



Trustees' Annual Report for the period

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|------|-------------------|----------|------------|----|-----------------|--------------|--------------|
| From | Period start date | | | To | Period end date | | |
| | Day 01 | M JAN | Ye 2021 | | Da 31 | Month DEC | Year 2021 |

Section A Reference and administration details

Charity name

Conquest Art CIO

Other names charity is known by

Conquest Art

Registered charity number (if any)

1171582

Charity's principal address

Office 92, Trident Court,

One Oakcroft Road,

Chessington, Surrey

Postcode

KT9 1BD

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 | John Gumbel | Chairman | | |
| 2 | Brian Tanner | Treasurer | | |
| 3 | Anne Bland-Botham | Vice-President | | |
| 4 | Lesley Lee | | | |
| 5 | Robert Jones | Secretary | | |
| 6 | Michael Bryne | | | |
| 7 | Julie Foard | | 25 th March-15 th June | |
| 8 | Charlotte Atkinson | | | |
| 9 | | | | |
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| 19 | | | | |
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| Nil | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------------------------------|---|
| Financial | R I Baxter FCA | 25 Newlands Avenue, Thames Ditton, Surrey KT7 0HD |
| Legal | Helen Harvie [H3 Solicitors] | 1 Oak Place, Rosier Business Park, Coneyhurst Road, Billingshurst, West Sussex RH14 9DE |
| | | |
| | | |

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

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| |
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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 dated 10 February 2017 as Charitable Incorporated Organisation Foundation |
| How the charity is constituted (eg. trust, association, company) | Members agreed to accept constitution and transfer assets from Conquest Art to Conquest Art CIO at an SGM on 30 March 2017. Transfer Deed dated 30 June 2017. |
| Trustee selection methods (eg. appointed by, elected by) | Nomination by a Trustee, visits to Groups, attendance as invited guest at Trustee meetings, Checks of eligibility, references and potential conflicts of interest before agreement of appointment by all 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.

Issue of Charity Commission circulars including 'The Essential Trustee' together with Conquest Art Policies and Procedures, previous minutes and accounts.

Conquest Art has one part-time employee - the Charity Coordinator. This person is responsible for all routine administrative tasks, support and visits to groups (these are run by volunteer Group Leaders and helpers).

Nil.

The Trustees complete an annual risk assessment.
The main risks are the loss of rented premises and a change of staff.

Section C Objectives and activities

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

The Charity aims to assist and encourage people with disabilities to overcome their adversity through art activities.

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)

Covid-19 restrictions meant that none of the 17 groups were able to re-open during the first five months of 2021. After the easing of restrictions the Stoneleigh Group was the first to meet as normal on the 21st June. This was followed by three groups re-opening in July, one in August, five in September and one in November.

As one of the main benefits provided by Conquest is relief from isolation for those attending regular group sessions every effort has been made to consider the welfare of members during the lockdowns. Until they were able to open again the Stoneleigh and Cheam groups continued to maintain contact with those members who have access to appropriate technology on WhatsApp. The Woking, Reigate and Kingston groups have maintained contact with as many members as possible on Zoom. Generally Group Leaders have been keeping in touch by telephone or post with members who are unable to join WhatsApp or Zoom sessions.

The Charity Coordinator was on furlough for the first part of the year but her working hours were gradually increased until, from October 2021, she resumed her previous employment terms of four days a week.

Two newsletters were produced in place of the usual magazine and circulated, by email and hard copy, as appropriate, to members of groups and other people connected with Conquest Art.

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.

Not applicable.

Not applicable.

Conquest Art is very reliant on its volunteers - i.e. Trustees, Group Leaders and helpers [total 135].

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

See Section C above.

A painting competition for members was held online.

The Trustees were able to meet regularly via Zoom. During the first five months of 2021 when none of the groups could re-open the Trustees kept in touch with Group Leaders and reported back at meetings. The situation with regard to possible reopening was continuously monitored.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Charity aims to keep a reserve equivalent to approximately six months expenditure to meet unexpected circumstances.

Details of any funds materially in deficit

Nil.

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.

Annual grant from the Ursula Hulme 1998 Charitable Trust. Fund-raising, mainly from Trusts, throughout the year.

Financial support to new groups and assistance to all groups with rent for premises and purchase of major items.

Nil.

