



# Annual Report and Accounts for 2023

Registered Charity No. 1156971

[www.bellringing.org](http://www.bellringing.org)

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## ASSOCIATION OF RINGING TEACHERS

### Annual Report and Accounts of the Trustees for the year ending 31<sup>st</sup> December 2023

CHARITY NAME	The Association of Ringing Teachers (known as "ART") was founded in March 2012
CHARITY REG'D NUMBER	ART was granted Charity status by the Charity Commission in May 2014. Its Registered Charity Number is: 1156971
CONTACT ADDRESS	12, The Courtyard, Bridge End, Warwick, CV34 6PD

#### MEMBERS OF THE MANAGEMENT COMMITTEE

Andrew Slade (T)	Chairman
Annie Hall (T)	Secretary
Sue Dixon (T)	Treasurer

Paul Lewis

Roger Booth

Clare McArdle

Arthur Reeves

David Sparling

Lesley Boyle

Dee Smith

Matthew Lawrence

Monica Hollows

The above named are members of the Association's Management Committee and those marked (T) are Trustees. All members were elected to the Management Committee at the Association's AGM in March 2023 or at subsequent Management Meetings.

#### NON-EXECUTIVE CHARITY TRUSTEES

Leslie Boyce	Andrew Wilby	Christopher Enzor
Lesley Belcher		

#### ADMINISTRATORS

ART employs a part-time Office Manager, Monica Hollows and two part-time administrators: Rose Nightingale and Denise Tremain.

PATRONS: Peter Bevis, Helen McGregor, Len Roberts, Paul Flavell, Eileen Butler

WEBSITE: [www.bellringing.org](http://www.bellringing.org)

## STRUCTURE, GOVERNANCE AND MANAGEMENT

The Association's governing document is its Constitution which was adopted at the foundation meeting in March 2012 and most recently amended at the Annual General Meeting in March 2021. ART is an unincorporated association with a membership as follows at 31/12/2023:

Type	2023	2022	2021	2020	2019	2018	2017
Full	355	334	314	330	308	247	209
Associate	332	283	271	301	301	256	174
Tutor	14	14	15	13	14	16	18
Affiliate	8	15	15	16	16	11	7
'Trial'		16	6	15	15	35	
<b>Total</b>	<b>709</b>	<b>662</b>	<b>621</b>	<b>661</b>	<b>654</b>	<b>565</b>	<b>408</b>

### Membership

Membership of The Association is offered to all those who are accredited to teach bell ringing under the ART Training Scheme and to those who act as Tutors for the scheme. Those who have completed a single Module of the Training Scheme are eligible for Associate Membership and those completing an additional Module can be Full Members. A small number of persons with particular skills or expertise are offered Affiliate Membership by the Management Committee.

### Management

Policy and executive decisions are made by the Management Committee. The Committee and the Trustees are elected from the membership at the Association's Annual General Meeting. A business plan is produced annually and regularly reviewed at meetings of the Committee.

ART's principal policies are published in detail on the Association's website. These cover the following issues:

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## ART Structure and Governance

- [ART Constitution](#)
- [ART Purpose Statement](#)
- [ART Training Scheme Regulations](#)
- [Reserves Policy](#)
- [Code of Practice for ART Members](#)
- [Equality and Diversity Policy](#)
- [Poverty and Disadvantaged Policy](#)
- [Recruitment of Ex-Offenders Policy](#)

## Data Protection and Privacy

- [Data Protection Policy](#)
- [Data Protection Impact Assessment](#)
- [Privacy Policy](#)
- [Guidance on Data Protection for ART Teachers](#)
- [Handling and Safekeeping of DBS Certificate Information Policy](#)

## Safeguarding

These policies and codes of practice assist the Association and its members and volunteers to comply with all necessary legal practices and codes of conduct around the safeguarding of children and vulnerable adults.

- [Safeguarding Policy](#)
- [Guidance Note on Safeguarding Documentation \(DBS\)](#)
- [Photography and Video Policy](#)
- [Code of Practice for Training Children and Vulnerable Adults](#)
- [Code of Practice for Organising Training and Events](#)
- [Code of Practice for Prevention and Resolution of Bullying](#)

## Health and Safety

- [Health and Safety Policy](#)
- [Code of Practice for Safety](#)

## Relationship with other ringing bodies and the ringing community

ART has strong working relationships with other ringing bodies, notably the Central Council of Church Bell Ringers (Reg'd Charity No. 270036) and the Ringing World (Reg'd Charity No. 287182). Regular meetings take place with these and other ringing organisations. There is extensive promotion and organisation of Training Scheme Day Courses.

