

# HIDDEN ALTRINCHAM FESTIVAL CIO

England & Wales · Charity number 1175769

## Details

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**Other names** Altrincham Open Studios CIO, Inch Arts CIO

**Status** Registered

**Legal form** CIO

**Registered** 2017-11-16

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Hidden Altrincham Festival C I O  
1 Leicester Road  
Hale  
Altrincham  
WA15 9PR

**Phone** 07747620607

**Email** [info@inch-arts.co.uk](mailto:info@inch-arts.co.uk)

**Website** <http://inch-arts.co.uk>

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE ARTS, SCIENCES AND THE HISTORY AND HERITAGE OF ALTRINCHAM BY THE PROVISION OF PUBLIC EVENTS, INCLUDING PERFORMANCES, EXHIBITIONS, WORKSHOPS, TALKS AND BY SUCH OTHER MEANS AS THE TRUSTEES MAY DETERMINE

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## Classification

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- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, Arts/culture/heritage/science
- **Who:** The General Public/mankind

## Geography

- Trafford

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£51,021	£52,085	-	-
2023-08-31	£49,118	£61,160	-	-
2022-08-31	£77,457	£55,313	-	-
2021-08-31	£38,987	£34,839	-	-
2020-08-31	£66,193	£56,369	-	-

## Trustees

Name	Role	Appointed
<b>Anthony Skipper</b>	Chair	2019-02-14
JO CUSHING		2024-08-01
Stephen Sheppard		2020-03-03

**HIDDEN ALTRINCHAM FESTIVAL CIO**

England & Wales - Charity number 1175769

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# Accounts

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Hidden Altrincham Festival  
Annual Return  
Year ending 31 August 24



Charity Number 1175769

**HIDDEN ALTRINCHAM TRUSTEES ANNUAL  
REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED AUGUST 31, 2024**

In accordance with the Charities Act 2011, and the  
Constitution



Trading as Hidden Altrincham Festival CIO  
Charity Number: 1175769

20 Stamford New Road  
Altrincham Cheshire  
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**Hidden Altrincham Festival  
Annual Return  
Year ending 31 August 24**



Administrative information 1

Trustees 'Annual report

The Charities (Annual Return) Regulations 2022  
Prescribed Information, Regulation 2 A,B &D

Independent Examiners 'report

Statement of financial activities

Balance sheet

Notes to the financial statements



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Annual Return  
Year ending 31 August 24

**REGISTERED CHARITY NUMBER**      175769

**TRUSTEES**      **Tony Skipper (Chairman)**  
**Dr Steve Sheppard**  
**Mike Browne**

**REGISTERED OFFICE**      **20 Stamford New Road**  
**Altrincham**  
**Cheshire**  
**WA15 9PR**

**INDEPENDENT EXAMINER**      **Chittenden Horley**  
**Hyde Park House**  
**Cartwright Street**  
**SK14 4EH**



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**Trustees Report 2024**

The trustees are pleased to present their annual report together with the consolidated financial statements of the charity for the year ending 30 August 2024 which are also prepared to meet the requirements for a director's report and accounts for Companies Act purposes.

The year September 2023 - August 2024

Dr Steve Sheppard took on the role of Trustee in charge of finance. The charity continues to thrive, largely through the exceptional efforts of the CEO, our trusted collaborators and volunteers and my fellow Trustees.

We also wish to thank our members, volunteers, tutors, artists and freelance managers who make our work at the studios possible.

Should you wish to follow our news as it happens, please feel free to visit our website at [www.inch-arts.co.uk](http://www.inch-arts.co.uk)

**1. Objectives**

The purpose of the Charity is:

*"To advance the education of the public in the Arts, Science and the History and Heritage of Altrincham by the provision of public events including performances, exhibitions, workshops, talks and by other means as the Trustees may determine."*

We aim to deliver quality Arts appreciation, education and training to the local community to help people practice good mental health and well-being. We focus on motivating passion and creativity in people, with the aim of bringing people together for enjoyment and social engagement, encouraging them to be imaginative and creative in a supportive environment.

**2. Achievements and Performance**

In December 23, the license for our premises formally expired and we remained in occupation whilst the local council sought to establish new terms of occupancy.

Trustees were aware when we agreed occupancy terms back in 2018, that Trafford Borough Council had longer term aspirations for the redevelopment of the ground floor premises and the upper floors of the former Library.



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## Hidden Altrincham Festival Annual Return Year ending 31 August 24

Over the summer of 2024, we sought clarity from the Council whilst also considering potential alternative premises.

Despite these uncertainties, the charity continued its programme of events in line with our aims and objectives, which proved difficult given these circumstances.

Jo Cushing resigned as CEO at the end of July 2024 to pursue other interests and an Interim CEO position was taken by Mike Browne, who resigned as Trustee.

### Classes and Groups

Classes, groups and workshops have been running smoothly and slowly growing in number of subjects including:

- Weekly Art and Craft Workshops with juniors and teenagers
- Photo social
- Kids Drop in Workshops
- Comic Workshops
- Saturday Art and Craft Workshops for the Chinese Community
- Summer Workshops for Kids
- Health and Well-being Showcase
- Watercolour and Mixed Media
- Craft Workshops
- Creative Bereavement
- Life Drawing
- Kids Club
- Hear Me Music Group with Trafford Young Carers
- Life drawing

### One Day Workshops

Each month we have arranged one day workshops including:

- Mid Autumn Festival - Chinese Community
- Paint a canvas classes etc
- Blue Lamp Art
- Summer Holiday Craft workshops for young people
- Christmas Wreath Workshop

### Exhibitions

Throughout the year we had many exhibitions promoting and encouraging local artists:

- Exhibition with Patrick Jones, Nedra and Apollo Walker
- Open Studio Exhibition



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## Hidden Altrincham Festival Annual Return Year ending 31 August 24

- Christmas Open with Prizes - Judges Omid and Jen Orpin
- Omid a resident at our studios had an exhibition at Castlefield Art Gallery Manchester
- Spring Exhibition
- Open days for Makers

### Resident Artists

Our studio Artists included:

- Copesthetic
- Rosalind Kay
- Omair
- Omid Assadi
- Jaymeni Patel
- Nedra Davis
- Alasdhair
- Gina
- Steve Sheppard
- Bowie
- ANO
- Rat lady

### Music

We had a very successful Christmas Music Fundraiser Gig

### Grants

National Lottery Awards for All Fund, continued with the delivery of the following activities:

- **Hear Me - Trafford Young Carer's.**  
We were delighted to complete the Hear Me project with Trafford Young Carer's. This project was funded by a Youth Music Grant with match funding from Trafford Housing Trust. It has continued this year 23/24 and have been extremely successful.
- **The Human Voices Group**  
The Human Voices Group activity came to an end in July 24 after a very successful 2-year period.
- **Photo social Group**  
We had previously run this group gradually attracting a group of older men a notoriously difficult sector of society to engage. They are a high priority group in the area and are at risk of being socially isolated.
- **Creative Bereavement**  
We are now in our 3rd year of this extremely successful group.



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### **Makerspace**

During this year we sent out an invitation to submit ideas to take over the use of the Makerspace as the Trustees and the CEO felt that the equipment and the space could be put to better use and help support a local maker or craftsperson in the early stages of their career.

We were fortunate to receive several requests, but after due diligence checks, none of the possibilities were seen to be viable. The use and arrangement of the Makerspace is under review, subject to the continued occupation of the premises.

### **Studios**

We now have 11 spaces that are occupied by artists under licence. The low cost of occupying space provides a useful studio environment within a supportive creative community. There are many benefits for artists and makers having a studio to work in and the collective community provides a much needed alternative supportive environment away from home.

### **3. Financial Review**

Accounts have been prepared under Charity Commission CC16A Receipts and Payments Accounts.

#### **Donations**

No donations were received.

The previous year donations from the Corgi Exhibition were used to fund projects including:

- Art After Loss Exhibition
- Subsidies to those students that cannot afford to pay
- Subsidies to artists to afford studios
- Subsidies to those with special needs
- Resident Artist

#### **Fundraising**

The charity does not work with a professional fundraiser or a commercial participator.

#### **Pricing Policy**

Our pricing policy remains the same. We ensure that classes are affordable to enable all the community, whatever their means to take part in our activities.

- Classes are £15 per session /£12 for members
- Young Peoples Classes £10 / session
- Exhibitions Commission 25%, and



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## Hidden Altrincham Festival Annual Return Year ending 31 August 24

- Membership £7.50/month

### Reserves

As a policy the organisation would ideally like to see a figure of 10% of turnover. We currently hold net cash reserves of £27,048 of which £0 remains for grants. The charity does not operate an investment policy, nor do we have any current social investment policy.

### Ring-fenced Monies

We have no ringfenced monies

### Outstanding Monies

No outstanding monies

## 4. New Initiatives and next Steps

### New Cultural Policy

We have been working closely with Trafford Borough Council on the implementation of a New Cultural Strategy (adopted in July 23). We understand a director for the implementation of the Cultural Strategy will be appointed.

### Future Plans

We are talking to several stakeholders in the town to discuss possibilities and keep our options open for the future should we need to find alternative premises. We have been discussing the potential use of other town centre premises including the potential of the Town Hall, which is no longer in use.



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Annual Return  
Year ending 31 August 24**

**The Charities (Annual Return) Regulations 2022  
Made 21 December 2022**

**Coming into force 1 January 2023**

The Charity Commission for England and Wales makes the following Regulations in exercise of the powers conferred by sections 169(1), 169(4) and 347(3) of the Charities Act 2011 [\[footnote.1\]](#) and section 26(3) of the Welsh Language Act 1993 [\[footnote.2\]](#).

**1. Citation and commencement**

These Regulations may be cited as the Charities (Annual Return) Regulations 2022 and come into force on 1 January 2023.

**2. Prescribed information**

(b).if the charity's gross income in the financial period to which the return relates exceeds £25,000, the information specified in **Parts A, B and D of the Schedule;**

**Prescribed Information, Regulation 2**

**Part A – All charities**

**Financial period**

1, Reference and Administrative details as of 31/08/24

**Income and spending**

2, The charity's gross income £51,021 and spending £52,085 in the financial period for the return

**Income – government contracts**

3, The charity received no government contracts or a local authority in the financial period for the return.

4, N/A

**Income – government grants**

5, The charity did not receive a local authority grant from Trafford MBC authority in the financial period for the return

6, N/A

7, The charity does not carry out grant making as the main way your charity carries out its purposes

8, N/A

9, N/A

**Spend - trustee payments**

10, The trustees received **no** payments in the financial period for the return

11, No trustees resign and take up employment with the charity in the financial period for the return



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**Activities outside of the United Kingdom - income received from outside the United Kingdom**

12. The charity did not receive income from outside the United Kingdom in the financial period for the return  
13. N/A  
14. N/A  
15. N/A

**Activities outside of the United Kingdom - delivering charitable activities outside the United Kingdom**

16. The charity did not deliver charitable activities outside the United Kingdom in the financial period for the return  
17. N/A  
18. N/A  
19. The charity did not spend funds outside the United Kingdom in the financial period for the return  
20. N/A  
21. N/A  
22. N/A

**Trading subsidiaries**

23. The charity has no trading subsidiaries

**Locations – charity addresses**

24. The public address details displayed from the Register of Charities is correct  
27. Please enter the charity's public address.  
28. Is this the same address that the charity uses as the charity's administrative headquarters?  
If the response to question 28 is 'no':  
29. N/A

**Locations – charity property**

30. No charity's properties is held by holding or custodian trustees on behalf of the charity (excluding the Official Custodian) in the financial period for the return

**Structure and membership**

- 31.(c).no, the charity is not part of a wider group structure; or  
32. No other members are entitled to vote under the charity's governing document apart from the trustees.



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**Governance**

**Employees and volunteers**

33. At the end of the financial period of the return, how many:

- (a). 1 person was permanently employed by the charity;
- (b). 0 people were on fixed-term contracts with the charity;
- (c). 2 self-employed person was working for the charity

The charity employs the CEO directly. Other tutors intrinsic to the organisation, work on a freelance basis and rent the space from the charity for their classes. As grants are obtained for specific projects in the future, tutors are employed from a pool of available collaborators on a self-employed basis.

34. No people above work on behalf of your charity outside the United Kingdom

35. What was the total amount spent on employee payroll in the financial period of the return was

£28,290

36. No charity's employees receive total employment benefits of £60,000 or more in the financial period of the return

37. N/A

38. The value of the total employee benefits (including salary) provided by the charity to its highest paid employee in the financial period for the return was £17,270

39. The number of volunteers who carried out charitable activities on behalf of the charity in the United Kingdom in the financial period for the return was approximately 10

If the response to question 31(a), 31(c) or 31(d) is 'yes':

40. Which of the following policies and procedures does the charity have in place at the end of the financial period for the return:

- (a). Internal charity financial controls policy and procedures;
- (b). Safeguarding policy and procedures;
- (c). Financial reserves policy and procedures;
- (d). Complaints policy and procedures;
- (e). Serious incident reporting policy and procedures;
- (f). Charity financial reserves policy and procedures;
- (g). Internal risk management policy and procedures;
- (h). Trustee expenses policy and procedures;
- (i). Trustee conflicts of interest policy and procedures;
- (l). Bullying and harassment policy and procedures;
- (m). Social media policy and procedures;
- (n). Engaging external speakers at charity events policy and procedures.

