

CoActive Arts

Charity number 1150805

A company limited by guarantee number 08275514

Annual Report and Financial Statements **for the year ended 31 August 2024**



CoActive Arts



Annual Report and Financial Statements
for the year ended 31 August 2024

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Prepared by West Yorkshire Community Accountancy Service CIO

CoActive Arts

Trustees' report for the year ended 31 August 2024

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Robert Waft	Chair	Appointed 17 January 2024
Julie Crossfield		
Ruth Love		
Ash Howick	Treasurer	Appointed 17 January 2024
Mark Taylor-Thomas		Appointed 17 January 2024
Steve Rogers	Former Chair	Resigned 15 May 2024
Janice Rogers	Former Treasurer	Resigned 15 May 2024
Charity number	1150805	Registered in England and Wales
Company number	08275514	Registered in England and Wales

Registered and principal address	Bankers
Belle Isle Christian Centre	Co-operative Bank
Belle Isle Avenue	PO Box 101
Belle Isle	1 Balloon Street
Wakefield	Manchester
WF1 5JY	M60 4EP

Independent examiner

Alan Dodd FCCA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 31 October 2012, and registered as a charity on 13 February 2013. It is governed by a memorandum and articles of association, as amended on 25 January 2013. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

CoActive Arts

Trustees' report (continued) for the year ended 31 August 2024

Objectives and activities

The charity's objects

- (1) For the benefit of the public, to advance the education and health of people with learning disabilities including but not limited to people on the autistic spectrum and other people who experience similar barriers to learning, development and inclusion ('the beneficiaries'), via the performing arts and other art forms and to increase opportunities for such persons to participate in the arts.
- (2) The promotion of social inclusion amongst the beneficiaries who are socially excluded from society, or parts of society, as a result of their disability through the use of the performing arts and other art forms in order to advance equality, diversity and inclusivity within society.
- (3) To develop the capacity and skills of people with learning disabilities (a socially disadvantaged community of interest) in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.

The charity's main activities

To deliver arts activities to adults with learning disabilities.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of health, the arts and culture.

Our trustees work closely with the core team, who act as a conduit for our steering group made up of learning disabled members who benefit from our core activities. The steering group inform and guide the charity on the needs and aspirations of their peers and therefore fully influence the planning of activities on a day to day and strategic level for the benefit of the local learning disability community.

Achievements and performance

The creative focus for CoActive's anniversary year was Pride and Protest, a powerful theme emphasising visibility, identity, and artistic presence within the wider Wakefield creative community. Through performances, exhibitions, and collaborations, members explored what it means to be seen, heard, and valued as artists, using their work to express their individuality and collective strength.

This year-long focus was about more than just creativity - it was about defining who we are and how we want to be seen. By engaging in artistic projects and public showcases, CoActive members raised their profile in Wakefield's cultural landscape, ensuring their voices and talents were recognised and celebrated.

Here is how we used this focus to achieve the guiding objectives of our organisation:

Objective 1: *For the benefit of the public, to advance the education and health of people with learning disabilities, including but not limited to people on the autistic spectrum and other people who experience similar barriers to learning, development, and inclusion (the beneficiaries), via the performing arts and other art forms, and to increase opportunities for such persons to participate in the arts.*

CoActive members had an exciting year of collaboration with CAPA College, showcasing their creativity and talent through music, theatre, and visual arts. In March 2024, members formed a choir and recorded songs for CAPA's punk musical, bringing their voice and energy to the production. This partnership provided an incredible opportunity for members to engage with professional artists, develop their performance skills, and contribute to a dynamic and innovative project.

CoActive Arts

Trustees' report (continued) for the year ended 31 August 2024

Achievements and performance (continued)

In June 2024, CoActive members took to the stage as part of CAPA College's **Amplify Summer Festival**, sharing a double bill with a professional disabled dance company. Their original production, *Do You See Me*, captivated audiences, filling the theatre with powerful performances that celebrated identity and inclusion. Alongside the show, an exhibition of self-portraits in various media showcased the visual arts talents of CoActive members, reinforcing their voices and perspectives in a truly memorable way.

Members took part in a special summer programme filled with creativity and performance. As part of **Wakefield Council's flagship Our Year celebrations**, members rehearsed and performed an interactive dance and song to welcome **The Hatchling** to Wakefield City Centre. This unique event brought the community together in an immersive experience, with CoActive members playing a key role in creating a memorable welcome.

