



# Trustees' Annual Report

For the period from 6<sup>th</sup> April 2020 to 5<sup>th</sup> April 2021

## Content

Summary (pg2)
Vision and Values (pg2)
Year In Summary (pg3)
Financial Review (pg5)
Structure, Governance and Management (pg7)
Organisational policy (pg7)
Appointment of Trustees (pg7)
Trustee Induction & Training (pg8)
Statement of Trustees Responsibilities (pg8)
Related Parties Statement (pg8)
Reserves policy (pg9)
Reference and Administrative Details (pg9)
Declarations (pg11)

## Summary

JUSTICE IN MOTION is a professional Oxford-based physical theatre company, founded by Artistic Director Anja Meinhardt. We are dedicated to raising awareness about social injustice through a combination of captivating performances, workshops and talks, run in conjunction with partner organisations, and accessible, affordable classes for the local community.

Since 2013, we have been creating dynamic theatre about relevant social issues, such as human trafficking, poverty, migration, and rape. Justice in Motion uses a combination of movement, theatre, music, parkour, aerial acrobatics, dance, spoken word and multimedia, to create spectacular performances that enrapture our audiences, and encourage debate and dialogue. We have found this approach to reaching communities and inspiring activism through performance, to be highly effective.

Justice in Motion is one of Oxford City's Cultural Partners, has been an Evolve Company at Oxford Playhouse, and is supported by Arts Council England, Oxford City Council, The Chartered Institute of Building, Oxford Dance Forum, 101 Outdoor Arts Creation Space, and Out There Arts.

## Vision and Values

### **OUR VISION**

A just society where everyone is treated equally with respect and dignity, and we are all playing our part to making the world a better place.

### **OUR MISSION**

To illuminate, stir, and move you, in particular through the performing arts, to impact the world around you for the better.

To advance our mission:

**1. WE CREATE HIGH QUALITY WORK ACROSS ARTFORMS**

We investigate, explore, and tell hidden stories predominately through the performing arts, inspired by true accounts of social injustice. Our work is exciting, engaging, thought-provoking, and always packs a punch.

**2. WE RAISE AWARENESS ABOUT HUMAN RIGHTS ISSUES**

We shine a light on things kept in the dark. We bring hope to a broken world and give a voice to those unheard. We reveal the uncomfortable reality of issues that concern our society and highlight areas of inequality with great sensitivity.

**3. WE ENGAGE, INSPIRE AND CONNECT**

We excite and challenge you through our performances, to become an advocate for social change. We provide facts and access to information through our research. We signpost to ways you can take action and find opportunities for conversations to continue.

**4. WE DEVELOP PERFORMING ARTS PRACTICE**

We provide high quality training as well as sharing opportunities, for artists and participants of all levels. These aid you in developing knowledge, gaining skills, and enhancing technique within the performing arts.

## **Year in Summary**

Through 2020-21 our plans have been impacted by the COVID-19 pandemic, but we have been able to maintain a strong programme of work throughout and have been proven to be resilient and maintained our impact. This is in part thanks to receiving an Emergency Grant of £35K through Arts Council England, that helped us survive the initial months of the pandemic, by providing core support for the organisation and project funding for COVID-safe activity.

We were able to secure two business grants through OxLEP, and received further business support, to undertake relevant training, participate in peer-to-peer support, and partake in an Action Learning cohort.

COVID-19 curtailed all of our touring plans with ON EDGE this year, so we instead focused on developing and creating MOVING TOGETHER, a digital project around Loneliness working in partnership with the Archway Foundation.

We were able to connect with IF Oxford Ideas & Science Festival on this project and had our Short Film Premiere during the festival, followed by a live online discussion with researchers, creatives, and representatives from the Archway Foundation.

We subsequently secured funding from the Armed Forces Covenant Fund to support a new version of MOVING TOGETHER, to be presented at RAF BENSON in 2021.

BOUND was live streamed online for Anti-Slavery Day, which was followed by a live online discussion, that included the Independent Anti-Slavery Commissioner, and representatives from the GLAA, CIOB, Shiva Foundation, and Stronger Together.

We further undertook a lot of training within Digital development and marketing, to strengthen our understanding and position in that area, as we have delved more into filmmaking. We attended a variety of international networking events, within the arts sector, gained knowledge, acquired resources, and furthered our international relations.