41. The charity provides services to children and / or adults at risk in the financial period for the return.

42. Excluding Basic DBS Checks, has the charity obtained the required level of DBS checks for all roles which are eligible for them in the financial period for this return:



**Hidden Altrincham Festival  
Annual Return  
Year ending 31 August 24**

(b).Yes, all required Enhanced DBS Checks have been obtained;

**Safeguarding and risk**

41, The charity provided services to children and / or adults at risk in the financial period for the return.

42, The charity has obtained the required level of DBS checks for all roles which are eligible for them in the financial period for this return.

At least one Trustee and the CEO are DBS checked as well as other tutors and collaborators as necessary in accordance with the Charity's Safeguarding Policy. Everyone working with children or vulnerable adults are enhanced DBS checked.

**External risk and impact**

In respect of the event specified by the Charity Commission:

43.Has the event had an impact on the charity during the financial period for this return:

(a).estimated positive impact on:

- (i).donations;
- (ii).other income – grants;
- (iii).other income – contracts;
- (iv).other income – investment;
- (v).expenditure on charitable activities;
- (vi).expenditure on overheads;
- (vii).number of volunteers;
- (viii).number of employees;
- (ix).number of trustees;
- (x).fundraising activities;
- (xi)capacity to deliver services;
- (xii).total service demand?

(b)Estimated negative effect on:

- (i).donations;
- (ii).other income – grants;
- (iii).other income – contracts;
- (iv).other income – investment;
- (v).expenditure on charitable activities;
- (vi).expenditure on overheads;
- (vii).number of volunteers;
- (viii).number of employees;
- (ix).number of trustees;
- (x).fundraising activities;
- (xi)capacity to deliver services;
- (xii).total service demand?



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**Declaration**

44. Specify the following information about the person completing the return:

- (a).title; Mr
- (b).full name; Anthony Skipper
- (c).role in the charity; Chair
- (d).telephone number; 07747620607
- (e).email address. tonyskipper05@gmail.com

**Part B – Charities with a gross income exceeding £25,000 in the financial period for this return**

**Serious Incidents**

45. Has the charity reported all Serious Incidents (including any historical incidents) that the charity became aware of during the financial period of the return:

- (a).yes;

**Trustees 'annual report and accounts**

Are you ready to submit a copy of the trustees 'annual report, the charity's accounts and the relevant auditor's or examiner's report? If yes, please attach those documents.

47. If the charity's accounts for the financial period for this return were examined by an independent examiner or audited, did the independent examiner or auditor identify any matters of concern in the relevant auditor's or examiner's report. No matters for concern.

**Part D – Charities with a gross income of £500,000 or less in the financial period for this return**

If the answer to question 4 or question 6 is a value that represents less than 70% of a charity's gross income:

51. What was the total value of income received during the financial period for this return from:

- (a).donations and legacies;
- (b).charitable activities;
- (c).other trading activities; and
- (d).investments?

**Fundraising**

The Charity did not raise funds from the public.  
The charity did not work with any commercial participators.



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## Hidden Altrincham Festival Annual Return Year ending 31 August 24

### Structure, Governance and Management

#### Trustees

Every appointed trustee is requested to be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. However, under exceptional circumstances, trustees sometimes serve for shorter periods.

Trustees are brought into the organisation through direct invitation or by open application and only after a proper selection process. Many Trustees have historically been known to the organisation or have been recommended.

Newly appointed Trustees are inducted and given all information relating to the structure, governing and management of the Charity, including details of the Charity's Constitution; Previous CEO Reports and Minutes and are invited to the studios to discuss how the organisation works as well as their contribution.

The composition of the Trustee group aims to bring a range of skills in Business Administration; Finance; Health & Safety; HR and Marketing and where particular skills might be lacking Trustees look for outside consultancy and assistance.

The Trustees also have access to good legal advice on an adhoc basis by a friend and advisor to the Charity.

Hidden Altrincham Festival is a Charitable Incorporated Organisation that is governed by its constitution dated 16/11/17. It is registered with the Charity Commission. The Charity only operates in England and anyone over the age of 18 can become a member.

#### Risk Management

The Charity is satisfied that it manages its risks appropriately. We adopt a low-risk strategy and identify early threats and challenges to the organisation that may pose risks to income, expenditure, health and safety or safeguarding.

The Charity has a comprehensive and high-quality all risks insurance policy and has adopted key procedural and operational policies in line with the Charity's Commissions guidance.

The previous year has not been without its difficulties, but progress is being made to continue to address and improve upon the processes, risks and opportunities to ensure a more robust and secure future for the charity. Specifically, more stringent management, operational, communication and accounting procedures have been put in place.



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**Hidden Altrincham Festival  
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The trustees confirm they have had regard to the guidance issued by the Charity Commission on public benefit.

The trustees received no remuneration for the financial period of the return.

**Charity name:** Hidden Altrincham Festival CIO

**Current Trustees**

Anthony Skipper (Chair) February 2019

Steve Sheppard Treasurer

Mike Browne (resigned 31<sup>st</sup> July 2024)

Jo Cushing (appointed 1<sup>st</sup> Aug 2024)

**Chief Executive**

Jo Cushing (resigned 31<sup>st</sup> July 2024)

Mike Browne (Interim CEO from 1<sup>st</sup> Aug 2024)

**Declarations**

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

Anthony Skipper - Chair of Trustees Signed on behalf of the board of Trustees

A handwritten signature in black ink, appearing to read "ASkipper".

Date: 21.10.2025



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**INDEPENDENT EXAMINERS REPORT  
TO THE TRUSTEES OF HIDDEN ALTRINCHAM FESTIVAL CIO  
FOR THE YEAR ENDED AUGUST 31 2024**

**Responsibilities and basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended August 31 2024, comprising the statement of receipts and payments and the statement of assets and liabilities.

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.

**Stacy Mason FCCA**

HGA Accountants & Financial Consultants Ltd  
T/A Chittenden Horley -Chartered Accountants  
Hyde Park House, Cartwright Street  
Hyde SK14 4EH Date: 24/09/2025



Deleted:



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**HIDDEN ALTRINCHAM FESTIVAL CIO  
STATEMENT OF RECEIPTS AND PAYMENTS  
FOR THE YEAR ENDED AUGUST 31 2024**

13

	Unrestricted 2024	Restricted 2024	Total 2024	total 2023
	£	£	£	£
<b>Income</b>				
Art Projects	2,500	-	2,500	4,979
Classes & Workshops	6,749	-	6,749	5,193
Classroom Rental	2,590	-	2,590	2,804
Co Working	-	-	-	470
Donations and legacies	-	-	-	-
Facilities income	-	-	-	-
Exhibition Income	941	-	941	200
Furlough	-	-	-	-
Gallery Sales	1,720	-	1,720	7,990
Grant	9,530	17,230	26,760	20,966
Membership	377	-	377	1,066
Services	672	-	672	-
Studio Rental	8,407	-	8,407	5,450
Trooping the Corgis	-	-	-	-
Other Income	305	-	305	-
<b>Total income</b>	<b>33,791</b>	<b>17,230</b>	<b>51,021</b>	<b>49,118</b>
<b>Total</b>				
<b>Expenditures</b>				
Advertising/Promotional	72	-	72	72
Art Projects	-	-	-	5,215
Bank charges	61	-	61	61
business rates	3,131	-	3,131	1,173
Canteen	90	-	90	157
Commission	-	-	-	-
Computer Costs	20	-	20	-
Entertainment	214	-	214	306
Exhibition Expenses	645	-	645	2,714
Expenses	75	-	75	95
Facilities equipment	-	-	-	-
Gallery Artist Payment	2,121	-	2,121	6,599
Grant music expense	2,195	-	2,195	-
Grant music services	-	-	-	11,680
HMRC earnings payment	-	-	-	111
Insurances	1,717	-	1,717	2,002
Interest Payable	-	-	-	-
Jo - Salary	17,912	-	17,912	10,718
Marketing 2	508	-	508	890
Materials & Equipment	1,308	-	1,308	2,697
Office/General Administrative Expenses	3,174	-	3,174	3,589
Other professional services	801	-	801	306
Printing, Postage and Stationery	132	-	132	-
Repair & Maintenance	3,371	-	3,371	14
session worker	10,378	-	10,378	7,440
Volunteer Expenses	1,660	-	1,660	-
Sundries	204	-	204	3,800
Payroll expenses	1,229	-	1,229	-
Utilities	1,067	-	1,067	1,521
charged to restricted funds	-	-	-	-
<b>Sub total</b>	<b>52,085</b>	<b>-</b>	<b>52,085</b>	<b>61,160</b>
Purchase of fixed assets	-	-	-	-
<b>Total payments</b>	<b>52,085</b>	<b>-</b>	<b>52,085</b>	<b>61,160</b>
<b>Net receipts</b>	<b>(18,294)</b>	<b>17,230</b>	<b>(1,064)</b>	<b>(12,042)</b>
balances brought forward	27,277	-	27,277	39,319
<b>Balances carried forward</b>	<b>8,983</b>	<b>17,230</b>	<b>26,213</b>	<b>27,277</b>



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Hidden Altrincham Festival  
Annual Return  
Year ending 31 August 24

**HIDDEN ALTRICHAM FESTIVAL CIO  
STATEMENT OF ASSETS AND LIABILITIES  
AS AT AUGUST 31 2024**

14

	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	total 2023 £
cash at bank	26,213	-	26,213	27,277
Assets retained for charity's own use	-	-	-	-
	<u>26,213</u>	<u>-</u>	<u>26,213</u>	<u>27,277</u>
<b>Liabilities</b>				
Restricted Funds Carried forward	<u>(17,230)</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>(17,230)</u>	<u>-</u>	<u>-</u>	<u>-</u>



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**HIDDEN ALTRINCHAM FESTIVAL CIO**

England & Wales - Charity number 1175769

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# Accounts

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**Hidden Altrincham Festival**  
**Annual Return**  
**Year ending 31 August 23**

Charity Number 1175769

**HIDDEN ALTRINCHAM TRUSTEES ANNUAL  
REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED AUGUST 31, 2023**

In accordance with the Charities Act 2011, and the  
Constitution

**HIDDEN  
ALTRINCHAM**

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# Hidden Altrincham Festival

## Annual Return

### Year ending 31 August 23

Administrative information 1

Trustees 'Annual report

The Charities (Annual Return) Regulations 2022  
Prescribed Information, Regulation 2 A,B &D

Independent Examiners 'report

Statement of financial activities

Balance sheet

Notes to the financial statements

**HIDDEN  
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**Hidden Altrincham Festival**  
**Annual Return**  
**Year ending 31 August 23**

<b>REGISTERED CHARITY NUMBER</b>	<b>175769</b>
<b>TRUSTEES</b>	<b>Tony Skipper (Chairman)</b> <b>Steve Sheppard</b> <b>Mike Browne</b>
<b>REGISTERED OFFICE</b>	<b>20 Stamford New Road</b> <b>Altrincham</b> <b>Cheshire</b> <b>WA15 9PR</b>
<b>INDEPENDENT EXAMINER</b>	<b>Chittenden Horley</b> <b>Hyde Park House</b> <b>Cartwright Street</b> <b>SK14 4EH</b>

**HIDDEN**  
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# Hidden Altrincham Festival

## Annual Return

### Year ending 31 August 23

## Trustees Report

The trustees are pleased to present their annual report together with the consolidated financial statements of the charity for the year ending 30 August 2023 which are also prepared to meet the requirements for a director's report and accounts for Companies Act purposes.

The year September 2022 - August 2023 the covid pandemic was now over and the charity has slowly grown back to its original

Sheena Tomlinson stepped down as trustee to go travelling in January 2022, we wish her well. Steve Sheppard took on the role of Trustee in charge of finance.

The charity continues to thrive, largely through the exceptional efforts of the CEO, our trusted collaborators and volunteers and my fellow Trustees.

In closing, I would like to also thank our members, volunteers, tutors, artists and freelance managers who make our work at the studios possible.

Should you wish to follow our news as it happens, please feel free to visit our website at [www.inch-arts.co.uk](http://www.inch-arts.co.uk)

### Objectives

The purpose of the Charity is:

*"To advance the education of the public in the Arts, Science and the History and Heritage of Altrincham by the provision of public events including performances, exhibitions, workshops, talks and by other means as the Trustees may determine."*

As an organisation we aim to deliver quality Arts appreciation, education and training to the local community to help people practice good mental health and well-being. We focus on motivating passion and creativity in people, with the aim of bringing people together for enjoyment and social engagement, encouraging them to be imaginative, creating things that are new and different in a supportive environment.

### Achievements and Performance

The year from September 2022 to August 2023 was a busy year. We continued to rebuild the charity slowly growing and continue with our aims and objectives.



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# Hidden Altrincham Festival

## Annual Return

### Year ending 31 August 23

### Classes, Workshops and Groups

Classes, groups and workshops have been running smoothly and slowly growing in number. Additional classes include Kids Art Club, Creative Youth Club for teenagers, After school art classes, 1:1 classes, music production classes, We now have 2 groups established, photo social and human voices group. We are still not back to pre covid levels but it is growing.

One student won a student prize after completing his first year Btec at Trafford College.

### One Day Workshops

Each month we have arranged one day workshops including Expressive Landscapes with Ruth Fildes, Life drawing, Ceramics with Simone Cobbold. We also hosted a 3d computer course over 1 week which ended with each person being given a 3d printer. Paint a canvas classes etc

### Exhibitions

Throughout the year we had many exhibitions promoting and encouraging local artists:-

Rachel Addis Exhibition 14-22 October 22

Alan Hawkins Exhibition 28 October - 12 November 22

Winter Exhibition 22 November - 14th January 22 judged by Tom Croft

Inch arts collective 17-24 February 23

Ruth Fildes Exhibition people are key 04-25 March 23

Jamie Kirk 31 March - 14 April 23

MYE painting collective 25-29 april 23

Art after Loss 05 - 20 may 23

The many works of AMC 24 June - 8 July 23

Children's creative showcase 18/august 1 sept

Several exhibitions were with people with special needs to which we waived the exhibition fees allowing giving the artist the opportunity to show their work massively helping their confidence in their own abilities.

