



Community Space & Education

Registered charity No. 1164085

Annual Report & Audited Financial Statements

FOR THE YEAR ENDED 31st March 2023

Independent Examiner: Nicola Deackes



Supported using public funding by
**ARTS COUNCIL
ENGLAND**



**CHELMSFORD
YOU**

Funded By

**Essex
Community
Foundation**



Community Space & Education

Ideas Hub Chelmsford
20 Roxwell Road
Chelmsford
Essex
CM1 2PP



Ideas Hub's Main Project
The Art Place, Unit 6/7,
Meadows Shopping Centre,
High Street, Chelmsford. CM26FD
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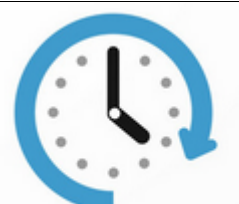
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 A safe and inclusive community space	 14,000 conversations to tackle loneliness	 5765+ hours of 1:1 support
 20,000 hours of giving to others by 100+ volunteers	 300 creative workshops & group events delivered	 80,000 people have experienced The Art Place

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity Name: Ideas Hub Chelmsford

Charity Registration No: 1164085

Registered and Principal Office: 20 Roxwell Road
Chelmsford
Essex. CM1 2PP

Charity trustees M M Noble
Dr P Probert
Ms K Fulcher
Mr K Miller

Chief Executive: Edith Miller

Independent Examiner: Nicola Deackes

Bankers The Co-operative Bank
P.O. Box 250
Delf House
Southway
Skelmersdale. WN8 6WT

STRUCTURE, GOVERNANCE, AND MANAGEMENT

The trustees have pleasure in presenting their report and the independently examined financial statements for the charity for the year ended 31 March 2023.

Charity constitution

The Ideas Hub Chelmsford became a charitable Incorporated organisation (CIO) on the 23rd of October 2015. Ideas Hub Chelmsford is registered as a charity with the Charity Commission for England and Wales and is governed by its Memorandum and Articles of Association. Trustees are appointed by the Board of Trustees, in accordance with the Charity's governing document.

Organisational structure

Ideas Hub Chelmsford's Board of Trustees meets quarterly and are responsible for the strategic direction and policies of the Charity. To facilitate effective operations the day-to-day management of the Charity is delegated to the Chief Executive, who reports to the Board of Trustees. No employee received remuneration of more than £60,000 during the year.

Related parties

None of our Trustees receive remuneration or other benefit from their work with the Charity. In the current year there are no related party transactions to be reported.

Public Benefit Statement

The Trustees confirm that they have had due regard to the guidance issued by the Charity Commission on Public Benefit. Ideas Hub Chelmsford's objects are clear in that they will promote any charitable purposes that are for the benefit of the community; its aims and activities detailed further on are in accordance with the regulations on public benefit.

Risk Management

Trustees regularly review the risks to which the Charity could be exposed, particularly those related to the operations and finances of the Charity. Trustees are satisfied that the Charity has taken all reasonable steps to minimise risk and has policies and procedures in place to mitigate exposure to the major risks. Risk management processes are subject to periodic review – and priorities adjusted as new risks arise and others become less significant. The challenging funding climate continues to highlight the need to maintain a tight control on expenditure and to have plans in place to reduce expenditure should the need arise.

Objectives and Aims of the Charity

The objectives and aims of the charity are to further or benefit the residents of Chelmsford and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious, or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to:

- (a) advance education
- (b) provide facilities in the interests of social welfare for recreational and leisure time occupation
- (c) with the objective of improving the conditions of life for the residents.

In furtherance of these objects but not otherwise, the trustees shall have power to establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.

FOCUS, USPs, AND OUTPUTS

To achieve these aims Ideas Hub Chelmsford has structured its delivery as follows:

WELLBEING OF CHELMSFORD RESIDENTS

- **Our Focus:** Mental Health - Prevention & Resilience Building
- **Our USPs:** Expertise in:
 - (1) Diversity & creativity
 - (2) Creating routine, purpose, & hope
 - (3) Building skills and confidence.
- **Our Outputs** (based on feedback, community demand, & use of existing services):
 - Signposting, Supporting, & Connecting
 - Providing a safe & inclusive space
 - Return to work & learning.