In the autumn, CoActive members and artists came together to design and create the **CoActive Chimera** willow lantern—a brilliant construction representing the collective spirit of the group. This piece was proudly introduced to the public at the **Hepworth Wakefield** as part of the **Wakefield Light Up Festival**, where it illuminated the space and captured the imagination of audiences. The project was a celebration of creativity, collaboration, and identity, showcasing the artistic talents of CoActive members.

The **CoActive Chimera** then made its way to the **Apple Tree Community Garden's inaugural lantern festival**, where it became a centrepiece of another magical evening.

Public feedback on this work

Chimera at Hepworth: *"Wow! Well done each and every one of you!! Looks amazing!!"*

Chimera at Apple Tree: *"Absolutely amazing to watch, so much effort was put in by every single member to ensure that the whole project went smoothly - and it did. So beautiful to watch and listen to. The lanterns throughout the garden looked wonderful. Great night. Thank you"*

Do You See Me?: *"I loved the show. It made me laugh and in places it made me feel as if I could have cried. It made me look at people in a different way."*

Objective 2: The promotion of social inclusion amongst the beneficiaries who are socially excluded from society, or parts of society, as a result of their disability, through the use of the performing arts and other art forms in order to advance equality, diversity, and inclusivity within society.

CoActive members were proud to take part in all six **ArtWalks** across the year, bringing their creativity to both new and familiar spaces across Wakefield. These events provided fantastic opportunities to showcase their work, connect with the community, and celebrate artistic expression. Notably, CoActive introduced two new venues - **Geek Retreat** and **Sun Lane Leisure Centre** - expanding the reach of ArtWalk and engaging new audiences in exciting and unexpected settings.

Alongside these new ventures, CoActive members also exhibited their work at **Westgate Studios, Wakefield Cathedral**, and **Chantry Chapel**, each offering a unique backdrop for their talents. These exhibitions highlighted the diversity and depth of their creativity, reinforcing CoActive's role in Wakefield's thriving arts scene. Through these six ArtWalks, members shared their voices and built connections.

As part of the summer programme, CoActive members participated in workshops with visiting artist **Jo Tiffany**, creating a banner that was proudly processed at **Wakefield Pride**, where members joined the celebrations, showcasing their artistic expression and commitment to inclusivity.

Public feedback on this work:

Sun Lane 'Happy Pictures' exhibition: *"Good on you Chris, and thanks for your heart warming, good vibes artwork. I've painted and drawn all my life - it's one of the best things you can do! P.S. Thanks to CoActive Arts too - this is a lovely exhibition where people will see it!"*

CoActive Arts

Trustees' report (continued) for the year ended 31 August 2024

Achievements and performance (continued)

Objective 3: *To develop the capacity and skills of people with learning disabilities (a socially disadvantaged community of interest) in such a way that they are better able to identify and help meet their needs, and to participate more fully in society.*

In September 2024, CoActive members launched an exciting new **enterprise project**, turning their artistic talents into income. This initiative was driven by members' interests in selling their artwork and sharing their creative skills with the wider community, including leading dance sessions and teaching and sharing skills.

Another element of the summer programme of activities was the trip to **Hebden Bridge's HandMade Productions** to see giant willow lanterns and how they are made, sparking fresh ideas and inspiration for the Chimera. The skills developed by members in designing and making the Chimera and smaller lanterns were shared by teaching willow lantern-making to community groups in **Agbrigg**, in preparation for the AppleTree lantern festival, fostering creativity and connection with the area's diverse community.

We now have a more stable work environment in **Almshouse Lane** where we have remained for over 12 months rather than having to move location every few months. We are negotiating a longer-term lease for the space subject to plans to make alterations to make it more fit for purpose.

As ever, tribute must be paid to the hard work of the members and the people who support and guide them.

Rob Waft

Chair of CoActive trustees

Financial review

The net income for the year was £5,483, including net income of £11,418 on unrestricted funds and net expenditure of £5,935 on restricted funds.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £20,351.

The charity has a policy objective to retain a minimum of three months' core costs in unrestricted reserves. Based on our 2024-25 budget, these would amount to approximately £27k.