We also had several open days for Makers.

The Trouping the corgis from the year previous, wins special mention best culture and arts scheme - Town and City management awards



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# Hidden Altrincham Festival

## Annual Return

### Year ending 31 August 23

#### Resident Artist

This year we welcomed Simon Dawe as our Resident Artist for 1 year from 1 March 22.

#### Grants

Salford CVS- Fund for Human Voices and Photosocial Group

**Hear Me - Trafford Young Carer's** We were delighted to complete the Hear Me project with Trafford Young Carer's. This project was funded by a Youth Music Grant with match funding from Trafford Housing Trust. It has continued this year from June 22 and has been extremely successful.

**The Human Voices Group**, began in January 22 funded by Trand began in April 22 it is a new group that encourages social inclusion, giving a voice to those silenced by prejudice. It engages people from all walks of life and through discussion it breaks down barriers between them. Each week the group meet and may have an invited guest to come and speak about their life.

**Photosocial Group** was reformed this year. We had previously run this group gradually attracting a group of older men a notoriously difficult sector of society to engage. They are a high priority group in the area and are at risk of being socially isolated.

#### Membership

The charity operates a membership system that gives discounts within the organisation, for example, workshops, commission on artists work and this encourages people to attend classes regularly. We have re-established membership and its benefits since lockdown and our numbers are slowly increasing.

#### Makerspace

During this year we sent out an invitation to submit ideas to take over the use of the Makerspace. There were few responses and those that replied were unrealistic. We do have a user who is renting desk space in the space. The use and arrangement of the Makerspace is under review.

#### Studios

With the 2 new studios created in August 23, we now have 9 spaces that we are able to let out under licence providing much needed income to subsidise other charitable



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# Hidden Altrincham Festival

## Annual Return

### Year ending 31 August 23

activities. There are many benefits for artists and makers having a studio to work in. A studio is much more social space than working at home.

### Financial Review

Accounts have been prepared under Charity Commission CC16A Receipts and Payments Accounts

### New Cultural Policy

We have been working closely with the local council with regard to the New Cultural Strategy in Trafford and was adopted in July 23. We understand a director for the implementation of the Cultural Strategy will be appointed.

### Plans for the Future

As of December 2021 we have 1 year of a 5 year tenancy remaining, so we are investigating possibilities for the future in terms of space. We are looking at 2 spaces that have been advertised by the local council as “for disposal” and are mindful that business plans take time and that the future is sometimes uncertain. We are talking to several stakeholders in the town to discuss possibilities and keep our options open for the future. At the end of August 22 we submitted a business plan for Altrincham Town Hall. Working to secure new premises has taken considerable time.

### Donations

No donations were received. The previous year donations from the Corgi Exhibition were used to fund projects including

- Art After Loss Exhibition
- Subsidise those students that cannot afford to pay
- Subsidise artists to afford studios etc
- Subsidise those with special needs
- Resident Artist

### Fundraising

The charity does not work with a professional fundraiser or a commercial participator.

### Pricing Policy

Our pricing policy remains the same. We ensure that classes are affordable to enable all the community, whatever their means to take part in our activities.

- Classes are £15 per session /£12 for members.

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# Hidden Altrincham Festival

## Annual Return

### Year ending 31 August 23

- Young Peoples Classes £10 / session
- Exhibitions Commission 25% and
- Membership £7.50/month

### **Reserves**

As a policy the organisation would ideally like to see a figure of 10% of turnover. We currently hold net cash reserves of £27,048. Of which £0 remains for grants.

The charity does not operate an Investment policy, nor do we have any current social investment policy.

### **Ringfenced Monies**

We have no ringfenced monies.

### **Outstanding Monies**

No outstanding monies

# Hidden Altrincham Festival

## Annual Return

Year ending 31 August 23

## The Charities (Annual Return) Regulations 2022

Made 21 December 2022

## Coming into force 1 January 2023

The Charity Commission for England and Wales makes the following Regulations in exercise of the powers conferred by sections 169(1), 169(4) and 347(3) of the Charities Act 2011 [\[footnote 1\]](#) and section 26(3) of the Welsh Language Act 1993 [\[footnote 2\]](#).

### 1. Citation and commencement

These Regulations may be cited as the Charities (Annual Return) Regulations 2022 and come into force on 1 January 2023.

### 2. Prescribed information

(b).if the charity's gross income in the financial period to which the return relates exceeds £25,000, the information specified in **Parts A, B and D of the Schedule**;

## Prescribed Information, Regulation 2

### Part A – All charities

#### Financial period

1, Reference and Administrative details as of 31/08/23

#### Income and spending

2, The charity's gross income £49,118 and spending £61,159 in the financial period for the return

#### Income – government contracts

3, The charity received no government contracts or a local authority in the financial period for the return.

4, N/A

#### Income – government grants

5, The charity did not receive a local authority grant from Trafford MBC authority in the financial period for the return

6, N/A

7, The charity does not carry out grant making as the main way your charity carries out its purposes

8, N/A

9, N/A

#### Spend - trustee payments

10, The trustees received **no** payments in the financial period for the return

11, No trustees resign and take up employment with the charity in the financial period for the return

## Activities outside of the United Kingdom - income received from outside the United Kingdom

The logo for Hidden Altrincham, with 'HIDDEN' in a large, bold, black font above 'ALTRINCHAM' in a smaller, bold, black font. The text is set against a white background with a black shadow effect.

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# Hidden Altrincham Festival

## Annual Return

### Year ending 31 August 23

12, The charity did not receive income from outside the United Kingdom in the financial period for the return

13. N/A

14. N/A

15. N/A

#### **Activities outside of the United Kingdom - delivering charitable activities outside the United Kingdom**

16. The charity did not deliver charitable activities outside the United Kingdom in the financial period for the return

17. N/A

18. N/A

19. The charity did not spend funds outside the United Kingdom in the financial period for the return

20. N/A

21. N/A

22. N/A

#### **Trading subsidiaries**

23, The charity has no trading subsidiaries

#### **Locations – charity addresses**

24, The public address details displayed from the Register of Charities is correct

27. Please enter the charity's public address.

28. Is this the same address that the charity uses as the charity's administrative headquarters?

If the response to question 28 is 'no':

29. N/A

#### **Locations – charity property**

30. No charity's properties is held by holding or custodian trustees on behalf of the charity (excluding the Official Custodian) in the financial period for the return

#### **Structure and membership**

31.(c).no, the charity is not part of a wider group structure; or

32, No other members are entitled to vote under the charity's governing document apart from the trustees.

#### **Governance**

##### **Employees and volunteers**

33. At the end of the financial period of the return, how many:

(a). 1 person was permanently employed by the charity;

(b). 0 people were on fixed-term contracts with the charity;

(c). 2 self-employed person was working for the charity

The charity employs the CEO directly. Other tutors intrinsic to the organisation, work on a freelance basis and rent the space from the charity for their classes. As grants are obtained for specific projects in the future, tutors are employed from a pool of available collaborators on a self-employed basis.

34. No people above work on behalf of your charity outside the United Kingdom

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# Hidden Altrincham Festival

## Annual Return

### Year ending 31 August 23

35. What was the total amount spent on employee payroll in the financial period of the return was £10,717.60

36. No charity's employees receive total employment benefits of £60,000 or more in the financial period of the return

37. N/A

38. The value of the total employee benefits (including salary) provided by the charity to its highest paid employee in the financial period for the return was £10,717.60

39. The number of volunteers who carried out charitable activities on behalf of the charity in the United Kingdom in the financial period for the return was approximately 10

If the response to question 31(a), 31(c) or 31(d) is 'yes':

40. Which of the following policies and procedures does the charity have in place at the end of the financial period for the return:

- (a). Internal charity financial controls policy and procedures;
- (b). Safeguarding policy and procedures;
- (c). Financial reserves policy and procedures;
- (d). Complaints policy and procedures;
- (e). Serious incident reporting policy and procedures;
- (f). Charity financial reserves policy and procedures;
- (g). Internal risk management policy and procedures;
- (h). Trustee expenses policy and procedures;
- (i). Trustee conflicts of interest policy and procedures;
- (l). Bullying and harassment policy and procedures;
- (m). Social media policy and procedures;
- (n). Engaging external speakers at charity events policy and procedures.

41. The charity provides services to children and / or adults at risk in the financial period for the return.

42. Excluding Basic DBS Checks, has the charity obtained the required level of DBS checks for all roles which are eligible for them in the financial period for this return:

(b). Yes, all required Enhanced DBS Checks have been obtained;

### **Safeguarding and risk**

41, The charity provided services to children and / or adults at risk in the financial period for the return.

42, The charity has obtained the required level of DBS checks for all roles which are eligible for them in the financial period for this return.

At least one Trustee and the CEO are DBS checked as well as other tutors and collaborators as necessary in accordance with the Charity's Safeguarding Policy. Everyone working with children or vulnerable adults are enhanced DBS checked.

### **External risk and impact**

In respect of the event specified by the Charity Commission:

43. Has the event had an impact on the charity during the financial period for this return:



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# Hidden Altrincham Festival

## Annual Return

### Year ending 31 August 23

(a).estimated positive impact on:

- (i).donations;
- (ii).other income – grants;
- (iii).other income – contracts;
- (iv).other income – investment;
- (v).expenditure on charitable activities;
- (vi).expenditure on overheads;
- (vii).number of volunteers;
- (viii).number of employees;
- (ix).number of trustees;
- (x).fundraising activities;
- (xi)capacity to deliver services;
- (xii).total service demand?

(b)Estimated negative effect on:

- (i).donations;
- (ii).other income – grants;
- (iii).other income – contracts;
- (iv).other income – investment;
- (v).expenditure on charitable activities;
- (vi).expenditure on overheads;
- (vii).number of volunteers;
- (viii).number of employees;
- (ix).number of trustees;
- (x).fundraising activities;
- (xi)capacity to deliver services;
- (xii).total service demand?

### Declaration

44.Specify the following information about the person completing the return:

- (a).title; Mr
- (b).full name; Anthony Skipper
- (c).role in the charity; Chair
- (d).telephone number; 07747620607
- (e).email address. tonyskipper05@gmail.com

### Part B – Charities with a gross income exceeding £25,000 in the financial period for this return

#### Serious Incidents

45.Has the charity reported all Serious Incidents (including any historical incidents) that the charity became aware of during the financial period of the return:

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# Hidden Altrincham Festival

## Annual Return

Year ending 31 August 23

(a).yes;

### Trustees 'annual report and accounts

Are you ready to submit a copy of the trustees 'annual report, the charity's accounts and the relevant auditor's or examiner's report? If yes, please attach those documents.

47.If the charity's accounts for the financial period for this return were examined by an independent examiner or audited, did the independent examiner or auditor identify any matters of concern in the relevant auditor's or examiner's report. No matters for concern.

**Part D** – Charities with a gross income of £500,000 or less in the financial period for this return  
If the answer to question 4 or question 6 is a value that represents less than 70% of a charity's gross income:

51.What was the total value of income received during the financial period for this return from:

- (a).donations and legacies;
- (b).charitable activities;
- (c).other trading activities; and
- (d).investments?

### Fundraising

The Charity did not raise fund from the public.

The charity did not work with any commercial participators.

### Structure, Governance and Management

#### Trustees

Every appointed trustee is requested to be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. However, under exceptional circumstances, trustees sometimes serve for shorter periods.

Trustees are brought into the organisation through direct invitation or by open application and only after a proper selection process. Many Trustees have historically been known to the organisation or have been recommended.

Newly appointed Trustees are inducted and given all information relating to the structure, governing and management of the Charity, including details of the Charity's Constitution; Previous CEO Reports and Minutes and are invited to the studios to discuss how the organisation works as well as their contribution.

The composition of the Trustee group aims to bring a range of skills in Business Administration; Finance; Health & Safety; HR and Marketing and where particular skills might be lacking Trustees look for outside consultancy and assistance.

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# Hidden Altrincham Festival

## Annual Return

### Year ending 31 August 23

The Trustees also have access to good legal advice on an adhoc basis by a friend and advisor to the Charity.

Hidden Altrincham Festival is a Charitable Incorporated Organisation that is governed by its constitution dated 16/11/17. It is registered with the Charity Commission. The Charity only operates in England and anyone over the age of 18 can become a member.

#### **Risk Management**

The Charity is satisfied that it manages its risks appropriately. We adopt a low-risk strategy and identify early threats and challenges to the organisation that may pose risks to income, expenditure, health and safety or safeguarding.

The Charity has a comprehensive and high-quality all risks insurance policy and has adopted key procedural and operational policies in line with the Charity's Commissions guidance.

The previous year has not been without its difficulties, but progress is being made to continue to address and improve upon the processes, risks and opportunities to ensure a more robust and secure future for the charity. Specifically, more stringent management, operational, communication and accounting procedures have been put in place.

Trading as Hidden Altrincham Festival CIO Charity Number: 1175769

The trustees confirm they have had regard to the guidance issued by the Charity Commission on public benefit.

The trustees received no remuneration for the financial period of the return.

