



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Wymondham Arts Forum	No (if any) 1153188
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Receipts and payments accounts

CC16a

For the period from	Period start date 01-Jan-23	To	Period end date 31-Dec-23
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Commission Receipts	1,231	-	-	1,231	740
Exhibition Space Hire Fees	6,362	-	-	6,362	4,072
Donations from the general public	400	-	-	400	221
Greeting Card, Donated Books and other minor receipts	24	-	-	24	96
Bank Interest Received	303	-	-	303	37
Wymondham Words Literary Events	457	-	-	457	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	8,777	-	-	8,777	5,166
A2 Asset and investment sales, (see table).					
Sack Barrow	73	-	-	73	-
	-	-	-	-	-
Sub total	73	-	-	73	-
Total receipts	8,850	-	-	8,850	5,166
A3 Payments					
Utilities - Gas, Water, Electricity, Telephone & Internet)	126	-	-	126	1,056
Licence to use Becket's Chapel Wymondham	3,400	-	-	3,400	1,053
Insurance	242	-	-	242	296
Private View Events & Other Meetings	107	-	-	107	64
Safety, Security & Storage charges	1,214	-	-	1,214	839
Marketing	436	-	-	436	620
Minor Equipment items	8	-	-	8	122
Bank Charges	72	-	-	72	80
Stewards' Expenses	171	-	-	171	125
Trustees' Expenses	136	-	-	136	143
Professional Fees	276	-	-	276	252
Wymondham Words Performance Fees & Refreshments	457	-	-	457	-
	-	-	-	-	-
Sub total	6,645	-	-	6,645	4,650
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Exhibition Equipment & Vacuum	9,555	-	-	9,555	-
	-	-	-	-	-
Sub total	9,555	-	-	9,555	-
Total payments	16,200	-	-	16,200	4,650
Net of receipts/(payments)	- 7,350	-	-	- 7,350	516
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	39,720	-	-	39,720	39,204
Cash funds this year end	32,370	-	-	32,370	39,720

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Money Manager Account	19,958		-
	Community Account	12,412	-	-
	Cash in Hand	-	-	-
	Total cash funds	32,370	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

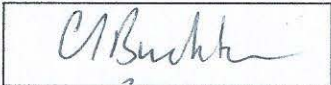

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets			-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets		Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Vacuum Cleaner		358	-
	Exhibition Panels		8,854	-
	Pavement Poster Display Unit		180	-
	Step Ladders		60	-
	Other Equipment		103	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Professional Fees	Unrestricted	288	
	Town Creen Café Volunteers Year End meet	Unrestricted	136	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	CHRISTINE BUCKTON	22.4.24
	SHARON STONE	22.4.24



Trustees' Annual Report for the period

Period start date			Period end date		
From	01	January	To	31	December
		2023			2023

Section A Reference and administration details

Charity name **Wymondham Arts Forum**

Other names charity is known by **WAF**

Registered charity number (if any) **1153188**

Charity's principal address **Becket's Chapel**

2 Church Street

Wymondham

Postcode **NR18 0PH**

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Christine Mary Buckton	Chair		
2	Alistair Martin			
3	Adrienne Lennox MacFarlane Cleary			
4	George Gabor Szirtes			
5	Christopher Richard White			
6	Amelia Fair Robbie			
7	Sharon Rose Stone	Treasurer		
8	Robert Coe			
9	Andrew Carpenter		Retired June 2023	

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CIO – Foundation registered 1 August 2013 and amended 29 March 2021
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	By Appointment

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Wymondham Art Centre is management wholly by the Trustees and some 25 volunteers.

The strengthening of the Trustee Board enabled a 4 day literary event to be delivered in collaboration with local community book shop, Kett's Books. Given its success, another literary event is planned in 2024.

Further planning and preparation is in hand for musical events.

Investment in visual aids such as wide screen TV or screen and projector equipment is being considered. Grant funding might be sought in this respect.

