

2022/23

# Annual Report

CreateBolton

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**Creationships that make a difference...**

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# 1. Introduction

CreateBolton has had another incredible year, a year of firsts...

We not only employed our first member of staff, but went on to employ two more staff members.

*Carol Hardman - Operations Manager*

*Jo Young - Creative Co-ordinator*

*Toby Wray - Cook/Kitchen Manager*

In this year, we have celebrated our 10th anniversary as a charity, a tremendous achievement, made possible by the support of many many people.

## **Statement from our Chair**

Alison Lomax - Chair of Trustees

*I'd like to start by saying a huge thanks to all our customers, our volunteers and our supporters for your support through the last 10 years and hope that you remain with us on the next phase of the journey. It makes such a difference every week, seeing volunteers turn up for duty, customers visibly enjoying what we do and seeing beneficiaries growing in confidence in so many ways.*

*As we look back over the last 10 years, we can see many examples of just how important the support we provide is to more and more people. We have so many stories sharing the difference we are making in the lives of those we connect with and for that we can be thankful.*

This annual report reflects the fact that we were originally established as a Charity registered with the Charity Commission in July 2013 and will therefore we celebrated our 10 years in July 2023. This report covers the period September 2022 through to

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August 2023, as we are now a Charitable Incorporated Organisation CIO (1179761) and these dates define our accounting year. We continue to work in reflection of our values, mission and our vision as follows:

## 2. The Vision – Why does CreateBolton exist?

Our **Objectives**, remain consistent with the Charity Commission Objects originally submitted within our application:

*To advance and promote the use of the 'Creative Arts' in their widest sense, as a way of:*

- ❖ *Providing support and creative experiences for young people that develop their skills, capacities, and capabilities to enable them to participate in society as mature and responsible creative individuals.*
- ❖ *Reducing social isolation and building confidence in both vulnerable adults and older people.*
- ❖ *To preserve and protect the health of those caring for people with physical, mental or sensory impairment within the family or home by offering a creative break from caring through the provision of a creative experience away from the home.*
- ❖ *To advance the Christian faith lived out in practice for the benefit of the public in accordance with the teachings of Jesus Christ.*

### Vision

Our vision is a Bolton Community where everyone is included, and where everyone's creative talents and contributions are welcomed, utilised, and celebrated.

### Mission

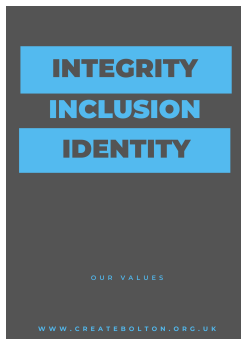
We use multiple forms of creative arts to bring out the gifts and talents of those people who face barriers to being able to confidently play an active part in their community. Through workshops, support groups and one to one mentoring we

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build confidence, trust, and an aspiration to both create and to contribute. We refer to this as **'creationships that make a difference'**.

## Values

Our values reflect who we are and are synonymous with CreateBolton:



### ❖ Inclusion

- We are a charity that includes all, that actively seeks to attract all and will bring all together

### ❖ Integrity

- We are a charity that is authentic in all that we seek to accomplish; acting in our communities' best interests,' and we can be trusted and relied upon to honour our commitments.

### ❖ Identity

- We value all people as unique individuals with something to give. We are a Christian charity, and the teachings and person of Jesus are core to our identity

Within this year, we have been particularly struck by the following verses from Proverbs:

#### Proverbs 16:3

##### New International Version

3 Commit to the Lord whatever you do, and he will establish your plans

#### Proverbs 3:5-6

##### New International Version

5 Trust in the Lord with all your heart

and lean not on your own understanding.

6 in all your ways submit to him,

and he will make your paths straight

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### 3. Resources

Section 4 will update you on the use of the CreateBolton space at Claremont House, however, there have been significant changes to our resources in the last 12 months:

- a) **People** – Our staff team (3) has changed during this year. In September 2022, we appointed Carol Hardman as our Operations Manager on a full-time contract, a real commitment from Carol and ourselves. In June 2023, we appointed Jo Young as Creative Co-ordinator (24 hrs) and Toby Wray as Cook/Kitchen Manager (18 Hrs).



- b) During the year our volunteer numbers have continued to grow to more than 40 different volunteers at different points across different services. We are seeing signs of new growth, in those supporting us to deliver services.



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We continue using younger volunteers from 14+ in the Café and most of them either come to us through word of mouth, churches, schools or through one of the local colleges. Our eldest volunteer is in their 70's, full of energy and wisdom. We cannot exist without our volunteers as they are the heart and soul of what we do and we are blessed with such a diverse range of people.

As Cafe Create is the hub of our charity, most of our volunteers are deployed in this service area. In January 2023, we held three volunteer briefings where we shared updates on what's going on in CreateBolton, shared Policies and listened to ideas from our volunteers around areas we could improve. We provided practical safeguarding guidance and real examples of where our policies matter.