**Charity name:** Hidden Altrincham Festival CIO

#### **Current Trustees**

Anthony Skipper (Chair) February 2019

Steve Sheppard Treasurer

Mike Browne

#### **Chief Executive**

Jo Cushing

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# Hidden Altrincham Festival

## Annual Return

### Year ending 31 August 23

#### Declarations

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

Anthony Skipper - Chair of Trustees Signed on behalf of the board of Trustees

A handwritten signature in black ink, appearing to read "ASkipper".

Date: 29 July 2024

#### **INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF HIDDEN ALTRINCHAM FESTIVAL CIO FOR THE YEAR ENDED AUGUST 31 2023**

##### **Responsibilities and basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended August 31 2023, comprising the statement of receipts and payments and the statement of assets and liabilities.

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.

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**Hidden Altrincham Festival**  
**Annual Return**  
**Year ending 31 August 23**

*Stacy Mason*

**Stacy Mason FCCA**

HGA Accountants & Financial Consultants Ltd  
T/A Chittenden Horley -Chartered Accountants  
Hyde Park House, Cartwright Street  
Hyde SK14 4EH Date:01/07/2024



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[info@inch-arts.co.uk](mailto:info@inch-arts.co.uk)

# Hidden Altrincham Festival

## Annual Return

Year ending 31 August 23

### HIDDEN ALTRICHAM FESTIVAL CIO STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED AUGUST 31 2023

13

	Unrestricted 2023	Restricted 2023	Total 2023	total 2022
	£	£	£	£
<b>Income</b>				
Art Projects	4,979	-	4,979	13,788
Classes & Workshops	5,193	-	5,193	2,566
Classroom Rental	2,804	-	2,804	-
Co Working	470	-	470	249
Donations and legacies	-	-	-	1,672
Facilities income	-	-	-	-
Exhibition Income	200	-	200	1,864
Furlough	-	-	-	-
Gallery Sales	7,990	-	7,990	10,733
Grant	10,280	10,686	20,966	25,650
Membership	1,066	-	1,066	1,250
Services	-	-	-	10
Studio Rental	5,450	-	5,450	7,637
Trooping the Corgis	-	-	-	11,658
Other Income	-	-	-	380
<b>Total Income</b>	<b>38,432</b>	<b>10,686</b>	<b>49,118</b>	<b>77,457</b>
<b>Total</b>				
<b>Expenditures</b>				
Advertising/Promotional	72	-	72	254
Art Projects	5,215	-	5,215	523
Bank charges	61	-	61	45
business rates	1,173	-	1,173	2,943
Canteen	157	-	157	444
Commission	-	-	-	-
Computer Costs	-	-	-	1,787
Entertainment	306	-	306	125
Exhibition Expenses	2,714	-	2,714	1,450
Expenses	95	-	95	206
Facilities equipment	-	-	-	48
Gallery Artist Payment	6,599	-	6,599	5,507
Grant music expense	-	-	-	495
Grant music services	-	11,680	11,680	5,840
HMRC earnings payment	173	-	111	173
Insurances	2,002	-	2,002	1,810
Interest Payable	-	-	-	-
Jo - Salary	10,718	-	10,718	10,390
Marketing 2	890	-	890	472
Materials & Equipment	2,697	-	2,697	2,370
Office/General Administrative Expenses	3,589	-	3,589	3,190
Other professional services	306	-	306	813
Printing, Postage and Stationery	-	-	-	-
Repair & Maintenance	14	-	14	21
session worker	7,440	-	7,440	13,994
Sessional Worker	-	-	-	-
Sundries	3,800	-	3,800	1,121
Teaching materials	-	-	-	-
Utilities	1,521	-	1,521	1,292
charged to restricted funds	-	-	-	-
<b>Sub total</b>	<b>49,542</b>	<b>11,680</b>	<b>61,160</b>	<b>55,313</b>
Purchase of fixed assets	-	-	-	-
	-	-	-	-
	49,542	11,680	61,160	55,313
<b>Net receipts</b>	<b>(11,110)</b>	<b>(994)</b>	<b>(12,042)</b>	<b>22,144</b>
Trading as Hidden Altrincham Festival CIO				
Charity Number: 1175769	39,319	-	39,319	17,175
Balances carried forward	<b>28,209</b>	<b>(994)</b>	<b>27,277</b>	<b>39,319</b>



20 Stamford New Road  
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# Hidden Altrincham Festival

## Annual Return

Year ending 31 August 23

### **HIDDEN ALTRICHAM FESTIVAL CIO STATEMENT OF ASSETS AND LIABILITIES AS AT AUGUST 31 2023**

14

	Unrestricted 2023 £	Restricted 2023 £	Total 2023 £	total 2022 £
cash at bank	27,277	-	27,277	39,319
Assets retained for charity's own use	-	-	-	-
	27,277	-	27,277	39,319
<b>Liabilities</b>				
	-	-	-	-
	-	-	-	-

**HIDDEN  
ALTRINCHAM**

Trading as Hidden Altrincham Festival CIO  
Charity Number: 1175769

20 Stamford New Road  
Altrincham Cheshire  
WA14 1EJ  
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[info@inch-arts.co.uk](mailto:info@inch-arts.co.uk)

**HIDDEN ALTRINCHAM FESTIVAL CIO**

England & Wales - Charity number 1175769

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# Accounts

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Charity Number 1175769

## **HIDDEN ALTRINCHAM TRUSTEES**

## **ANNUAL REPORT**

FOR THE YEAR ENDED AUGUST 31, 2022

In accordance with the Charities Act 2011, and the Constitution

## Hidden Altrincham Festival Annual Return Year ending 31 August 22.

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<b>REGISTERED CHARITY NUMBER</b>	<b>175769</b>
<b>TRUSTEES</b>	<b>Tony Skipper (Chairman) Steve Sheppard Mike Browne</b>
<b>REGISTERED OFFICE</b>	<b>20 Stamford New Road Altrincham Cheshire WA15 9PR</b>
<b>INDEPENDENT EXAMINER</b>	<b>Chittenden Horley Suite 36 Hyde Park House Cartwright Street Hyde SK14 4EH</b>

## **Trustees Report**

The trustees are pleased to present their annual report together with the consolidated financial statements of the charity for the year ending 30 August 2022 which are also prepared to meet the requirements for a director's report and accounts for Companies Act purposes.

The year September 2021 - August 2022 the covid pandemic was now over and the charity has slowly grown back to its original

Sheena Tomlinson stepped down as trustee to go travelling in January 2022, we wish her well. Steve Sheppard took on the role of Trustee in charge of finance.

Despite the difficulties, the charity continues to thrive, largely through the exceptional efforts of the CEO, our trusted collaborators and volunteers and my fellow Trustees.

In closing, I would like to also thank our members, volunteers, tutors, artists and freelance managers who make our work at the studios possible.

Should you wish to follow our news as it happens, please feel free to visit our website at [www.inch-arts.co.uk](http://www.inch-arts.co.uk)

### **Objectives**

The purpose of the Charity is:

*"To advance the education of the public in the Arts, Science and the History and Heritage of Altrincham by the provision of public events including performances, exhibitions, workshops, talks and by other means as the Trustees may determine."*

As an organisation we aim to deliver quality Arts appreciation, education and training to the local community to help people practice good mental health and well-being. We focus on motivating passion and creativity in people, with the aim of bringing people together for enjoyment and social engagement, encouraging them to be imaginative, creating things that are new and different in a supportive environment.

### **Achievements and Performance**

The year from September 2021 to August 2022 was liberating - coming out of the previous years lockdowns we were able to rebuild the charity to its former self and continue with our aims and objectives.

### **Classes, Workshops and Groups**

## Hidden Altrincham Festival Annual Return Year ending 31 August 22.

After leaving lockdown finally in July 2, all classes, groups and workshops remained quiet over the summer months until September 21. We found it easy to re-establish the classes and workshops but we found the Groups were more difficult. Groups depend on Grant funding so with all the work on re-establishing the charity there was little time to make funding applications for groups.

### One Day Workshops

Each month we have arranged one day workshops including Expressive Landscapes with Ruth Fildes, Life drawing, Multimedia workshop with Samie Cain, Coil Pot with Simone Cobbold.

### Exhibitions

During the year we had several exhibitions including:-

Open Exhibition 22 October 14th January 22

Inch Christmas Saturdays

Together Exhibition 18th March - 6 May 22

Corgi's Throughout June forming an Arts Trail around the town.

Dianne Bamford 4 June - 18 June

Clay Studio 25-30 July

### Trouping the Corgi's

This is probably our most successful Art event ever. It is an excellent example of good partnership working, working with the community, good marketing and public relations practice and shows just how embedded we are as a charity in the community by the town.

*"You have delivered an awesome business, community and art project that showcases the very best of partnership working. This installation has only just launched and it has been incredible to see it in all its glory whilst highlighting Visit Altrincham on the BBC and ITV news this week. Amazing profile for the town, a fun project for the community to get involved and behind. As well as being a fantastic opportunity to generate awareness of incredible artists and the community arts centre InchArts. It has been wonderful to see the hundreds of visitors enjoying the town trail whilst visiting and enjoying Altrincham's businesses. Really looking forward to seeing the evaluation on this project - an interesting case study for other places."*

*Elizabeth Faulkner,*

As we had no funds to invest in the project we approached Altrincham BID and suggested the idea to celebrate the jubilee for the whole month of June. It was be a light hearted approach that all people could get involved in, without the pomp and ceremony of the more formal royal celebrations. The whole town became the venue for our creative space.

## **Hidden Altrincham Festival Annual Return Year ending 31 August 22.**

We suggested that Altrincham BID approach local businesses to sponsor Corgi's as they will have many more visitors whilst hosting the dogs. They were also successful with a sponsorship bid of £7,000 from Dandara, who were relocating their office to the area. This paid for us to purchase the mannequin dogs and much of the core costs for the Altrincham BID. The project brought together visitors, businesses, artists, community groups and schools together to celebrate the jubilee. Most importantly it brought local people to the town and gave them a greater sense of community cohesion. On the first day of the event there were an additional 5000 visitors to the town.

Inch Arts used their artistic contacts selecting an eclectic group of artists including Russ Meehan who had worked on the 22 bees commission on the side of the Coffee Shop and inspired the Bee Project in Manchester, Professor Alice Kettle, a Textile Artist with an international reputation and John Cooper Clarke, who donated a poem to the project and a dog that was inspired from this poem.

The parade included 50 corgi's 30 completed by artists working on their own and 20 by Artists working with community groups, brownies and schools and formed a trail around the town. It represented close community working.

Many visitors of all ages completed the trail over several days. The project has been a phenomenal success the Corgi's captured the hearts of so many people. A total of £32,500 was raised to support community art projects in Altrincham and as well as the artists involved in the project.

After the Artists had been paid (50% of the auction costs) and Altrincham BID expenses had been taken out we received £11,658. Our expenses were £10,000 with the remaining balance we are looking forward to working on other public arts projects with the community, creating a legacy through public art projects as a result of this event.

### **Resident Artist**

This year we welcomed Ruth Fildes as our Resident Artist for 1 year from 1 January 22. Ruth helped in the gallery with exhibitions, had a studio at the front of the building and maintained an ever changing Resident Artists exhibition.

Ruth began a ground-breaking and voluntary artist residency at Inch Arts on the first of January 2022 which was to last an entire year. Her aim was to highlight the huge impact that this Arts charity has on the local and wider community that it offers, with a particular focus on supporting, helping and inspiring people interested in arts as their career at all levels from beginner to professional artist which as a result helps them practice good mental health and well-being.

## Hidden Altrincham Festival Annual Return Year ending 31 August 22.

Ruth took up residence in the front of the building in the doorway to the old library - this became a gallery to the outside world.

### Grants

**Hear Me - Trafford Young Carer's** We were delighted to host Hear Me project with Trafford Young Carer's. This project was funded by a Youth Music Grant with match funding from Trafford Housing Trust. It began in June 22 and has been extremely successful.

**The Human Voices Group**, was funded by Trafford Metropolitan Borough Council and began in April 22 it is a new group that encourages social inclusion, giving a voice to those silenced by prejudice. It engages people from all walks of life and through discussion it breaks down barriers between them. Each week the group meet and may have an invited guest to come and speak about their life.

### Membership

The charity operates a membership system that gives discounts within the organisation, for example, workshops, commission on artists work and this encourages people to attend classes regularly. We have re-established membership and its benefits since lockdown and our numbers are slowly increasing.

### Makerspace

As the skills and training course completed in September 21 and covid restrictions previous there has been few people using the Maker space. The funding for the technician was through the Skills and Training course so unfortunately we were unable to retain him. Whilst we worked on re-establishing other areas of the business we have had to close the Maker space for the near future until we are able to reassess how we take the space forward.

### Studios

With the new studios created we have 7 rooms that we are able to let out under licence providing much needed income to subsidise other charitable activities. There are many benefits for artists and makers having a studio to work in. A studio is much more social space than working at home.

### Financial Review

Accounts have been prepared under Charity Commission CC16A Receipts and Payments Accounts

### New Cultural Policy

We are still lobbying the local council for details of their plans for the New Cultural Policy in Trafford. We understand a consultant has been chosen.

## **Plans for the Future**

As of December 2021 we have 1 year of a 5 year tenancy remaining, so we are investigating possibilities for the future in terms of space. We are looking at 2 spaces that have been advertised by the local council as “for disposal” and are mindful that business plans take time and that the future is sometimes uncertain. We are talking to several stakeholders in the town to discuss possibilities and keep our options open for the future. At the end of August 22 we submitted a business plan for our relocation to Altrincham Town Hall.

