

Charity registration number 1151513 (England and Wales)

Company registration number 06622457

**TAPE COMMUNITY MUSIC AND FILM LTD**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2024**

# TAPE COMMUNITY MUSIC AND FILM LTD

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	T Watt	(Appointed 11 February 2025)
	S Gainsborough	(Appointed 11 February 2025)
	V Ramkalowon	(Appointed 11 February 2025)
<b>Secretary</b>	Mr S Swindon	
<b>Charity number (England and Wales)</b>	1151513	
<b>Company number</b>	06622457	
<b>Independent examiner</b>	Sage & Company Business Advisors Ltd 102 Bowen Court St Asaph Business Park St Asaph Denbighshire LL17 0JE	

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# TAPE COMMUNITY MUSIC AND FILM LTD

## CONTENTS

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	<b>Page</b>
Trustees' report	1 - 6
Independent examiner's report	7
Statement of financial activities	8
Balance sheet	9
Notes to the financial statements	10 - 21

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# TAPE COMMUNITY MUSIC AND FILM LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 30 JUNE 2024

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The trustees present their annual report and financial statements for the year ended 30 June 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

### Objectives and activities

TAPE works to provide safe, supportive environments in which people of all ages can explore their creative ideas. TAPE seeks to present and maximize all opportunities, with inclusion and participation being central to delivery. TAPE works to support creative ideas of local business, organisations, communities and individuals alike. Therefore, the range of (free or affordable) activities cover a wide creative sphere. The charity uses a responsive, social, person-centered model, with a focus on co-production. The trustees have paid due regard to guidance issued by the Charities Commission in deciding what activities the charity should undertake and have complied with their duty in section 17(5) of the Charities Act 2011 to have due regard to public benefit guidance published by the commission.

TAPE has continued to increase its in house and outreach delivery over the 23/24 financial year.

Supporting and maintaining engagement and responding to the interests and ideas of people accessing TAPE remains our central focus. Across this reporting period we have seen in excess of 1,000 people engage with and access TAPE projects directly.

The breadth of this creative activity ranges across art forms and media, always with inclusion and opportunity embedded from the outset. This ethos remains the same through our timetabled groups, partnerships and commissioned work, and through the creative advocacy for which TAPE is increasingly recognised locally, nationally and internationally.

TAPE's network and delivery models have continued to grow to support the increasing demand from people looking to take part in person-led, inclusive media production and creative art opportunities. As well as in-house projects the charity has continued to focus energy on several key outreach projects including those at Ysgol y Gogarth. The TAPE Community Arts Centre has also hosted other 3<sup>rd</sup> sector activity with groups including Hijinx Academy, Uke a Bay, Together 4 Colwyn Bay's Gaming Club, Conwy Connect's Makaton Choir, the Llandudno Silver Band, Conwy Wellbeing Team, CVSC and others.

The following examples represent a small cross section of the charities activity and help give some context to TAPE's work:

The team has continued to maintain the core projects that make up the weekly timetable at TAPE: TAPE Art, Animation Club, TAPE Sound, Ghostbusters, Media Club, Backstage Youth Club and TAPE Writers. Further developing the 'production house' model by supporting each other's projects when needed with their skillsets and creative interests. This has further supported Creative Inclusion, allowing commissions and projects to be taken on by dedicated teams working on the elements that make up the final piece. This helps TAPE delivery to remain person-led and focused on people's areas of interest with free, regular weekly workshops. For commissioners of work this means an improved service with dedicated teams focused on each element of production and creative development.

# TAPE COMMUNITY MUSIC AND FILM LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2024

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TAPE has achieved a great deal in the last 12 months.

At the end of 21/22 it was noted that additional provision was required for younger people, in 22/23 TAPE worked to address this establishing new connections and building on existing partnerships and links to increase young people's provision. This development continued into 23/24 with enhanced opportunities including BFI Academy and an increased presence at Ysgol Y Gogarth.

The Backstage Youth Club has been successfully refunded for a further 3 years, through Children in Need. This is the fourth round of this funding, which speaks to the value of the club and its continued positive outcomes. A notable moment in the club's work was a feature on a Children in Need special episode of Weatherman Walking.

"Having the opportunity to join Backstage Youth Club, run by TAPE, Old Colwyn has given my granddaughter something she couldn't have in a mainstream setting. She has been able to meet people, similar to her disabilities, making friends within the club and continuing those friendships outside of this setting, thus giving her confidence in herself and feeling more comfortable in joining in with the sessions that are held, as well as trying new things outside of the club.