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## Risk Analysis

The Association maintains a comprehensive risk analysis of its activities and continues to put measures in place to mitigate the risks faced wherever possible.

## OBJECTIVES AND ACTIVITIES

The objects of the charity are listed in the constitution:

[Association of Ringing Teachers : ART Constitution](#)

Our key mission is to maintain the quintessentially English art of ringing changes on church bells and hand bells by training teachers and ringers for the future.

## Staff and Volunteers

The Association employs a part-time Office Manager and two part-time administrators. All the trustees are volunteers and none receive any remuneration, other than expenses, for their work. Other volunteers assist the Association in its work through the provision of advice on matters such as safeguarding, recruitment, information technology, communications, tutor development, educational development, fundraising, running its merchandising arm and helping the Administrators.

## FINANCIAL REVIEW

2023 saw a return to near normal income levels with a similar number of courses being run to 2022. The administration team, essential in maintaining services while ART grows, took on additional duties during the year supporting the Central Council's 'Ring for the King' campaign. While some of the costs were off set by the CCCBR additional salary costs were carried by ART. In the long term, the other additional salary costs are expected to yield corresponding increases in income but for 2023 the main operations incurred a loss of £15803 despite the continued support of our sponsors and members. Merchandising sales achieved a profit of £10751 leaving the organisation as a whole with a deficit £5052. This is quite close to the forecast for 2023 overall but with some notable variances in individual items, particularly salaries (Ring for the King overtime) and IT (additional server and licence costs).

The Trustees have established a reserves policy whereby the unrestricted funds not committed or invested in tangible fixed assets (the free reserves) held by the Association should be at least equivalent to one year's expenditure, approximately £40,000 for 2023.

At this level the Management committee are confident that activities could be maintained in the event of a significant drop in funding and allow sufficient time to secure alternative funding or failing that, to wind up the Charity.

In spite of a deficit in the year and significant increases in salary costs the free reserves remain above this target level and amount to £45,881 at 31st December 2023.

The free reserves equate to the net assets of £79,832 less that committed to restricted funds totalling £16,286, (comprising the Len Roberts Award Fund of £8,700, the Recruitment Reserve of £2,315, and the Sarah Beacham Memorial Fund of £5,271), and the Designated Funds of £17,665 (comprising the Heritage Lottery Fund Project of £10,000 and the Son of SmART ringer Development of £7,665).

## Balance Sheet As at 31st December 2023

	<u>2023</u>		<u>2022</u>	
	£	£	£	£
<b>Fixed Assets</b>				
<b>Non-Current</b>				
M&G Investment Account		6,350.17		6,505.96
<b>Current Assets</b>				
Cash at bank and in hand				
Hampshire Trust Bank 45 Day account	-		40,200.02	
Lloyds 32 Day Deposit	45,894.27		-	
Lloyds Instant Deposit	11,002.92		-	
HSBC Treasurer account	5,432.97		5,787.24	
Lloyds Treasurer account	4,437.43		15,587.54	
Lloyds Merchandising	4,540.27		18,523.41	
HSBC 50 50 Club	297.00		315.00	
Total Bank Balances	71,604.86		80,413.21	
Paypal Account	931.96		618.18	
Total Cash at Bank and In Hand		72,536.82		81,031.39
Debtors		296.10		-
Merchandising Stock		6,283.63		3,072.49
Prepayments and Accrued Income		140.00		240.60
<b>Total Assets</b>		85,606.72		90,850.44
<b>Creditors</b>				
<b>Awards Payable</b>				
Youth (Sarah Beacham Fund)	800.00		800.00	
Len Roberts Award	-		-	
Recruitment and Retention	326.85		444.25	
Technology	692.46		500.00	
ART funded awards, LtR	-		-	
Leadership	500.00		504.30	
CCCB University	250.00		244.00	
LtR Achievement	375.00		625.00	
Special Awards	72.00		72.00	
<b>Total Awards Payable</b>	3,016.31		3,189.55	
HMRC Paye refund due	-31.82		-157.60	
50 50 Club Receipts	297.00		315.00	
<b>Total Liabilities</b>		3,281.49		3,346.95
Accrued Expenses and Deferred income (Note 3)		3,086.73		1,430.38
<b>Net Assets</b>	£	<u>79,238.50</u>	£	<u>86,073.11</u>
<b>Represented By:</b>				
<b>Restricted Reserves</b>				
Len Roberts Award Fund	8,700.00		7,500.00	
Recruitment Reserve	2,314.81		2,435.15	
Sarah Beacham Memorial Fund	5,270.73		5,648.00	
		16,285.54		15,583.15
<b>Designated Funds</b>				
Heritage Lottery Fund Project	10,000.00		10,000.00	
Son of SmART Ringer Development	7,665.29		10,150.00	
		17,665.29		20,150.00
<b>Retained Earnings (Note 4)</b>				
Balance brought forward	50,339.96		70,006.05	
Transfers to Designated Funds			-20,150.00	
Surplus/Deficit for the year	-5,052.29		483.91	
		45,287.67		50,339.96
	£	<u>79,238.50</u>	£	<u>86,073.11</u>