Section F

Other optional information

Nil

Section G

Declaration

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

Signed on behalf of the charity's trustees

| | | |
|--|--------------------------------|--------------------------------|
| Signature(s) | <i>Signed original on file</i> | <i>Signed original on file</i> |
| Full name(s) | John Ernest Gumbel | Brian Derek Tanner |
| Position (eg Secretary, Chair, etc) | Chair | Treasurer |
| Date | 10 February 2022 | |

**CONQUEST ART CIO
RECEIPTS AND PAYMENTS ACCOUNT
January to 31st December 2021**

| 2020 | RECEIPTS | 2021 |
|---------------------|----------------------------------|---------------------|
| £ | | £ |
| 2874 | Donations | 1500 |
| 7500 | Grants - U Hulme CT | 7500 |
| 165 | Membership - Full | 5 |
| 140 | " - Friends | 160 |
| 58 | Picture, Calendar and Card Sales | 7 |
| 200 | Other Receipts | 312 |
| 3301 | Investment Dividend and Interest | 1861 |
| 10000 | RBK Grant | 0 |
| 13086 | Furlough Scheme | 10276 |
| <u>18673</u> | Fundraising | <u>16106</u> |
| <u>55997</u> | TOTAL RECEIPTS | <u>37727</u> |

| | PAYMENTS | TOTAL |
|---------------------|---------------------------------------|---------------------|
| £ | | £ |
| 22407 | Staff Salary | 23682 |
| 58 | Staff Travel | 24 |
| 978 | Office Expenses | 944 |
| 4219 | Rent paid - Trident Court | 4219 |
| 1203 | Training - First Aid and Fire | 1013 |
| 534 | Insurance | 559 |
| 105 | Art Materials - Groups | 22 |
| 2029 | Rents - Groups | 1680 |
| 200 | Exhibitions | 0 |
| 749 | Magazine | 200 |
| 200 | Other Expenses including Bank Charges | 201 |
| 739 | Transfer to Groups | 346 |
| 7800 | Fundraising | 7800 |
| 1337 | Buildings, Publicity and Development | 1523 |
| <u>27</u> | Trustees' Expenses (see Note 1) | <u>0</u> |
| <u>42585</u> | PAYMENTS | <u>42213</u> |

| | | |
|--------------|---|---------------|
| 13412 | SURPLUS / (DEFICIT) | (4486) |
| (76) | Net Transfers from/to Restricted Funds | 45 |
| 1562 | Net Transfer from Designated Fund | 1524 |
| 14898 | SURPLUS / (DEFICIT) TO GENERAL FUND | (2917) |

BALANCE SHEET

| 2020 | BALANCES AT 31ST DECEMBER 2021 | 2021 |
|----------------------|---|----------------------|
| £ | Bank Balances | £ |
| 23752 | HSBC Current Account | 19266 |
| 60000 | CAF Account - Charifund (see Note 2) | 30000 |
| 0 | Trojan Ethical Fund (see Note 3) | 30000 |
| <u>30000</u> | Hampshire Trust Bank | <u>30000</u> |
| <u>113752</u> | | <u>109266</u> |
| £ | FUND BALANCES | £ |
| 39395 | General Fund | 36478 |
| 1607 | Restricted Funds (see Note 4) | 1562 |
| <u>72750</u> | Buildings, Publicity and Development Fund | <u>71226</u> |
| <u>113752</u> | | <u>109266</u> |

Notes to Accounts

1. Trustees' Expenses are refreshments costs necessarily incurred on the Charity's behalf and are the only Governance cost.
2. The total value of the investment in the Charifund Account with CAF as at 31st Dec 21 was £33,826; the gain of £3,826 is not reflected in these Accounts.
3. The total value of the investment in the Trojan Ethical Fund as at 31st Dec 21 was £33,013; the gain of £3,013 is not reflected in these Accounts.
4. Restricted Funds comprise the unspent balances of amounts received from donors for spending on the Cobham, Epsom, Malvern and Woking Groups.

I certify that the Accounts shown above and on the preceding page agree with the books as shown and explained to me.

original signed and held on file
R I Baxter FCA

29th January 2022
Date



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

CONQUEST ARE CIO

On accounts for the year
ended

31st DECEMBER 2021

Charity no
(if any)

1171582

Set out on pages

ONE AND TWO

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

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

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

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:

ORIGINAL SIGNER

Date:

28th JANUARY 2022

Name:

ROGER JAIN BAXTER

Relevant professional
qualification(s) or body

F.C.A.

(if any):

| |
|--|
| |
|--|

Address:

| |
|--------------------|
| 25 NEWLANDS AVENUE |
| THAMES DITTON |
| SURREY KT7 0HD |

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.

NONE