



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' annual report (including Directors' report) for the period

From: 01/9/22 To: 31/3/23

Charity name: Chelmsford Cultural Development Trust

Charity registration number: 1180431

Company number: 10894512

## Objectives and activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b><i>The Charitable Company has been established for the public benefit for the advancement of arts and culture in Chelmsford</i></b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>The Company was established as a Charity on 24/10/18. During this period the Executive Director returned from a sabbatical and subsequently resigned from the role, leaving the employ of the Trust during January 2023. The interim consultant Executive Director was recruited to the permanent position of Chief Executive from December 2022. In addition to fund raising activities the key focus has been implementing the Tea, Toast &amp; Talk project as a charitable activity and initiating development of the Cultural Strategy.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>All trustees / directors completed induction training on the Charity Governance Code and the Public Benefit Requirement. The company's memorandum and articles were amended by special resolution on 5/10/18 to reflect the refined public benefit purpose.</b>

## Achievements and performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<b>The Charity was provided with grant totalling £58,500 via Chelmsford City Council and has been working closely with the Council to ensure the purpose, priorities and focus align with their expectations.</b>  <b>The Chief Executive (CE) and Executive Director (ED) continued a strong partnership approach to the developing Cultural Strategy and they were successful in securing a £17,500 grant from Royal Opera House Bridge and £5,000 from Essex Community Foundation for activity to be delivered.</b>
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## Financial review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The Charity has ended the financial period with funds totalling £99,223. Grant and donor funding of £93,500 was received during the period. Gross expenditure of £69,930 was incurred.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The charity has established a minimum reserves requirement of £2,100 to allow for provision of loss against future funding streams.</b>
Amount of reserves held	Para 1.22	<b>At the 2022/23 period end Reserves stand at £99,223.</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern. They have taken account of the current economic conditions and concluded that although increasing inflation is currently impacting costs of supplies the charity's fundraising ability is encouraging and there are limited on-going commitments.</b>

## Structure, governance and management

Description of charity's trusts:		<b>Chelmsford Cultural Development Trust</b>
Type of governing document: for example, <a href="#">trust deed</a> , <a href="#">memorandum and articles of association</a> etc	Para 1.25	<b>Memorandum and Articles of Association – incorporated 1/8/17.</b>
How is the charity constituted? <a href="#">for example limited company</a> , <a href="#">unincorporated association</a> , <a href="#">CIO</a>	Para 1.25	<b>A Charitable Company Limited by Guarantee Members of the company have provided a guarantee capped at £1 each.</b>
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	Para 1.25	<b>The charity may appoint directors, the minimum number of directors is three and the maximum nine, however the Board may determine a higher number. Chelmsford City Council is entitled to nominate one individual to the Board as a Local Authority Nominee and decide their period of appointment.</b>

## Reference and administrative details

Charity name	<b>Chelmsford Cultural Development Trust</b>
Other name the charity uses	<b>Culture Chelmsford</b>
Registered charity number	<b>1180431</b>
Charity's principal address	<b>Civic Centre, Duke Street, Chelmsford Essex CM1 1JE</b>

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole period	Name of person (or body) entitled to appoint trustee (if any)
1	Rear Admiral Roy Alexander George Clare CBE DL	Chair	To 3 <sup>rd</sup> October 2022	
2	Mark Walmsley	Chair	From 3 <sup>rd</sup> October 2022	
3	Benjamin Geoffrey Backhouse			
4	Julia Anne Frasca	Local Authority Nominee		Chelmsford City Council
5	Ian Flint		To 3 <sup>rd</sup> October 2022	
6	Nicola Jane Freshwater		To 19 <sup>th</sup> January 2023	
7	Stephanie Mitchener	Treasurer		
8	Caroline Porter			
9	Ajay Kumar Pabial			
10	Sarah Barfoot			
11	Elliot Boakes		From 13 <sup>th</sup> December 2022	
12	Mark Garratt		From 13 <sup>th</sup> December 2022	
13	Marie Goldman		10 <sup>th</sup> July 2023	

### Corporate trustees – names of the directors at the date the report was approved

Director name	
None	

There are no trustees holding title to property belonging to the charity.

There are no Funds held as custodian trustees on behalf of others.

### Additional information (optional)

#### Name of Chief Executive employed (optional information)

Claire Gevaux

### Other optional information



Elliot Boakes provided company secretarial services to December 2022, invoicing for services provided

## Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

<b>Signature(s)</b>		
<b>Full name(s)</b>	Mark Walmsley	Stephanie Mitchener
<b>Position</b>	Chair	Treasurer
<b>Date</b>	06/12/2023	

Charity Name: Chelmsford Cultural Development Trust			Charity No	1180431	
			Company No	10894512	
Annual accounts for the period					
Period start date		01/09/2022	To	Period end date	31/03/2023