For the first time we took part in the BIG GIVE Christmas Challenge, and managed to raise almost £5,000, to support our ON EDGE tour in 2021. Several new and existing donors helped us reach our goal. We are now going to add the BIG GIVE as an annual event within our fundraising calendar.

Despite not being able to bring live performances to new and existing audiences, we have, like many others, found new and wider audiences for our online performances, classes and MOVING TOGETHER project. Part of our planning for the years ahead is how to continue the most impactful elements of the online work, while bringing back in person performances to which we remain fully committed

## Financial Review

Review of the charity's financial position at the end of the period.

6th April 2020 - 5th April 2021

Note 1: Income decreased from £170,651 to £113,357. This decrease in revenues was a direct result of the COVID-19 pandemic and the impact this had on our activities.

Note 2: Expenditure decreased from £178,823 to £97,881. This decrease in expenditure is largely as a result of many of our activities being curtailed due to COVID-19 and thus expenditure on projects was greatly reduced.

Funds at the start of the year were £386 and increased to £15,862 at the end of the year.

### **Additional information**

Justice in Motion's principal sources of funds come from

*Arts Council England*

*Trusts & Foundations*

*Private Donations*

*Corporate Social Responsibility*

*Earned income through classes, workshops, and performances*

*Commission Fees*

*Performance Fees / Box Office Splits*

		Justice in Motion		Charity No	1166800		
				Company No			
		Annual accounts for the period					
Period start date			06/04/2020	To	Period end date	05/04/2021	
Statement of financial activities (including summary income and expenditure account)							
Recommended categories by activity		Notes	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
			£	£	£	£	£
Income			F01	F02	F03	F04	F05
Income and endowments from:							
Donations and grants			43,625	60,482	-	104,107	100,399
Fees for charitable services					-	-	-
Other trading activities			9,250		-	9,250	9,081
Performance Fees			-		-	-	61,171
Total			52,875	60,482	-	113,357	170,651
Expenditure							
Expenditure on:							
Core Freelancers and Contractors			21,378	24,447	-	45,825	109,034
Insurance			1,491		-	1,491	1,489
Project Costs - On Edge			-	969		969	741
Project Costs - Moving Together				19,632		19,632	8,194
Dance Classes - Direct Costs			6,633			6,633	1,861
Office Expenditure			4,613	3,381		7,994	4,596
Marketing			334	2,530		2,864	10,026
Venue Hire			3,690			3,690	3,574
Production Costs			-	7,183		7,183	38,228
Professional Fees			1,600			1,600	-
Entertainment						-	-
Assets						-	1,080
Other					-	-	-
Total			39,739	58,142	-	97,881	178,823
Net income/(expenditure) before tax for the reporting period			13,136	2,340	0	15,476	(8,172)
Tax payable			0	0	0	0	0
Net income/(expenditure) after tax before investment gains/(losses)			13,136	2,340	0	15,476	(8,172)
Net gains/(losses) on investments			0	0	0	0	0
Net income/(expenditure)			13,136	2,340	0	15,476	(8,172)
Extraordinary items			0	0	0	0	
Transfers between funds			(6,633)	6,633	0	0	0
Other recognised gains/(losses):							
Gains and losses on revaluation of fixed assets for the charity's own use			0	0	0	0	0
Other gains/(losses)			0	0	0	0	0
Net movement in funds			6,503	8,973	0	15,476	(8,172)
Reconciliation of funds:							
Total funds brought forward			9	377	0	386	8,558
Total funds carried forward			6,512	9,350	0	15,862	386

## **Structure, Governance and Management**

### **Constitution**

Charitable Incorporated Organisation – 27th April 2016

### **Organisational policy**

The day-to-day administration is carried out by the Artistic Director of Justice in Motion, and appointed Producer, on freelance contracts. A Marketer is employed on a freelance contract, with increased engagement during project periods. Both Producer and Marketer have been selected through an interview process.

Artists and Collaborators (designers, composers, production manager, stage manager and technicians) are also employed on freelance contracts based on Equity rates, during a specified project period. Performers are employed on freelance contracts based on Equity rates, and mostly selected via a rigorous auditioning process. Dance teachers are further employed on a freelance basis. All selection processes are based on an Equal Opportunities Policy.

The trustees meet four times a year, in February, May, August and November, to review all relevant aspects of the CIO's affairs. The main meeting is in August and generally this meeting will review the Business Plan and Strategies going forwards.