## **Donations**

From the “Trouping the Corgi’s” event we received £11, 658 from the Auction Night. Taking out expenses for running the project

## **Fundraising**

The charity does not work with a professional fundraiser or a commercial participator.

## **Pricing Policy**

Our pricing policy remains the same. We ensure that classes are affordable to enable all the community, whatever their means to take part in our activities.

- Classes are £15 per session /£12 for members.
- Young Peoples Classes £10 / session
- Exhibitions Commission 25% and
- Membership £7.50/month

## **Reserves**

As a policy the organisation would ideally like to see a figure of 10% of turnover. We currently hold net cash reserves of £39,090 leaving an overall reserve of £15,090 for the year. Of which x is for grants.

The charity does not operate an Investment policy, nor do we have any current social investment policy.

## **Ringfenced Monies**

As part of our tenancy agreement we have a bill of 20% of overall utility bills/ year. This has never been charged and we are now in our 4th year of tenancy. We have ring fenced £24,000 in our account to cover this amount.

## **Outstanding Monies**

Outstanding monies:

## The Charities (Annual Return) Regulations 2022

### Made 21 December 2022

### Coming into force 1 January 2023

The Charity Commission for England and Wales makes the following Regulations in exercise of the powers conferred by sections 169(1), 169(4) and 347(3) of the Charities Act 2011 [\[footnote 1\]](#) and section 26(3) of the Welsh Language Act 1993 [\[footnote 2\]](#).

#### 1. Citation and commencement

These Regulations may be cited as the Charities (Annual Return) Regulations 2022 and come into force on 1 January 2023.

#### 2. Prescribed information

(b).if the charity's gross income in the financial period to which the return relates exceeds £25,000, the information specified in **Parts A, B and D of the Schedule**;

### Prescribed Information, Regulation 2

#### Part A – All charities

##### Financial period

1, Reference and Administrative details as of 31/08/22

##### Income and spending

2, The charity's gross income £77,458 and spending £52,984 in the financial period for the return

##### Income – government contracts

3, The charity received no government contracts or a local authority in the financial period for the return.

4, N/A

##### Income – government grants

5, The charity received a local authority grant from Trafford MBC authority in the financial period for the return

6, The value of the grant was £2000

##### Spend – grant making

7, The charity does not carry out grant making as the main way your charity carries out its purposes

8, N/A

9, N/A

##### Spend - trustee payments

10, The trustees received **no** payments in the financial period for the return

11, No trustees resign and take up employment with the charity in the financial period for the return

#### Activities outside of the United Kingdom - income received from outside the United Kingdom

12, The charity did not receive income from outside the United Kingdom in the financial period for the return

13. N/A

14. N/A

15. N/A

## Hidden Altrincham Festival Annual Return Year ending 31 August 22.

### Activities outside of the United Kingdom - delivering charitable activities outside the United Kingdom

16. The charity did not deliver charitable activities outside the United Kingdom in the financial period for the return

17. N/A

18. N/A

19. The charity did not spend funds outside the United Kingdom in the financial period for the return

20. N/A

21. N/A

22. N/A

### Trading subsidiaries

23. The charity has no trading subsidiaries

### Locations – charity addresses

24. The public address details displayed from the Register of Charities is correct

27. Please enter the charity's public address.

28. Is this the same address that the charity uses as the charity's administrative headquarters?

If the response to question 28 is 'no':

29. N/A

### Locations – charity property

30. No charity's properties is held by holding or custodian trustees on behalf of the charity (excluding the Official Custodian) in the financial period for the return

### Structure and membership

31.(c).no, the charity is not part of a wider group structure; or

32. No other members are entitled to vote under the charity's governing document apart from the trustees.

### Governance

#### Employees and volunteers

33. At the end of the financial period of the return, how many:

(a). 1 person was permanently employed by the charity;

(b). 0 people were on fixed-term contracts with the charity;

(c). 1 self-employed person was working for the charity

The charity employs the CEO directly. Other tutors intrinsic to the organisation, work on a freelance basis and rent the space from the charity for their classes. As grants are obtained for specific projects in the future, tutors are employed from a pool of available collaborators on a self-employed basis.

34. No people above work on behalf of your charity outside the United Kingdom

35. What was the total amount spent on employee payroll in the financial period of the return was £10,390

36. No charity's employees receive total employment benefits of £60,000 or more in the financial period of the return

37. N/A

38. The value of the total employee benefits (including salary) provided by the charity to its highest paid employee in the financial period for the return was £10,390

39. The number of volunteers who carried out charitable activities on behalf of the charity in the United Kingdom in the financial period for the return was approximately 10

If the response to question 31(a), 31(c) or 31(d) is 'yes':

## Hidden Altrincham Festival Annual Return Year ending 31 August 22.

40. Which of the following policies and procedures does the charity have in place at the end of the financial period for the return:

- (a). Internal charity financial controls policy and procedures;
- (b). Safeguarding policy and procedures;
- (c). Financial reserves policy and procedures;
- (d). Complaints policy and procedures;
- (e). Serious incident reporting policy and procedures;
- (f). Charity financial reserves policy and procedures;
- (g). Internal risk management policy and procedures;
- (h). Trustee expenses policy and procedures;
- (i). Trustee conflicts of interest policy and procedures;
- (l). Bullying and harassment policy and procedures;

41. The charity provides services to children and / or adults at risk in the financial period for the return.

42. Excluding Basic DBS Checks, has the charity obtained the required level of DBS checks for all roles which are eligible for them in the financial period for this return:

- (b). Yes, all required Enhanced DBS Checks have been obtained;

### **Safeguarding and risk**

41, The charity provided services to children and / or adults at risk in the financial period for the return.

42, The charity has obtained the required level of DBS checks for all roles which are eligible for them in the financial period for this return.

At least one Trustee and the CEO are DBS checked as well as other tutors and collaborators as necessary in accordance with the Charity's Safeguarding Policy. Everyone working with children or vulnerable adults are enhanced DBS checked.

### **External risk and impact**

In respect of the event specified by the Charity Commission:

43. Has the event had an impact on the charity during the financial period for this return:

- (a). estimated positive impact on:
  - (i). donations; N
  - (ii). other income – grants; N
  - (iii). other income – contracts; N
  - (iv). other income – investment; N
  - (v). expenditure on charitable activities; N
  - (vi). expenditure on overheads; N
  - (vii). number of volunteers; N
  - (viii). number of employees; N
  - (ix). number of trustees; N
  - (x). fundraising activities; N
  - (xi). capacity to deliver services; N
  - (xii). total service demand? N
- (b). Estimated negative effect on: N
  - (i). donations;
  - (ii). other income – grants;

## Hidden Altrincham Festival Annual Return Year ending 31 August 22.

- (iii).other income – contracts; N
- (iv).other income – investment; N
- (v).expenditure on charitable activities; N
- (vi).expenditure on overheads; N
- (vii).number of volunteers; N
- (viii).number of employees; N
- (ix).number of trustees; N
- (x).fundraising activities; Y
- (xi)capacity to deliver services; N
- (xii).total service demand? N

### Declaration

44.Specify the following information about the person completing the return:

- (a).title; Mr
- (b).full name; Anthony Skipper
- (c).role in the charity; Chair
- (d).telephone number; 07747620607
- (e).email address. tonyskipper05@gmail.com

### Part B – Charities with a gross income exceeding £25,000 in the financial period for this return

#### Serious Incidents

45.Has the charity reported all Serious Incidents (including any historical incidents) that the charity became aware of during the financial period of the return:

**(c).there were no serious incidents to report**

#### Trustees' annual report and accounts

Are you ready to submit a copy of the trustees' annual report, the charity's accounts and the relevant auditor's or examiner's report? If yes, please attach those documents.

47.If the charity's accounts for the financial period for this return were examined by an independent examiner or audited, did the independent examiner or auditor identify any matters of concern in the relevant auditor's or examiner's report. No matters for concern.

### Part D – Charities with a gross income of £500,000 or less in the financial period for this return

If the answer to question 4 or question 6 is a value that represents less than 70% of a charity's gross income:

51.What was the total value of income received during the financial period for this return from:

- (a).donations and legacies; N/A
- (b).charitable activities; N/A
- (c).other trading activities; N/A
- (d).investments? N/A

### Fundraising

The Charity did not raise fund from the public.

## Hidden Altrincham Festival Annual Return Year ending 31 August 22.

The charity did not work with any commercial participators. We did work in partnership with Altrincham BID who a limited company.

### **Structure, Governance and Management** **Trustees**

Every appointed trustee is requested to be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. However, under exceptional circumstances, trustees sometimes serve for shorter periods.

Trustees are brought into the organisation through direct invitation or by open application and only after a proper selection process. Many Trustees have historically been known to the organisation or have been recommended.

Newly appointed Trustees are inducted and given all information relating to the structure, governing and management of the Charity, including details of the Charity's Constitution; Previous CEO Reports and Minutes and are invited to the studios to discuss how the organisation works as well as their contribution.

The composition of the Trustee group aims to bring a range of skills in Business Administration; Finance; Health & Safety; HR and Marketing and where particular skills might be lacking Trustees look for outside consultancy and assistance.

The Trustees also have access to good legal advice on an adhoc basis by a friend and advisor to the Charity.

Hidden Altrincham Festival is a Charitable Incorporated Organisation that is governed by it's constitution dated 16/11/17. It is registered with the Charity Commission. The Charity only operates in England and anyone over the age of 18 can become a member.

### **Risk Management**

The Charity is satisfied that it manages its risks appropriately. We adopt a low-risk strategy and identify early threats and challenges to the organisation that may pose risks to income, expenditure, health and safety or safeguarding.

The Charity has a comprehensive and high-quality all risks insurance policy and has adopted key procedural and operational policies in line with the Charity's Commissions guidance.

The previous year has not been without its difficulties, but progress is being made to continue to address and improve upon the processes, risks and opportunities to ensure a more robust and secure future for the charity. Specifically, more stringent management, operational, communication and accounting procedures have been put in place.

## Hidden Altrincham Festival Annual Return Year ending 31 August 22.

Trading as Hidden Altrincham Festival CIO Charity Number: 1175769

The trustees confirm they have had regard to the guidance issued by the Charity Commission on public benefit.

The trustees received no remuneration for the financial period of the return.

**Charity name:** Hidden Altrincham Festival CIO

### **Current Trustees**

Anthony Skipper (Chair) February 2019

Steve Sheppard Treasurer

Mike Browne

### **Chief Executive**

Jo Cushing

### **Declarations**

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

**Anthony Skipper** - Chair of Trustees Signed on behalf of the board of Trustees

Date: 1 June 2023

**Hidden Altrincham Festival  
Annual Return Year ending 31 August 22.**

**INDEPENDENT EXAMINERS REPORT  
TO THE TRUSTEES OF HIDDEN ALTRINCHAM FESTIVAL CIO  
FOR THE YEAR ENDED AUGUST 31 2022**

**Responsibilities and basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended August 31 2022, comprising the statement of receipts and payments and the statement of assets and liabilities.

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.

*Stacy Mason*

**Hidden Altrincham Festival  
Annual Return Year ending 31 August 22.**

**Stacy Mason FCCA**

HGA Accountants & Financial Consultants Ltd  
T/A Chittenden Horley -Chartered Accountants  
Hyde Park House,  
Cartwright Street,  
Hyde SK14 4EH

Date:1/06/23



## Hidden Altrincham Festival Annual Return Year ending 31 August 22.

	Unrestricted 2022	Restricted 2022	Total 2022	Total 2021
	£	£	£	£
<b>Income</b>				
Art Projects	13,788	-	13,788	889
Classes & Workshops	2,688	-	2,688	277
David Grant	-	-	-	28,671
De Working	249	-	249	-
Donations and legacies	1,672	-	1,672	110
Facilities Income	-	-	-	123
Exhibition Income	1,661	-	1,661	-
Furlough	-	-	-	5,031
Gallery Sales	10,733	-	10,733	522
Grant	15,663	10,030	25,693	6,812
Membership	1,253	-	1,253	1,458
Services	13	-	13	51
Studio Rental	7,637	-	7,637	3,605
Traveling the Goods	11,658	-	11,658	-
Other Income	383	-	383	93
<b>Total Income</b>	<b>67,457</b>	<b>10,030</b>	<b>77,487</b>	<b>45,896</b>
<b>Total</b>				
<b>Expenditure</b>				
Advertising Promotional	254	-	254	188
Art Projects	523	-	523	-
Bank charges	45	-	45	11
Business rates	2,043	-	2,043	1,821
Car tax	444	-	444	1,031
Commission	-	-	-	-
Computer Costs	1,787	-	1,787	281
Entertainment	125	-	125	60
Exhibition Expenses	1,453	-	1,453	235
Expenses	208	-	208	27
Facilities equipment	48	-	48	3,220
Gallery Artist Payment	5,507	-	5,507	[469]
Grant music expense	-	486	486	-
Grant music services	-	5,610	5,610	-
HMRC earnings payment	173	-	173	165
Insurances	1,810	-	1,810	1,488
Interest Payable	-	-	-	-
JD - Salary	10,381	-	10,381	12,118
Marketing 2	472	-	472	1,038
Materials & Equipment	2,373	-	2,373	1,178
Office/General Administrative Expenses	3,181	-	3,181	1,887
Other professional services	573	-	573	-
Printing, Postage and Stationery	-	-	-	179
Repair & Maintenance	21	-	21	295
session worker	13,594	-	13,594	11,520
Seasonal Worker	-	-	-	3,415
Supplies	1,121	-	1,121	542
Teaching materials	-	-	-	-
Utilities	1,292	-	1,292	1,205
charged to restricted funds	-	-	-	-
<b>Sub total</b>	<b>48,078</b>	<b>5,335</b>	<b>53,413</b>	<b>41,751</b>
<b>Reversal of restricted funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>48,078</b>	<b>5,335</b>	<b>53,413</b>	<b>41,751</b>
<b>Net receipts</b>	<b>18,479</b>	<b>3,665</b>	<b>22,144</b>	<b>4,148</b>
<b>Balance brought forward</b>	<b>17,175</b>	<b>-</b>	<b>17,175</b>	<b>13,027</b>
<b>Balances carried forward</b>	<b>35,654</b>	<b>3,665</b>	<b>39,319</b>	<b>17,175</b>

**Hidden Altrincham Festival  
Annual Return Year ending 31 August 22.**

**STATEMENT OF ASSETS AND LIABILITIES  
AS AT AUGUST 31 2022**

14

	Unrestricted	Restricted	Total	total
	2022	2022	2022	2021
	£	£	£	£
cash at bank	35,654	3,665	39,319	17,175
Assets retained for charity's own use	-	-	-	972
	35,654	3,665	39,319	18,147
<b>Liabilities</b>				
	-	-	-	-
	-	-	-	-

**HIDDEN ALTRINCHAM FESTIVAL CIO**

England & Wales - Charity number 1175769

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# Accounts

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**HIDDEN ALTRINCHAM CIO  
TRUSTEES!"REPORT  
AND  
ACCOUNTS**

**Charity Number 1175769**

**HIDDEN ALTRINCHAM  
TRUSTEES!"ANNUAL REPORT  
FOR THE YEAR ENDED AUGUST 31, 2021**

In accordance with the Charities Act 2011 and the Constitution

## Chairs Report - Tony Skipper

The trustees are pleased to present their annual report together with the consolidated financial statements of the charity for the year ending 30 August 2021 which are also prepared to meet the requirements for a director's report and accounts for Companies Act purposes.