## Section A Statement of financial activities (including summary income and expenditure account)

Recommended categories by activity	Guidance Note	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
		£	£	£	£	£
		F01	F02	F03	F04	F05
<b>Income (Note 3)</b>						
<b>Income and endowments from:</b>						
Donations and legacies	S01	12,500	81,000	-	93,500	97,500
Charitable activities	S02	-	-	-	-	-
Other trading activities	S03	-	-	-	-	-
Investments	S04	-	-	-	-	-
Separate material item of income	S05	-	-	-	-	-
Other	S06	-	-	-	-	-
<b>Total</b>	S07	12,500	81,000	-	93,500	97,500
<b>Expenditure (Notes 6)</b>						
<b>Expenditure on:</b>						
Raising funds	S08	-	14,738	-	14,738	15,682
Charitable activities	S09	-	55,192	-	55,192	26,913
Separate material expense item	S10					
Other	S11	-	-	-	-	
<b>Total</b>	S12	-	69,930	-	69,930	42,595
<b>Net income/(expenditure) before tax for the reporting period</b>	S13	12,500	11,070	-	23,570	54,905
Tax payable	S14	-	-	-	-	-
<b>Net income/(expenditure) after tax before investment gains/(losses)</b>	S15	12,500	11,070	-	23,570	54,905
Net gains/(losses) on investments	S16	-	-	-	-	-
<b>Net income/(expenditure)</b>	S17	12,500	11,070	-	23,570	54,905
<b>Extraordinary items</b>	S18	-	-	-	-	
<b>Transfers between funds</b>	S19	-	-	-	-	-
<b>Other recognised gains/(losses):</b>						
Gains and losses on revaluation of fixed assets for the charity's own use	S20	-	-	-	-	-
Other gains/(losses)	S21	-	-	-	-	-
<b>Net movement in funds</b>	S22	12,500	11,070	-	23,570	54,905
<b>Reconciliation of funds:</b>						
Total funds brought forward	S23	10,518	65,135	-	75,653	20,748
<b>Total funds carried forward</b>	S24	23,018	76,205	-	99,223	75,653

	Charity Name: Chelmsford Cultural Development Trust	Charity No	1180431
		Company No	10894512

## Section B Balance sheet



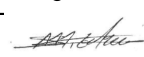
	Guidance Note	Unrestricted funds	Restricted income funds	Endowment funds	Total this year	Total last year
		£	£	£	£	£
		F01	F02	F03	F04	F05
<b>Fixed assets</b>						
Intangible assets (Note 15)	B01	-	-	-	-	-
Tangible assets (Note 14)	B02	-	-	-	-	-
Heritage assets (Note 16)	B03	-	-	-	-	-
Investments (Note 17)	B04	-	-	-	-	-
<b>Total fixed assets</b>	B05	-	-	-	-	-
<b>Current assets</b>						
Stocks (Note 18)	B06	-	-	-	-	-
Debtors (Note 19)	B07	-	45,000	-	45,000	-
Investments (Note 17.4)	B08	-	-	-	-	-
Cash at bank and in hand (Note 24)	B09	23,018	39,058	-	62,076	80,549
<b>Total current assets</b>	B10	23,018	84,058	-	107,076	80,549
<b>Creditors: amounts falling due within one year (Note 20)</b>	B11	-	7,853	-	7,853	4,896
<b>Net current assets/(liabilities)</b>	B12	23,018	76,205	-	99,223	75,653
<b>Total assets less current liabilities</b>	B13	23,018	76,205	-	99,223	75,653
<b>Creditors: amounts falling due after one year (Note 20)</b>	B14	-	-	-	-	-
<b>Provisions for liabilities</b>	B15	-	-	-	-	-
<b>Total net assets or liabilities</b>	B16	23,018	76,205	-	99,223	75,653
<b>Funds of the Charity</b>						
Endowment funds (Note 27)	B17	-	-	-	-	-
Restricted income funds (Note 27)	B18	-	76,205	-	76,205	65,135
Unrestricted funds	B19	23,018	-	-	23,018	10,518
Revaluation reserve	B20	-	-	-	-	-
Fair value reserve	B21	-	-	-	-	-
<b>Total funds</b>	B22	23,018	76,205	-	99,223	75,653

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Signed by one or two trustees/directors on behalf of all the trustees/directors	Name	Date of approval dd/mm/yyyy
	Mark Walmsley 	06/12/2023
	Ben Backhouse 	06/12/2023
Signature of director authenticating accounts being sent to Companies House	Signature	Date dd/mm/yyyy
		06/12/2023
	Stephanie Mitchener	

## Section C Notes to the accounts

### Note 1 Basis of preparation

***This section should be completed by all charities.***

#### 1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- |                                    |                                     |   |
|------------------------------------|-------------------------------------|---|
| • and with*                        | <input checked="" type="checkbox"/> | the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 |
| • and with*                        | <input checked="" type="checkbox"/> | the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)   |
| • and with the Charities Act 2011. |                                     |   |

The charity constitutes a public benefit entity as defined by FRS 102.\*

☒

\* -Tick as appropriate

#### 1.2 Going concern

***If there are material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern, please provide the following details or state "Not applicable", if appropriate:***

The guidance on the implications of Covid-19 suggests that charities should take the opportunity to explain any financial uncertainties regarding the charity's financial sustainability and consideration of going concern and the steps being taken to address these uncertainties.