## Income and Expenditure Account For the Year Ended 31st December 2023

	<u>2023</u>		<u>2022</u>	
	£	£	£	£
<b>Income</b>				
Subscriptions		3,670.00		2,720.00
Unrestricted Donations		10,766.74		11,123.45
Gift Aid recovery		1,662.21		1,770.27
Conference receipts		2,585.75		-
Course and Workshop fees		14,532.50		11,018.00
Recruitment Reserve (See Note 4)		120.34		975.85
50/50 Club (See Note 1)		759.00		738.00
Bank Interest		1,054.12		300.35
CCCBR - Ring For The King		900.00		-
<u>Total Income from Operations</u>		<u>36,050.66</u>		<u>28,645.92</u>
<b>Direct Costs</b>				
Conference expenses	1,924.88		-	
Cost of Course Packs	5,594.44		5,079.47	
Tutor Travel Expenses	1,526.27		1,403.03	
Assessor Travel	203.50		173.75	
Hub Packs	615.30		-	
LtR Events	-		73.48	
Recruitment Reserve	120.34		975.85	
Regional Development	1,000.00		1,000.00	
ART funded Awards (See Note 2)	126.60		-	
<u>Total Operational Expenditure</u>		<u>11,111.33</u>		<u>8,705.58</u>
<b>Net Operational Income</b>		<u>24,939.33</u>		<u>19,940.34</u>
<b>Administrative Expenses</b>				
Salaries	32,179.69		21,721.11	
IT Expenditure	5,064.84		1,103.30	
Meeting Expenses	734.53		859.31	
Insurance	505.01		443.13	
Paypal Fees and Bank Charges	798.55		344.11	
Promotional Expenses	1,176.13		884.07	
General Expenses	40.43		242.82	
Volunteer expenses	242.95		383.44	
<u>Total Administrative Expenditure</u>		<u>40,742.13</u>		<u>25,981.29</u>
<b>Net Operational Deficit/Income over Expenditure</b>		<u>-15,802.80</u>		<u>-6,040.95</u>
<b>Net ART Shop Income (see Appendix)</b>		<u>10,750.51</u>		<u>6,524.86</u>
<b>Net Deficit/Income over Expenditure for the Year</b>	£	<u><u>-5,052.29</u></u>	£	<u><u>483.91</u></u>