### **Appointment of Trustees**

Trustees are nominated by the then existing trustees. Every charity trustee must be appointed for a term of two years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

## **Trustee Induction & Training**

The Board of Trustees take induction and training of new trustees seriously and follow a rigorous process in this regard when new trustees are appointed. The trustees deal appropriately as regards induction and training on any new trustees appointed. This includes awareness of a trustee's responsibilities, the governing document, administrative procedures, and the history and philosophical approach of the charity. New trustees receive access to the previous year's accounts and minutes of recent trustee meetings. Appropriate training is offered to current trustees as and when required.

## **Statement of Trustees Responsibilities**

The trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and the guidance issued by the Charity Commission on public benefit. In preparing these accounts, the trustees confirm that:

- suitable accounting policies have been consistently applied;
- appropriate methods and principles have been observed in the Charities SORP;
- judgments and estimates have been made that are reasonable and prudent;
- applicable accounting standards have been followed;
- accounts have been prepared on a going concern basis.

## **Related Parties Statement**

Our constitution has provisions, agreed with the Charity Commission, to allow any charity trustee or connected person to enter into a contract for the supply of services or of goods that are supplied in connection with the provision of services, to the CIO, where that is permitted in accordance with, and subject to the conditions in, section 185 to 188 of the Charities Acts 2011.

Under this provision, our founding trustee Anja Meinhardt provides services to the Charity as Artistic Director.



## **Reserves policy**

The policy of the Charity is, by means of prudent financial management, to maintain the unrestricted funds at such a level to enable the Charity to carry out its future activities. The Trustees believe that the minimum level of reserves should be no less than three months running costs and are currently seeking ways to build the reserves up to this level.

### **The beneficiaries of the CIO are the following:**

**THEATRE AUDIENCES** – those interested in dance, physical theatre, parkour, and contemporary circus that appreciate seeing high quality theatre.

**SOCIAL SECTOR & INDUSTRIES** - those interested in or working within social justice (churches, students, societies, think tanks, organisations, policy makers, researchers), as well as industries related to the productions themselves.

**EDUCATIONAL SECTOR** – schools, Universities, and educational institutions, those interested in aspects of social injustice, but also those interested in learning new skills intrinsic to our work i.e., dance, aerial acrobatics, physical theatre, parkour etc.

**AFFECTED COMMUNITIES** - such as vulnerable women, survivors of sexual abuse, forced labour and trafficking, communities in countries of origin, those experiencing loneliness and struggles with their mental health firsthand.

## **Reference and Administrative details**

**Charity name:**

Justice in Motion

**Other name used in conjunction with the Charity:**

IN.MOTION for contemporary dance classes

**Registered charity number:**

1166800

**Charity's principal address:**

Unit 8, The Gallery

54 Marston Street

Oxford. OX4 1LF

**Charities principal Bankers:**

Reliance Bank Limited / Faith House, 23-24 Lovat Lane, London EC3R 8EB



**Names of the charity trustees who manage the charity:**

Name	Role	Date of Appointment
Anja Christina Meinhardt	Trustee	26 April 2016
Matthew James Francis	Trustee	30 November 2020
Brian Wilkinson	Chair	26 April 2016
Ian Paul Davis	Trustee	30 November 2020
Anna Louise Barker	Trustee	11 February 2019
Alexandra Bailey	Trustee	30 November 2020
Hannah Hartley	Trustee	30 November 2020

**Declarations:**

The trustees present their report and declare that they have approved the Trustees' Report and accounts for the year ended 5th April 2020 above.

**Signed on behalf of the charity's trustees:**

Signature(s)		
Full Name(s)	Brian Wilkinson	Anja Christina Meinhardt
Position	Chair	Secretary

Date	20 December 2021
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## Section A

## Independent Examiner's Report

**Report to the trustees/  
members of**

Charity Name  
JUSTICE IN MOTION

**On accounts for the year  
ended**

5<sup>th</sup> April 2021

**Charity no  
(if any)**

1166800

**Set out on pages**

6

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 05/04/2021.

**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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities 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 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..

**Signed:**

**Date:**

4 - 12 - 2021

**Name:**

GAVIN STUART KIBBE.

**Relevant professional  
qualification(s) or body  
(if any):**

A.C.T.A.

**Address:**

1 KINELON ROAD, WYKEN, COVENTRY, CV2 3NR