CoActive Arts

Trustees' report (continued) for the year ended 31 August 2024

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts 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 the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and 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 have been followed, subject to any material departures disclosed and explained in the financial statements;

- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by the board of trustees on 14/5/2025

Rob Waft (Trustee)

CoActive Arts

Independent examiner's report to the trustees of CoActive Arts

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 August 2024, which are set out on pages 8 to 13.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Alan Dodd FCCA

27/5/2025

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

CoActive Arts

Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 August 2024

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Income from:					
Grants and donations	(2)	13,081	50,561	63,642	61,378
Membership fees		25,180	-	25,180	12,106
Sales		2,456	-	2,456	3,383
Reimbursed expenses		-	-	-	100
Other income and fees		1,261	-	1,261	702
Interest received		456	-	456	132
Total income		42,434	50,561	92,995	77,801
Expenditure on:					
Freelancers, artist fees and training		22,845	53,625	76,470	70,185
Dues and subscriptions		400	-	400	32
Small equipment		-	-	-	210
Insurance		630	-	630	601
Postage, printing and reproduction		465	93	558	1,048
Professional fees		2,381	1,608	3,989	3,000
Independent examination		660	-	660	660
Website		112	-	112	14
Programme expenses		350	1,007	1,357	2,056
Rent of rooms		-	150	150	403
Repairs		234	-	234	1,117
Software expense		277	-	277	270
Cleaning and supplies		197	-	197	145
Travel and subsistence		51	13	64	205
Utilities		2,414	-	2,414	4,088
Sundry expenses		-	-	-	46
Total expenditure		31,016	56,496	87,512	84,080
Net income / (expenditure)		11,418	(5,935)	5,483	(6,279)
Fund balances brought forward		8,933	31,418	40,351	46,630
Fund balances carried forward	(3)	20,351	25,483	45,834	40,351

All incoming resources and resources expended derive from continuing activities.

CoActive Arts
Balance sheet
as at 31 August 2024

		2024	2024	2024	2023
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Current assets					
Debtors and prepayments	(4)	11,010	-	11,010	5,173
Cash at bank and in hand	(5)	13,295	25,483	38,778	38,930
Total current assets		<u>24,305</u>	<u>25,483</u>	<u>49,788</u>	<u>44,103</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(6)	3,954	-	3,954	3,752
Total current liabilities		<u>3,954</u>	<u>-</u>	<u>3,954</u>	<u>3,752</u>
Net current assets / (liabilities)		<u>20,351</u>	<u>25,483</u>	<u>45,834</u>	<u>40,351</u>
Net assets		<u>20,351</u>	<u>25,483</u>	<u>45,834</u>	<u>40,351</u>
Funds					
Unrestricted funds		20,351	-	20,351	8,933
Restricted funds		-	25,483	25,483	31,418
Total funds		<u>20,351</u>	<u>25,483</u>	<u>45,834</u>	<u>40,351</u>

For the year ending 31 August 2024 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who are also the directors for the purposes of company law) 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 in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 14/5/2025

Rob Waft (Trustee)

CoActive Arts

Notes to the accounts

for the year ended 31 August 2024

1 Accounting policies

Basis of accounting

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(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA 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.

Expenditure and liabilities

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

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

CoActive Arts

Notes to the accounts continued for the year ended 31 August 2024

2 Grants and donations	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Anonymous Charitable Trust	-	10,000	10,000	-
Creative Art House	-	500	500	-
Groundworks UK	-	7,801	7,801	-
Horbury and Ossett Rotary Club	-	300	300	-
Prosper Wakefield	-	18,000	18,000	-
Wakefield MDC	-	13,960	13,960	5,000
Age UK Wakefield	-	-	-	1,992
NHS West Yorkshire	-	-	-	15,115
Nova Wakefield District	-	-	-	3,188
Postcode Neighbourhood Trust	-	-	-	25,000
Sir George Martin Trust	-	-	-	2,500
South West Yorkshire Partnership NHS Trust	-	-	-	7,800
Other donations	13,081	-	13,081	783
	<u>13,081</u>	<u>50,561</u>	<u>63,642</u>	<u>61,378</u>

3 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
WMDC Culture Grant	-	13,960	7,947	-	6,013
UKSPF Creative Enterprise	-	7,801	1,380	-	6,421
Personalised Care Funding	3,230	-	3,230	-	-
Nova - Me and My Menopause	3,188	-	1,883	-	1,305
Postcode Neighbourhood Trust	25,000	-	25,000	-	-
Prosper Wakefield	-	18,000	16,556	-	1,444
The Creative Art House	-	500	500	-	-
Horbury and Ossett Rotary Club	-	300	-	-	300
Anonymous Charitable Trust	-	10,000	-	-	10,000
	<u>31,418</u>	<u>50,561</u>	<u>56,496</u>	<u>-</u>	<u>25,483</u>

