

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



Trading as Hidden Altrincham Festival CIO
Charity Number: 1175769

20 Stamford New Road
Altrincham Cheshire
WA14 1EJ
07873263271
info@inch-arts.co.uk

Hidden Altrincham Festival

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REGISTERED CHARITY NUMBER **175769**

TRUSTEES **Tony Skipper (Chairman)**
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

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

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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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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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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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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- 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

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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

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

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	Unrestricted 2023 £	Restricted 2023 £	Total 2023 £	total 2022 £
Income				
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
Total Income	38,432	10,686	49,118	77,457
Total				
Expenditures				
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	-	-	-	-
Sub total	49,542	11,680	61,160	55,313
Purchase of fixed assets	-	-	-	-
	-	-	-	-
	49,542	11,680	61,160	55,313
Net receipts	(11,110)	(994)	(12,042)	22,144
Trading as Hidden Altrincham Festival CIO				
Charity Number: 1175769	39,319	-	39,319	17,175
Balances carried forward	28,209	(994)	27,277	39,319



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

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

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