## ART Shop Income and Expenditure Account For the Year Ended 31st December 2023

	<u>2023</u>		<u>2022</u>	
	£	£	£	£
<b>ART Shop Sales</b>				
50 Ringing Things		853.05		548.31
50 Ringing Things 4 Teams		217.59		2.18
Discover Bell Ringing		1,087.38		731.50
LtR Ringers Guide		9,014.05		4,872.10
Teaching with Simulators		118.35		97.45
LtR Teachers Guide		669.83		581.28
LtR Achievement Log Book		103.96		137.19
LtR Progress Log Book		5,239.85		3,170.18
LtR Call Changes Log Book		331.22		780.07
LtR Hand Bell Log Book		110.01		97.05
LtR Bell Handling DVD		1,204.25		884.25
Raising & Lowering DVD		1,216.25		846.60
LtR Badges		241.70		184.10
Inside Story Recruitment DVD		9.00		12.00
Carry on Counting WS		147.00		121.65
Doubles or Quit WS		132.00		99.00
Plain Bob Minor WS		12.00		51.00
Come On Listen To It WS DVD		300.00		232.50
Rounds to Ropesight WS DVD		330.00		186.00
Miscellaneous Shop Income		200.70		115.45
Shop Discounts		-588.90		-302.86
<b>Total ART Shop Sales</b>		<u>20,949.29</u>		<u>13,447.00</u>
<b>Cost of Sales</b>				
50 Ringing Things	195.28		124.51	
50 Ringing Things 4 Teams	56.68		2.18	
Discover Bell Ringing	376.31		227.50	
LtR Ringers Guide	3,913.59		2,134.65	
Teaching with Simulators	56.34		44.46	
LtR Teachers Guide	283.75		244.65	
LtR Achievement Log Book	18.64		32.43	
LtR Progress Log Book	1,161.61		644.70	
LtR Call Changes Log Book	86.00		228.50	
LtR Hand Bell Log Book	46.20		55.65	
LtR Bell Handling DVD	111.25		86.25	
Raising & Lowering DVD	93.75		91.50	
LtR Badges	70.40		47.69	
Inside Story Recruitment DVD	0.00		-	
Carry on Counting WS	83.55		67.65	
Doubles or Quit WS	66.60		51.00	
Plain Bob Minor WS	12.00		27.00	
Come On Listen To It WS DVD	165.00		130.50	
Rounds to Ropesight WS DVD	181.50		114.00	
L5 Achievement	-		-	
Stock Shrinkage	-109.59		-28.28	
<b>Total Cost of Shop Sales</b>		<u>6,868.86</u>		<u>4,326.54</u>
<b>Gross Profit on Shop Sales</b>		<u>14,080.43</u>		<u>9,120.46</u>
<b>Other Shop Expenditure</b>				
Storage Costs	559.56		559.56	
Office Supplies, Ink & labels	-		137.80	
Shop Postage and Packing	2,770.36		1,646.79	
Paypal fees	-		233.85	
Written off old/damaged Stock	-		17.60	
		<u>3,329.92</u>		<u>2,595.60</u>
<b>Net ART Shop Income</b>	£	<u><u>10,750.51</u></u>	£	<u><u>6,524.86</u></u>

## Notes to the Accounts For the Year Ended 31st December 2023

### Note 1

#### 50/50 Club

	£
Balance at Bank 1/1/2023	315.00
Club Receipts for the Year	1,500.00
Prizes	-759.00
Net Income to ART	-759.00
Balance at Bank 31/12/2023	<u>£ 297.00</u>

Bank charges of £60 on the club account have been excluded and added to the main operational bank charges.

### Note 2

#### ART Awards

Art awards for 2023	2,735.00
Less: Sponsorship received	
Sarah Beacham Memorial Fund	600.00
Abelsim	400.00
John Taylor and Co	400.00
Talent Innovations	400.00
Len Roberts	300.00
ASCY	250.00
Anonymous Sponsor	<u>250.00</u>
	2,600.00
ART funded Awards, LTR	135.00
Less: Various sundry historic balances removed from Awards Payable	<u>-8.40</u>
	<u>£ 126.60</u>

### Note 3

#### Deferred Income and Accrued Expenses

	£
Courses after date	2,305.00
Course Vouchers	150.00
Accrued Expenses	628.23
E-gift cards	3.50
	<u>£ 3,086.73</u>

### Note 4

#### Reserves policy

	Opening Balance	Transfer from Retained Earnings	Income	Expenditure	Closing Balance
	£	£	£	£	£
<b>Restricted Reserves</b>					
Len Roberts Award Fund	7,500.00		1,200.00		8,700.00
Recruitment Reserve	2,435.15			-120.34	2,314.81
Sarah Beacham Memorial Fund	5,648.00		222.73	-600.00	5,270.73
	<u>15,583.15</u>	0.00	<u>1,422.73</u>	<u>-720.34</u>	<u>16,285.54</u>
<b>Designated Funds</b>					
Heritage Lottery Fund Project	10,000.00				10,000.00
Son of SmART Ringer Development	10,150.00			-2,484.71	7,665.29
	<u>20,150.00</u>	0.00	0.00	<u>-2,484.71</u>	<u>17,665.29</u>
<b>Unrestricted Reserves</b>	<u>50,339.96</u>		<u>-4,458.94</u>		<u>45,881.02</u>
<b>Total Reserves</b>	<u>86,073.11</u>	0.00	<u>-3,036.21</u>	<u>-3,205.05</u>	<u>79,831.85</u>

The Trustees have established a reserves policy whereby the unrestricted funds not committed or invested in tangible fixed assets (the free reserves) held by the Association should be at least equivalent to one year's expenditure, approximately £40,000 for 2023. At this level the Management committee are confident that activities could be maintained in the event of a significant drop in funding and allow sufficient time to secure alternative funding or failing that, to wind up the Charity.