The year September 2020 - August 2021 has continued to be difficult for the charity with the covid pandemic persisting into a second year. The pandemic has been testing for all of us. Each time there was a change in circumstances in the country with coronavirus we have had to restructure our business plan and work out a new way of continuing operations and projects under different circumstances. Essentially, we were only operational for 4 months during this financial year.

Sheena Tomlinson was appointed as Trustee with financial oversight and Mike Browne was appointed on 5 May 2021

We continued to amend the layout of the studios to aid social distancing and everyone in the organisation worked hard; being flexible and accommodating to further the aims of the charity.

Despite the difficulties, the charity continues to thrive, largely through the exceptional efforts of the CEO, our trusted collaborators and volunteers and my fellow Trustees.

In closing, I would like to also thank our members, volunteers, tutors, artists and freelance managers who make our work at the studios possible.

Should you wish to follow our news as it happens, please feel free to visit our website at [www.inch-arts.co.uk](http://www.inch-arts.co.uk)

## Objectives

The purpose of the Charity is:

*"To advance the education of the public in the Arts, Science and the History and Heritage of Altrincham by the provision of public events including performances, exhibitions, workshops, talks and by other means as the Trustees may determine."*

As an organisation we aim to deliver quality arts appreciation, education and training to the local community to help people practice good mental health and well-being. We focus on motivating passion and creativity in people, with the aim of bringing people together for enjoyment and social engagement, encouraging them to be imaginative, creating things that are new and different in a supportive environment.

## Achievements and Performance

The year from September 2020 to August 2021 was a particularly difficult year.

### Covid Restrictions during our Financial Year September 2020- August 2021

14 September	'Rule of six' – indoor and outdoor social gatherings above six banned in England
5 November	Second national lockdown comes into force in England
2 December	Second lockdown ends after four weeks, and England returns to a stricter three-tier system of restrictions
6 January	England enters third national lockdown
1 June	Phased re-opening of schools in England
15 June	non-essential shops reopen in England
23 June	PM says UK's "national hibernation" coming to an end – announces relaxing of restrictions and 2m social distancing rule
29 June	Matt Hancock announces that the UK's first local lockdown would be applied in Leicester and parts of Leicestershire
14 August	Lockdown restrictions eased further, including reopening indoor theatres, bowling alleys and soft play

At the start of the financial year more restrictions came into place combined with at the beginning of November a second short lock down. After that, a strict tier system comes into place followed by another lockdown, just after Christmas. It wasn't until 6 months later in June that restrictions are finally lifted.

Our effective operating year was reduced to 4 months, with those months severely restricted operationally and as a result we were unable to hold classes for much of that time.

Evidenced in the Financial Report 20/21 there is little or no classes, our building was closed and there was no use of the studios as a result of the national pandemic.

With the population coming out of hibernation very cautiously, this had a huge detrimental effect on activities and operations in the studios. The only area that saw an increase in income was the rental income of the studios and the co-working space which provided a steady income throughout the year.

### **Classes, Workshops and Groups**

With every lockdown we had to close the building and investigate any possible ways of changing how we ran our educational program and try to work to a new way of continuing our work under the different covid circumstances.

We encountered many disadvantages to working on zoom:

- Art is a 3d subject and internet and computers are a poor imitation of real life.
- Technology, software and internet connectivity in the home restricted some members from participating.
- Some participants disliked the complexity and difficulty of participating online.
- Separation between the student and the tutor. Students don't have to show their work and it's very difficult to see and judge from their viewpoint, especially remotely.

However, there were a few advantages including:

- Weekly contact between members of groups which was good for health and well-being.
- We have persevered and found different ways to work with students that were not possible in the classroom. For example, different camera angles that can't be achieved in a classroom environment.
- Attending classes virtually means people could meet on a weekly basis; practicing Health and Well-being, they are less socially isolated.

Even after the lifting of the lockdown over the summer months, numbers, were still extremely low. Older people who mainly attend the classes were extremely nervous of going out for fear of catching covid. Staff were also concerned about mixing in spaces.

It was helpful to meet (on zoom) with members of the South Manchester Community Collective. Their feedback from other Local VCSE networking group and organisations are all reporting similar problems.

## Refurbishment

We completed the refurbishment of the gallery; the new recording studio and two new studio spaces during this year. The two additional studios are now complete and provide space for aspiring artists at an affordable and nominal charge. The aim is for us to become more sustainable. All the studios have slowly been taken by artists in this year and are now fully let. With demand high and occupancy rates good, we are confident our revised business model is relevant and appropriate for the communities which we serve and validates our drive for financial sustainability as set out in our original business plan.

## Exhibitions

The refurbishments have made the space more inviting and functional allowing shows, events and exhibitions to be shown in the context of a live working studio environment.

With another lockdown in November 2021, we hosted an exhibition called "Closed shop". We built boxes to represent presents and each artist was able to use the box to show their work. A QR code linked the artist to the customer walking past thereby allowing window shopping on the high street during the pandemic. Some used tv screens on a loop playing images of their work. It put artists in direct contact with customers in a unique and engaging way.

The work of one of the Artist's in the exhibition, Ruth Fildes, was outstanding. We had been following her progress and she had won lots of praise in the Manchester Open Exhibition and had also had work in the Portrait for NHS Heroes,

*"I'm absolutely thrilled that one of my [#portraitsforhsheroes](#) paintings has been selected for the front cover of [@artisttalkmagazine](#)"*

We invited her to complete an exhibition in May entitled, "Don't worry Mum I'm Fine", to take us out of lockdown. The exhibition showed her journey through the previous year of lockdown with a series of self-portraits! She investigates her face from every angle and composition. She is prolific and the exhibition was covered in her pictures showing different guises and angles, working her media into various surfaces using many application methods. The exhibition was a huge success and has been much commented on.

## Music Recording Studios

Having a new Music Recording Studio was a great new asset but we were unable to open the building and market the recording studios for use by the general public. So, whilst

waiting we investigated grant bids with different organisations. We were keen to work with Trafford Young Carers to complete a singer song writing course, but we were unfortunately unsuccessful in our application.

## **Skills & Training**

The Skills and Training Course appointed 2019, slowly continued between the many lockdowns over the year finally finishing in August 2021. The course had proved successful in helping people to gain confidence and finding new directions in their careers.

Tutoring this project, we had to alter our perception of how to work with and encourage people back into work or education. The key, we found, was to keep the course very flexible and not to be too specific, working with individuals on their particular needs.

Most people attending suffered from a complete lack of self-confidence and as a team we had to quickly understand each person's needs and to help them practically. We have found our post-session discussions useful to gain an insight into individual needs and the best approach to tutoring and learning.

People have very different goals and many different reasons to enrol on the course. The participants learned a lot in a relatively short space of time about the new and different career options open to them.

There have been many success stories; some have found new work and new opportunities, some not always in the areas of work that they wanted, but we are reassured that the experience they have had with us will have inspired them to take the necessary steps in the right direction towards a purposeful life. Others have been fortunate to find jobs they are excited and thrilled with and others have returned to education. We had a few that started new small businesses being able to prototype some of their products whilst they were with us. Many connections arose from conversations with each other.

Whether individuals work in similar subjects or in an entirely different field, by sharing news on opportunities to apply for; events to attend or even insights into professional connections to work with, all studio occupants' practice will benefit from increased exposure and awareness of key "players" in their shared arts community.

## **Membership**

The members have been incredibly loyal to the charity and many maintained Membership payments throughout lockdown. Understandably, our membership however decreased.

We cannot offer any of the usual benefits to members. We will re-establish membership when we are able to offer membership benefits.

## **Makerspace**

In the Makerspace this year we have worked hard, and all the machines are now working efficiently and ready to use by the public during the skills and training course.

With the new studios created we now have 7 rooms that we are able to let out under licence providing much needed income to subsidise other charitable activities. There are many benefits for artists and makers having a studio to work in. A studio is much more social than working at home. The charity operates a membership system that gives discounts within the organisation, for example, workshops, commission on artists work and this encourages people to attend classes regularly.

## **Financial Review**

Accounts have been prepared under Charity Commission CC16A Receipts and Payments

## **Accounts**

Although we have had to contend with coronavirus this year, we have been successful in obtaining grants which has helped support us whilst all the other activities have stopped. We also received the Covid Grant which we have used to support people renting studios; our own organisation and operating costs and to part-fund the refurbishment of space. The Grant from ESF caused cashflow concerns which needed to be managed because expenditure is paid before grant money is finally received. Under normal circumstances this would have been easier to manage, but with reduced overall income and a final payment of 40% representing nearly £8,000 required careful planning and under the circumstances we achieved a small surplus of £1000.

## **Work Completed During Lockdowns**

From November 2020 Jo Cushing the CEO worked reduced hours. The Studios had already closed due to Government Lockdown due to Covid Numbers being high.

## **New Cultural Policy**

We are still lobbying the local council for details of their plans for the New Cultural Policy in Trafford.

## **Plans for the Future**

We are 3.5 years through our tenancy, so we are investigating possibilities for the future in terms of space. We are looking at 2 spaces that have been advertised by the local council as “for disposal” and are mindful that business plans take time and that the future is sometimes uncertain. We are talking to several stakeholders in the town to discuss possibilities and keep our options open for the future.

## **Fundraising**

The charity does not work with a professional fundraiser or a commercial participator.

## **Pricing Policy**

Our pricing policy remains the same. We ensure that classes are affordable to enable all the community, whatever their means to take part in our activities.

- Classes are £15 per session /£10 for members.
- Young Peoples Classes £10 / session
- Exhibitions Commission 40%/ 25% for members
- Membership £5/month or £60/year.

Pricing has remained the same for the last 10 years. We will be investigating a new pricing strategy with affordable payment to those in the next financial year.

## **Reserves**

As a policy the organisation would ideally like to see a figure of 10% of turnover. We currently hold net cash reserves of £ 147 plus awaiting our final payment from ESF of £7,900.00 leaving an overall reserve of £8,047 for the year.

The charity does not operate an Investment policy, nor do we have any current social investment policy.

## Outstanding Monies

We are awaiting our final grant payment for work completed from ESF of £7,900.00

## Financial Controls

During the pandemic the charity decided not to change the financial controls as there was so many upheavals. As we are a multi-purpose space and we have a gallery mainly for members to sell their work we were entitled to a Covid Lockdown Grant. This was followed in financial year 20-21 with covid grants of:

23/11/20	LRSB Payment Scheme 4	£ 2,000
17/05/21	The Local Restrictions Support Grant (LRSB)	£12,000

The income and grant funding for the year was wholly received from UK Central Government or the Local Authority sources. No grants were received from outside the UK.

The Charity has no trading subsidiaries and it does not take part in Grant Making.

No charity's staff received total employee benefits of £60,000 or more.

The Trustees received no financial remuneration or benefits.

## Structure, Governance and Management

Every appointed trustee is requested to be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. However, under exceptional circumstances, trustees sometimes serve for shorter periods.

Trustees are brought into the organisation through direct invitation or by open application and only after a proper selection process. Many Trustees have historically been known to the organisation or have been recommended.

Newly appointed Trustees are inducted and given all information relating to the structure, governing and management of the Charity, including details of the Charity's Constitution; Previous CEO Reports and Minutes and are invited to the studios to discuss how the organisation works as well as their contribution.

The composition of the Trustee group aims to bring a range of skills in Business Administration; Finance; Health & Safety; HR and Marketing and where particular skills might be lacking Trustees look for outside consultancy and assistance.

The Trustees also have access to good legal advice on an adhoc basis by a friend and advisor to the Charity.

