

# **Chelmsford Art and Cultural Festival**

Charity number 1177862

## **FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>st</sup> March 2024**

**Nicola Deackes**

**Independent Examiner**

# **Chelmsford Art and Cultural Festival**

## **CONTENTS**

### **FOR THE YEAR ENDED 31st MARCH 2024**

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	Page
Trustees Annual Report	1-3
Statement of financial activities	4
Balance Sheet	5
Notes forming part of the financial statements	6-8
Independent examination report	9

# **Chelmsford Art and Cultural Festival**

## **TRUSTEES ANNUAL REPORT**

### **FOR THE YEAR ENDED 31st MARCH 2024**

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#### **REFERENCE AND ADMINISTRATIVE DETAILS**

Registered Charity Name Chelmsford Art and Cultural Festival and charity number 1177862

##### **Admin address**

20 Roxwell Road, Chelmsford, Essex, CM12PP

E:hello@chelmsfordfestival.co.uk

T:07880990443

##### **Trustees**

Mr M Noble

Mrs E Miller

Ms Candy Joyce

Mrs Jenny Flint

##### **Independent Examiner**

Nicola Deackes

##### **Commencement of Activities**

Activities commenced 09 April 2018

#### **STRUCTURE, GOVERNANCE, AND MANAGEMENT**

##### **Governing document**

The charity is controlled by its governing document, a deed of Trust, and constitutes an incorporated charity

##### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

#### **OBJECTIVES AND ACTIVITIES**

Chelmsford Arts and Cultural Festival became a charity on 09 April 2018. The festival was created in response to the local community wanting more Arts and Culture in Chelmsford.



# Chelmsford Art and Cultural Festival

## TRUSTEES ANNUAL REPORT

### FOR THE YEAR ENDED 31st MARCH 2024

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#### Objectives and aims

- 1) To promote the arts, culture, heritage and science in Chelmsford, in particular by: a) encouraging public participation in the arts and culture by staging public events, including performances and exhibitions of work of artistic merit, workshops, talks and by such other means as the trustees may determine. b) supporting charities, arts organisations and other not for profit bodies engaged in the provision of artistic and cultural activities and events.
- 2) To advance education in the arts and the artistic and cultural history and heritage of Chelmsford by the provision of workshops, classes, arts projects, performances and exhibitions.
- 3) To further or benefit the residents of Chelmsford, without distinction of sex, sexual orientation or race, or of political, religious or other opinions, by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

#### Significant activities in the period

Chelmsford Arts and Culture delivered an arts and culture festival between June 2023 and July 2023 which included a day of street theatre, a day of storytelling, a day of science, an art exhibition, a portrait exhibition and a carnival.

Chelmsford Festival secured a retail unit named Artists at The Meadows, to deliver exhibitions and workshops all year round organised by professional artists and sponsored by Dominus and Chelmsford For You.

#### Public benefit

All events encouraged public participation in the arts and culture and brought creativity to the High street, a must in Chelmsford as a City whose inhabitants's engagement with the arts and culture is underdeveloped, also providing recreational and leisure time, supporting wellbeing and tackling loneliness. All artists engaged are Arts Council England artists to guarantee High Quality of Arts.

The Festival included science as Chelmsford main heritage is its industrial heritage with the support of Chelmsford Science and Engineering society.

The Carnival engaged multi layers of the local community and diversity with many cultures taking part. An estimated 3000 spectators came to watch the carnival which ended on the grounds of Chelmsford Museum. This allowed the Museum to receive on this day a much more diverse and new audience.

All the events were successful in bringing people together and bringing quality culture and arts to an audience who would by large normally not engage with arts and culture.

Artists at The Meadows are successful in engaging members of the public to discuss the arts, raise awareness about the cultural offer in Chelmsford and encourage attendance to cultural events.

# Chelmsford Art and Cultural Festival

## TRUSTEES ANNUAL REPORT

### FOR THE YEAR ENDED 31st MARCH 2024

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#### Organisational information

Chelmsford Arts and Cultural Festival is managed by the trustees with the support of local organisations and individuals.