An explanation as to those factors that support the conclusion that the charity is a going concern;

*The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern. There are no material uncertainties affecting the current year's accounts.*

Disclosure of any uncertainties that make the going concern assumption doubtful;

Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern.

### 1.3 Change of accounting policy

The accounts present a true and fair view and no changes have been made to the accounting policies adopted in note { }.

Yes*	<input checked="" type="checkbox"/>	* -Tick as appropriate
No*	<input type="checkbox"/>	

Please disclose:

<i>(i) the nature of the change in accounting policy;</i>	
<i>(ii) the reasons why applying the new accounting policy provides more reliable and more relevant information; and</i>	
<i>(iii) the amount of the adjustment for each line affected in the current period, each prior period presented and the aggregate amount of the adjustment relating to periods before those presented, 3.44 FRS102 SORP.</i>	

### 1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period (3.46 FRS102 SORP).

Yes*	<input checked="" type="checkbox"/>	* -Tick as appropriate
No*	<input type="checkbox"/>	

Please disclose:

<i>(i) the nature of any changes;</i>	
<i>(ii) the effect of the change on income and expense or assets and liabilities for the current period; and</i>	
<i>(iii) where practicable, the effect of the change in one or more future periods.</i>	

### 1.5 Material prior year errors

No material prior year error have been identified in the reporting period (3.47 FRS102 SORP).

Yes*	<input checked="" type="checkbox"/>	* -Tick as appropriate
No*	<input type="checkbox"/>	

Please disclose:

<i>(i) the nature of the prior period error;</i>	
<i>(ii) for each prior period presented in the accounts, the amount of the correction for each account line item affected; and</i>	
<i>(iii) the amount of the correction at the beginning of the earliest prior period presented in the accounts.</i>	



Section C		Notes to the accounts		(cont)
<b>Note 2                      Accounting policies</b>				
<i>This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.</i>				
<b>2.1 RECONCILIATION WITH PREVIOUS GENERALLY ACCEPTED ACCOUNTING PRACTICE</b>				
Please provide a description of the nature of each change in accounting policy				
<b>Reconciliation of funds per previous GAAP to funds determined under FRS 102</b>				
	Start of period	End of period		
	£	£		
Fund balances as previously stated				
Adjustments:				
Fund balance as restated				
<b>Reconciliation of net income/(net expenditure) per previous GAAP to net income/(net expenditure) under FRS 102</b>				
		End of period		
		£		
Net income/(expenditure) as previously stated				
Adjustments:				
Previous period net income/(expenditure) as restated				

Section C		Notes to the accounts		(cont)		
Note 2		Accounting policies				
2.2 INCOME						
Recognition of income	These are included in the Statement of Financial Activities (SoFA) when:					
	<ul style="list-style-type: none"><li>the charity becomes entitled to the resources;</li></ul>			Yes*	No*	N/a*
	<ul style="list-style-type: none"><li>it is more likely than not that the trustees will receive the resources;</li></ul>			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<ul style="list-style-type: none"><li>the monetary value can be measured with sufficient reliability.</li></ul>					
Offsetting	There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.			Yes*	No*	N/a*
				<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grants and donations	Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).			Yes*	No*	N/a*
				<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).			Yes*	No*	N/a*
				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Legacies	Legacies are included in the SOFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.			Yes*	No*	N/a*
				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Government grants	The charity has received government grants in the reporting period			Yes*	No*	N/a*
				<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tax reclaims on donations and gifts	Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.			Yes*	No*	N/a*
				<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contractual income and performance related grants	This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.			Yes*	No*	N/a*
				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Donated goods	Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.			Yes*	No*	N/a*
				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.			Yes*	No*	N/a*
				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'.			Yes*	No*	N/a*
				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.			Yes*	No*	N/a*
				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.			Yes*	No*	N/a*
				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

<b>Donated services and facilities</b>	Donated services and facilities are included in the SOFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.		Yes*	No*	N/a*
					✓
	Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SOFA.		Yes*	No*	N/a*
					✓
<b>Support costs</b>	The charity has incurred expenditure on support costs.		Yes*	No*	N/a*
			✓		
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.		Yes*	No*	N/a*
					✓
<b>Income from interest, royalties and dividends</b>	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.		Yes*	No*	N/a*
					✓
<b>Income from membership subscriptions</b>	Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.		Yes*	No*	N/a*
					✓
	Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.		Yes*	No*	N/a*
					✓
<b>Settlement of insurance claims</b>	Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other income in the SoFA.		Yes*	No*	N/a*
					✓
<b>Investment gains and losses</b>	This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.		Yes*	No*	N/a*
					✓
<b>2.3 EXPENDITURE AND LIABILITIES</b>					
<b>Liability recognition</b>	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.		Yes*	No*	N/a*
			✓		
<b>Governance and support costs</b>	Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.		Yes*	No*	N/a*
			✓		
	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.		Yes*	No*	N/a*
			✓		
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.		Yes*	No*	N/a*
					✓
<b>Grants payable without performance conditions</b>	Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.		Yes*	No*	N/a*
					✓
<b>Redundancy cost</b>	The charity made no redundancy payments during the reporting period.		Yes*	No*	N/a*
			✓		
<b>Deferred income</b>	No material item of deferred income has been included in the accounts.		Yes*	No*	N/a*
			✓		
<b>Creditors</b>	The charity has creditors which are measured at settlement amounts less any trade discounts		Yes*	No*	N/a*
				✓	
<b>Provisions for liabilities</b>	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date		Yes*	No*	N/a*
					✓
<b>Basic financial instruments</b>	The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.		Yes*	No*	N/a*
			✓		

