

2024-2025

SWANSEA COMMUNITY WORKSHOPS

REGISTERED CHARITY (CIO) IN ENGLAND AND WALES
REG: 1172508

ANNUAL TRUSTEE REPORT AND FINANCIAL STATEMENTS
FOR YEAR ENDED 31 MARCH 2025

Trustee Report

Annual Review and Statement of the Board of Trustees

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Introduction

This Trustee Report provides an overview of the activities, financial position, and key developments of Swansea Community Workshops (SCW) for the year ending 31/03/2025.

Governance and Structure

SCW is governed by a Board of Trustees who meet regularly to oversee operations, set strategic direction, and ensure the prudent management of resources. The Trustees are appointed in accordance with the organisation's governing document and collectively bring a diverse range of skills and experience.

Objectives and Activities

The charity provides facilities for craft therapy, hobbies and recreation in a socially interactive and practical environment, sharing and learning skills, & supporting community-based projects.

These facilities are for public benefit, specifically targeting socially excluded members of the local community – people excluded by unemployment, financial hardship, ill health (physical & mental), misfortune, and personal tragedy (bereavement, divorce, learning disabilities, behavioural problems).

Performance Review

Achievements

The financial year began and continued under the direction of the previous year's chair and saw a continuation of important practices like the operation of regular trustee meetings supported by FPPO (financial, property, personal and operational) sub-committees.

Early in the year the charity engaged its first major employee as Centre Manager, initially on a fixed term contract. Under the direction of this manager major work was done to improve the existing pottery, glass and wood studios (workshops). Notably, additional pottery wheels and a firing kiln were purchased, which contributed to a major improvement in studio hire income from £3860.00 (2023-24) to £11326.39.

In the wood studio a new partition wall was installed which provides a proper demarcation of class and workshop activity.

The charity further expanded its activity by starting a sewing studio. This was made possible by the acquisition of further working space vacated by a private business at the premises. This business has operated an industrial sewing and fabric-based production business in healthcare from which SCW expects to gain technical expertise.

At the same time the charity has continued its relationship with The Environment Centre which is based in our High Street shop space. Other complementary charities working with SCW are the Ibero-Latino American group & The African Community (sewing), Swansea Pottery Cooperative and parties referred by Swansea Council Voluntary Services (SCVS).

Financial Review

The Income & Expenditure statement shows that SCW made a small but satisfactory surplus of £1686.84 (2023: £333.64). More importantly, our income increased to its highest level since incorporation - £54905.24 (2023: £38005.55). Much of this increase arises from the charity's improved ability to run courses requiring funding but it is also acknowledged that the improved fund total is mainly for restricted application and is not usable for general running (core) costs. Hence, it is the charity's main financial task at the year end to boost unrestricted funding; and we go into the 2025-26 year with detailed plans to promote self-funded (non-grant funded) charity courses, and the promotion of income-earning studio membership schemes.

Past Year and Present Funding

In chronological order the following restricted funding was received –

Creating Opportunities Across Swansea Together (COAST) Fund

In August we received £4937 from Swansea Council. As in the previous year this was used to provide free recreational craft activity to Swansea citizens in the 50+ age group.

Men's Shed

In September we received £1000 from the Swansea Council programme for all men's sheds in the region. This grant was the 5th Men's shed grant received in 5 years but was also the lowest due to the increased public demand of a growing men's shed community and a static total grant fund. Nevertheless, it signifies our early and continuous awareness of the health need of disadvantaged men.

The grant was used to part finance the layout of the wood studio as mentioned earlier.

Period Dignity

In September £1067 was received from Swansea Council to aid personal needs,

National Lottery Community Fund

In November we received a £20000 Award for All grant. This represents the largest grant received since inception in 2017. The grant is being used for a project titled "Let Us Introduce You" (LUIY). It is a 16-month project aimed at 18-25 year old young people with a programme of taster sessions, 12-week courses and open studio access for 6 months (2 rounds total). The aim is to develop craft and entrepreneurial skill in young disadvantaged people not in higher education.

This programme is actively running now and is due to complete February/March 2026.

Austin Bailey Foundation

Finally, £2000 was received in November. This grant was sought to research and identify the personal needs of society that the charity needs to be able to meet and address. It is currently being used to explore widening opportunities and the organisational development of a 3-year business plan of the charity.