It takes her a long time to process things and prior to TAPE, she always watched from the 'side-lines' and by the time she was comfortable in trying things out (even in the specialist school environment), it was too late, BUT TAPE has given her the courage to 'speak up', to try something alien to her, helped her realise that she can achieve what she thought was impossible; and we, as a family, have seen her flourish in things that we never thought she would be able to reach due to her disability.

Prior to TAPE my granddaughter would not 'attend' any group settings after the 'first try out'.... We were sceptical that she would stay at TAPE but three years on, she is eager to attend, weekly, and the feedback from team leaders is that she joins in/has good ideas and is a valued member of the 'club'.

Reality is that without this group, my granddaughter would be stuck at home, would not have the confidence in herself to attain things she thought impossible and has opened her way of thinking about her future, her interests and how she can contribute towards 'society'."

Similarly, TAPE's Animation Club, has continued to be an invaluable resource which is both well attended and for which funding has again been secured for a further 12 months through the local authority. Members of the animation club have successfully moved from school and into further and higher education citing the animation club as a key element in their learning and having the confidence to explore these new avenues as young adults.

Following its creation within the timetable of the Backstage Youth Club, we've rolled out our delivery of the Laughter School Club, an after school resource within a secondary school which gave young people the opportunity to meet up at the end of the school day and tell jokes to one another in a comedy club style setting hosted by local comedy MC Dave Rothnie. The club proved to be an instant hit with staff and teachers feeding back that some of the young people taking part never speak up in class and were amazed to see them standing up and grabbing the microphone to tell their own jokes to their peers and create new connections and friendships that previously they didn't have.

"My son will not usually socialise a great deal with friends out of school. TAPE is a safe place to meet and socialise with friends from school and other young people who he would not otherwise connect with. It allows him to mix as his own person without a parent. There would be no opportunity for him to do this were it not for TAPE and all the amazing team there.

TAPE is a friendly, inclusive and unique space where he can express himself as an individual. He is able to speak freely about his interests and is supported to pursue these and take part in exciting projects. The young people are encouraged to discuss and plan a programme of activities together with great facilities on offer at TAPE. I always tell people about TAPE and how lucky we are to have not just a brilliant place, but also the team who run it."

# TAPE COMMUNITY MUSIC AND FILM LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2024

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We have seen an increasing number of commissioned pieces of work which have involved young people and adults from across the TAPE community, both current and new. These projects have connected people with aspects of the wider community of which they were previously unaware of or detached from. These commissioned pieces of work also support vital experience and skills development in working with customers, liaising with partners, and developing communication and employability skills. Some of the notable projects include:

- programming and hosting cinema screenings as part of the national BFI Spotlight program
- partnership working through a commission from Working Denbighshire to make a series of short films for their social media
- working with the youth justice service to create a film about knife crime
- production and delivery of weekly podcasts through the well-being radio project
- a very successful project with patients at Ty Llewellyn mental health resource, looking at animation and creativity skills

Community project looking at the historical story of the African institute which drew in partnership with local archive services the local authority and culminated in partnership working with people from the Democratic Republic of Congo who visited TAPE to work alongside participants in the production of these wonderful animations which were exhibited in the Conwy Culture Center and Colwyn Bay library

This year also saw the beginning of the Arts Council of Wales funded R&D work for TAPE's third feature film *Below the Waves*. *Below the Waves* will serve as a development of TAPE's inclusive production model, broadening and enhancing our model of engagement beyond anything we've previously delivered. This R&D phase will allow for bespoke project delivery across North Wales reaching more people than ever before and culminating in an exhibition and development of a social impact assessment tool bespoke to TAPE which will be made available thereafter.

"Our child has ASD and can find social interactions debilitating. Over the months of attending TAPE, their confidence within the group has flourished. They often talk of the other group members and the fun things they have done or said during the evening. Though this may be a common attribute in most children, it is not something we have experienced before. Though they attend school, it is not a fun place for them whereas TAPE very much is.

When we first started attending, I was unsure whether it would take. Activities and interactions had not been a positive experience in the past so, I didn't expect this to be much different. But with the time and patience of the team, I have had the joy of watching my child tell me about the activities they have planned, meals they are going to have and places they are going to visit. And even more joyful than hearing the plans is listening to the fun they had doing the activities. Sometimes simple things that other parents no doubt take for granted but, as a parent to a child with neurodiversity challenges, they are massive. Taking part in games, going to a new restaurant (without family), having a party night with lights and music. All things they have never been comfortable even thinking about, they now know they can do.