OUTPUTS & ASSOCIATED ACTIVITIES PER PROJECT

Main Project: The Art Place

- **The Art Place Shop & Gallery** (*also acting as a fundraiser*)
 - Signposting, supporting & connecting:
 1. *with a focus on prevention:* by giving a purpose (including via selling arts & crafts)
 2. *with a focus on tackling loneliness:* by initiating conversations with passing visitors/ footfall to the Art Place (tackling loneliness & identifying where further support is needed, and supporting, connecting, &/or signposting accordingly).
 - Return to work by providing 'Supported Volunteering' to build/ rebuild skills, experience, &/or confidence
 - Learning by providing a structured course in customer service, work experience (NEET, Schools, Colleges), and Duke of Edinburgh work experience
- **The Art Place Community Space:**
 - Safe, welcoming, & inclusive space in the city centre area with high passing footfall
 - Signposting, supporting & connecting:
 1. *With a focus on integration, inclusion & diversity, including:* ESOL classes, HM Government Visa applications digital assistance, befriending, various 1:1 support, signposting to other service providers.
 2. *With a focus on wellbeing, belonging & tackling loneliness, including:* creative workshops, befriending, various 1:1 support, neurodivergence & LGBTQ socials & support, intergenerational workshops, legal service, signposting, & connecting.
 - Return to work: career & education advice & support, Arts Award qualification, Legal service to help with contacts, signposting & connecting.
 - Learning: by providing creative workshops, an Arts Award programme, Art & STEAM classes (for all ages)

Other Notable Projects (*Note: not an exhaustive list*):

1. Supporting the refugee communities of Chelmsford
2. Lobbying for and promoting the development of arts and culture across the City
3. Community & school STEAM project(s)

OUTCOMES AND ACHIEVEMENTS

The Outcomes Ideas Hub Chelmsford strives to achieve are the [5 steps to mental wellbeing - NHS \(www.nhs.uk\)](https://www.nhs.uk)

- Connecting with other people
- Be physically active
- Learn new skills
- Give to others
- Pay attention to the present moment (mindfulness).

QUANTITATIVE ACHIEVEMENTS: "REBUILDING LIVES"

THE ART PLACE PROJECT

- **'Shop conversations' (over 14,000 in 12 months):** the volunteers volunteering in the shop are trained to engage in conversations with customers entering the space with the initial objective to tackle loneliness. Our system has recorded 14,255 such interventions over 12 months (and in practice the number is significantly higher as not all conversations are recorded).
- **One off intervention (over 200 in 12 months equating to c.290 hours of support):** these are face to face support interventions provided for self-referred residents typically going through a crisis and who chose to drop in for help. We have volunteers who are experienced in befriending and are trained Mental Health First Aiders who provide listening, signposting, and/or referral to appropriate colleague organisations.
 - **61%** of the recorded interventions identified loneliness as a key issue
 - **4 suicide attempts were avoided** (where the user specifically mentioned they were considering taking their own life). *Quote:*

*"What you are doing is very important.
You are literally saving lives by providing this space.
You saved my life."*

- **Supported volunteering:** 'Supported Volunteering': this programme is person-centred, with no time limit. Each 'supported' volunteer has a personal development plan designed around their specific needs to build skills such as punctuality, reliability, and specific technical skills. This can assist with, for example, wellbeing recovery, providing purpose and routine, building resilience and confidence, 're-learning' to interact socially with the help befriending, supporting and fostering friendship-making and creating peer support groups/spirit.

Satellite support is used to provide wrap around the main support including career advice, ESOL & free professional legal service, signposting, and referral to existing services.

The resulting benefits include: rediscovered sense of purpose and pride; stronger resilience; skills. experience and confidence to return to fit-for-purpose volunteering and/ or work, connections, sense of belonging, increased wellbeing and many then enter/ return to paid employment and have ongoing support through the peer groups and networks they have created.