In spite of a deficit in the year and significant increases in salary costs the free reserves remain above this target level and amount to £45,881 at 31st December 2023.

The free reserves equate to the net assets of £79,238 less that committed to restricted funds totalling £16,286, (comprising the Len Roberts Award Fund of £8,700, the Recruitment Reserve of £2,315, and the Sarah Beacham Memorial Fund of £5,271), and the Designated Funds of £17,665 (comprising the Heritage Lottery Fund Project of £10,000 and the Son of SmART ringer Development of £7,665).

### Note 5

#### Course Pack Stock

A count was made of Course Pack Materials at the year end in order to allow stock levels to be monitored for the purpose of costing courses more accurately and simplifying the process to reorder items. This will result in a stock adjustment to the retained earnings in the 2024 accounts to bring in the valuation at the 1st January of £5476.09.

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## **Independent examiner's report to the trustees of The Association of Ringing Teachers (ART)**

I report to the trustees on my examination of the accounts of the Association of Ringing Teachers (The Trust) for the year ended 31st 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 Trust's accounts carried out under section 145 of the 2011 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 Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

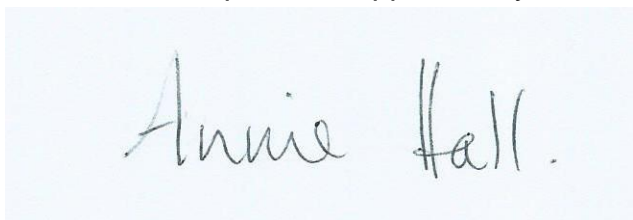
Chris Ridley FCCA CPFA  
4 February 2024

## ACHIEVEMENTS AND PERFORMANCE – REVIEW OF 2023

- 60 courses were held during 2023 (59 in 2022) and similar to 2019 (64):
  - Module 1            47 Courses (48 in 2022).
  - Module 2            13 Courses (11 in 2022)
- Whereas, there was a broad spread of Module 1 courses across the year, there was an unusual peak of Module 2 courses in July, with fewer across the year.
- 515 delegates attended day courses in 2023 (525 in 2022). 471 on M1 and 44 on M2.
- 138 teachers or mentors were accredited in 2023, higher than in 2022 (59) but still significantly lower than in 2019 (158).
- 1563 new ringers were registered in the Learning the Ropes scheme in 2023 (905 in 2022) (805 in 2019). 40% of these were in the first three months of the year as part of the Ring for the King Campaign.
- 1200 LtR certificates were issued in 2023 the highest ever surpassing 2019 (1191)
- The total number of course delegates who have attended ART courses since the start is 5179 (4,664 as at 2022).
- The total number of ringers registered on SmART Ringer since the start is 9161, (7598 as at 2022).
- It should be noted, that while the numbers of ringers active in the UK has still not returned to pre pandemic levels, the number of courses run by ART has and continues to grow to support bell ringing as a whole.
- The Annual General Meeting took place on 11<sup>th</sup> March 2023.
- Investment of ART reserves has been allocated to:
  - Funding investment in university recruitment and training projects
  - Supporting people who are delivering training at ART teaching centers.
  - Upgrading of the ART IT systems including SmART Ringer website.
- The appointment of the new Chair, professor Andrew Slade was confirmed on 11<sup>th</sup> March 2023.
- Chairman's Chatter continues to be published for the benefit of ringing teachers.
- Tower Talk continues to be published for the benefit of all ringers on the Learning the Ropes scheme.
- Sales of ART products totaled £20,949 in 2023 (£13,4047 in 2022).
- ART Support for the CCCBR 'Ring for the King', initiative resulted in the placement of 2057 ringers with bands around the country.
- Publication of books and pamphlets promoting bell ringing to the public is a major part of ARTs on going commitment.
- The continued financial contributions of our Supporters have provided a firm financial base.

## DECLARATION OF THE TRUSTEES

This Annual Report was approved by the Trustees.



Signed: Annie Hall (Secretary)

Date: 29 February 2024