

Trustees Annual Report



2022 to 2023

Trustees Annual Report for the period:

From: 05/04/2022 (period start date) **To:** 04/04/2023 (period end date)

Charity name: designermakersCIO

Charity number: 1167949

The stated objectives of designermakersCIO are:

For public benefit, to promote, improve and advance education in and appreciation of the arts, in particular, but not exclusively, through the facilitation and management of workshops and training courses in different design and craft skills, in particular but not exclusively, for people living in East Anglia, with the aim of engaging them in creative activities as a medium for learning.

Activities:

designermakers21 is the home of **designermakersCIO**

.. a creative hub which nurtures and promotes the appreciation of traditional and contemporary craft in Diss, South Norfolk and the wider region.

designermakersCIO facilitates opportunities for Education in the Arts through the provision of:

- workshops, demonstrations and taster days, in traditional and contemporary craft processes for diverse participants and audiences.
- community engagement in local and national arts events; working with local schools and forming active partnerships with arts organisations.
- studios and exhibition spaces for professional craftspeople to create and exhibit high quality work.
- a supportive and creative environment for individuals to develop and share their practice.

designermakersCIO is registered with The Charity Commission for England & Wales and the Trustees of **designermakersCIO** have due regard for Charity Commission guidance and advice.

Report from the Chair:

The acquisition of 21, St Nicholas Street has been the CIO's focus this year, knowing that our lease would not be extended beyond December 2023.

Working with fundraiser Sarah Williams, Autumn 2022 was dedicated to building a successful bid to the Government's levelling up Community Ownership Fund (COF). Bid delivered, we launched the 'Save Our Story' Fundraising Campaign on 26th January with a further two public presentations and one to Diss Town Council in February. We also attracted a number of high-profile local figures as Patrons; Author Louis de Berniere, Broadcaster Martha Kearney, Artist Martin Laurence, Journalist Janet Trewin and Textile designer Margo Selby. Helped by media coverage plus donations to our planned Auction from Sir Antony Gormley, Laurence Edwards and many other local and regional artists and supporters, our story was widely shared.

We were delighted to hear in March that we had been successful in our bid to COF; we received a promise of £171,750 capital grant (divided £125,000 building purchase and £46,750 essential building works) to be match funded. And a further 19,848 revenue grant. With a clear fundraising target and deadline our local campaign gained further momentum.

In addition to fundraising, we completed the planned re-fit of the front of the main building, creating a new and more spacious volunteer station, additional gallery space and a more open and welcoming access for visitors. The new gallery area has the benefit of being a flexible space which can be adapted for events and one-off mini displays.

Installation of a flexible track lighting system in our upper exhibition space has made it a far more attractive environment to display work and will make it more possible to offer the space to visiting artists.

As part of our community outreach, we developed partnerships with two local charities, Solo Housing – who work with local homeless people - and Street Forge. We hosted the launch of a collection of gorgeous jewellery made by clients of Solo Housing and now have dedicated exhibition space for this and the beautifully crafted wooden bird boxes etc by Street forge, a charity that works with adults with additional needs.

Full Members:

Full time members continue to manage the day to day needs of both the CIO and dm21 - co-ordinating all events, marketing and building maintenance. The team has benefitted from the skills and energies brought by three new members. The space behind our ceramics studio is now a thriving lithography and print studio with a new offer of stone lithography workshops while sessions with a focus on creativity for wellbeing are offered by one of our other new members. It is also good to see new collaborations emerging through print, but also in evidence at Folk East August 2022 when a group of members offered a range of workshops.

Guest Members:

Our Guest membership scheme has continued to thrive this year with 5 new guest members. This scheme provides the opportunity for local artists to further develop their practice in a studio setting while benefiting from being part of a community of artists; the scheme also gives Guest members access to mentorship as well as potential collaborative experiences. The CIO of course also benefits from additional craft practices on offer to visiting members of the public. We are delighted that 3 Guest members have gone on to be accepted as Full Members meaning that our Full membership is nearly at capacity once more.