<b>2.4 ASSETS</b>				
<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least		<b>£500</b>	
	They are valued at cost.		Yes*	No*
	The depreciation rates and methods used are disclosed in note 14.			
<b>Intangible fixed assets</b>	The charity has intangible fixed assets, that is, non-monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed in note 15.		Yes*	No*
	They are valued at cost.		Yes*	No*
<b>Heritage assets</b>	The charity has heritage assets, that is, non-monetary assets with historic, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. The depreciation rates and methods used as disclosed in note 16.		Yes*	No*
	They are valued at cost.		Yes*	No*
<b>Investments</b>	Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.		Yes*	No*
	Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments		Yes*	No*
<b>Stocks and work in progress</b>	Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.		Yes*	No*
	Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.		Yes*	No*
	Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.		Yes*	No*
<b>Debtors</b>	Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.		Yes*	No*
<b>Current asset investments</b>	The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity of less than one year held for investment purposes rather than to meet short-term cash commitments as they fall due.		Yes*	No*
	They are valued at fair value except where they qualify as basic financial instruments.		Yes*	No*
<b>POLICIES ADOPTED ADDITIONAL TO OR DIFFERENT FROM THOSE ABOVE</b>				

Section C		Notes to the accounts			(cont)	
Note 3		Income				
	Analysis of income	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year
					£	£
Donations and legacies:	Donations and gifts	10,000		-	10,000	-
	Gift Aid	2,500		-	2,500	
	Legacies	-	-	-	-	-
	General grants provided by government/other charities		81,000	-	81,000	97,500
	Membership subscriptions and sponsorships which are in substance donations	-	-	-	-	
	Donated goods, facilities and services	-	-	-	-	-
	Other	-	-	-	-	
	Total	12,500	81,000	-	93,500	97,500
Charitable activities:		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
Other trading activities:		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
Income from investments:	Interest income	-	-	-	-	-
	Dividend income	-	-	-	-	-
	Rental and leasing income	-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
Separate material item of income		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Total	-	-	-	-	-
Other:	Conversion of endowment funds into income	-	-	-	-	-
	Gain on disposal of a tangible fixed asset held for charity's own use	-	-	-	-	-
	Gain on disposal of a programme related investment	-	-	-	-	-
	Royalties from the exploitation of intellectual property rights	-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
TOTAL INCOME		12,500	81,000	-	93,500	97,500
Other information:						
All income in the prior year was unrestricted except for: (please provide description and amounts)		£42,500 grant awarded by Chelmsford City Council, £25,000 EU Welcome Back grant and £30,000 from Royal Opera House Bridge				
Where any endowment fund is converted into income in the reporting period, please give the reason for the conversion.		N/A				
Within the income items above the following items are material: (please disclose the nature, amount and any prior year amounts)		£58,500 grant funding from Chelmsford City Council (prior year £42,500) and £17,500 from Royal Opera House Bridge (prior year £30,000)				
Where sums originally denominated in foreign currency have been included in income, explain the basis on which those sums have been translated into sterling (or the currency in which the accounts are drawn up).		N/A				

Section C	Notes to the accounts	(cont)	
Note 4	Analysis of receipts of government grants		
		This year	Last year
	Description	£	£
Government grant 1	Chelmsford City Council - core grant	42,500	42,500
Government grant 2	Chelmsford City Council - EU Welcome back	-	25,000
Government grant 3	Chelmsford City Council - Cultural Strategy	16,000	-
Government grant 4	Royal Opera House Bridge	17,500	30,000
	Total	76,000	97,500
Please provide details of any unfulfilled conditions and other contingencies attaching to grants that have been recognised in income.	N/A		
Please give details of other forms of government assistance from which the charity has directly benefited.	N/A		

Section C		Notes to the accounts		(cont)	
Note 5		Donated goods, facilities and services			
			This year	Last year	
			£	£	
Seconded staff			-	-	
Use of property			-	-	
Other			-	-	
			-	-	
Please provide details of the accounting policy for the recognition and valuation of donated goods, facilities and services.		N/A			
Please provide details of any unfulfilled conditions and other contingencies attaching to resources from donated goods and services not recognised in income.		N/A			
Please give details of other forms of other donated goods and services not recognised in the accounts, eg contribution of unpaid volunteers.		N/A			