All of these factors have given them the ability to try new things and feel that they can do things they had previously dismissed. "

This year also saw TAPE have its most complete presents at the National Eisteddfod in Pwelli. The tape team worked to engage with people through hands on free sessions throughout the duration of the festival which has subsequently led to work on other projects including the upcoming Beach of Dreams UK wide celebration of coastline and communities.

"TAPE has been a great place for me to be regarding creative opportunities, offering resources and support for my early development in creating a portfolio. Through TAPE I regained my confidence and found involvement in various projects (including paid ones) in the three years since I joined!"

# TAPE COMMUNITY MUSIC AND FILM LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2024

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Another notable achievement has been TAPE's delivery of the BFI Film Academy short course at Ysgol Y Gogarth in Llandudno. This has been the first year that the BFI has agreed to TAPE deconstructing the course curriculum in order to make it more accessible. The team at TAPE redesigned the course to run as an after school club in which a cohort of young people most of whom attend the school, worked alongside students from mainstream schools to create 2 short films and successfully complete the BFI Film Academy short course and accreditation. This has been our most successful edition of the Film Academy with 21 young people taking part, five of whom went on to successfully secure places on specialist residential courses. One of the films was also successful in being a finalist in the prestigious into Film Awards, with a group of young people travelling down to London to attend the award ceremony at the Odeon Leicester Square.

"TAPE is one of a kind. Pioneering, collaborative, and authentically committed to actioning their objectives unlike any other organisation."

"I have never seen such power in such small numbers, and always done quietly and humbly. Small but mighty, TAPE is without a doubt the leading force for inclusion and equity in screen industries."

"There is nowhere better to invest in the future of Welsh creativity, the future of young people in Colwyn Bay, and the future of equity in traditionally inaccessible spheres."

Mainstays of TAPE's delivery timetable including Media Club, TAPE Writers, Ghostbuskers and others, continue as cornerstones of delivery and community engagement. The center is always busy and as we begin to develop our database for supporting participation, engagement and progression we can confidently assert the continued need and benefits of the resources and opportunities delivered through Tape Community Music and Film.

"Prior to joining TAPE J suffered with depression, low self-esteem and anxiety. Having a place like TAPE to go to has given him a reason to leave the house. The confidence he has gained by taking part in the various projects and being treated as a valued member of the team has been amazing to witness. Thanks to TAPE J can now navigate the world with a little more confidence and feels he has a purpose in life. J is now more than happy to undertake a 2-hour bus journey on his own in order to attend the workshops at TAPE – 2 years ago he couldn't leave the house without having someone with him. "

The following are links to just some of the outputs from TAPE's delivery during this.:

Ty Llywelyn - <https://vimeo.com/user/9986388/folder/18876780?isPrivate=false>

Eisteddfod - <https://vimeo.com/user/9986388/folder/17394699>

Weatherman Walking - <https://vimeo.com/887576389?share=copy>

TAPE's Creative Inclusion Plan 2030 - <https://vimeo.com/866848114?share=copy>

African Institute - <https://vimeo.com/922871893?share=copy>

### Financial review

The unrestricted funds have generated a deficit for the year overall of £73,021 including £27,033 transferred to support various restricted funds. The unrestricted fund balance at 30th June 2023 stood at £42,821. Restricted funds have overall generated a surplus of £31,943 with a total restricted fund balance carried forward at 30 June 2024 of £196,464. It is the policy of the trustees that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year. Any surplus funds are retained in the current account.

# TAPE COMMUNITY MUSIC AND FILM LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2024

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Under the memorandum and articles of association the charity has the power to apply any surpluses to create a general reserve for the continuation and development of the charity. It is the intention of the Trustees that, in the event of a cessation of core funding, the scheme's reserves be used for the following purposes: -

- i) To provide continuation funding to run the scheme for as long as possible.
- ii) To offer a redundancy package to eligible employees in accordance with the redundancy policy.
- iii) To cover any other costs in relation to winding down of the charity's activities.

### **Principal funding sources:**

- Local Town Councils
- Local Authority contracts and grants
- Commissioned work
- Steve Morgan Foundation
- Moondance Foundation
- Children in Need
- Gwynt y Mor and Rhyl Flats
- Arts Council Wales
- Bespoke project funding from private and public contracts
- Small grants

### **Trustees' Duty**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees work with key team members and the CO to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place. The trustee board meets at least quarterly but the chair and treasurer have much more regular contact. They provide a key bridge to the wider trustee body.