Associate Members and Showcase:

Our Associate Membership scheme as well as the Showcase Gallery, continue to be successful in extending the range of craft disciplines we present. This year 10 artists and makers showcased with us for the first time, and we also welcomed back two popular 'show casers' from previous years. Extending the range of work on show at designermakers21 broadens our appeal to visitors and ensures a dynamic experience to inspire repeat visits.

Events and workshops:

We have run a range of events and workshops this year. Two 'Have a Go' days and our popular 'Print in Action' have attracted a large number of visitors of all ages, trying out new skills. Many have signed up for workshops. A highlight from 'Print in Action' in March, was the 'Lend a Hand' activity where visitors could contribute to our fundraising by printing their hands on to a banner for the 'Save Our Story' display.

A regular fixture in our events calendar is now the very popular 'Summer Expo' which once again attracted local talent who enjoyed having the opportunity to have their work displayed. One exhibitor went on to have her own exhibition with us as well as running a popular 'Clay Sheep' workshop. We also had two further Saori Weave exhibitions showcasing the beautiful work produced by 'Saori' students.

'The Elephant in the Room' took place in July 2022 at Diss Corn hall and once more gave members, associates and trustees the opportunity to create work to a shared theme. Future exhibitions are planned with Diss Corn Hall which remains our key local partner in the arts.

During our yearly participation in Norfolk Open Studios, members enjoyed sharing their skills with visitors to the packed taster day as well as welcoming new visitors to designermakers21 across all three weekends.

With a focus on fundraising combined with making art more accessible, we were delighted to promote the 'Big Sell', a sale of Jacqui Petrie's donated work with all proceeds going towards 'Save Our Story'. We also thank Becky Whatley for offering the proceeds from her needle Felting Workshop. Both are examples of the generosity of our supporters. More supporters have come forward with ideas to be developed as we move forward, including 'Cake and Make' a monthly activity developed by Saori weave students to be open to any members of the local community as a place to share their work and support one another's creativity.

We continue to promote the activities at dm21 through targeted marketing including Facebook and Instagram, advertisements in local print media & local radio and a range of leaflets promoting our charity, events and workshops.

And now to the future.....

We move into the next year with a clear focus.

Our creativity, energy, determination and tenacity will be even more important as we drive forward the 'Save Our Story' Campaign with a clear aim to raise match funding for the COF grant.

Following our success with COF, we have been heartened by the local community response, as well as interest shown by other funding bodies. We are optimistic that we can secure the required funding. We have a packed year of events which will attract new audiences as well as repeat visitors, continuing to inspire interest in the arts and encouraging others to learn a new skill. We remain committed to creativity, the arts as a pathway to wellbeing and to showcasing excellence in craft.

And, most importantly, we look forward to making our dream a reality by securing our home at 21, St Nicholas Street for the benefit of future generations.



Financial report:

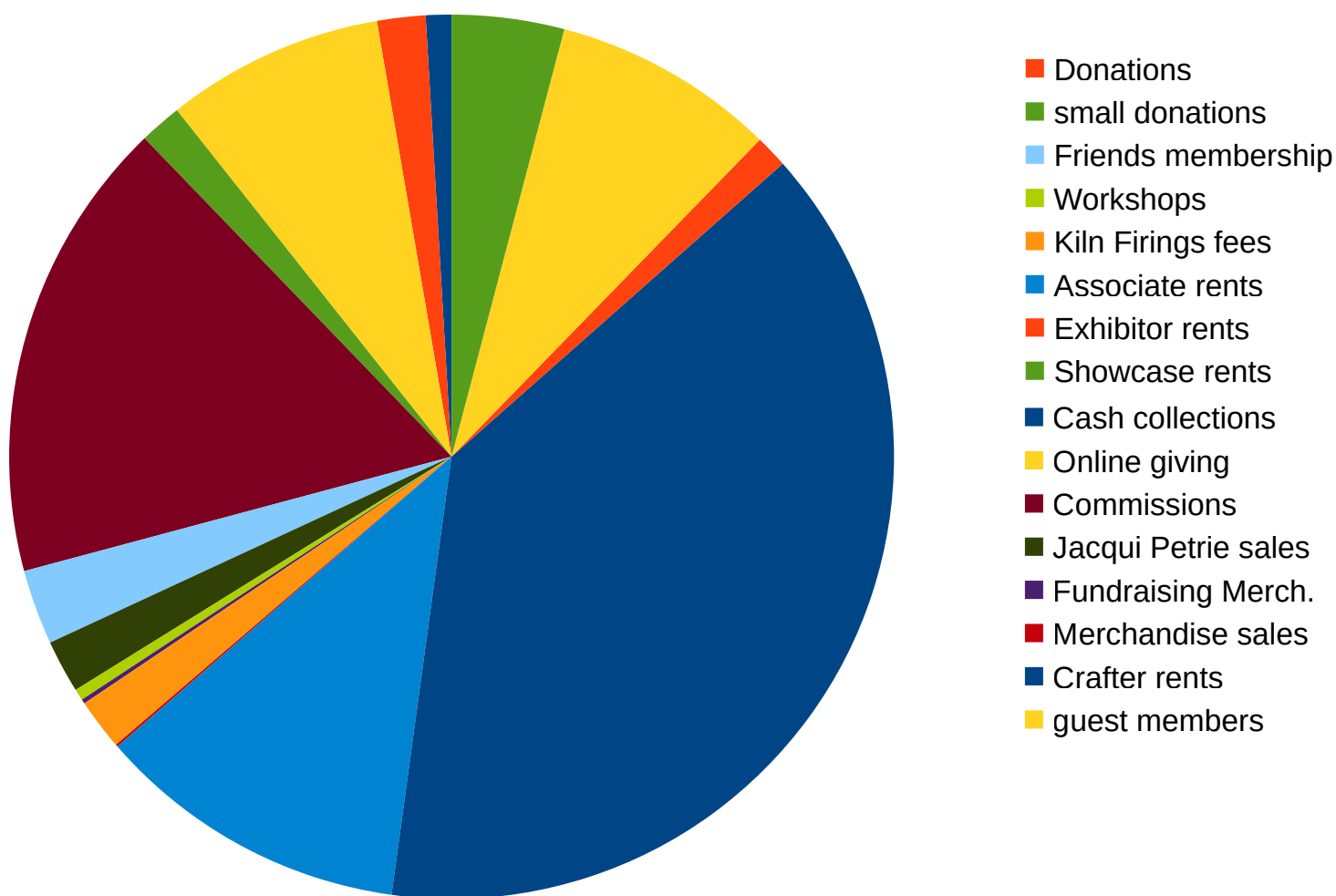
designermakersCIO Profit & Loss report For Period Covering 05/04/22 to 04/04/23

Revenues				Expenses			
Income				Expenses			
Building funds				buildings			
Cash collections	£212.00			cleaning	£199.98		
Donations	£400.00			repairs-refurbs	£746.04		
Online giving	£1,803.24			Display consumables		£32.39	
small donations	£349.10			Display fixtures		£64.40	
Commissions		£3,842.01		Events			
Friends membership		£620.71		2022 Launch	£231.00		
Fundraising events				refreshments	£26.77		
Jacqui Petrie sales	£438.00			Fundraising		£196.25	
Workshops	£95.00			Grant Spending			
Fundraising Merchandise		£36.46		Post Covid Workshops	£600.00		
Kiln Firings fees		£425.00		hospitality		£63.07	
Merchandise sales		£18.50		Insurance		£2,634.71	
rents				IT services		£164.23	
Associate rents	£2,595.00			marketing			
Crafter rents	£8,765.00			leaflets	£339.00		
Exhibitor rents	£270.00			marketing consumables	£457.02		
guest members	£1,850.00			posters	£157.58		
Showcase rents	£930.00			Miscellaneous		£105.09	
Total Revenue			£22,650.02	Professional services			
				auditing	£246.00		
				Bookeeping	£1,529.00		
				Rent		£4,999.92	
				Repairs		£609.93	
				Safeguarding		£30.00	
				Safety equipment		£599.90	
				Utilities			
				Broadband	£654.88		
				Electricity	£4,860.00		
				Gas	£131.86		
				gas bottles	£159.00		
				office			
				office consumables	£270.84		
				Total Expenses			£20,108.86
				Net income for Period			£2,541.16