Note 6 Expenditure						
	Analysis of expenditure	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year
					£	£
Expenditure on raising funds:	Incurred seeking donations	-	2,948	-	2,948	3,136
	Incurred seeking legacies	-	-	-	-	-
	Incurred seeking grants		11,790		11,790	12,546
	Operating membership schemes and social lotteries					
	Staging fundraising events					
	Fundraising agents					
	Operating charity shops					
	Operating a trading company undertaking non-charitable trading activity					
	Advertising, marketing, direct mail and publicity	-	-	-	-	-
	Start up costs incurred in generating new source of future income	-	-	-	-	-
	Database development costs	-	-	-	-	-
	Other trading activities					
	Investment management costs:	-	-	-	-	-
	Portfolio management costs	-	-	-	-	-
	Cost of obtaining investment advice	-	-	-	-	-
	Investment administration costs	-	-	-	-	-
	Intellectual property licencing costs	-	-	-	-	-
	Rent collection, property repairs and maintenance charges	-	-	-	-	-
		-	-	-	-	-
	<b>Total expenditure on raising funds</b>	-	14,738	-	14,738	15,682
Expenditure on charitable activities	See Note 9		28,792	-	28,792	18,682
	Cultural Strategy Activity	-	26,400	-	26,400	8,231
		-	-	-	-	-
		-	-	-	-	-
	<b>Total expenditure on charitable activities</b>	-	55,192	-	55,192	26,913
Separate material item of expense		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
<b>Total</b>		-	-	-	-	-
Other						
		-	-	-	-	-
		-	-	-	-	-
	<b>Total other expenditure</b>	-	-	-	-	-
<b>TOTAL EXPENDITURE</b>		-	69,930	-	69,930	42,595
Other information:						
Analysis of expenditure on charitable activities						

Activity or programme	Activities undertaken directly	Grant funding of activities	Support Costs	Total this year	Total prior year
	£	£	£	£	£
Activity 1	Delivering grant funding requirements		28,792	28,792	18,682
Activity 2	Cultural Strategy development		26,400	26,400	8,231
Other					
<b>Total</b>			55,192	55,192	26,913

Prior year expenditure on charitable activities can be analysed as follows:

Continuing to establish the charity and Chelmsford Cultural Strategy

Within the expenditure items above the following items are material: (please disclose the nature, amount and any prior year amounts)

Employees £18,677 and consultancy costs £43,042 (Prior year £28,714)

Where sums originally denominated in foreign currency have been included in expenditure, explain the basis on which those sums have been translated into sterling (or the currency in which the accounts are drawn up).

N/A

Section C		Notes to the accounts		(cont)	
Note 7		Extraordinary items - there are none			
Please explain the nature of each extraordinary item occurring in the period.					
		Description	This year £	Last year £	
Extraordinary item 1		N/A	-	-	
Extraordinary item 2			-	-	
Extraordinary item 3			-	-	
Extraordinary item 4			-	-	
Total extraordinary items			-	-	

Section C

Notes to the accounts

Note 8

Funds received as agent - there are none

8.1

Please complete this note if the charity has agreed to administer the funds of another entity as its agent. Note: If a charity is acting as an agent, it should not recognise the income in the Statement of Financial Activities or the Balance Sheet.

Description/name of party	Related party (Yes or No)	Amount received		Amount paid out		Balance held at period end	
		This year	Last year	This year	Last year	This year	Last year
		£	£	£	£	£	£
N/A		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
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		-	-	-	-	-	-



Note 9 Support Costs						
<i>Please complete this note if the charity has analysed its expenses using activity categories and has support costs.</i>						
Support cost (examples)	Raising funds £	Charitable Activities £	Cultural Strategy £	Activity 3 £	Grand total £	Basis of allocation (Describe method)
Governance (Company secretary)		1,000		-	1,000	100% Charitable activity
Chief Executive & Executive Director	13,389	13,388		-	26,777	Split 50:50
Payroll Services	148	148		-	296	Split 50:50
Insurance	115	115		-	230	Split 50:50
Consultancy		12,702			12,702	
Other - expenses	1,086	1,439	26,400	-	28,925	Split 50:50 business rates charitable activity only
<b>Total</b>	<b>14,738</b>	<b>28,792</b>	<b>26,400</b>	<b>-</b>	<b>69,930</b>	
<p><i>Please provide details of the accounting policy adopted for the apportionment of costs between activities and any estimation techniques used to calculate their apportionment.</i></p>						<p><b>This assumes all activities of the Trust, other than Governance, Other expenses and Cultural Strategy activities, are split equally between Raising Funds &amp; Charitable Activities. Governance is deemed 100% Charitable Activity, Other is split 50:50 other than ££353 business rates for charitable delivery and there are a mix of costs attributed to the Cultural Strategy activity.</b></p>