### **Moving forward**

The Trustees look forward to the ongoing implementation of the Creative Inclusion 2030 Strategy and believe this will help galvanize the TAPE Community and improve the communication and wider understanding of TAPE's core aims to the benefit of all involved. We look forward to seeing TAPE forging further links between social and creative industry partners, both with and in support of, the people who access the charity.

### **Thanks**

On behalf of the trustees, I would like to thank all of the TAPE team, the staff and volunteers, who have worked tirelessly to deliver the Creative Inclusion Plan, an ambitious and inspiring programme, that relies on the team's dedication, experience and expertise. Their collective effort brings benefit to both the people who access TAPE's services, and, through the artworks and experiences created, the wider community.

Thanks too, to the trustees who have supported the work of TAPE.

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

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.



# TAPE COMMUNITY MUSIC AND FILM LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2024

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The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

S Gibbon	(Resigned 21 March 2025)
S Humphreys	(Resigned 27 January 2025)
H Morris	(Resigned 21 March 2025)
A Lorrimer-Riley	(Resigned 21 March 2025)
Mr M Turner	(Resigned 27 January 2025)
Mr K Weyman	(Resigned 2 January 2025)
Mr M J Williams	(Resigned 6 September 2024)
T Watt	(Appointed 11 February 2025)
S Gainsborough	(Appointed 11 February 2025)
V Ramkalowon	(Appointed 11 February 2025)

The charity has three trustees. The trustees endeavour to further strengthen the trustee board

Every member of the Charity undertakes to contribute such amounts as may be required to the Charity's assets if it should be wound up while they are a member or within one year after they cease to be a member, for payment of the Charity's debts and liabilities contracted before they cease to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of contributories among themselves such amount as may be required not exceeding £1.

**Registered Company number**  
06622457 (England and Wales)

**Registered Charity number**  
1151513

**Registered office**  
Annex of United Reformed Church  
Berthes Road  
Old Colwyn  
Colwyn Bay  
LL29 9SD

**Company Secretary**  
S Swindon

All matters relating to the day to day administration of the Charity are passed to the Secretary and the administration team.

The trustees' report was approved by the Board of Trustees.

**S Gainsborough**  
Chair  
Dated: 29 April 2025

# TAPE COMMUNITY MUSIC AND FILM LTD

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF TAPE COMMUNITY MUSIC AND FILM LTD

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I report to the trustees on my examination of the financial statements of TAPE Community Music And Film Ltd (the charity) for the year ended 30 June 2024.

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

As the trustees of the charity (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

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

#### **Independent examiner's statement**

Since the charity's gross income exceeded £250,000, the independent examiner must be a member of a body listed in section 145 of the Charities Act 2011. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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 charity as required by section 386 of the Companies Act 2006.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination; or
- 4 the financial statements 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 financial statements 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 financial statements to be reached.

#### **Sage & Company Business Advisors Ltd**

102 Bowen Court  
St Asaph Business Park  
St Asaph  
Denbighshire  
LL17 0JE  
29 April 2025

# TAPE COMMUNITY MUSIC AND FILM LTD

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 30 JUNE 2024**

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
	Notes						
<b>Income and endowments from:</b>							
Donations and legacies	2	493	262,199	262,692	18,203	224,845	243,048
Charitable activities	3	31,277	80,600	111,877	45,882	86,284	132,166
Investments	4	3,436	-	3,436	1,422	-	1,422
Other income	5	1,260	-	1,260	-	3,115	3,115
<b>Total income</b>		<b>36,466</b>	<b>342,799</b>	<b>379,265</b>	<b>65,507</b>	<b>314,244</b>	<b>379,751</b>
<b>Expenditure on:</b>							
Raising funds	6	845	10,356	11,201	406	3,120	3,526
Charitable activities	7	81,609	327,533	409,142	77,119	286,957	364,076
<b>Total expenditure</b>		<b>82,454</b>	<b>337,889</b>	<b>420,343</b>	<b>77,525</b>	<b>290,077</b>	<b>367,602</b>
<b>Net income/(expenditure)</b>		<b>(45,988)</b>	<b>4,910</b>	<b>(41,078)</b>	<b>(12,018)</b>	<b>24,167</b>	<b>12,149</b>
Transfers between funds	10	(27,033)	27,033	-	76,412	(76,412)	-
<b>Net movement in funds</b>		<b>(73,021)</b>	<b>31,943</b>	<b>(41,078)</b>	<b>64,394</b>	<b>(52,245)</b>	<b>12,149</b>
<b>Reconciliation of funds:</b>							
Fund balances at 1 July 2023		115,842	164,521	280,363	51,447	216,766	268,213
<b>Fund balances at 30 June 2024</b>		<b>42,821</b>	<b>196,464</b>	<b>239,285</b>	<b>115,841</b>	<b>164,521</b>	<b>280,362</b>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# TAPE COMMUNITY MUSIC AND FILM LTD