Chelmsford Arts and Cultural Festival is a self-financing charity. Its income for the tax year 2023-2024 came from the balance of the 2022-2023 budget and grants and sponsorships. Chelmsford Arts and Cultural Festival does not own premises and uses vacant private and public spaces to deliver its activities

#### Final Overview and Plans for the Future


Chelmsford Arts and Cultural Festival 2023 helped to consolidate relationships with Arts Council England, Chelmsford City Council and Chelmsford For You (Chelmsford BID).

The plans for Chelmsford Arts and Cultural Festival 2024 are working on its sustainability by focussing on Artists at The Meadows with the objective to strengthen local residents' engagement with culture as this is identified as an issue in Chelmsford by the Thriving Places Index. This project has the added outcomes of 'bringing people together' and supporting the wellbeing for the artists involved and the wider community.

#### Reserve Policy

The trustees agree that a reserve needs to be built to act as a reserve to ensure the health of the charity.

Approved by order of the board of trustees on the 18/12/24  
and signed on its behalf by:



Mrs E Miller- Trustee

# Chelmsford Art and Cultural Festival

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31st MARCH 2024

			Total Funds
	Notes	2024 £	2023 £
<b>Incoming resources</b>			
<b>Incoming resources from generated funds</b>			
Donations and grants	3	3,000	69,448
Sponsorship	2	8,000	14,375
Charitable Activities	2	646	-
Activities for generating funds		<b>11,646</b>	<b>83,823</b>
<b>Total incoming resources</b>			
<b>Resources expended</b>			
Cost of generating funds	4	357	-
Charitable activities	5	50,455	38,176
Charitable events	6	-	8,565
<b>Total resources expended</b>		<b>50,812</b>	<b>46,741</b>
<b>Net incoming/(outgoing) resources before transfers</b>		(39,166)	37,082
<b>Gross transfers between funds</b>		-	-
<b>Net incoming/(outgoing)resources</b>		(39,166)	37,082
<b>Net movement in funds</b>		(39,166)	37,082
<b>Total funds brought forward at 1 April 2023</b>		50,047	12,965
<b>Total funds carried forward at 31<sup>st</sup> March 2024</b>		10,881	50,047

The notes on page 6-8 form part of these financial statements



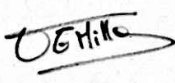
# Chelmsford Art and Cultural Festival

## BALANCE SHEET

FOR THE YEAR ENDED 31st MARCH 24

	Notes	2024	2023 £
<b>Fixed assets</b>			
Tangible assets	8	-	-
<b>Current assets</b>			
Debtors		-	-
Bank balance		10,880	50,045
Cash on hand		-	-
		<u>10,880</u>	<u>50,045</u>
<b>Creditors: amount falling due within one year</b>		-	-
<b>Net current Assets</b>		<u>10,880</u>	<u>50,045</u>
		<u><b>10,880</b></u>	<u><b>50,045</b></u>
<b>Total assets less current liabilities</b>		<u><b>10,880</b></u>	<u><b>50,045</b></u>
<b>Funds of the charity</b>			
Unrestricted funds		<u>10,880</u>	<u>50,045</u>
<b>Total Funds</b>		<u><b>10,880</b></u>	<u><b>50,045</b></u>

These financial statements were approved by the Board of Trustees on  
and were signed on their behalf by Edith Miller

Signed: 

Date: 18/12/24

# Chelmsford Art and Cultural Festival

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31st MARCH 2024

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#### 1. Accounting policies

##### 1.1 Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statements on Recommended Practices applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)- (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006. Recommended Practice (SORP) issued in October 2000, revised 2005.

##### 1.2 Incoming resources

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable.

When donors specify that donations and grants, including capital grants are for a restricted purpose, this income is included in incoming resources of restricted funds when receivable.

##### 1.3 Resources expended and recognition of liabilities

All expenditure is incurred on a receipts and payments basis. The majority of costs are directly attributable to the specific Charitable activities.

