges	801		801	1,458
	<hr/>	<hr/>	<hr/>	<hr/>
Total resources expended	124,786	32,084	156,870	148,217
	<hr/>	<hr/>	<hr/>	<hr/>
Net movement in funds	24,284	14,789	39,073	8,543
Fund balances at 1 April 2020	7,538	30,382	37,920	29,377
	<hr/>	<hr/>	<hr/>	<hr/>
Fund balances at 31 March 2021	31,822	45,171	76,993	37,920
	<hr/>	<hr/>	<hr/>	<hr/>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

WEST YORKSHIRE PRINT WORKSHOP

BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Current assets					
Stocks		1,780		2,249	
Debtors	6	609		1,887	
Cash at bank and in hand		100,324		37,976	
		<u>102,713</u>		<u>42,112</u>	
Creditors: amounts falling due within one year	7	<u>(25,720)</u>		<u>(4,192)</u>	
Total assets less current liabilities			76,993		37,920
Income funds					
Restricted funds			45,171		30,382
Unrestricted funds			31,822		7,538
			<u>76,993</u>		<u>37,920</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2021. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The accounts were approved by the Board on 9th December 2021



Hannah Mason (Chair)
Trustee

Company Registration No. 07429968

WEST YORKSHIRE PRINT WORKSHOP

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

1.2 Incoming resources

Grants and donations are only included in the Statement of Financial Affairs when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

All incoming resources are only included in the Statement of Financial Affairs when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

1.3 Resources expended

Expenditure is accounted for on an accruals basis as a liability is incurred and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out the resources.

1.4 Fund structure

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

WEST YORKSHIRE PRINT WORKSHOP

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

2 Grants

	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
National Portfolio funding	55,366	-	55,366	54,366
Arts Council England: Catalyst Matched Funding	-	-	-	11,593
Covid-19 Local Authority Grants	39,143	-	39,143	-
Recovery Fund	942	44,058	45,000	-
LEP	-	2,815	2,815	-
	<u>95,451</u>	<u>46,873</u>	<u>142,324</u>	<u>65,959</u>

3 Analysis of resources expended

Wages, salaries and NI

Wages, salaries & NI (General)

Unrestricted £	Restricted £	Total £
<u>70,750</u>	<u>1,164</u>	<u>71,914</u>

4 Trustees

None of the trustees (or any persons connected with them) received any remuneration or other benefits during the year,

There were no trustee's expenses paid for the year,

5 Taxation

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

6 Debtors

	2021 £	2020 £
Trade debtors	220	-
Prepayments and accrued income	389	1,887
	<u>609</u>	<u>1,887</u>

7 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	4,841	123
Accruals & deferred income	20,879	4,069
	<u>25,720</u>	<u>4,192</u>

WEST YORKSHIRE PRINT WORKSHOP

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

8 Pension and other post-retirement benefit commitments
Defined contribution

	2021	2020
	£	£
Contributions payable by the company for the year	<u>3,186</u>	<u>3,077</u>

Charity Registration No. 1147601

Company Registration No. 07429968 (England and Wales)

WEST YORKSHIRE PRINT WORKSHOP
TRUSTEES' REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

WEST YORKSHIRE PRINT WORKSHOP

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Hannah Kayi Mason (Chair) Dr Thomas Ratcliffe (Treasurer) Miss Helaina Sharpley Ms Clare Grace Rowan Bailey
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Charity number	1147601
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Company number	07429968
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Registered office	75A Huddersfield Road Mirfield West Yorkshire WF14 8AT
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Independent examiner	TaxAssist Accountants 34 Bradford Road Brighouse West Yorkshire HD6 1RW
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WEST YORKSHIRE PRINT WORKSHOP

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Independent examiners' report	2
Statement of financial activities	3 - 4
Balance sheet	5
Notes to the accounts	6 - 8

WEST YORKSHIRE PRINT WORKSHOP

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report and accounts for the year ended 31 March 2021.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Structure, governance and management

The charity is governed by a constitution adopted on 3 July 1990, amended February 1992 and April 2004.

The directors who served during the year were:

Hannah Mason (appointed 10 December 2020)

Clare Fletcher (appointed 15 February 2021)

Miss Helaina Sharpley

Mrs Isobel Hall (resigned 12 March 2021)

Mr Ian Wrench (resigned 9 December 2021)

The trustees and directors of the charity are appointed by the members at the AGM.

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.