Note 10 Details of certain types of expenditure						
<b>Note 10.1 Fees for examination of the accounts</b>						
<i>Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner. If nothing was paid please enter '0' in the appropriate box(es).</i>						
					<b>This year £</b>	<b>Last year £</b>
<b>Independent examiner's fees</b>					610	650
<b>Assurance services other than independent examination</b>					0	0
<b>Tax advisory fees</b>					0	0
<b>Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner</b>					0	0

<b>Note 11</b>		<b>Paid employees</b>	
Please complete this note if the charity has any employees (transactions with Trustees dealt with in Note 28)			
<b>11.1 Staff Costs</b>			
	<b>This year</b>	<b>Last year</b>	
	<b>£</b>	<b>£</b>	
Salaries and wages	17,691	11,072	
Social security costs	-	-	
Pension costs (defined contribution pension plan)	986	542	
Other employee benefits	-	-	
<b>Total staff costs</b>	<b>18,677</b>	<b>11,614</b>	
Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party		N/A	
Please give details of the number of employees whose total employee benefits (excluding employer pension costs) fell within each band of £10,000 from £60,000 upwards. If there are no such transactions, please enter 'true' in the box provided.			
No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000		TRUE	
<b>Band</b>	<b>Number of employees</b>		
£60,000 to £69,999	0		
£70,000 to £79,999	0		
£80,000 to £89,999	0		
£90,000 to £99,999	0		
£100,000 to £109,999	0		
Please provide the total amount paid to key management personnel (includes trustees and senior management) for their services to the charity. For specific amounts paid to trustees. see Note 28.		£17,691	
<b>11.2 Average head count in the year</b>		<b>This year</b>	<b>Last year</b>
		<b>Number</b>	<b>Number</b>
The parts of the charity in which the employees work	Fundraising	0.40	0.40
	Charitable Activities	0.60	0.60
	Governance	-	-
	Other	-	-
<b>Total</b>		<b>1.00</b>	<b>1.00</b>
<b>11.3 Ex-gratia payments to employees and others (excluding trustees)</b>			
Please complete if an ex-gratia payment is made.			
Please explain the nature of the payment		company secretarial services	
Please state the legal authority or reason for making the payment		To cover company secretarial duties as agreed by the Trust Board	
Please state the amount of the payment (or value of any waiver of a right to an asset)		£1,000	
<b>11.4 Redundancy payments</b>			
Please complete if any redundancy or termination payment is made in the period.			
Total amount of payment		0	
The nature of the payment (cash, asset etc.)			
The extent of redundancy funding at the balance sheet date			
Please state the accounting policy for any redundancy or termination payments			

<b>Note 12</b>				
<b>Defined contribution pension scheme or defined benefit scheme</b>				
<b>accounted for as a defined contribution scheme.</b>				
<b>12.1 Please complete this note if a defined contribution pension scheme is operated.</b>				
<b>Amount of contributions recognised in the SOFA as an expense</b>		<b>£986</b>		
<b>Please explain the basis for allocating the liability and expense of defined contribution pension scheme between activities and between restricted and unrestricted funds.</b>		Employee costs have been allocated 40:60 between activities, all applied to restricted funds as either forms part of running the Trust / seeking new funding.		
<b>12.2 Please complete this section where the charity participates in a defined benefit pension plan but is unable to ascertain its share of the underlying assets and liabilities.</b>				
<b>Please confirm that although the scheme is accounted for as a defined contribution plan, it is a defined benefit plan.</b>		NEST is a defined contribution occupational pension scheme backed by the government, it is not a defined benefit pension plan.		
<b>Please provide such information as is available about the plan's surplus or deficit and the implications, if any, for the reporting charity</b>		N/A		
<b>12.3 Please complete this section where the charity participates in a multi-employer defined benefit pension plan that is accounted for as a defined contribution plan.</b>				
<b>Describe the extent to which the charity can be liable to the plan for other entities' obligations under the terms and conditions of the multi-employer plan</b>		N/A		
<b>Explain how any liability arising from an agreement with a multi-employer plan to fund a deficit has been determined.</b>		N/A		

Section C		Notes to the accounts		(cont)
<b>Note 13 Grantmaking</b>				
<i>Please complete this note if the charity made any grants or donations which in aggregate form a material part of the charitable activities undertaken.</i>				
<b>13.1 Analysis of grants paid (included in cost of charitable activities)</b>				
Analysis	Grants to institutions	Grants to individuals	Support costs	Total
Activity or project 1	-			-
Activity or project 2			-	-
Activity or project 3			-	-
Activity or project 4			-	-
<b>Total</b>	-	-	-	-
<i>Please enter "Nil" if the charity does not identify and/or allocate support costs.</i>				
<b>13.2 Grants made to institutions</b>				
<i>My charity has made grants to particular institutions that are material in the context of its grantmaking. Details of the institution supported, purpose of the grant and total paid to each institution is available on the charity's web site.</i>				<i>Please provide details of charity's URL.</i>
				<i>Provide details below</i>
Names of institution		Purpose	Total amount of grants paid £	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
<b>Total grants to institutions in reporting period</b>			-	
<b>Other unanalysed grants</b>			-	
<b>TOTAL GRANTS PAID</b>			-	