Income (revenues):

designermakersCIO

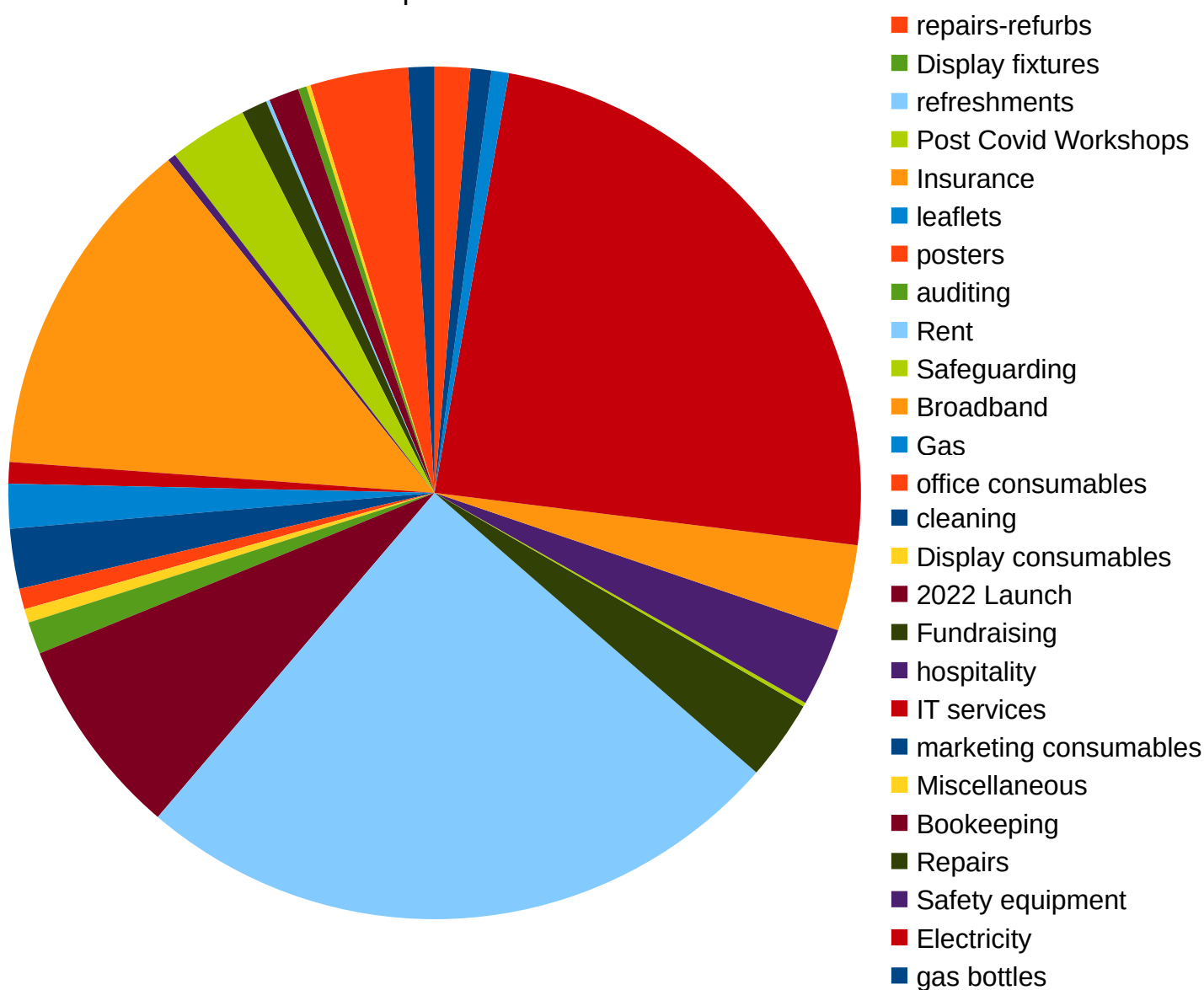
Income 05/04/2022 - 04/04/2023



Expenses:

designermakersCIO

Expenses 05/04/2022 - 04/04/2023



Notes:

Revenues

The period from April 2022 to October 2022 was one of 'business as usual' in terms of income, with rents and commissions showing a steady income stream which continued to the end of the financial period.