At least one Trustee and the CEO are DBS checked as well as other tutors and collaborators as necessary in accordance with the Charity's Safeguarding Policy.

Hidden Altrincham Festival is a Charitable Incorporated Organisation that is governed by it's constitution dated 16/11/17. It is registered with the Charity Commission. The Charity only operates in England and anyone over the age of 18 can become a member.

The charity employs the CEO directly and a Maker Space Manager on an adhoc, as and when self-employed basis depending on workload and grant funding successes.

Other tutors intrinsic to the organisation, work on a freelance basis and rent the space from the charity for their classes. As grants are obtained for specific projects in the future, tutors are employed from a pool of available collaborators on a self-employed basis.

## **Risk Management**

The Charity is satisfied that it manages its risks appropriately. We adopt a low-risk strategy and identify early threats and challenges to the organisation that may pose risks to income, expenditure, health and safety or safeguarding.

The Charity has a comprehensive and high-quality all risks insurance policy and has adopted key procedural and operational policies in line with the Charity's Commissions guidance.

The previous year has not been without its difficulties, but progress is being made to continue to address and improve upon the processes, risks and opportunities to ensure a more robust and secure future for the charity.

Specifically, more stringent management, operational, communication and accounting procedures have been put in place. However, the impact of COVID has and is likely to continue to be disruptive to the smooth management and operation of the organisation at least over the short to medium term.

The situation going forward needs to be monitored closely but the Trustees are confident that significant progress is on track. Inch Arts has and will continue to find new and more value-added roles to play in helping address COVID impacts on the community and local economy.

The trustees confirm they have had regard to the guidance issued by the Charity Commission on public benefit.

**Reference and Administrative details as of 01/09/21**

**Charity name:** Hidden Altrincham Festival CIO

**Trading as:** Inch Arts

**Address:** 20 Stamford New Road

Altrincham

Cheshire

WA14 1EJ

**Contact Number:** 07873263271

**Email:** info@inch-arts.co.uk

**Current Website:** inch-arts.co.uk

**Current Trustees**

Anthony Skipper (Chair) February 2019

Sheena Tomlinson, Treasurer

Steve Sheppard

Mike Browne

**Chief Executive** Jo Cushing

**Declarations**

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



Anthony Skipper - Chair of Trustees

Signed on behalf of the board of Trustees

Date 30 May 2022

**INDEPENDENT EXAMINERS REPORT  
TO THE TRUSTEES OF HIDDEN ALTRINCHAM FESTIVAL CIO  
FOR THE YEAR ENDED AUGUST 31 2021**

12

**Responsibilities and basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended August 31 2021, comprising the statement of receipts and payments and the statement of assets and liabilities-

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.

*Peter Smith*

**Peter Smith BA FCA DChA**

HGA Accountants & Financial Consultants Ltd  
T/A Chittenden Horley -Chartered Accountants  
456 Chester Road  
Old Trafford  
Manchester M16 9HD

Date:1/06/22



# HIDDEN ALTRICHAM FESTIVAL CIO STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED AUGUST 31 2021

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	Unrestricted	Restricted	Total	total
	2021	2021	2021	2020
	£	£	£	£
<b>Income</b>				
Art Projects	866	-	866	-
Classes & Workshops	277	-	277	7,459
Covid Grant	26,571	-	26,571	-
Donations and legacies	110	-	110	-
Facilities income	120	-	120	-
Furlough	5,634	-	5,634	-
Gallery Sales	522	-	522	3,178
Grant	-	6,912	6,912	40,418
Membership	1,658	-	1,658	8,456
Services	51	-	51	-
Studio Rental	3,085	-	3,085	4,612
Other Income	93	-	93	2,070
<b>Total Income</b>	<b>38,987</b>	<b>6,912</b>	<b>45,899</b>	<b>66,193</b>
<b>Total</b>				
<b>Expenditures</b>				
Advertising/Promotional	186	-	186	622
Bank charges	11	-	11	50
business rates	1,821	-	1,821	2,370
Canteen	1,031	-	1,031	-
Commission	-	-	-	4,695
Computer Costs	281	-	281	3,015
Entertainment	60	-	60	-
Exhibition Expenses	236	-	236	-
Expenses	27	-	27	1,590
Facilities equipment	3,220	-	3,220	125
Gallery Artist Payment	(459)	-	(459)	-
HMRC earnings payment	165	-	165	-
Insurances	1,486	-	1,486	1,576
Interest Payable	-	-	-	91
Jo - Salary	12,119	-	12,119	15,243
Marketing 2	1,038	-	1,038	-
Materials & Equipment	1,176	-	1,176	-
Office/General Administrative Expenses	1,967	-	1,967	685
Other professional services	-	-	-	2,238
Parking	-	-	-	54
PPEsupplies	-	-	-	10,544
Printing, Postage and Stationery	179	-	179	285
Raising funds	-	-	-	49
Refreshments	-	-	-	942
Refuse collection	-	-	-	706
Repair & Maintenance	265	-	265	2,661
session worker	11,920	-	11,920	-
Sessional Worker	3,415	-	3,415	-
Sundries	342	-	342	5,654
Teaching materials	-	-	-	2,433
Utilities	1,265	-	1,265	740
charged to restricted funds	(6,912)	6,912	-	-
<b>Sub total</b>	<b>34,839</b>	<b>6,912</b>	<b>41,751</b>	<b>56,368</b>
Purchase of fixed assets	-	-	-	782
	-	-	-	782
<b>Total payments</b>	<b>34,839</b>	<b>6,912</b>	<b>41,751</b>	<b>57,150</b>
<b>Net receipts</b>	<b>4,148</b>	<b>-</b>	<b>4,148</b>	<b>9,043</b>
balances brought forward	13,027		13,027	3,984
<b>Balances carried forward</b>	<b>17,175</b>	<b>-</b>	<b>17,175</b>	<b>13,027</b>

**HIDDEN ALTRICHAM FESTIVAL CIO  
STATEMENT OF ASSETS AND LIABILITIES  
AS AT AUGUST 31 2021**

14

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	total 2020 £
cash at bank	17,175	-	17,175	13,027
Assets retained for charity's own use	972	-	972	972
	<hr/> 18,147 <hr/>	<hr/> - <hr/>	<hr/> 18,147 <hr/>	<hr/> 13,999 <hr/>
<b>Liabilities</b>				
	<hr/> - <hr/>	<hr/> - <hr/>	<hr/> - <hr/>	<hr/> - <hr/>
	<hr/> - <hr/>	<hr/> - <hr/>	<hr/> - <hr/>	<hr/> - <hr/>

**HIDDEN ALTRINCHAM FESTIVAL CIO**

England & Wales - Charity number 1175769

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# Accounts

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**HIDDEN ALTRINCHAM CIO**  
**TRUSTEES' REPORT**  
**AND**  
**ACCOUNTS**  
**FOR THE YEAR ENDED AUGUST 31 2020**

# HIDDEN ALTRINCHAM TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED AUGUST 31 2020

The trustees are pleased to present their annual report together with the consolidated financial statements of the charity for the year ending 30 August 2020 which are also prepared to meet the requirements for a director's report and accounts for Companies Act purposes.

The complies with the Charities Act 2011 and the Constitution.

## **Chairs Report - Tony Skipper**

The year September 2019- August 2020 has proved to be a particularly difficult one for the charity.

The pandemic has been testing for all of us. Every time there was a change in circumstances in the country with coronavirus we have had to reinvestigate our whole business plan and work out a new way of continuing the business under the different covid circumstances.

### **Changes in Trustees**

Nick Davies term came to an end and due to ill health he decided not renew  
Jo Bramham Smith resigned trusteeship in September 2020  
Steve Sheppard was appointed on 3 March 2020

In September we were awarded a grant for a Skills and Training Course over the summer whilst the to those not in employment, this was followed by an Awards for All, National lottery Grant in the same month to refurbish our group room and start up some new groups. After the start of the Pandemic Lockdown we were awarded Tesco Bags of Help Covid Support fund which we used for equipment to reach the groups, classes and members

We would like to thank all those who donated money or materials towards making PPE for the NHS. We were able to make large amounts of PPE for the NHS with large numbers of volunteers offering their help, around 50 volunteers per week coming through our doors from 10 am to 2pm daily. Many came along because they believe in what the charity was trying to achieve, and then and since made a huge effort to help the organisation develop and grow.

We are delighted with the new Skills and Training Course implemented this year and representing a new direction for us, utilising all the available equipment in the Makerspace. The course has been extremely successful in helping people gain confidence and finding new directions in their careers.

In closing, I would like to thank our members, large numbers of volunteers, tutors, artists, Maker Space Manager and anyone enjoying the studios who make our work at the studios possible. Should you like to follow our news as it happens please feel free to visit our website, which can be found at [www.inch-arts.co.uk](http://www.inch-arts.co.uk)

## **Objectives**

Purposes of the Charity:

"To advance the education of the public in the Arts, Science and the History and Heritage of Altrincham by the provision of public events , including performances, exhibitions, workshops, talks and by other means as the Trustees may determine."

## **Achievements and Performance**

### **Education**

#### **Classes, Workshops and Groups**

Classes have slowly gained in popularity. Subjects include life drawing, textiles, watercolour and mixed media, creative writing, knitting for adults and animation, art, young makers and coding for young people. We also hosted several workshops and or made props for Altrincham Unlimited.

Numbers in classes were steadily growing until the start of the pandemic. From March there were no classes at the studios. We discussed our situation with National Lottery Awards for All and agreed to redirect funding from that grant to working digitally. We provided blog with games, portrait challenges, etc trying to feed into people who were socially isolated.

We were successful with a Tesco Bags of Help COVID Grant with the money we purchased equipment, camera, tripod and attachments, lights, microphones, etc to making it possible to complete more professional podcasts, videos, classes on Zoom etc. We have had success with students but have found problems with the equipment the students have to receive the information. We have persevered and founding different ways to work with students that are not possible in the classroom eg, different camera angles that can't be achieved in a classroom environment. Interaction with work is difficult but it is getting better and attending classes means people are meeting on a weekly basis and practising Health and Well-being and are less socially isolated.

### **Exhibitions**

We launched our "Art Circus" Christmas exhibition on 30th October 2019 with 53 artists selected by the gallery manager and 2 invited guests with experience in the arts. Work was professionally displayed with an exhibition booklet available to take away. Around 250 people attended the preview night.

Artists gained confidence by having their work exhibited, some for the first time, giving them confidence in their own abilities. The exhibition was taken down after Christmas ready for three months of refurbishment however due to the coronavirus lockdown there were no more exhibitions in this financial year.

### **Refurbishment**

For the refurbishment we want to upgrade the look of the gallery, and make 2 new studio spaces to make it an inviting space and to alter space at the rear of the building to make a group room. We had received some grant money for refurbishment, as part of the Awards for All grant and also some reserves.

The studios would help provide revenue for us to become more sustainable. They are to help new start up businesses in creative industries. Taking a studio provides space and access to the Makerspace.

With the lockdown grants we were fortunate to receive we continued the refurbish space in March and April we took the opportunity to create a Music Recording Studio with a Vocal Booth.

# **HIDDEN ALTRINCHAM TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED AUGUST 31 2020**

## **Making PPE for the NHS**

In April we became aware of the national problem with the supply of ppe. As we have a Makerspace we are able to manufacture large quantities of face visors easily and quickly.

We set about raising money through crowdfunding "Go fund Me" and within days had raised £8,007 with an additional £800 in cash donation direct to the charity.

With the funding we bought materials, subsistence for the volunteers, masks, gloves, cleaning equipment, for volunteers to clean masks before being distributed. More donations of materials etc came in from businesses. In addition with some of our own funding we bought a second laser cutter to increase our production. Work continued on cutting and producing ppe for 18 hours a day.

People wanted to be involved in the process. They were keen to feel like they were doing something to help with the pandemic and the ppe problem. We organised around 50 volunteers a week working in 3 social bubbles in morning and afternoon shifts, they also helped with cutting and distributing and organising materials.

Once completed, sterilised and packed the masks were distributed. We supplied hospitals, care homes, paramedics, schools, etc all over the northwest and further totalling approximately 20,000.

## **Skills & Training**

In November 2019 we were fortunate to obtain funding from WEA ESF Community Grants Funding. This project takes advantage of the equipment in the Makerspace for people not in employment. We ran into many problems with the project due to the pandemic as the course had to stop for lockdown and restart twice.

Tutoring this project was very different to anything we had previously worked on and it proved to be a very steep learning curve. We had to alter our perception of how to work with and encourage people back into work or education. The key, we found, was to keep the course very flexible and not to be specific.

Most suffered from a complete lack of self confidence, as a team we had to quickly understand each persons needs and help them practically. We have found our post session discussion between ourselves to be useful to gain incite into each person and the best approach to tutoring them.

People have very different goals and many reasons to come on the course. The participants also learned a lot in a relatively short space of time about new and different careers open to them.

The majority have since moved on to different things. Some have found new jobs, some not in areas that they want to work, but hopefully the experience they have had with us will have inspired them to take the right direction with their career at a later date. Others have been fortunate to find jobs they are happy with and others have returned to education. We had a few that started new small businesses being able to prototype some of their products whilst they were with us.

There has been many success stories.

# HIDDEN ALTRINCHAM TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED AUGUST 31 2020

## Music Recording Studios

With some of the money from the Covid Grant we were able to equip the Music Recording Studios. However it couldn't be used because of social distancing difficulties. During lockdown we worked with Radio Altrincham and The Music Place and arranged a singer songwriting competition. We had 12 entries that we all listened to and marked. The winner has since received full recording and producing at the studios. We are now investigating working with groups eg Trafford Carers completing a singer songwriting course.