This service provides support **to 40 residents** at any one time (with individuals joining and moving on throughout the year). The following is a typical profile of the main areas of support provided:

- Wellbeing recovery and loneliness: 60%
- Language support & wellbeing support: 10%
- Career support leading to return to work & MH support: 30%

12 users (30%) returned to work in the 12-month period and into the target job roles they had identified

OUTCOMES AND ACHIEVEMENTS (Continued)

- **Work experience:** The Art Place provided **opportunities for 45 residents under the age of 18** to develop transferable skills, confidence and experience. This includes:
 - 5 DofE volunteers each doing a 3-month skills development
 - 6 Plan B (ECC) students each doing a 4-week placement.
 - 4 local school students each doing a 2-week work experience.
 - 2 Chelmsford College students each doing a placement of 370 hours.
 - 6 young persons 'wanting to help'.
 - 10 Writtle College students looking to enter work (which included assisting with the LGBTQ+ history month exhibition)
 - 12 Secondary age creative residents (who curated their own exhibition)

[For a detailed analysis of the benefits of such work experience support see: [Work experience: a quantitative impact assessment - GOV.UK \(www.gov.uk\)](#)].
- **Creative Workshops:** Creative workshops are run by volunteers who are themselves professional artists. Additional workshops are run during school holidays, and existing workshops become inter-generational during this period. Out of the **637 participants** (in the 12 months period), **318** of these were referrals of residents using these workshops as part of their own Mental Health recovery.
- **LGBTQ+:** a support group was identified as a gap by the community, social prescribers, doctors, and local schools. Our new support group is sub-divided into a group for under 18 (**12 members**) and a group over 18 (**10 members**). We provide the space and use creative activities and projects to remove the awkwardness and social anxieties of coming to a group. The LGBTQ+ groups also enable/ encourage individuals with social anxieties to attend Pride.
- **Peer support & friendship building:** this is both proactively encouraged/ supported and happens organically as a result of user interactions as part of organised activities. The relationships developed through these newly created networks provide mutual support, build social skills, reduce loneliness, and increase resilience, and helps to prevent relapse into sectioning.
 - Peer support and friendships between/ with volunteers: **14 pairs and/ or groups of 3**
 - Peer support Friendship relationships between long term supported service users, particularly our 18-27 group, leading to increased resilience for each service user. **3 groups of 7 to 10 each**
 - Peer support and friendship on LGBTQ+ support group and between regular workshop participants

OUTCOMES AND ACHIEVEMENTS (Continued)

SUPPORTING THE REFUGEE COMMUNITIES OF CHELMSFORD

Providing an inclusive, safe, welcoming, and accessible city centre community venue has enabled us to engage with, listen to, and support a diverse part of our community that can sometimes be hard to reach. The support was complemented by outreach work to by-pass cultural barriers.

- **Afghan refugees:** c. 150 (includes 3 babies). 5465 hours of support and:
 - 88 children supported into school/ nursery and provided with homework and holiday club support.
 - 59 adults supported with access to ACL+ with additional ESOL & digital classes + cooking + sewing + befriending.
 - 92 bikes sources and restored to allow access to school/ education, and greater independence.
- **Ukrainian refugees:** 12 Ukrainian refugees with 4 hours per week of support by a Ukrainian speaking volunteer including signposting, raising money for Ukraine through exhibition and sale of products, and support with language development.
- **Hong Kong refugees:** Up to 18 individuals supported through an ESOL reading group.
- **Ethnically diverse creatives:** 46 (23%) of the artists & traders at the Art Place have been provided with extra support (e.g. discounted/ free hire costs) to empower artists & crafters from the ethnically diverse community groups to build their business and make an income (generating £24,350 in 12 months, or 18% of the overall income)
- **Black community: Exhibition space for Black History Month:** Providing empowerment, representation, sense of belonging, greater wellbeing, and an opportunity to communicate and share their lived experience with the local community.
- **Local residents/ Shoppers:** Increasing awareness amongst local residents/ shoppers of the range of local art and cultural talent, including from diverse cultural communities, through the items on sale and the exhibitions, and making a connection through the goods sold to build a sense of belonging and recognition of local creative talent.

LOBBYING FOR THE DEVELOPMENT OF ARTS AND CULTURE ACROSS THE CITY:

- Being part of working groups and partnerships such as Ignite Chelmsford and contributing to the development of the Chelmsford Cultural Strategy
- Supporting cultural events such as Chelmsford Festival, Concrete Canvas and Heritage Open days
- Supporting local artists and crafters

OUTCOMES AND ACHIEVEMENTS (Continued)

COMMUNITY & SCHOOLS STEAM PROJECTS IN SCHOOLS

Organised and delivered the 'Crompton and Chelmsford Pioneers' Light Parade (March 22- February 23) STEAM school project with Parkwood Academy, Kings Road Primary School & Chelmsford Community Light Parade.