## BALANCE SHEET

AS AT 30 JUNE 2024

	Notes	2024 £	£	2023 £	£
<b>Fixed assets</b>					
Tangible assets	12		104,427		93,051
<b>Current assets</b>					
Debtors	13	25,858		37,247	
Cash at bank and in hand		122,054		160,590	
		<u>147,912</u>		<u>197,837</u>	
<b>Creditors: amounts falling due within one year</b>	14	<u>(13,054)</u>		<u>(10,526)</u>	
<b>Net current assets</b>			134,858		187,311
<b>Total assets less current liabilities</b>			<u>239,285</u>		<u>280,362</u>
<b>The funds of the charity</b>					
Restricted income funds	17	196,464		164,521	
Unrestricted funds	15	42,821		115,841	
		<u>239,285</u>		<u>280,362</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 30 June 2024.

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

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the trustees on 29 April 2025

S Gainsborough  
Chair

Company registration number 06622457 (England and Wales)

# TAPE COMMUNITY MUSIC AND FILM LTD

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 30 JUNE 2024**

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### **1 Accounting policies**

#### **Charity information**

TAPE Community Music And Film Ltd is a private company limited by guarantee incorporated in England and Wales. The registered office is Annex of United Reformed Church, Berthes Road, Old Colwyn, Colwyn Bay, LL29 9SD.

#### **1.1 Accounting convention**

The accounts have been prepared in accordance with the charity's constitution, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### **1.4 Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# TAPE COMMUNITY MUSIC AND FILM LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

### 1 Accounting policies

(Continued)

#### 1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold improvements	Not depreciated
Fixtures, fittings & equipment	25% reducing balance (Fixtures) & 25% straight line (Computer Equipment)
Motor vehicles	25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.6 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

# TAPE COMMUNITY MUSIC AND FILM LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 30 JUNE 2024

#### 1 Accounting policies

(Continued)

##### 1.8 Employee benefits

The cost of any material unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

##### 1.9 Fund accounting

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 raised are for a particular restricted purpose.

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

##### 1.10 Wages

Wages incurred are allocated to each fund based on the level of income for that fund. However, if such a re-charge were to leave the fund in deficit, the re-charge has been restricted.

##### 1.11 Use of volunteers

The charity relies on volunteers who carry out a wide range of work and administrative tasks. The use of volunteers in the course of generating activities is not recognised within the Statement of Financial Activities.

#### 2 Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	493	1,358	1,851	3,717	681	4,398
Grants	-	260,841	260,841	14,486	224,164	238,650
	<u>493</u>	<u>262,199</u>	<u>262,692</u>	<u>18,203</u>	<u>224,845</u>	<u>243,048</u>

#### 3 Income from charitable activities

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Other income	<u>31,277</u>	<u>80,600</u>	<u>111,877</u>	<u>45,882</u>	<u>86,284</u>	<u>132,166</u>

# TAPE COMMUNITY MUSIC AND FILM LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2024

### 4 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	3,436	1,422

### 5 Other income

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Net gain on disposal of tangible fixed assets	1,260	-	1,260	-	3,115	3,115

### 6 Expenditure on raising funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
<b>Trading costs</b>						
Other trading activities	845	10,356	11,201	406	3,120	3,526



# TAPE COMMUNITY MUSIC AND FILM LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2024

### 7 Charitable activities

	2024 £	2023 £
Staff costs	281,719	231,289
Depreciation and impairment	22,974	17,555
Contract workers	36,877	41,724
Repairs & renewals	6,829	6,000
Venue hire	1,206	792
Motor expenses	1,187	766
Travelling expenses	4,769	7,432
IT Software	4,930	4,988
Training	1,046	1,400
Cleaning	3,460	2,865
Rent	6,960	9,022
Telephone	1,336	1,085
Postage & stationery	2,255	2,389
Insurance	9,029	7,127
Advertising	2,387	606
Sundry	4,756	5,470
Equipment hire	1,706	2,928
Bank charges	68	82
Publications and subscriptions	614	
Light and heat	6,762	9,795
	<u>400,870</u>	<u>354,128</u>
Share of governance costs (Accountancy & Book-keeping)	8,272	9,947
	<u>409,142</u>	<u>364,076</u>

### 8 Trustees

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

### 9 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

### 10 Transfers

Any restricted funds that are in deficit are supported by the central core fund. Any deficit made by a particular fund is absorbed by the core fund and any such funds are left with a nil retained reserve carried forward.