Note 14 Tangible fixed assets						
Please complete this note if the charity has any tangible fixed assets						
<b>14.1 Cost or valuation</b>						
	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Total	
	£	£	£	£	£	
At the beginning of the year	-	-	-	779	779	
Additions	-	-	-	-	-	
Revaluations	-	-	-	-	-	
Disposals	-	-	-	-	-	
Transfers *	-	-	-	-	-	
At end of the year	-	-	-	779	779	
<b>14.2 Depreciation and impairments</b>						
**Basis	SL or RB	SL or RB	SL or RB	Straight Line	SL or RB	Straight Line ("SL") or Reducing Balance
** Rate				3 Years		
At beginning of the year	-	-	-	779	779	
Disposals	-	-	-	-	-	
Depreciation	-	-	-	-	-	
Impairment	-	-	-	-	-	
Transfers*	-	-	-	-	-	
At end of the year	-	-	-	779	779	
<b>14.3 Net book value</b>						
Net book value at the beginning of the year	-	-	-	-	-	
Net book value at the end of the year	-	-	-	-	-	
<b>14.4 Impairment</b>						
Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.			N/A			
<b>14.5 Revaluation</b>						
If an accounting policy of revaluation is adopted, please provide:						
the effective date of the revaluation			N/A			
the name of independent valuer, if applicable						
the methods applied and significant assumptions						
the carrying amount that would have been recognised had the assets been carried under the cost model.						
<b>14.6 Other disclosures</b>						
(i) Please state the amount of borrowing costs, if any, capitalised in the construction of tangible fixed assets and the capitalisation			N/A			
(ii) Please provide the amount of contractual commitments for the acquisition of tangible fixed assets.			N/A			
(iii) Details of the existence and carrying amounts of property, plant and equipment to which the charity has restricted title or that are pledged as security for liabilities.			N/A			
* The "transfers" row is for movements between fixed asset categories.						
** Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.						

Section C		Notes to the accounts	
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Note 15	Intangible assets - there are none
<i>Please complete this note if the charity has any intangible assets</i>	

Section C		Notes to the accounts		(cont)	
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Note 16	Heritage assets - there are none
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Section C		Notes to the accounts		(cont)	
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Note 17	Investment assets - there are none
<i>Please complete this note if the charity has any investment assets.</i>	

Section C		Notes to the accounts	
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Note 18	Stocks - there are none
<i>Please complete this note if the charity holds any stock items</i>	

Note 19	Debtors and prepayments
<i>Please complete this note if the charity has any debtors or prepayments.</i>	

19.1 Analysis of debtors

			This year £	Last year £
Trade debtors			-	-
Prepayments and accrued income			45,000	-
Other debtors			-	-
		Total	45,000	-

*Complete 19.2 where a material debtor is recoverable more than a year after the reporting date.*

19.2 Disclosure of debtors recoverable in more than 1 year (included in debtors above)

			This year £	Last year £
Trade debtors			-	-
Prepayments and accrued income			-	-
Other debtors			-	-
		Total	-	-

Note 20 Creditors and accruals				
<i>Please complete this note if the charity has any creditors or accruals.</i>				
20.1 Analysis of creditors				
	Amounts falling due within one year		Amounts falling due after more than one year	
	This year	Last year	This year	Last year
	£	£	£	£
Accruals for grants payable	-	-	-	-
Bank loans and overdrafts	-	-	-	-
Trade creditors	-	-	-	-
Payments received on account for contracts or performance-related grants	-	-	-	-
Accruals and deferred income	-	-	-	-
Taxation and social security	-	-	-	-
Other creditors	7,853	4,896		-
<b>Total</b>	<b>7,853</b>	<b>4,896</b>	<b>-</b>	<b>-</b>
20.2 Deferred income				
<i>Please complete this note if the charity has deferred income.</i>				
<i>Please explain the reasons why income is deferred.</i>				
Movement in deferred income account			This year	Last year
			£	£
Balance at the start of the reporting period			-	-
Amounts added in current period			-	-
Amounts released to income from previous periods			-	-
Balance at the end of the reporting period			-	-
<b>Section C Notes to the accounts (cont)</b>				
<b>Note 21 Provisions for liabilities and charges - there are none</b>				
<i>You should complete this note if you have included in the charity expenditure any provisions. A provision is made when the charity has a liability of uncertain timing or amount.</i>				





Section C	Notes to the accounts	(cont)
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**Note 26**                      **Events after the end of the reporting period**

*Please complete this note where events (not requiring adjustment to the accounts) have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the reporting period.*

Please provide details of the nature of the event	N/A
Provide an estimate of the financial effect of the event or a statement that such an estimate cannot be made	N/A

**Note 27**                      **Charity funds**

**27.1 Details of material funds held and movements during the CURRENT reporting period**

*Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds' (which should include revaluation reserve and fair value reserve, if applicable). The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.*