Fund name	Purpose of restriction
WMDC Culture Grant	Delivery of a range of creative outcomes under the theme of Do You See Me? Pride and Protest
UKSPF Creative Enterprise	Deliver of the UK SPF funded Creative Enterprise project.
Personalised Care Funding	To pilot a holistic assessment of strengths, needs and aspirations with CoActive members and their carers.
Nova - Me and My Menopause	Training with Menohealth and delivery of 3 Me and My Menopause courses.
Postcode Neighbourhood Trust	Core funding applied for core staff costs.
Prosper Wakefield	Core staffing and volunteer costs.
The Creative Art House	Materials for ArtWalk exhibitions.
Horbury and Ossett Rotary Club	Purchase of equipment for Twist and Shout sessions.
Anonymous Charitable Trust	Grant from a charitable trust who wish to remain anonymous, towards future premises costs.

CoActive Arts

Notes to the accounts continued for the year ended 31 August 2024

4 Debtors and prepayments	2024	2023
	£	£
Debtors	1,750	3,088
Accrued income	9,260	2,085
	<u>11,010</u>	<u>5,173</u>

5 Cash at bank and in hand	2024	2023
	£	£
Cash at bank	38,651	38,866
Cash in hand	127	64
	<u>38,778</u>	<u>38,930</u>

6 Creditors and accruals	2024	2023
	£	£
Creditors	125	1,967
Accruals	3,829	1,785
	<u>3,954</u>	<u>3,752</u>

7 Related party transactions

Trustee expenses

During the year no trustees were paid in respect of travel (previous year: 1 trustee and £50).

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Details of remuneration and benefits

	2024	2023
	£	£
Julie Crossfield Fees for project delivery	-	580
	<u>-</u>	<u>580</u>

Legal authority for the payment

The legal authority for the payment is via a provision within the charity's governing document.

Other related party transactions

Other transactions with trustees or related parties			2024	2023
			£	£
Name of trustee or related party	Relationship to charity	Description of transaction		
Kevin Crossfield	Spouse of trustee	Printing work for project	-	252
Melanie Neale	Daughter of trustees	Fees for project delivery and training	15,323	14,580
			<u>15,323</u>	<u>14,832</u>

CoActive Arts

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 August 2024

	2024 Unrestricted funds £	2023 Unrestricted funds £	2024 Restricted funds £	2023 Restricted funds £	2024 Total funds £	2023 Total funds £
Income						
Grants and donations	13,081	783	50,561	60,595	63,642	61,378
Membership fees	25,180	12,106	-	-	25,180	12,106
Sales	2,456	3,383	-	-	2,456	3,383
Reimbursed expenses	-	100	-	-	-	100
Other income and fees	1,261	702	-	-	1,261	702
Interest received	456	132	-	-	456	132
Total income	42,434	17,206	50,561	60,595	92,995	77,801
Expenditure						
Freelancers, artist fees and training	22,845	16,682	53,625	53,503	76,470	70,185
Dues and subscriptions	400	-	-	32	400	32
Small equipment	-	77	-	133	-	210
Insurance	630	-	-	601	630	601
Postage, printing and reproduction	465	390	93	658	558	1,048
Professional fees	2,381	-	1,608	3,000	3,989	3,000
Independent examination	660	660	-	-	660	660
Website	112	14	-	-	112	14
Programme expenses	350	1,562	1,007	494	1,357	2,056
Rent of rooms	-	-	150	403	150	403
Repairs	234	1,117	-	-	234	1,117
Software expense	277	270	-	-	277	270
Cleaning and supplies	197	141	-	4	197	145
Travel and subsistence	51	109	13	96	64	205
Utilities	2,414	2,720	-	1,368	2,414	4,088
Sundry expenses	-	46	-	-	-	46
Total expenditure	31,016	23,788	56,496	60,292	87,512	84,080
Net income / (expenditure)	11,418	(6,582)	(5,935)	303	5,483	(6,279)
Fund balances brought forward	8,933	15,515	31,418	31,115	40,351	46,630
Fund balances carried forward	20,351	8,933	25,483	31,418	45,834	40,351