Whilst external grant funding is the major source of funding, the charity continues to receive regular income from the Environment Centre in the shop who operate an Energy Awareness Hub and a Repair Space to improve resource recycling.

Income, similar in amount to the shop income, is received from hiring out the studios. This is split in two ways – firstly, income from classes and workshop activity run by the charity's tutors and local artists, and, secondly, independent rent paid by members for small workshop rooms.

Risk Management & Future Plans

The prime risk facing any charity is financial. The risk of failure is measured by the risk of having insufficient funds to meet core costs plus a margin of safety. Hence, the trustees through to management pursue a minimum cost mode of operation. In other words, all costs, depending on size and importance, are approved and monitored through a Cost Scheme of Delegation.

In addition to cost control the charity seeks to finance itself through self-generated income as much as possible. For SCW self-financing is by ticket-sale classes/events, studio & room letting, and shop rental.

In the last year the charity self-financed 48% total income through all of the above routes, compared to 30% in 2023-24. The board consider this to be a significant income which is going to be advanced further in 2025-26 by more ticket-sale courses and membership schemes.

The strength of self-generated income will also be judged by the technical level of our workshops and potential cross-fertilisation between them. New activity at a high level, driven by society rapidly advancing in social media and AI, are currently being researched. We expect that SCW will match fund new areas co-operatively with other local charities/ bodies.

It is also planned that new developments will be parcelled within a long term business plan supported by core membership and a broadwvr volunteer/staff structure.

Trustees' Responsibilities Statement

The Trustees acknowledge their responsibility for preparing this report and the financial statements in accordance with applicable law and regulations. They confirm that, to the best of their knowledge, the information provided gives a true and fair view of the organisation's affairs, and, along with staff, volunteers and supporters, look forward to building on this year's achievements.

Administrative Details

Registered Office

Swansea Community Workshops (SCW)

208 High Street

SWANSEA

SA1 1PE

Trustees (as of 31 March 2025)

Bradley Ewers (Chair)

John O'Brien

Paul Munn

Chris Day

David Priscott

Key Management Personnel

Sarah Symonds (Centre Manager)

John O'Brien (Accounts)

Independent Examiners

Harris Bassett Ltd

5 New Mill Court, Phoenix Way

Enterprise Park

SWANSEA

SA7 9FG

Bankers

The Co-operative Bank

1 Balloon Street

MANCHESTER

M4 4BE

Santander

2 Triton Square

Regent's Place

LONDON

NW1 3AN

Swansea Community Workshop

Independent Examiner's Report to the Trustees of Swansea Community Workshop For the year ended 31 March 2025

I report on the financial statements of Swansea Community Workshop (the charity) for the year ended 31 March 2025.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the financial statements. The 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 seeking 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 next statement.

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 requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act. And + to prepare accounts which accord with the accounting records and 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.



Mr Nicholas Bassett
Harris Bassett Limited
Chartered Accountants

5 New Mill
Court

03/12/2025

Phoenix Way
Enterprise Park
Swansea
SA7 9FG

2024-2025 INCOME & EXPENDITURE

	2023-24 £	2024-25 £
INCOME		
Grants - Unrestricted	10,760.00	-
Grants - Restricted	15,930.00	29,004.00
Studio Hire	3,860.00	11,326.39
Shop Hire	3,060.00	9,924.00
Room Hire (Corridor)	-	1,540.00
Product Sales	2,870.00	1,605.00
Membership Fees	-	-
Course Fees	1,090.00	667.34
Donations	435.55	838.51
Total Income	38,005.55	54,905.24
EXPENDITURE		
Rent	-	-
Salaries	5,932.80	25,516.88
Project Costs	1,140.00	3,679.05
Utilities	7,521.80	7,264.03
Insurance	1,648.84	1,098.32
Subscription & Fees	7,150.00	575.95
Equipment & Supplies	7,993.29	10,358.85
Postage & Packing	241.46	494.84
Marketing/Publicity	534.62	755.58
Property Maintenance	5,509.10	2,799.90
Training	-	675.00
Total Expenditure	37,671.91	53,218.40
Profit/(Loss)	333.64	1,686.84
Cash at Bank at end of year	37,580.01	39,266.85