During this year, we have also cemented our working relationship with a growing number of local artists who have become associates with CreateBolton. This has been a blessing to us, and we can see more fruit to come in the years ahead. We continue in our wonderful partnership with Birtenshaw College providing mutual benefit to both parties.

- c) **Financial** – CreateBolton continues to operate in line with Charity Commission guidelines, holding enough reserves which are currently slightly greater than we require which is a healthy position to be in.

We continue to rent space at Claremont House for many of our services but specifically for Café Create and Create Community, for all our activities that take place within the café, the Rudkin Room and the Create Studios on the mezzanine level. We are doing our best to manage the impact from the cost of living crisis, in particular the increase in energy costs. The cost of food has really increased and it remains challenging keeping our menu prices affordable for both Create and our customers.

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- ❖ We have continued to bid for grants to help achieve our financial targets and have maintained our partnership with [Chell Perkins](#) fundraisers to help us achieve sustainable funding options at the same time as supplementing the annual grants or one-off commitments.
  - ❖ We have been blessed again this year by some amazingly generous donations and kindness and we have noted a very significant increase in regular giving.
  - ❖ In particular, in January 2023, we commenced a major fundraising initiative, trying to encourage 100 new funders to pledge £10 per month, applying gift aid if they can. It's been a tremendously encouraging initiative, and at the end of this period we are on track with our target.
- d) **Physical** – CreateBolton has needed to acquire other physical resources during this year. In particular we have added a new 'small' kiln. We have now received plans to refurbish and upgrade our kitchen, which we hope will happen in 2024. We will continue to upgrade and improve other aspects of what we do as money and good wisdom suggests in 2023/24.

## 4. Claremont



We continue to creatively use the space we rent at Claremont House which currently stands at Café Create, the kitchen, The Rudkin Room, and the Create Studios on the

mezzanine. The Boltone's use the Rudkin Room as the Band Room. We continue to benefit greatly from additional storage space within Claremont and continue to maintain good relationships with the Church and other building users. We've been



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excited to see the builders on the site(s) next to the Church as the work to develop 52 houses continues, and we look forward to meeting our new neighbours at some point during 2024. We are very mindful that changes are upon us, and we are therefore spending time with Claremont considering the impact for us both.

## 5. The Services

The following update on services reflects the extent of the work during the last 12+ months (Sept 2022 - August 2023) and forms the basis of how we hope to grow during 2023/24 and beyond. We are very mindful as we celebrate each year as a charity that change always lies ahead and that we need to seek God's will not ours as we move forward. We will constantly review what we do and why we do it to ensure that it meets the needs of those we support and continues to be viable.

### a. Cafe Create

- ❖ Café Create continues to be the central meeting place at the heart of CreateBolton. We are now open every Thursday, Friday and Saturday and have committed to maintain this since November 2022. The café wouldn't exist without our regular willing and very able band of volunteers. We have benefited from a very static team



of approx. 15-20 volunteers across Fridays and Saturdays and embraced the new team supporting us on a Thursday. This continues to be an answer to prayer and as we recruited our Operations Manager in Carol Hardman during this period, she is regularly looking for new volunteers with the skills and commitment we need. We also recruited Toby Wray as our new Cook/Kitchen Manager.

- ❖ We continue to function as a 5\* café which is well deserved recognition for all the volunteers' hard work.

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- ❖ We continue to put some of our volunteers' through their Food Hygiene training and for some, specific training in Allergens, and Toby has been undertaking a great deal of training locally to ensure he's suitably equipped.

b. **Create Experience (Workshops)**

- ❖ As we reach the end of this reporting period, we have been able to facilitate more and more creative workshops as an integral part of Cafe Create, with a mix of



art/craft and both paid and free sessions. There is such a demand from people for these courses, for meaningful activity and a reason to break the cycle of isolation. It's been vital that we have provided weekly sessions for people that don't necessarily have the resources to access such activities and we are providing more than we've ever done.

- ❖ One of our Associate Artists Andy has continued to run pottery courses and another, Sue has been selling her creations at Craft Fayres, from which they both choose to make a donation to CreateBolton. In fact all of our Associate Artists played a huge part in our 10 year celebrations in July 2023.

c. **Create Boltones**

The Boltones have had a good year, returning to play concerts for the public and welcoming new members. There's such a good feel about the band at the moment and there are more concerts planned for the year ahead.

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d. **Create Community**



The Create Community continues to utilise the Create Studios space in Claremont and the Rudkin Room. Create Community (including Create HOPE and Studio Create meet regularly every Tuesday, Wednesday, (Thursdays and Fridays), with the numbers still growing. In January 2023 we redesigned the studio, providing more space and a better flow for all concerned. In June 2023 Jo Young joined the Team as Creative Co-ordinator and Jo, along with Andy Lees and Joy are managing the changes we need to make as we approach 2024.

e. **Create HOPE (Allotment)**



Our allotment has grown from strength to strength, with up to 6 people benefitting from the time spent up in Horwich at the end of this reporting period. We added another two raised beds this period..