With the AGM in October we re-launched our Just Giving online donations page and re-launched the Friends of designermakersCIO, however, the bulk of income listed in the 'Revenues-Building Funds' section of the Profit & Loss report began to arrive following the official launch of the Save Our Story campaign in January 2023.

February saw the launch of Jacqui Petrie's 'Big Sell' of artwork. This campaign ran through to November 2023, by April 2022 it had already amassed £438 (the true figure is more than this, but due our quirky accounting procedures the rest was subsumed into the general fundraising stream).

By April the Friends scheme had attracted 32 subscribers, this has been a good way to connect with some of our strongest supporters and we look forward to continuing the scheme while, hopefully, expanding opportunities for subscribers.

The kiln firing fees are managed by Kate Welton, they include a sum to cover the maintenance of dm21's kiln and contribute to the overall cost of electricity for 21 St Nicholas street.

Expenses

Our regular expenses held mostly true to previous years, with increases in expenditure for fundraising (including Fundraising, marketing, Events and Office expendables) following the launch and promotion of the Save Our Story fundraising campaign.

Notable expenses for 2022-2023 include:

- Installation of lighting system in Gallery upstairs – repairs-refurbs
- Installation of fire extinguishers with certificate to comply with fire risk-assessment – Safety equipment.
- The section 'Repairs' includes the annual kiln servicing charge and materials for the new volunteers desk.
- Grant Spending-Post Covid Workshops – this expense drew on grant funding received in 2021.

Trustees and Organisational structure:

designermakersCIO is an 'association model' charity with voting members other than Trustees.

designermakersCIO's governing document is a constitution.

designermakersCIO is a Charitable Incorporated Organisation.

Trustees are elected at the AGM following proposal and upon receiving a simple majority of votes (the quorum and voting procedure is defined in the constitution).

Management structure:

Members of the Charity are craftspeople with full time studios; **designermakers21**. The board of trustees has a minority of members sitting, as defined in the constitution.

Trustees	Members
Janine Oxley	
Kate Welton	
Christopher Holden	
Marco Rayment	Joy Holden
Andre Sloos	Kim Morgan
Andy Simpson	Marie Mallen
Geraldine Leeder	Annette Rolston & Mike Fenton
Jean Page	David Whatley
Jacqui Petrie	Paul Sharrock
	Rachel Wiles
	Karen Versfeld

Management of **designermakersCIO** is achieved through delegation of responsibilities to various management groups, comprising trustees and members:

(Trustees who are members are shown in ***bold/italic***, Trustees who are not are shown in **Bold**, members who are not trustees are in regular and non-member non-trustees are *regular/italic*)

Policies

Janine Oxley, Marco Rayment, Kim Morgan, **Andre Sloos**

Education

Jean Page, Jacqui Petrie, Janine Oxley, Kim Morgan, David Whatley, ***Christopher Holden, Geraldine Leeder***

Events

Annette Rolston, Paul Sharrock, Rachel Wiles, Karwen Versfeld,
Janine Oxley, Joy Holden, ***Kate Welton***

Marketing

Joy Holden, ***Kate Welton***, **Marco Rayment, Jean Page, Jacqui Petrie**

Fundraising

Paul Sharrock, Joy Holden, ***Kate Welton, Marco Rayment***, Kim Morgan, ***Janine Oxley***

Buildings

Paul Sharrock, ***Christopher Holden, Marco Rayment***, David Whatley, **Andy Simpson**

Finance

Jean Page, ***Kate Welton, Marco Rayment***, *Mandy Cook*, **Andy Simpson**

Members (and some non-member trustees) have responsibilities for day to day management work:

Showcase:	Joy Holden
Guest Members:	Kim Morgan
Associate Members:	Annette Rolston & Mike Fenton
Volunteers:	Annette Rolston & Mike Fenton
Social media:	Joy Holden, <i>Kate Welton</i>
Websites:	<i>Kate Welton, Marco Rayment</i>
Galleries:	Marie Mallen, Kim Morgan
Window dressing:	Marie Mallen, Kim Morgan
ICT:	Marco Rayment
Fire officer:	David Whatley
Maintainance:	David Whatley, <i>Christopher Holden, Marco Rayment</i>
Procurement:	<i>Christopher Holden, Marco Rayment, Mandy Cook</i>
Book keeping:	<i>Mandy Cook</i>

Each group, individual, reports to and is involved with, related management groups.