# TAPE COMMUNITY MUSIC AND FILM LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2024

### 11 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Chief Officer & Management	3	3
Service Delivery	9	9
Total	12	12

### Employment costs

	2024 £	2023 £
Wages and salaries	281,720	231,289

There were no employees whose annual remuneration was more than £60,000.

### Remuneration of key management personnel

The remuneration of key management personnel was as follows:

	2024 £	2023 £
Aggregate compensation	106,718	104,633

### 12 Tangible fixed assets

	Leasehold improvements £	Fixtures, fittings & equipment £	Motor vehicles £	Total £
<b>Cost</b>				
At 1 July 2023	37,113	192,369	31,703	261,185
Additions	-	34,350	-	34,350
At 30 June 2024	37,113	226,719	31,703	295,535
<b>Depreciation and impairment</b>				
At 1 July 2023	-	164,419	3,715	168,134
Depreciation charged in the year	-	15,977	6,997	22,974
At 30 June 2024	-	180,396	10,712	191,108
<b>Carrying amount</b>				
At 30 June 2024	37,113	46,323	20,991	104,427
At 30 June 2023	37,113	27,950	27,988	93,051

# TAPE COMMUNITY MUSIC AND FILM LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2024

### 13 Debtors

	2024 £	2023 £
<b>Amounts falling due within one year:</b>		
Trade debtors	20,532	32,341
Prepayments and accrued income	5,326	4,906
	<u>25,858</u>	<u>37,247</u>

### 14 Creditors: amounts falling due within one year

	Notes	2024 £	2023 £
Bank overdrafts		116	-
Other taxation and social security		3,226	2,569
Trade creditors		3,584	2,941
Other creditors		1,101	-
Accruals and deferred income		5,027	5,016
		<u>13,054</u>	<u>10,526</u>

### 15 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 July 2023 £	Incoming resources £	Resources expended £	Transfers £	At 30 June 2024 £
General funds	<u>115,841</u>	<u>36,466</u>	<u>(82,453)</u>	<u>(27,033)</u>	<u>42,821</u>
<b>Previous year:</b>	<b>At 1 July 2022</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Transfers</b>	<b>At 30 June 2023</b>
	£	£	£	£	£
General funds	<u>51,447</u>	<u>65,507</u>	<u>(77,525)</u>	<u>76,412</u>	<u>115,841</u>

# TAPE COMMUNITY MUSIC AND FILM LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 30 JUNE 2024

#### 16 Operating lease commitments

##### Lessee

The operating lease represents the 10 year lease of the charity's main premises, which includes a year 5 break clause. The lease includes a provision for five-yearly upward rent reviews, according to prevailing market conditions.

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2024 £	2023 £
Within one year	7,500	7,500
Between two and five years	30,000	30,000
In over five years	22,500	30,000
	<u>60,000</u>	<u>67,500</u>

#### 17 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	Movement in funds				
	Balance at 1 July 2023 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 30 June 2024 £
Families First	14,590	5,413	(9,459)	(5,000)	5,544
Children in Need/Afasic/Backstage	9,228	22,844	(16,026)	-	16,046
Cartrefi Conwy	-	2,414	(4,473)	2,060	-
Film Hub Wales	-	6,641	(7,241)	600	-
Coastal Communities/ Coastline	-	63	-	-	63
BFI Academy	-	16,000	(12,805)	-	3,195
BCUHB Ty Llywelyn	-	9,090	(9,008)	-	82
CCBC African Institute	-	7,455	(10,792)	3,337	-
CVSC SPF	-	55,678	(53,740)	-	1,938
Uke a Bay	300	8,124	(2,994)	-	5,430
NAS Sounds like Fun	-	7,482	(11,636)	4,154	-
CCBC SPF	-	-	(17,619)	17,619	-
Making Sense CIC	-	900	(3,383)	2,483	-
Denbighshire CC	-	-	(6,099)	6,099	-
NAS (AET)	-	6,648	(5,565)	-	1,083
CCBC	-	-	(9,128)	9,128	-
Transport For Wales	3,000	-	(5,383)	2,383	-
BFI Inclusion	3,251	19,883	(3,243)	-	19,891
Winter Wellbeing (CCBC)	-	-	(11,890)	11,890	-
Social Farms and Gardens	-	-	(4,941)	4,941	-
Ghostbusters	1,137	2,998	(4,214)	78	-
GWIL	4,580	50,312	(44,928)	(9,964)	-
Blind Veterans	2,509	-	-	-	2,509
Media Club	28,193	20,872	(8,431)	(15,082)	25,552