For details:

- [Crompton and Chelmsford Pioneers – YouTube](#)
- CPD Document for Teachers about Local History
https://drive.google.com/file/d/19pumhqTC4eVn8qHjF17EBQL1vpoNJ-Cv/view?usp=share_link

This was enabled as part of a £98,000 grant from National Lottery Heritage Fund (School part) & a £20,000 grant from Arts Council England (Community part).

The project was a blend of heritage-learning, art, craft and coding and involved the direct input and support of local artists and creatives and the wider community.

- **107 professional creatives** were involved in the delivery of the project.
- **265.5 contracted days**
- **132 days of volunteering**
- **218 outputs** (museum visits, building, coding and creative sessions, films, CPD teachers pack etc)
- **150 pupils** engaged in the core project **over 3 schools**
- **745 pupils** engaged altogether

QUALITATIVE ACHIEVEMENTS: “REBUILDING LIVES”

Examples of Feedback:

*“My confidence has grown so much, and I love just being in a safe place.
Thank you again for providing this opportunity.”*

*“I took volunteering at the Art Place to gain some confidence, to go out of my comfort zone
and meet new people. And I achieved all of that.
The Art Place provided such a warm and friendly environment and welcomed me with open
arms, and each day provided a new reason to come back.”*

*“What your wonderful organisation did was to make me feel accepted and that I matter, I will
always appreciate it!”*

*“What you are doing is very important. You are literally saving lives by providing this space.
You saved my life.
Life's been a bit tough recently tbh, I'm really grateful for your kindness.”*

*“Just wanted to say thank you for being so kind to my teenager.
They have been really worried about volunteering but enjoyed it so much that they want to do
it weekly now.”*

Example Case Study Feedback:

Feedback from a young transperson in their 20s who stopped university because of mental health struggles and severe self-harming. After 6 months of support, they were resilient enough to successfully apply for an apprenticeship.

“I wanted to say thank you.

I am beyond grateful for my time at The Art Place.

*I don't really want to talk about it but when I left uni, my mental health was at its worst and I
was convinced that my life was over.*

*Your belief in me and the fact that you saw so much worth and potential in me when I struggle to
see it myself means more than I can put into words.*

*The Art Place gave me a purpose and a reason to get out of bed even on my worst days and I am
so thankful for that.*

*I'm being honest when I say that you and The Art Place not only changed my life but helped to
save it too.”*

FINAL OVERVIEW AND PLANS FOR THE FUTURE

In the next tax year, The Ideas Hub Chelmsford will take a break from STEAM school project to focus on its charitable work delivered at The Art Place, particularly:

- Grow its work on inclusion.
- Maintain its delivery of befriending, signposting and support sessions and creative activities/ workshops to support residents' wellbeing.
- Make advancement of education a core focus including provide more consistent training and development across the organisation including for service users and develop courses to deliver training for advancing education on diversity with the added outcome of increasing the charity sustainability.

Finally, in view of overheads costs increasing and competition for grants increasing, Ideas Hub Chelmsford will focus on its strategy to develop long term sustainability, including:

- Developing its communication strategy
- Increase fundraising income.
- Look into further fundraising options.

RESERVE POLICY

The trustees agree that a minimum sum of £50,000 is retained to act as a reserve to ensure that the basic costs can be covered.

Approved by order of the board of trustees on
and signed on its behalf by:



Mr K Miller - Trustee

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
	Notes				
Incoming from:					
Donations and grants	3	87,376	-	87,376	110,158
Charitable Activities	2	93,603	-	93,603	79,850
Total income		180,979	-	180,979	190,008
Expenditure on:					
Charitable activities	4	137,529	-	137,529	26,677
Cost of raising funds	5	50,974	-	50,974	109,790
Total Expenditure		188,503	-	188,503	136,467
Net income/(expenditure)		(7,524)	-	(7,524)	53,541
Net movement in funds		(7,524)	-	(7,524)	53,541
Reconciliation of funds					
Total funds brought forward at 1 st April 2022		108,788	-	108,788	55,247
Total funds carried forward at 31 st March 2023		101,264	-	101,264	108,788

All the charitable company's activities derive from continuing operations during the above period.

