



Trustees' Annual Report for the period

From

Period start date

01

April

2022

To

Period end date

31

March

2023

Section A

Reference and administration details

Charity name Artbox London**Other names charity is known by****Registered charity number (if any)** 1172529**Charity's principal address** 67 Gladstone House

31 Dowells Street

London

Postcode**SE10 9FF**

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 Wendy Reid	Chairperson	From December 2021	
2 Sean Galvin		From January 2014	
3 Paul McLintic		From March 2021	
4 Rebeca Tristan		From April 2021	
5 Nick Cummins	Treasurer	From April 2021	
6 Georgina Herety		From February 2022	
7 Lauren Nicoll		From February 2022	
8 Safia Akthar		From February 2022	
9			
13			
14			
15			
16			
17			
18			
19			
20			

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Bank	HSBC	94 Kensington High Street, London W8 4SH

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

Madeline Alterman, Georgina George

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Artbox London is a registered Charitable Incorporated Organisation (CIO). It is governed by a constitution which establishes the objects and powers of the charitable organisation.

How the charity is constituted
(eg. trust, association, company)

Charitable Incorporated Organisation

Trustee selection methods
(eg. appointed by, elected by)

As stated in the constitution, there should be a minimum of three trustees and there is no limit on the maximum number of trustees. The constitution provides a mechanism for elected trustees to retire from office and be re-elected by the members.

Trustee selection is designed to provide the board with a range of skills suitable for the management of the charity. New trustees are either elected by members at general meetings or appointed between general meetings by the existing 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.

There are currently seven trustees who give on average three hours a week to support the charity in this role.

New trustees are provided with induction information on the charity's mission and they meet key staff, volunteers and other trustees.

An information pack is provided which includes the constitutional documents, recent management accounts, the latest business plan.

The Charity Commission's information on Responsibilities of Trustees is also available to peruse.

Trustees are encouraged to attend appropriate external training events where these will help their role.

The trustee board meets at least six times a year and the quorum for a trustee meeting is two trustees.

The organisational structure includes two co-directors who attend board meetings and an administrator who supports the board in addition to other duties. There is also a team of tutors and a studio assistant to run the charity's workshops and trips, to curate art and to support selling of art at exhibitions, events and online.

The board's approach to managing risks is to:

- Prepare a strategic plan (three to five years), an annual business plan and an annual budget
- Prepare a risk register
- Monitor progress by reference to the above plans, budgets and register
- Appoint a trustee to lead on financial matters
- Appoint other trustees as focal-points for reviewing aspects of strategic and annual plans and specific risk categories
- Prepare suitable financial and other reports with reference to the above plans, budgets and registers
- Take corrective action when indicated by the above reviews.

Section C

Objectives and activities

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

a) The relief of people with disabilities, in particular through the provision of facilities to enable and encourage people with disabilities to engage in creative and artistic pursuits; and

b) The advancement of education amongst people with disabilities, especially in the appreciation and practice of the arts.

To achieve these objectives we seek to:

- Improve the confidence and self-esteem of people with learning disabilities and autism and reduce their isolation by developing their artistic, creative and life skills
- Provide opportunities for them to make and meet friends
- Raise the ambitions of and to develop the positive identities of adults with learning disabilities and autism by providing opportunities to show and sell their work professionally, and by giving them the chance to earn money from sales of their work
- Increase the visibility and appreciation in the community of people with learning disabilities and autism and to raise the profile of their artwork in the wider art world by providing the above means for them to demonstrate their skills and become more self-confident and helping them become their own advocates through their work and its promotion.

Activities

We support 93 Adults with Learning Disabilities and Autism from the several London boroughs, notably Islington (41%), Haringey (23%), Camden (6%) and Westminster (5%) and Hackney (5%). They come from a wide range of ethnicities (53% white, 26% black, and 21% other) and age groups (17% 19-25, 61% 26-40 and 22% 41-60+ years) and they present as male (53%), female (44%) and non-binary (3%).

Our work consists of the following activities:

We run regular workshops morning and afternoon on six days a week in our dedicated studio in Islington. A total of 1728 hours of workshops were provided in the year and 90 artists participated.

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)

We provide 1:1 services in our studio and outreach at home for those artists who have struggled to return to the studio after the final Covid-19 pandemic lockdown and who are too vulnerable to attend the studio. Three artists continue to receive remote services.

We show and sell art at exhibitions in our studio and elsewhere to promote the work produced by our PwLDA artists. Selling their art provides the artists with income as we share proceeds 50-50.

We also sell art via our website and sell, lease and license art through collaborations with corporate partners. We sold 598 pieces of art raising £19,000 in sales during the year.

We run visits (trips out) to art galleries, museums and libraries in central London. These trips inspire art projects, enhance confidence in the use of public transport and make PwLDA artists more visible in the art world and with the public.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

We addressed the priority, following the pandemic, of mitigating its effects on our artists' mental health. Our artists were in a high-risk group of developing severe complications from Covid-19 and faced lengthy periods of shielding and anxiety around their health. Consequently we built mental health support programmes into our work and are refining the offer by hiring a trained SEN and Mindfulness Facilitator.

