

Trustees' Annual Report for the period									
From		Period start date			To		Period end date		
		01	09	2020			31	08	2021

## Section A Reference and administration details

Charity name	The Company		
Other names charity is known by			
Registered charity number (if any)	1163093		
Charity's principal address	Whitehouse Farm		
	Novington Lane		
	East Chiltington, Lewes, East Sussex		
Postcode	BN7 3AU		

### 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	Christopher Sheffield			
2	Sally Ann Jayasekera			
3	Sophia Kingshill			
4	John Emerson			
5	Mary O'Keeffe			
6				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by trustees

### 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.

## Section C Objectives and activities

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

TO IMPROVE, DEVELOP AND ADVANCE THE PUBLIC EDUCATION IN, AND APPRECIATION OF ART, IN PARTICULAR BUT WITHOUT LIMITATION, IN PERFORMANCE ART INCLUDING DRAMATIC, MUSICAL, PERFORMANCE, LITERARY AND VISUAL ARTS, THROUGH CREATING LIVE AND RECORDED PRODUCTIONS IN A VARIETY OF SETTINGS INCLUDING RELATED HERITAGE AND COMMUNITY ARTS PROJECTS.

**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 planning the activities for The Company in the year 2020/21, the Trustees reviewed the Charity Commission's guidance on public benefit, to ensure that work undertaken by the Charity promotes projects for the benefit of the public.

Projects developed by The Company in the year 2020/21:

**ASHFORD RAILWAY PROJECT R&D**

Funded by Ashford BC and Arts Council England, this research and development project looked at the effects of the Covid pandemic on local railway workers, commuters and their families, rail users and primary school children. Research then informed the re-writing of Act 3 of the Ashford Railway Project play (performances cancelled in March 2020 due to the pandemic), reflecting current issues and hopes

**ALL CHANGE FOR ASHFORD (part of ASHFORD RAILWAY PROJECT)**

Commissioned by Ashford BC, to follow on from the Ashford Railway Project and Ashford Railway Project R&D. The Company has looked at funding options and partners for this community performance element of the work that has been undertaken in Ashford since June 2019. Funds have now been raised and performances are to take place in April/May 2022

**BATTLE OF LEWES WALKING TRAIL**

Commissioned by the South Downs National Park Authority to create seven short videos about the Battle of Lewes, to be accessed by the general public via QR codes/NFC tags. Project research and development, and the writing and filming of the scenes began in early 2021. Filming and editing took place between April and October 2021, the Project is expected to go live in May 2022

**BOURNE FREE YOUTH CLUB – SASBAH**

SASBAH paid The Company in advance for a 4 day workshop project planned for October 2021, and early discussions with participants about possible themes for the devised play took place in Aug 2021. At the time of writing this report, the project has taken place, with a performance to family and friends on the final evening.

**CAMHS (Discovery College)**

Undertook preliminary discussions and meetings with CAMHS staff and Peer Mentors to develop a project working with young people with mental health challenges, to take place in Autumn 2022. The theme of the project is to be on our relationships with social media and the world outside it. Due to time pressures, this project may be postponed until Autumn 2023.

**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.

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

**Ashford Railway Project R&D**

Commissioned by Ashford Borough Council (also the main funder), The Company raised further funds through Arts Council England.

This current R & D Project was begun in summer 2021, looking at experiences local railway workers, commuters and their families during the pandemic, and their hopes for the future.

Community research included:

- 30 filmed interviews with railway workers, commuters/ex-commuters and their families. These interviews were candid and honest and looked at the impact of the pandemic and the changes brought about in peoples lives now and into the future.
- 4 art workshops at primary schools in Ashford (2 at Great Chart and 2 at Challock), encouraging year 6 participants to express their experiences during the lockdowns through collage, and their expectations of the future through paintings and drawings.
- Social media callouts for music that reflected the pandemic or gave hope and inspiration during the lockdowns. Over 40 responses.

This material then informed the themes and structure of a new Act 3 for the Ashford Railway Project (now re-named All Change for Ashford), from which Suzi Hopkins developed a script that integrated film projection, live music (to be performed by five community choirs and the Ashford Concert Band) and live action by actors.

Modus Film created a 15 minute video (to be projected onto the walls of the Travelodge in Elwick Place, Ashford) from the filmed interviews, and footage of Ashford International Station and Ashford town shot between March 2020 and October 2021. The artwork created by primary school children has formed the visual backdrop to many of the interviewees.

Mike Simmonds has developed a new score for Act 3 from the music suggested on the social media callout. This includes adaptations of Memories by Maroon 5 and Pachelbel's Canon

The funds have now been raised to enable the performance element of this project to take place, with performances expected to take place in April/May 2022.

**BATTLE OF LEWES WALKING TRAIL**

This commission by the South Downs National Park Authority, who are also the main funder, was offered to The Company in response to their previous production, *Montfort's March* (2014), which explored the events around the Battle of Lewes from the perspective of footsoldiers. Other funding was secured from Chalk Cliff Trust, Lewes Town Council and the Battlefields Trust.

The Company researched and wrote seven scripts in early 2021, to be filmed as two short introduction videos, and five videos looking at different aspects of the battle: an interview with an historian about the politics behind the battle, the weapons and armour of the time, the battle tactics and outcome, the London footsoldiers' fate, and the story of three

Royalist hostages. These videos were then filmed in March/April 2021, and the editing is now completed.

These videos are to be accessed via QR codes/NFC tags placed around Landport Bottom in Lewes (site of the battle) and on the SDNPA website. This detailed interpretation of an important historical event will be a free public resource.