# TAPE COMMUNITY MUSIC AND FILM LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2024

### 17 Restricted funds

(Continued)

Screenagers	6,230	-	(81)		6,150
Urdd		(2,240)		2,240	-
Colwyn Bay Lumiere			(7,405)	7,405	-
Moondance Foundation		23,333			23,333
NWSCAwbisic (No Wrong Door)		10,000	(8,082)		1,918
Animation Y Gogarth		11,095	(7,695)		3,400
Conwy & Denbighshire Voluntary Youth Justice			(4,893)	4,893	-
Flintshire County Council	10,958	120	(7,029)		4,049
Vehicle Fund Rhyl Flats	33,869	1,000	650	(1,514)	34,005
Independent Cinema Office	1,168	-	(1,935)	767	-
Together for Colwyn Bay (T4CB)	1,155	1,016	(7,654)	5,483	-
TAPE Sound			(8,035)	8,035	-
ACW Below the Waves	44,353	55,657	(22,734)	(35,000)	42,276
	<u>164,521</u>	<u>342,798</u>	<u>(337,888)</u>	<u>27,033</u>	<u>196,464</u>

# TAPE COMMUNITY MUSIC AND FILM LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2024

### 17 Restricted funds

(Continued)

#### Description of restricted funds

**Families First** – Funding to deliver bespoke activities for young people and their families in the county of Conwy. Currently funding TAPE's Animation Club.

**Children in Need** – Funds posts and activities for Backstage and Backstage Juniors.

**Camden Trust** – Supports the development of the Rhyl the Musical film project.

**Cartrefi Conwy** - Creating film content for Cartrefi Conwy's Welsh Government evaluation package. Supporting new filmmakers to work to a brief and build their CVs.

**Heritage Lottery** – Fortified Beats – supporting young people in alternative education to engage with local history through music, film and performance.

**BFI Academy** – Supports the delivery of the annual BFI Academy at TAPE.

**Active Inclusion** – Supports engagement activities for people 25 and over who are not in education, employment or training in Conwy and Denbighshire. European Social Fund funded to 2022.

**Imagine** – Development of the Imagine Trail app, developing creative media reflecting the heritage of the Bay of Colwyn and working with Reality Boffins to create design and develop an app to host the content.

**Gwynt Y Mor** – Funds 1 x staff post and support 2 further posts linked to 2x BBFC classified film productions.

**Uke a Bay** - Fund holder for the popular Colwyn Bay Uke a Bay event.

**CCBC Youth** - Working with young people to produce an original song and an animated music video highlighting issues linked to youth homelessness.

**ACW/CFW Covid** - Arts Council Wales and Community Foundation Wales Covid specific funding to support the management team to sustainably develop the charity and to help it weather the Covid crisis. Also a capital grant for upgrading IT equipment in support of this.

**Theatr Clwyd** - Film project working to promote the theatre's heritage and work.

**Intermediate Care** - Containing safety short film production.

**Fusion Henry Jones** - Working with new filmmakers to create heritage film resources for schools, focusing on the Sir Henry Jones museum Llangernyw.

**Kickstart scheme** - Government supported employment scheme for young people.

**TFW confident to travel** - Working with Transport For Wales, Creating Enterprise and DWP to create a film addressing travel anxieties. A co-production developed from a blank page with a new creative team, through weekly workshops.

# TAPE COMMUNITY MUSIC AND FILM LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2024

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### 17 Restricted funds

(Continued)

**BFI Inclusion** - One to one access support for people looking to access BFI funding streams.

**Communities For Work** - A film and photography project, documenting the activities of a group of people accessing support CFW. The project includes person-led creative evaluation sessions at the beginning and end of a CFW program.

**Digatref** - Ask Us Anything podcast developed and produced by young people experiencing homelessness.

**NWLDPG** – North Wales Learning Disability Partnership Group funding for Participation Officer post and support funded by CCBC.

**GWIL** – Glyn Ward Invest Local funding for two part time posts which TAPE hosts.

**North Wales Together** – Series of projects including 2 co-produced film productions, media club and social screen.

**BFI podcast** - Supporting people to produce a podcast looking at diversity and accessibility in the film industry.

**MyPad** - Developing independent art projects through the distribution of art packs and supporting online one to one work through lockdown.