Our Covid-period initiatives - more 1:1 work and socially distanced house visits – were incorporated into our operating model. This was because barriers persist for people with learning disabilities and autism in accessing creativity. Home visits remove a physical barrier for people less able to visit the studio. 1:1 support allows artists to better integrate into the studio and is a key area led by staff members and volunteers with lived experience.

In April 2022 we moved to our new studio. This enabled a progressive re-introduction of more and enlarged studio sessions so that more artists could attend in person. Step by step our normal services returned but with the key difference that the pandemic had reduced our volunteer numbers.

We recruited a small team of regular Art Tutors to lead workshops to compensate for there being fewer volunteer. Though they too are returning, we retained our Art Tutors - trained artists and designers - because we found they give additional continuity for our artists, allowing them to build strong relationships and develop their skills and practice over a sustained period of time. Meanwhile our 40 volunteers still play a key supporting role in the studio.

Our daytime workshops are becoming full over six days a week and the quality of care for our artists is clearly visible in the ever-increasing quality of work they produce. This was evident in how our artists' work "stood up" favourably when compared with that of professionals when we exhibited alongside theirs at this season's Affordable Art Fair in London.

Section E

Financial review

Brief statement of the charity's policy on reserves

Artbox London holds 25-50% of annual budgeted expenditure in reserve, representing between 3 and 6 months of ongoing running costs.

Additional specific reserves are also provided from time to time in anticipation of one-off expenditure or as provisions for identified risks.

Details of any funds materially in deficit

None

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.

Our accounts are on an income and expenditure basis; hence there are no adjustments for prepayments and accruals.

In the year 2022-23:

Total income was £159,706 made up of £116,695 in sales and £43,011 in fund-raising.

The main sources of sales are session contributions paid by our artists, sales of artwork (originals and prints and products) and other services we provide such as evening classes for the public. Fund-raising is mainly from applications for grants to foundations that support our work plus our membership scheme and other donations received.

Total expenditure was £185,148. The main costs categories being staff costs, £150,794; studio costs, £16,141; and cost of sales, £11,644. Other items amounted to £6,569.

As noted above, our new, post Covid, operating model includes a team of paid Art Tutors who have taken the place of some of our former volunteers in leading workshops and trips and in curating art and exhibitions. This has added to our establishment costs and we regard this as an excellent investment in the wellbeing of our artists and their creative progress. We sought to make sure that our pay rates reasonably kept pace with inflation in a challenging economic environment.

The net result of the above was a deficit for the year of £25,442 which was covered out of specific reserves.

Our total reserves at the year-end were: £94,680 .

During the spring of 2023, in anticipation of the above result, we refreshed our approach to fund-raising, making it more strategic and predictable and we expect the results to flow through in financial 2023-24. Also in that period we initiated a process and system review with the aim of improving our efficiency and control. This project is being supported by an external volunteer consultant provided to us by The Cranfield Trust.

In summary, we have a new studio, new operating model and are near to capacity with a vibrant artist-community producing an exceptional quality of output. We regard this as an ideal position from which to reverse this year's deficit within the coming year.

Section F

Other optional information

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Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Paul M. Little	
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Full name(s)

PAUL SIVAK Mc LINTIC	
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Position (eg Secretary, Chair, etc)

HONORARY TRUSTEE	
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Date

16 November 2023



Receipts and payments accounts

CC16a

For the period
from

Period start date

To

Period end date

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					
Sales	116,696	-	-	116,696	72,849
Fundraising	19,136	23,875	-	43,011	78,657
Government Grants	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	135,832	23,875	-	159,707	151,506
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	135,832	23,875	-	159,707	151,506
A3 Payments					
Cost of sales	8,484	3,160	-	11,644	5,971
Exhibitions	-	-	-	-	567
Studio	11,106	5,035	-	16,141	12,946
Marketing	155	-	-	155	441
Artists	-	-	-	-	-
Volunteers & trustees	870	600	-	1,470	1,958
Cost of fundraising	-	-	-	-	542
Staff	135,714	15,080	-	150,794	111,556
Office costs	5,548	-	-	5,548	4,110
Sub total	161,877	23,875	-	185,752	138,091
A4 Asset and investment purchases, (see table)					
	932	-	-	932	-
	-	-	-	-	-
Sub total	932	-	-	932	-
Total payments	162,809	23,875	-	186,684	138,091
Net of receipts/(payments)	- 26,977	-	-	- 26,977	13,415
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	120,122	-	-	120,122	106,707
Cash funds this year end	93,145	-	-	93,145	120,122

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		93,145	-	-
		-	-	-
		-	-	-
Total cash funds		93,145	-	-

		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
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 liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Details			
			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
<i>Paul M. Larkin</i>	PAUL M LARKIN	26/11/2023



Section A

Independent Examiner's Report

Report to the trustees/
members of

Artbox London

On accounts for the year
ended

31st March 2023

Charity no
(if any)

1172529

Set out on pages

Above

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/23**.

Responsibilities and
basis of report

As the charity trustees of the Trust, 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 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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Tomas Wilcox

Date:

21/11/2023

Name:

Tomas Wilcox

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

FCIE

Address:

Counterculture Partnership LLP

Unit 115 Ducie House, Ducie Street

Manchester, M1 2JW

Section B

Disclosure

Only complete if the examiner needs to highlight 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.