BALANCE SHEET AS AT 31 MARCH 2023

	Notes	2023 £	2022 £
Fixed assets			
Tangible assets	8	-	-
Current assets			
Debtors	7	4,242	1,500
Bank balance		110,735	120,978
Cash on hand		1,948	720
		<u>116,925</u>	<u>123,198</u>
Creditors: amount falling due within one year	6	15,661	14,410
Net current Assets		<u>101,264</u>	<u>108,788</u>
Total assets less current liabilities		<u>101,264</u>	<u>108,788</u>
Funds of the charity	11		
Restricted funds		-	27,535
Unrestricted funds		101,264	81,253
Total Funds		<u>101,264</u>	<u>108,788</u>

These financial statements were approved by the Board of Trustees on 13th December 2023 and were signed on their behalf by:



Kevin Miller

Trustee

Date: 13th December 2023

ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statements on 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 2015) - (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006. Recommended Practice (SORP) issued in October 2000, revised 2005.

Incoming resources

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable. When donors specify that donations and grants, including capital grants are for a restricted purpose, this income is included in incoming resources of restricted funds when receivable.

Resources expended and recognition of liabilities.

All expenditure is incurred on a receipts and payments basis.

The majority of costs are directly attributable to the specific Charitable activities.

Liabilities are recognised on the receipts and payments basis in accordance with the Charity Commission accounting principles for small charities.

Management and administration of the charity represent costs incurred in the management of the Charity's assets, organisational administration and compliance with Charitable and statutory requirements.

Depreciation

Depreciation is provided to write off the cost of fixed assets over their expected useful

- All assets: 33% Straight Line

Trade debtors

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and bank deposits.

Trade creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount.

Fund structure

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds – these are funds set aside by the trustees out of unrestricted funds for specific future purposes or projects.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

2. Charitable Activities	Total 2023 £	Total 2022 £
Sponsorship	8,718	1,470
Fundraising sales (commissions on sales)	45,124	48,014
Events/ projects	17,943	2,142
Space hire	20,242	22,058
Other Fundraising	1,576	6,166
Total	93,603	79,850
3. Grants and Donations	Total 2023 £	Total 2022 £
Donations	10,017	6,267
Grants	77,359	103,891
Total	87,376	110,158
4. Cost of raising Funds	Total 2023 £	Total 2022 £
Staff costs (see Note 12)	45,985	21,822
Other Operational costs	4,989	4,855
Total	50,974	26,677
5. Charitable activities	Total 2023 £	Total 2022 £
Advertising	0	250
Post & Stationary	548	389
Utilities	5,514	4,396
Insurance	1,189	926
IT costs	1,192	1,869
Rent	8,368	-
Sundries	277	407
Assets	-	-
Maintenance	17,486	3,176
Projects	17,223	94,405
Volunteer training	517	5
Volunteer expenses	1,096	863
Workshop expenses	2,151	889
Professional fees (See Note 12)	81,968	1,490
Depreciation	-	725
Total	137,529	109,790

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

6. Creditors

Accruals

£14,410 at 31st March 22

£15,361 at 31st March 23 of which £12,332 of suspense expense from artists and crafters March sales

7. Debtors

£1,500 at 31st March 22

£4,242 at 31st March 23 (NLHF final grant payment)

8. Tangible fixed Assets (Fixtures and Fittings)

Nil at 31 March 22

Nil at 31 March 23

9. Going Concern

The charity is operating on a going concern basis

10. Related Parties

There were no related parties during the year

11. Restricted Funds

£27,535 at 31 March 22

Nil at 31 March 23

12. Staff costs

Staff costs during the year were: Wages and salaries, Social security costs, Pension costs, and Freelance costs.

Payroll is provided by Community 360, an independent charity based in Colchester

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF IDEAS HUB CHELMSFORD

I report on the accounts of Ideas Hub Chelmsford for the year ended 31 March 2023 which are set out on pages 12 to 16.

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 Act)) but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act,
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (Under section 145(5)(b) of the Charities Act, and
- To state whether particular matters have come to my attention.

Basis of the independent examiner's Statement

My examination was carried out in accordance with the General Direction given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the account presented with those records. It also includes considerations of any unusual items or disclosures in the accounts and seeking explanation 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, nothing has come to my attention which gives me cause to believe that:

- The accounting records were not kept in accordance with section 130 of the Charity Act; or
- The accounts did not accord with the accounting records; or
- The accounts did not comply with the applicable requirements concerning the form and content set out in the current Charities (Accounts and Reports) Regulations.

I have come across nothing during my examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts.

Date: 15/01/24

x 

Independent Examiner

Nicola Deackes