Management groups meet when necessary, co-ordinated internally and reporting to the whole group management committee which meets fortnightly and includes:

- all full members
- some trustees
- invitees

Special meetings where all trustees are invited to attend are called when matters requiring trustee oversight is required, these happen 4 times a year on average.

Email communication is used to keep trustees appraised of all important management committee matters, in line with constitutional procedures.

All members and trustees are invited to attend the Annual General Meeting.

Declarations:

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

Signed on behalf of the charity's trustees

Signature(s):



Full Name(s):

Janine Oxley

Marco Rayment

Position held:

Chair

Treasurer

Date:

26/01/2023

26/01/2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name **designermakersCIO**

1167949

Receipts and payments accounts

CC16a

For the period
from

Period start date
05/04/22

To

Period end date
04/04/23

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					
Charitable activities	10,683	-	-	10,683	8,305
License fees	8,765	-	-	8,765	7,792
Donations	1,026	2,176	-	3,202	5,467
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	20,474	2,176	-	22,650	21,564
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	20,474	2,176	-	22,650	21,564
A3 Payments					
Rent (lease)	5,000	-	-	5,000	5,000
Cost of Charitable events	2,167	-	-	2,167	1,539
Professional services	1,529	-	-	1,529	1,404
Building improvements/repairs	2,261	-	-	2,261	9,218
Administration costs	435	-	-	435	864
Insurance	2,635	-	-	2,635	2,323
safeguarding	30	-	-	30	30
Utilities	5,806	-	-	5,806	5,631
examiner's fees	246	-	-	246	210
Sub total	20,109	-	-	20,109	26,218
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	20,109	-	-	20,109	26,218
Net of receipts/(payments)	365	2,176	-	2,541	- 4,654
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	12,708	-	-	12,708	17,362
Cash funds this year end	13,073	2,176	-	15,249	12,708

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	Current account	9,249	-	-
	Deposit account	3,824	2,176	-
		-	-	-
	Total cash funds	13,073	2,176	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

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

Signature

Print Name

Date of approval



Janine Oxley (Jul 15, 2023 20:58 GMT+1)

Marco Rayment

Janine oxley

18/07/2023

18/07/2023



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Designermakers CIO

On accounts for the year
ended

04/04/2023

Charity no
(if any)

1167949

Set out on pages

1 - 2

(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 **04/04/2022**.

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 (other than that disclosed below *) 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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

25/07/2023

Name:

Mr Anthony James Brice

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

FCCA

Address:

10, The Thoroughfare, Harleston, Norfolk IP20 9AX

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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Financial Statements for Designermakers CIO YE 04.04.23

Final Audit Report

2023-07-25

Created:	2023-07-17
By:	Anthony Brice (anthonyjbrice@gmail.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAugceK8aRq-JrpRDFLBG9FgXI511nlR5C

"Financial Statements for Designermakers CIO YE 04.04.23" History

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2023-07-17 - 8:26:14 AM GMT
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-  Signer info@designermakerscio.org.uk entered name at signing as Marco Rayment
2023-07-18 - 7:43:07 AM GMT- IP address: 31.51.113.122
-  Document e-signed by Marco Rayment (info@designermakerscio.org.uk)
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2023-07-18 - 7:58:24 PM GMT- IP address: 31.52.119.14
-  Document e-signed by Janine oxley (oxley.janine@gmail.com)
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 Signer anthony@ajbriceaccountancy.co.uk entered name at signing as Anthony Brice

2023-07-25 - 11:40:31 AM GMT- IP address: 89.242.31.202

 Document e-signed by Anthony Brice (anthony@ajbriceaccountancy.co.uk)

Signature Date: 2023-07-25 - 11:40:33 AM GMT - Time Source: server- IP address: 89.242.31.202

 Agreement completed.

2023-07-25 - 11:40:33 AM GMT