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f. **Studio Create**



Studio Create is an offshoot from the Create Community, a group of younger adults with a learning disability, creating their own range of work and in the process growing in confidence, communication and social interaction. There is much potential in the people involved and they're supported by Jo, Carol and Carol.

g. **Create Retail**



Create Retail is a central feature of Cafe Create. The retailers are very committed to CreateBolton, They spend time with us and it's very clear that they 'get' who we are and what we're about.

## 6. 10 Year Anniversary

In this period, we celebrated 10 years as a charity...July 2023







On 8th July 2023, we shared food, stories and fellowship with 150 guests as we reached our 10 year milestone. Many stories were shared and it was just wonderful to be able to look back over the period with a sense that lives have been changed for the better.

## 7. The Future (2023/24)

### In Summary

- ❖ Continue to raise awareness of CreateBolton across Churches, Community groups, the general public and of course the Town Centre of Bolton as an integral part of the Bolton 2030 vision.
- ❖ Expand the number and range of praying partners - in particular through our [Create Prayer Facebook](#) page and Christian outreach/inreach that we plan to facilitate going forward.
- ❖ To increase the numbers of people subscribing to our news bulletin
- ❖ To continue to increase the pool of volunteers and the range of gifts they bring to enable CreateBolton to be all that God wants us to be.
- ❖ To develop new partnerships that align to our charitable objects.
- ❖ Continue our work with Chell Perkins on a more sustainable funding strategy for CreateBolton - maximising the funding opportunities

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available to us to enable us to sustain and multiply that which God has already provided.

- ❖ Prepare to maximise fundraising opportunities connected to our 10 year celebrations.

This Annual Report owes thanks and appreciation to our Trustees as they continue to serve God through this position.

We continue to appreciate all the support from everyone connected with [Claremont Church](#); in particular, without their understanding of our charitable status we would not be in the position we are today. We give thanks to the growing range of partners linked to Create; and of course to the volunteers that give of their time and resources out of their desire to serve, and ultimately to our wonderful Creator God for His faithful provision every day. We thank God for those that have supported us financially by providing us with grants, with donations, and with regular pledges. These people know who they are, and they know the difference this makes – thankyou.

The following quotes are a reflection of the difference we are making in the lives of those we meet ...

*"I don't know where I would be without Create in my life. It is my 'safe haven' in a troubled sea where I can be myself and among friends"*

*"God is most definitely in that place, I feel his embrace every time I walk through the door. Long may Create be making a difference in our lives!"*

*"This isn't just about art...this is about changing people's lives"*

*"A potpourri of creativity and people creating a fragrance of heaven"*

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Our desire through 2023/24 is to continue establishing Creationships that make a difference...

If you want to see more of what we're about, please go to our web-site [www.createbolton.org.uk](http://www.createbolton.org.uk) or view us on Instagram [@createbolton](https://www.instagram.com/createbolton), on Facebook [@createbolton](https://www.facebook.com/createbolton) or on Twitter [@BoltonCreate](https://twitter.com/BoltonCreate)

Ross Pyle  
PRINCIPLE BOOKKEEPING SERVICES  
07713461214

# Report to Board of Trustees Create (Bolton)

For Year Ended 31st August 2023

## Financial Statements



Receipts		Year Ended 31.08.2023		Year Ended 31.08.2022	
Receipts	Bids	Donations	Café	Workshops	
	68621	18219	46499	50154	
	6605		25245	8685	
			7010		
Cost of Receipts	139944				91094
Purchases	22706				16997
Gross Receipts	117238				74097
Expenditure	23524	1667	14287	9608	-
Salary & NI Costs					-
Pensions					
Rent & Rates	124			300	
Office Costs	16794			15510	
Arts & Crafts	-			250	
Outreach Work	14746			8580	
Fundraising Costs	532			532	
Insurance	341			205	
Equipment Costs	2427			1620	
Premises Costs	31848			29293	
Artist & Support	853			624	
Advertising Costs	1340			1064	
Subscription	334			50	
General Expenses	397			218	
Computer & Software	130			41	
Bank Charges	1564			1887	
Travel Charges	1543			-	
Depreciation Cost	112451				69782
Net Receipts (Deficit)	4787				4315

## Balance Sheet

**for the Year Ended 31<sup>st</sup> August 2023**

	Year Ended 31.08.23	Year Ended 31.08.22
<b>Fixed Assets</b>		
Tangible Assets	3600	
<b>Current Assets</b>		
Stock	310	310
HSBC Account	11271	10431
CO-OP Account	10435	48320
CO-OP Savings	51001	
	<u>73017</u>	<u>59061</u>
	64204	
<b>Current Liabilities</b>		
Accrued Expenses	19448	11822
<b>Net Assets</b>		
	<u>57169</u>	<u>52382</u>
Finance by	52382	48067
Surplus /(Deficit)	4787	4315
	<u>57169</u>	<u>52382</u>

Notes to the financial statements  
for the Year Ended 31<sup>st</sup> August 2023

**Accounting policies**  
The financial statements have been compiled on a basis which enables receipts to be calculated in accordance with generally accepted accounting practices and which provides sufficient and relevant information to enable the completion of a tax return.