## Low Income

Membership gives individuals a discount to classes. We maintain a fund to subsidise people in difficult circumstances. We try to be aware of people's circumstances particularly with young people so that if they are unable to pay they can attend for free

## Makerspace

In the Makerspace this year we have worked hard and all the machines are now working efficiently and ready to use by the public during the skills and training course. We purchased a new Laser Cutter, a new 3d printer and an air brush and compressor using funds from the ESF grant. The Maker space facilities are available for hire by the public.

## Studios

With the new studios created we now have 7 rooms that we are able to let out under licence providing some, much needed, income for the organisation. There are many benefits for artists and makers having a studio to work in. A studio is much more social than working at home, where connections arise from conversations with others.

Whether individuals work in a similar subjects or in an entirely different field, by sharing news on opportunities to apply for, events to attend or even insights into professional connections to work with, all studio occupants' practice will benefit from increased exposure and awareness of key "players" in their shared arts community.

## Membership

The charity operates a membership system that gives discounts within the organisation, for example, workshops, commission on artists work etc. This encourages people to attend classes regularly.

## Financial Review

Accounts have been prepared under Charity Commission CC16A Receipts and Payments Accounts.

Although we have had to contend with coronavirus this year we have been successful in obtaining grants which has helped support us whilst all the other activities have stopped. We have also received the covid grant that we have used to support people renting studios, our own organisation and partly towards the refurb of space

The Grant from ESF has caused concern because the grant money is paid after money has been paid out. The final payment is 40% of the grant and representing nearly £8,000. However we have managed to reserve this money to support us until we are paid.

# **HIDDEN ALTRINCHAM TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED AUGUST 31 2020**

During the pandemic the charity decided not to change the financial controls as there was so many upheavals. The members have been incredibly loyal to the charity and have maintained Membership payments throughout lockdown.

Our own experience of running the space showed a slight surplus of £1000 .

## **Grants**

We received grants income including ESF funding for skills and training courses for unemployed and a project for 2 groups for socially isolated and a grant of £450 from Tesco Bags of Help Covid Grants to assist with taking our classes on line to reach people at home during the pandemic. In November 2019 we received a grant of £9850 from National Lottery Awards for All. The ESF grant works in arrears, approx £10,000 is currently outstanding from the ESF grant.

As we are a multi-purpose space and we have a gallery mainly for members to sell their work we were entitled to Covid Grants Lockdown Grant. Our premises are large so our rateable value meant that we received £25,000 grant in April 2020.

## **Fundraising**

The charity does raise funds from the public at exhibition preview nights to cover the costs of refreshments offered during the night. In addition we received £8,807 in donations towards making PPE for the NHS.

Generally the charity does not work with a professional fundraiser or a commercial participator.

## **Assets**

Using money from donations and £1,000 from ESF Grant we purchased a 900x600 laser cutter. We also purchased an air brush and compressor, and a replacement 3d printer.

## **Pricing Policy**

Our pricing policy remains the same until we feel that is to be affordable to enable all the community, whatever their means, to take part in our activities.

Classes	£15/£10 for members
Young Peoples Classes	£10
Exhibitions Commission	40%/25% for members
Membership	£5/month or £60/year

## **Reserves**

As a policy the organisation would ideally like to see a figure of 10% of ie £6,600. We currently hold reserves of £13,027 and still awaiting to be issued a utilities bill (circa £10,000) for the year by Trafford Council, leaving us with reserves of £3,000. Working in lieu of funding for ESF grant funding we are in deficit by approximately £10,000.

We will be discussing our investment policy, to There are no current Investment policy and objectives including any social investment policy adopted.

**HIDDEN ALTRINCHAM  
TRUSTEES' ANNUAL REPORT  
FOR THE YEAR ENDED AUGUST 31 2020**

## **Outstanding Monies**

As noted above, we have a potential debt of (£10000) (estimated) representing the utilities bills for the space but we consider this figure to be overinflated.

## **Plans for the Future**

We are investigating further possibilities for the space. Remodelling work largely complete including Studios, Music Recording Studios, Group Room and Gallery. The Gallery now looks like a gallery rather than an institutional space. With 3 studios feeding off this space makers are able to show their work and how they practice their work. We are finishing off areas that aren't yet complete.

We are planning to:

- Due to Covid we are planning to convert the co-working space into temporary workshops. People are still afraid to come into the studios because of the virus. We feel that this is the best temporary use of the space.
- We understand that the front of the building is going to be refurbished so that it looks less like a library and more like an Arts Centre. We are lobbying the local council for details of their plans for the New Cultural Policy in Trafford.
- We will be investigating a new business plan looking at how we work post covid, marketing and promoting ourselves to the public.

The costs for the temporary workshops has been kept to a minimum. One months rental should pay for each unit.

We are now nearly 2.5 years through our tenancy so we are investigating possibilities for the future in terms of space. We are mindful that this is not a great deal of time given the amount of facilities we have at the studios. We are talking to several stakeholders in the town to discuss possibilities and keep our options open for the future.

## **Notes**

No income or grant funding was received from Central Government or the Local Authority. No grants came from outside the UK. The Charity has no trading subsidiaries and it does not take part in Grant making.

We received a grant of £25,000 covid lockdown grant from the local authority.

No charity's staff received total employee benefits of £60,000 or more. The Trustees received no financial remuneration or benefits.

**HIDDEN ALTRINCHAM  
TRUSTEES' ANNUAL REPORT  
FOR THE YEAR ENDED AUGUST 31 2020**

## **Structure, Governance and Management**

Hidden Altrincham Festival is a Charitable Incorporated Organisation that is governed by its constitution dated 16/11/17. It is registered with the Charity Commission. The charity only operates in England. Anyone over the age of 18 can become a member. Currently there are 120 members, each of whom contributes £5/month.

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees. Every appointed trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

Newly appointed Trustees are inducted and given all information relating to the structure, governing and management of the charity eg, constitution, previous minutes, etc and are invited to the studios to discuss how the organisation works. During the meeting we also instruct the Trustee in Health and Safety, Fire and Child Protection Policy. Should the Trustee need a db's check we confirm all the information required to complete the check.

All trustees, employees and volunteers obtained standard, enhanced or enhanced with barred lists DBS check on all trustees, employees and volunteers who are in roles that are eligible for these checks. This included 2 workers and 2 volunteers.

The charity employs the CEO directly and a Maker Space Manager on a weekly Sessional basis. Other tutors intrinsic to the organisation, ie tutors etc, work on a self-employed basis and rent the space for their classes. Should grants be obtained for specific projects, tutors are employed on a sessional basis.

Are the trustees satisfied that the charity's risk management policy and procedures adequately address the risks to the charity arising from its activities and/or where it operates. The previous year has not been without its difficulties, but strides have/are being made to address these suggesting a more robust future for the charity. Specifically, more robust management, operational, communication and accounting procedures have/ are being put in place. However, the impact of COVID has and will continue to be substantial in that classes were halted for a period and the process of preparing and letting the various spaces was slowed.

The situation going forward needs to be monitored closely but the trustees are hopeful of significant progress. The centre indeed has and will find new and more value-add roles to play in helping address COVID impacts on the community and local economy'

The trustees confirm they have had regard to the guidance issued by the Charity Commission on public benefit.

**HIDDEN ALTRINCHAM  
TRUSTEES' ANNUAL REPORT  
FOR THE YEAR ENDED AUGUST 31 2020**

**Reference and Administrative details.**

**Charity name:** Hidden Altrincham Festival CIO  
**AKA:** Altrincham Open Studios and Inch Arts  
**Address:** 20 Stamford New Road  
Altrincham  
Cheshire  
WA14 1EJ  
**Contact Number:** 07873263271  
**Email:** info@inch-arts.co.uk  
**Current Website:** inch-arts.co.uk

**Current Trustees** Anthony Skipper (Chair) February 2019  
Sally Streuli (Secretary) November 2017

**Mentors** Mike Shields CBE

**Chief Executive** Jo Cushing

**Declarations**

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

Signed on behalf of the charity's trustees



Anthony Skipper - Trustee

Date 30 June 2021

# **INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF HIDDEN ALTRINCHAM FESTIVAL CIO FOR THE YEAR ENDED AUGUST 31 2020**

## **Responsibilities and basis of report**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended August 31 2020, comprising the statement of receipts and payments and the statement of assets and liabilities.

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.

### **Peter Smith BA FCA DChA**

Chittenden Horley  
HGA Accountants & Financial Consultants Ltd  
Chartered Accountants  
456 Chester Road  
Old Trafford  
Manchester M16 9HD

Date:



**HIDDEN ALTRINCHAM FESTIVAL CIO  
STATEMENT OF RECEIPTS AND PAYMENTS  
FOR THE YEAR ENDED AUGUST 31 2020**

<b>Section A Receipts and payments</b>					
	<b>Unrestricted funds to the nearest £</b>	<b>Restricted funds to the nearest £</b>	<b>Endowment funds to the nearest £</b>	<b>Total funds to the nearest £</b>	<b>Last year to the nearest £</b>
<b>A1 Receipts</b>					
Charitable Activities	285	-	-	285	-
Discounts/Refunds Given	1,780	-	-	1,780	-
Donations & Legacies	8,237	-	-	8,237	225
Family Membership	219	-	-	219	119
Gallery Sales	2,993	-	-	2,993	7,960
Grant Income	25,000	15,418	-	40,418	10,950
Sales	185	-	-	185	21,596
Studio & Membership	3,832	-	-	3,832	2,820
Uncategorised Income	5	-	-	5	-
Art Classes	7,459	-	-	7,459	7,364
Facilities hire	-	-	-	-	938
Rental Income	780	-	-	780	1,843
AR)	50,775	15,418	-	66,193	53,815
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-</b>
<b>Total receipts</b>	<b>50,775</b>	<b>15,418.00</b>	<b>0.00</b>	<b>66,193</b>	<b>53,815</b>
<b>A3 Payments</b>					
Advertising/Promotional	622	-	-	622	42
Bank Charges	50	-	-	50	120
Business Rates	2,370	-	-	2,370	6,882
Canteen	942	-	-	942	1,036
Commission	4,695	-	-	4,695	4,708
Gallery Expenses	125	-	-	125	-
Computer Costs	3,015	-	-	3,015	50
Cost of labour	-	-	-	-	4,080
HMRC	130	-	-	130	-
Insurances	1,576	-	-	1,576	1,260
Interest Payable	91	-	-	91	39
Office/General Admin Expense	491	-	-	491	623
Other Professional Services	2,238	-	-	2,238	11,615
Outgoing Rent	194	-	-	194	450
PPE Supplies	10,544	-	-	10,544	-
Parking	54	-	-	54	-
Phone costs	-	-	-	-	1,223
Printing Postage and Stationery	285	-	-	285	626
Raising Funds	49	-	-	49	1,189
Repair and Maintenance	2,661	-	-	2,661	444
Salaries	15,113	-	-	15,113	9,175
Supplies	1,563	-	-	1,563	2,378
Teaching Materials and Equipment	2,433	-	-	2,433	1,184
Travel and Accom	27	-	-	27	323
Sundries	1,284	-	-	1,284	41
Utilities	741	-	-	741	993
Other expense	4,370	-	-	4,370	357
Refuse Collection	706	-	-	706	803
Charged to restricted funds	-	15,418	-	-	-
<b>Sub total</b>	<b>40,951</b>	<b>15,418</b>	<b>-</b>	<b>56,369</b>	<b>49,641</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Purchase of fixed Assets	782	-	-	782	190
	-	-	-	-	-
<b>Sub total</b>	<b>782</b>	<b>-</b>	<b>-</b>	<b>782</b>	<b>190</b>
<b>Total payments</b>	<b>41,732</b>	<b>15,418</b>	<b>-</b>	<b>57,150</b>	<b>49,831</b>
<b>Net of receipts/(payments)</b>	<b>9,043</b>	<b>-</b>	<b>-</b>	<b>9,043</b>	<b>3,984</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>3,984</b>	<b>-</b>	<b>-</b>	<b>3,984</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>13,027</b>	<b>-</b>	<b>-</b>	<b>13,027</b>	<b>3,984</b>

**HIDDEN ALTRINCHAM FESTIVAL CIO  
STATEMENT OF ASSETS AND LIABILITIES AS AT AUGUST 31 2020**

<b>Section B Statement of assets and liabilities at the end of the period</b>				
<b>Categories</b>	<b>Details</b>	<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
<b>B1 Cash funds</b>	Cash At Bank	13,027	£0.00	-
	Net income for the Year	-	£0.00	-
		-	£0.00	-
	<b>Total cash funds</b>	<b>13,027</b>	<b>£0.00</b>	<b>-</b>
	<b>Details</b>	<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
<b>B2 Other monetary assets</b>		-	£0.00	-
		-	£0.00	-
		-	£0.00	-
		-	£0.00	-
		-	£0.00	-
		-	£0.00	-
	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
<b>B3 Investment assets</b>			£0.00	-
			£0.00	-
			£0.00	-
			£0.00	-
			£0.00	-
	<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
<b>B4 Assets retained for the charity's own use</b>	Fixed assets	972	£0.00	-
			£0.00	-
			£0.00	-
			£0.00	-
			£0.00	-
			£0.00	-
			£0.00	-
			£0.00	-
	<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
<b>B5 Liabilities</b>			£0.00	
			£0.00	
			£0.00	
			£0.00	

Approved by the trustees and signed on their behalf by:

Anthony Skipper - Trustee

Date:



30 June 2021