The wider offerings will be feasible following the refurbishment works described in Section D.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

The 20 week programme of art exhibitions including wall art, ceramics, pottery, photography, sculpture, textiles and crafts was offered. Artists and crafters came from across the East Anglian Region and included The Wymondham Art Society and Wymondham High School.

The main exhibition and events season concluded at the end of October. An award winning craft market returned in December for two weeks coinciding with Wymondham's town Christmas celebrations, Wynterfest.

In September, the town organised a Vintage Day with many attractions around the town. Wymondham Arts hosted 1360 visitors in the Chapel during the day and provided history talks and insights to special architectural features.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Charity sets space rentals rates to exhibitors to be affordable, to encourage participation in arts and to generate a modest annual surplus. Since incorporation, accumulated reserves have placed the Charity on a sound financial footing. Investment in new facilities have, hitherto been delayed until the fabric of Becket's Chapel had been secured. This is now the case and new cultural opportunities are being developed pursuant of WAF's objectives, along with necessary investment in facilities utilising a portion of the reserves. The Charity is planning further use of reserves on audio/visual and security equipment. At the year end, unrestricted cash funds amounted to £32,370.

Details of any funds materially in deficit

There are no fund deficiencies

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Upon appointment Trustees are provided personal copies of the CIO that includes details of their limits and responsibilities

Trustees combine with volunteers to manage the Wymondham Art exhibitions and events at Becket's Chapel. The Trustees also organise a Literary Festival – 'Wymondham Words'.

Becket's Chapel was acquired by Norfolk Historic Buildings Trust (NHBT) from Wymondham Old Grammar School Foundation (WOGSF) in September 2022. Significant refurbishment works commenced shortly thereafter. These Stage 1 works were completed in June 2023. WAF manages exhibitions and events within the Chapel, hiring the full facilities under licence with NHBT.

WAF has a suite of policies and procedures that govern the day to day workings of the Charity including Complaints Handling, Data Protection, Safeguarding Young Persons, Volunteers, Equal Opportunities, Health and Safety, Equality and Diversity. These policies and procedures are under review to ensure completeness and best practice.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

WAF objectives are to advance the education of the public in the understanding and appreciation of the creative arts including music, by any appropriate method which may include but not be limited to:

- maintaining an information exchange to facilitate participation in arts events in the parish of Wymondham, Norfolk and neighbouring areas whether organised by the CIO or others
- establishing and maintaining a regular arts programme in the said parish
- the management of a gallery and other facilities

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In 2023 WAF offered a 20 week programme of arts and events within Becket's Chapel.

The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

WAF's prime source of funds is the exhibition space fees charged to artists and commission levied of art sales on some exhibitions. Donations are received from the general public and there are modest sales of greeting cards and donated books.

There were no grants received in 2023.

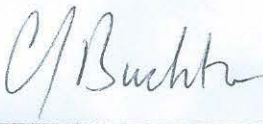

Expenditures primarily concern the management of the gallery in Becket's Chapel, the building running costs, insurance and the publication of an arts programme. Additionally, removal and storage costs have been incurred in the year during the refurbishment works. WAF has invested significantly in exhibition facilities and equipment as needed to fulfil the Charity objectives.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Christine Mary Buckton	Sharon Rose Stone
Position (eg Secretary, Chair, etc)	Chair	
Date	22.4.24	

Independent Examiner's Report to the Trustees of Wymondham Arts Forum

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

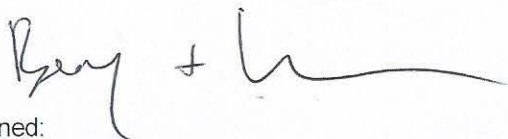
Independent examiner's statement

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 charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work or for this report.



Signed:

Joanne Fox BA FCA

Berry & Warren

Chartered Accountants

Norwich

Date: 10 May 2024