Objectives and activities

The Charity's Objects

To raise and maintain its profile as a centre for excellence in the art of printmaking and associated disciplines by promoting, maintaining and advancing knowledge and appreciation of the arts by all means available to it.

The Charity's Main Activities

The provision of printmaking facilities for artists plus subsidised studios and other artists support eg members exhibitions.

The provision of arts activities for the local community - fairs, childrens workshops etc.

Public Benefit Statement

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commissions guidance on public benefit and fee charging. The centre relies on grants and the income from studio and event fees to cover its operating costs. In setting the level of fees, charges and concessions, the trustees give careful consideration to the accessibility of the centre for those with low incomes.

On behalf of the board of trustees



Hannah Mason (Chair)

Trustee

Dated: 9th December 2021

WEST YORKSHIRE PRINT WORKSHOP

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WEST YORKSHIRE PRINT WORKSHOP

I report on the accounts of the charity for the year ended 31 March 2021, which are set out on pages 3 to 9.

Respective responsibilities of trustees and examiner

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

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

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) 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
- (iii) 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

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



TaxAssist Accountants

34 Bradford Road
Brighouse
West Yorkshire
HD6 1RW

Dated: 9th December 2021

WEST YORKSHIRE PRINT WORKSHOP

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
<u>Incoming resources from generated funds</u>					
Grants	2	95,451	46,873	142,324	65,959
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Covid-19 Furlough Grants		15,547		15,547	-
Matched funding – Co-op		4,000		4,000	10,062
Gallery / exhibition income		5,893		5,893	7,352
Rental income		10,785		10,785	14,292
Course fees, membership fees & shop sales		4,244		4,244	39,117
Workshop hire		4,125		4,125	6,802
Outreach income		898		898	2,456
Digital activities		2,778		2,778	589
Keyholder fees		155		155	589
Sponsorship		-		-	692
Donations		4,763		4,763	1,231
Miscellaneous income		378		378	267
Bank interest		53		53	50
Total incoming resources		149,070	46,873	195,943	156,760
<u>Resources expended</u>					
Wages, salaries & NI		70,750	1,164	71,914	64,464
Cost of materials sales		2,033		2,033	3,387
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Exhibition costs		512	703	1,215	3,056
Outreach costs		697	2,863	3,560	3,351
Digital activities costs		-	6,766	6,766	-
Freelance workers		11,141	11,080	22,221	13,082
Advertising and publicity		25	100	125	719
Print room costs		2,256		2,256	1,431
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WEST YORKSHIRE PRINT WORKSHOP

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

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The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

WEST YORKSHIRE PRINT WORKSHOP

BALANCE SHEET

AS AT 31 MARCH 2021

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Current assets					
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Debtors	6	609		1,887	
Cash at bank and in hand		100,324		37,976	
		<u>102,713</u>		<u>42,112</u>	
Creditors: amounts falling due within one year	7	<u>(25,720)</u>		<u>(4,192)</u>	
Total assets less current liabilities			<u>76,993</u>		<u>37,920</u>
Income funds					
Restricted funds			45,171		30,382
Unrestricted funds			31,822		7,538
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These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The accounts were approved by the Board on 9th December 2021



Hannah Mason (Chair)
Trustee

Company Registration No. 07429968

WEST YORKSHIRE PRINT WORKSHOP

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

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WEST YORKSHIRE PRINT WORKSHOP

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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Covid-19 Local Authority Grants	39,143	-	39,143	-
Recovery Fund	942	44,058	45,000	-
LEP	-	2,815	2,815	-
	<u>95,451</u>	<u>46,873</u>	<u>142,324</u>	<u>65,959</u>

3 Analysis of resources expended

Wages, salaries and NI

Wages, salaries & NI (General)

Unrestricted £	Restricted £	Total £
<u>70,750</u>	<u>1,164</u>	<u>71,914</u>

4 Trustees

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There were no trustee's expenses paid for the year,

5 Taxation

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

6 Debtors

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Trade debtors	220	-
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7 Creditors: amounts falling due within one year

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Trade creditors	4,841	123
Accruals & deferred income	20,879	4,069
	<u>25,720</u>	<u>4,192</u>

WEST YORKSHIRE PRINT WORKSHOP

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

8 Pension and other post-retirement benefit commitments
Defined contribution

	2021	2020
	£	£
Contributions payable by the company for the year	<u>3,186</u>	<u>3,077</u>