This project will go live on 13<sup>th</sup> May 2022, with an event on the battle site (organised by the SDNPA and the Battlefields Trust) to mark the event.



## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Company has an informal policy to hold a reserve of £1,500 of unrestricted funds in The Company's bank account at the end of the financial year in order to cover annual running costs (i.e. insurance and accountancy costs for the next year).

### Details of any funds materially in deficit

### 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.

The Company's funds come from charitable trusts, funding organisations such as The Big Lottery Fund and Arts Council England, private funders and project commissions from local authorities and charitable groups.

## 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)

Position (eg Secretary, Chair, etc)

Date

John Emerson	<i>John Emerson</i>

Trustee

Trustee

2 June 2022



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## Signed By

**Signer:** johnemerson259@hotmail.com

**Identity Check:** Email Authentication

**Signature Type:** Typed

**Time Zone:** UTC+01:00, Europe/London (British Summer Time)

## Event Log

**Jun 1, 2022, 6:37:05 PM** - Email notification sent to johnemerson259@hotmail.com.

**Jun 1, 2022, 6:37:07 PM** - Email notification delivered to johnemerson259@hotmail.com.

**Jun 2, 2022, 6:36:41 AM** - johnemerson259@hotmail.com opened the email notification (estimated).

**Jun 2, 2022, 6:39:15 AM** - johnemerson259@hotmail.com electronically signed or completed the document, from 84.71.21.209.

END OF LOG




Charity Name The Company		No (if any) 1163093		CC16a
Receipts and payments accounts				
For the period from	Period start date 01/09/2020	To	Period end date 31/08/2021	

## 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 £
<b>A1 Receipts</b>					
Donations		-	-	-	-
Charitable activities		39,678	-	39,678	48,654
Other		-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	-	39,678	-	39,678	48,654
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	-	39,678	-	39,678	48,654
<b>A3 Payments</b>					
Charitable Activities	785	14,266	-	15,051	42,607
Governance	489	-	-	489	522
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	1,273	14,266	-	15,540	43,129
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	1,273	14,266	-	15,540	43,129
<b>Net of receipts/(payments)</b>	- 1,273	25,412	-	24,138	5,525
<b>A5 Transfers between funds</b>	1,390	(1,390)	-	-	-
<b>A6 Cash funds last year end</b>	1,551	17,823	-	19,374	13,849
<b>Cash funds this year end</b>	1,668	41,845	-	43,512	19,374

## 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 £
<b>B1 Cash funds</b>	Cash at bank	1,668	41,845	-
			-	-
		-	-	-
	<b>Total cash funds</b>	<b>1,668</b>	<b>41,845</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
<b>B2 Other monetary assets</b>	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Short term loan repayable at the Trustees' discretion			
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Christopher Sheffield	2 June 2022	
	John Emerson	John Emerson	2 June 2022	

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**Signer:** johnemerson259@hotmail.com

**Identity Check:** Email Authentication

**Signature Type:** Typed

**Time Zone:** UTC+01:00, Europe/London (British Summer Time)

**Signer:** c\_sheffield@compuserve.com

**Identity Check:** Email Authentication

**Signature Type:** Hand Drawn (finger or stylus on a touch screen or pad)

**Time Zone:** UTC+01:00, Europe/London (British Summer Time)

## Event Log

**Jun 1, 2022, 6:43:20 PM** - Email notification sent to johnemerson259@hotmail.com.

**Jun 1, 2022, 6:43:21 PM** - Email notification sent to c\_sheffield@compuserve.com.

**Jun 1, 2022, 6:43:22 PM** - Email notification delivered to johnemerson259@hotmail.com.

**Jun 1, 2022, 6:43:22 PM** - Email notification delivered to c\_sheffield@compuserve.com.

**Jun 1, 2022, 6:57:42 PM** - c\_sheffield@compuserve.com opened the email notification (estimated).

**Jun 2, 2022, 6:39:32 AM** - johnemerson259@hotmail.com opened the email notification (estimated).

**Jun 2, 2022, 6:40:10 AM** - johnemerson259@hotmail.com electronically signed or completed the document, from 84.71.21.209.

**Jun 2, 2022, 10:44:27 AM** - c\_sheffield@compuserve.com electronically signed or completed the document, from 81.86.67.89.

END OF LOG

**Independent examiner's report to the Trustees of The Company (Charitable Incorporated Organisation- number 1163093)**

I report on the accounts of the company for the period ended 31 August 2021, which are set out on pages 1 to 2 of the Receipts and Payments accounts.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the requirement:
  - To keep accounting records in accordance with section 130 of the 2011 Act; and
  - To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met;

or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*M D Westbury FCCA*

Michelle Westbury FCCA  
West & Berry Limited  
Trafalgar Place, Mocatta House  
Brighton  
BN1 4DU  
2 June 2022

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**Signature Type:** Typed

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## Event Log

**Jun 2, 2022, 12:10:54 PM** - Email notification sent to M D Westbury FCCA (michelle@westandberry.co.uk).

**Jun 2, 2022, 12:10:59 PM** - Email notification delivered to M D Westbury FCCA (michelle@westandberry.co.uk).

**Jun 2, 2022, 12:17:58 PM** - M D Westbury FCCA (michelle@westandberry.co.uk) viewed the document, from 109.153.191.106.

**Jun 2, 2022, 12:18:19 PM** - M D Westbury FCCA (michelle@westandberry.co.uk) electronically signed or completed the document, from 109.153.191.106.

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