**Tangible fixed assets**  
Depreciation is provided at the following annual rates in order to write off the cost less estimated residual value of each asset over its estimated useful life.

Plant and machinery – 30% on cost

Cost	At August 2022	Additions	Depreciation	Charge for year at 31.08.2023	Depreciation Values previous years	Total Depreciation	Net Book Value	At 31.08.2023
Plant & Machinery	£	0	5143	1543	1543	1543	1543	3600

## Unaudited Financial Statements

for the Year Ended 31<sup>st</sup> August 2023

### Report to

Board of Trustees Create (Bolton)

This report is made solely to you, in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of Create (Bolton). To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than you for our work or this report.

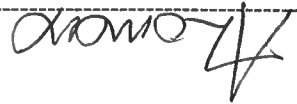
You have approved the financial statements for the year ended August 2023 and have acknowledged your responsibility for them, for the appropriateness of the financial framework adopted and for providing all information and explanations necessary for their compilation.

We have not verified the accuracy or completeness of the accounting records or information and explanations you have given us and we do not, therefore, express any opinion on the financial statements.

The trustees acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts. Including complying with the Charities commission rules on independently Examined Accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small Companies regime.

These financial statements were approved and authorised for issue by the Board on 22<sup>nd</sup> November 2023 and signed on its behalf.



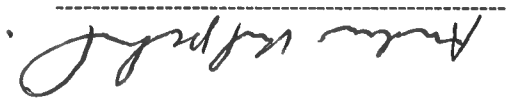
Mrs A Lomax

Chair of Trustees

Charity Registration number: 1179761

Mr A Kilpatrick  
Lead Officer

Charity Registration number: 1179761



Principle Bookkeeping Services  
27 Redcar Road  
Smithills  
Bolton

Independent examiner's report on the accounts

CHARITY COMMISSION  
FOR ENGLAND AND WALES



Section A

Independent Examiner's Report

Report to the trustees

On accounts for the year ended

Set out on pages

Responsibilities and basis of report

Independent examiner's statement

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2023.

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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:

- the accounting records were not kept in accordance with section 130 of the Charities 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 of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Charity Name

CreateBoltton

31/08/2023

Charity no  
(if any)

11797761

ended

Set out on pages

(remember to include the page numbers of additional sheets)

Signed:

H Stanthorpe

Date:

28/01/24

Name:

Hannah Stanthorpe

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

Chartered Global Management Accountant (CIMA)

Address:

624 Chorney Old Road, BL1 6EH

IER

Oct 2018

Give here brief details of any items that the examiner wishes to disclose.

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Disclosure

Section B


Ross Pyle  
PRINCIPLE BOOKKEEPING SERVICES  
07713461214

# Report to Board of Trustees Create (Bolton)

For Year Ended 31st August 2023

## Financial Statements

Receipts		Year Ended 31.08.2023		Year Ended 31.08.2022	
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Create (Bolton)

Balance Sheet

for the Year Ended 31<sup>st</sup> August 2023

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Finance by			
Surplus /(Defecit)			
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Notes to the financial statements  
for the Year Ended 31<sup>st</sup> August 2023

**Accounting policies**  
The financial statements have been compiled on a basis which enables receipts to be calculated in accordance with generally accepted accounting practices and which provides sufficient and relevant information to enable the completion of a tax return.

**Tangible fixed assets**  
Depreciation is provided at the following annual rates in order to write off the cost less estimated residual value of each asset over its estimated useful life.  
Plant and machinery – 30% on cost

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for the Year Ended 31<sup>st</sup> August 2023

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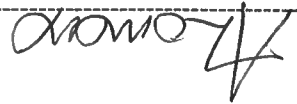
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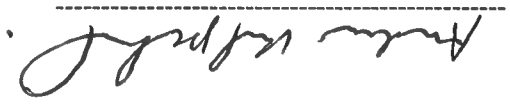
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Independent examiner's report on the accounts

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Section A

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Signed:

H Stanthorpe

Date:

28/01/24

Name:

Hannah Stanthorpe

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

Chartered Global Management Accountant (CIMA)

Address:

624 Chantry Old Road, SL1 6EH

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