Liabilities are recognised on the receipts and payments basis in accordance with the Charity Commission accounting principles for small charities.

Management and administration of the charity represent costs incurred in the management of the Charity's assets, organisational administration and compliance with Charitable and statutory requirements

##### 1.4 Depreciation

Depreciation is provided to write of the cost of fixed assets over their expected useful

All assets	33% Straight Line
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##### 1.5 Fund Accounting

Funds held by the Charity are either:

Unrestricted general funds- These are funds which can be used in accordance with the Charitable objects at the discretion of the Trustees

Restricted funds - These are funds that can only be used for particular restricted purposes within the objects of the Charity.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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# Chelmsford Art and Cultural Festival

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st MARCH 2024

<b>2. Charitable Activities</b>	<b>Total 2024</b>	<b>Total 2023</b>
	<b>£</b>	<b>£</b>
Sponsorship	8,000	14,375
Fundraising	646	-
Crowdfunding	-	-
	<b>8,646</b>	<b>14,375</b>
<b>3. Grants and Donations</b>	<b>Total 2024</b>	<b>Total 2023</b>
	<b>£</b>	<b>£</b>
Donations/commission	-	2,448
Grants	3,000	67,000
	<b>3,000</b>	<b>69,448</b>
<b>4. Costs of generating funds</b>	<b>Total 2024</b>	<b>Total 2023</b>
	<b>£</b>	<b>£</b>
Sponsorship package	-	-
Rates	357	-
	<b>357</b>	<b>-</b>
<b>5. Charitable activities</b>	<b>Total 2024</b>	<b>Total 2023</b>
	<b>£</b>	<b>£</b>
Advertising	6,665	7,285
Post & Stationery	-	-
Insurance	1,389	217
Telephone & Internet	532	-
Venues hire	-	-
Sundries (entertainment/ thank you)	-	41
Vol expenses	-	250
Professional fees	40,319	27,817
Equipment & infrastructure	1,423	1,176
First aid	127	1,390
Depreciation	-	-
	<b>50,445</b>	<b>38,176</b>
<b>6.Charitable events</b>	<b>Total 2024</b>	<b>Total 2023</b>
	<b>£</b>	<b>£</b>
Visual Arts	-	600
Music	-	3,205
Educational workshops	-	3,510
Street theatre	-	1,250
Comedy	-	-
Dance	-	-
	<b>-</b>	<b>8,565</b>

# **Chelmsford Art and Cultural Festival**

## **NOTES TO THE FINANCIAL STATEMENTS**

### **FOR THE YEAR ENDED 31st MARCH 2024**

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#### **7. Creditors**

Accruals: none

#### **8. Tangible fixed Assets (Fixtures and Fittings)**

No tangible assets

#### **8. Going Concern**

The charity is operating on a going concern basis

#### **9. Related Parties**

There were no related parties during the year

#### **10. Restricted Funds**

No comparative figures are included in these accounts as no restricted funds were received or spent in either period

# Chelmsford Art and Cultural Festival

## INDEPENDENT EXAMINER'S REPORT

### FOR THE YEAR ENDED 31st MARCH 2024

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I report on the accounts of Chelmsford Arts and Cultural Festival for the year ended 31 March 2024 which are set out on pages 4 to 8.

#### Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011 (The Act) but that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act,
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (Under section 145(5)(b) of the Charities Act, and
- To state whether particular matters have come to my attention.

#### Basis of the independent examiner's Statement

My examination was carried out in accordance with the General Direction given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the account presented with those records. It also includes considerations of any unusual items or disclosures in the accounts and seeking explanation from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

#### Independent examiner's statement

In the course of my examination, nothing has come to my attention which gives me cause to believe that:

- The accounting records were not kept in accordance with section 130 of the Charity Act; or
- The accounts did not accord with the accounting records; or
- The accounts did not comply with the applicable requirements concerning the form and content set out in the current Charities (Accounts and Reports) Regulations.

I have come across nothing during my examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts.

Date: 15/01/2025



Nicola Deackes

Independent Examiner