**Fusion films** - Working with new filmmakers to create heritage film resources for schools.

**Media Club** - Funded by the North Wales Transformation Project – engagement and involvement in cross-media creative projects including filmmaking, audio projects, film programming and exhibition.

**Animations For All** - Funded through the Intermediate Care Fund administrated by CCBC and DCC. Bespoke animation activities with a focus on accessibility, inclusion and ongoing engagement.

**Screenagers** - Welsh Government funding administrated by Conwy Youth Service. A multi-school, pupil-led workshop series in which young people were supported to developed screen-based creative projects, with a focus on mental health and wellbeing.

**Voice And Control** - Funded by the North Wales Transformation Project – a cross-media arts and management project with a core aim of amplifying the voices of learning-disabled adults, their ideas, and ambitions.

**Winter Wellbeing** - Weekly, Welsh Gov funded project supporting young people to produce a podcast and radio show (Wellbeing Radio) linked to the 5 ways to wellbeing.

**NEWCIS** - A song writing project working with young carers in Flintshire. Writing and recording original songs.

**Social Farms and Gardens** - Filmmaking project documenting social farm and garden community projects across Wales for their annual awards ceremony as well as to promote their work.

**Urdd** - An animation project set up to support young people to make short animation pieces linked to the 2022 Urdd.

**Colwyn Bay Lumiere** - Bay of Colwyn Town Council funded art, animation and film workshops to produce content for the 'That's my Bauble' projections (Dec 21) and a pilot Lumiere event in the Colwyn Bay in Dec 22/ Jan 23.

# TAPE COMMUNITY MUSIC AND FILM LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 30 JUNE 2024

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#### 17 Restricted funds

(Continued)

**Steve Morgan Foundation** - A grant for the Creative Inclusion Lead's role, responsible for new community engagement and supporting and documenting people's progression.

**Moondance Foundation** - A grant supporting additional Creative Inclusion staffing, generating new community engagement, and volunteering opportunities.

**Blind Veterans** - Working with blind veterans and other creatives to develop film, written and audio pieces for an exhibition of work on site at the Blind Veterans wellbeing centre in Llandudno. CCBC Summer of Fun-Co-creation of a film documenting summer activity in Conwy which has been funded by Welsh Govt.

**TAPE Sound** - Weekly sessions in the TAPE studio and beyond for people aged 18 and over, working on live briefs and developing skills in sound design, songwriting, foley, post production and much more. NWSCaWBSIC-Co-creation of an animated webseries in support of learning disabled young people leaving school.

**Animation Y Gogarth** - Weekly animation sessions at Ysgol y Gogarth, working with 2 cohorts of young people, looking at all aspects of animation and developing pieces across the academic year.

**Winter Sounds** - CCBC funded music festival, TAPE has supported people in shadowed sound and lighting engineering roles, provided PA Kit etc and worked with Beacons Cymru to bring their Base Camp sessions to North Wales.

**Conwy & Denbighshire Voluntary Youth Justice** - Short course to support a cohort of young people to create an educational film about the consequences of knife crime, based on lived experience.

**Flintshire County Council** - Workshop delivery to support the development of creative educational resources.

**WCVA-Walter Dickie** - Busary funding awarded to TAPE Founder and Creative Director, Steve Swindon to support the widening of TAPE's network in order to create new partnerships and opportunities.

**Vehicle Fund** - Funding for a new crew van with wheelchair access to support better access, project delivery and outreach sessions. This replaces TAPes previous vehicle after 11 years of use.

**Independent Cinema Office** - Supporting the development of screen industry opportunities and resources through co-creation and partnership with other organisations around the UK.

**BCUHB Ty Llewelyn**-Working in a medium secure mental health unit with weekly animation sessions over 12 weeks and ongoing filmmaking to document the arts and wellbeing work taking place at the facility.

**Aberconwy Talking Newspaper** - Funding for new tactile and brail signage at the TAPE Community Arts Centre.

**Anheddau** - Funding to create staff training films for Anheddau. Short-form project delivered by TAPE staff.

**ACW-Below the Waves** - A 2 year collaborative project working with social and creative partners in Conwy and Denbighshire and a social impact assessor to develop an assessment tool for arts and wellbeing projects. With 500 hours of R&D workshops creating pieces for TAPE's next feature film supporting the research and lining TAPE team with freelancers and other creative organisations to develop and share new skills and best practice.