*\* Key: PE - permanent endowment funds; EE - expendable endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds*

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward	Income	Expenditure	Transfers	Gains and losses	Fund balances carried forward
			£	£	£	£	£	£
Donations including Gift aid	UR	To support the purposes of the charity	10,518	12,500		-	-	23,018
Chelmsford City Council Set up & core staffing support Grant	R	Can be applied to staffing costs, including but not limited to, solicitor and other professional fees, equipment, registration and other administrative costs	52,730	42,500	- 19,025	-	-	76,205
Chelmsford City Council EU Welcome Back grant	R		12,405		- 12,405	-	-	-
Royal Opera House Bridge	R		-	17,500	- 17,500	-	-	-
Essex Community Foundation	R		-	5,000	- 5,000	-	-	-
Chelmsford City Council Cultural Strategy	R		-	16,000	- 16,000	-	-	-
<b>Other funds (balancing figure)</b>			-			-	-	-
<b>Total Funds as per balance sheet</b>			<b>75,653</b>	<b>93,500</b>	<b>- 69,930</b>	<b>-</b>	<b>-</b>	<b>99,223</b>

	Yes*	No*	
Fund balances carried forward include assets and liabilities denominated in a foreign currency	No	✓	
If yes, please state the basis on which the assets and/or liabilities have been translated into sterling (or the currency in which the accounts are drawn up).	N/A		

Note 27 Charity funds								
27.2 Details of material funds held and movements during the PREVIOUS reporting period								
Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds' (which should include revaluation reserve and fair value reserve, if applicable). The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.								
* Key: PE - permanent endowment funds; EE - expendable endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds								
Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
Donations including Gift aid	UR	To support the purposes of the charity	10,518			-	-	10,518
Chelmsford City Council Set up & staffing support Grant	R	Can be applied to staffing costs, including but not limited to, solicitor and other professional fees, equipment, registration and other administrative costs	10,230	42,500		-	-	52,730
Chelmsford City Council EU Welcome Back grant	R		-	25,000	12,595	-	-	12,405
Royal Opera House Bridge	R		-	30,000	30,000	-	-	-
			-	-	-	-	-	-
								-
Other funds (balancing figure)	R		-			-	-	-
Total Funds as per balance sheet			20,748	97,500	42,595	-	-	75,653
				Yes*	No*			
Fund balances carried forward include assets and liabilities denominated in a foreign currency					✓			

Section C		Notes to the accounts				(cont)	
Note 27		Charity funds (cont)					
27.3 Transfers between funds - there are none							
	Reason for transfer and where endowment is converted to income, legal power for its conversion					Amount	
Between unrestricted and restricted funds							
Between endowment and restricted funds							
Between endowment and unrestricted funds							
27.4 Designated funds - there are none							

Section C	Notes to the accounts	(cont)
Note 28 Transactions with trustees and related parties		
If the charity has any transactions with related parties (other than the trustee expenses explained in guidance notes) details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box or "False" if there are transactions to report.		
28.1 Trustee remuneration and benefits		
None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)		TRUE

Section C	Notes to the accounts	(cont)
Note 29	Additional Disclosures - there are none	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' annual report (including Directors' report) for the period

From: 01/9/22 To: 31/3/23

Charity name: Chelmsford Cultural Development Trust

Charity registration number: 1180431

Company number: 10894512

## Objectives and activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b><i>The Charitable Company has been established for the public benefit for the advancement of arts and culture in Chelmsford</i></b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>The Company was established as a Charity on 24/10/18. During this period the Executive Director returned from a sabbatical and subsequently resigned from the role, leaving the employ of the Trust during January 2023. The interim consultant Executive Director was recruited to the permanent position of Chief Executive from December 2022. In addition to fund raising activities the key focus has been implementing the Tea, Toast &amp; Talk project as a charitable activity and initiating development of the Cultural Strategy.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>All trustees / directors completed induction training on the Charity Governance Code and the Public Benefit Requirement. The company's memorandum and articles were amended by special resolution on 5/10/18 to reflect the refined public benefit purpose.</b>

## Achievements and performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<b>The Charity was provided with grant totalling £58,500 via Chelmsford City Council and has been working closely with the Council to ensure the purpose, priorities and focus align with their expectations.</b>  <b>The Chief Executive (CE) and Executive Director (ED) continued a strong partnership approach to the developing Cultural Strategy and they were successful in securing a £17,500 grant from Royal Opera House Bridge and £5,000 from Essex Community Foundation for activity to be delivered.</b>
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## Financial review

Review of the charity's financial position at the end of the period	Para 1.21	<b>The Charity has ended the financial period with funds totalling £99,223. Grant and donor funding of £93,500 was received during the period. Gross expenditure of £69,930 was incurred.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The charity has established a minimum reserves requirement of £2,100 to allow for provision of loss against future funding streams.</b>
Amount of reserves held	Para 1.22	<b>At the 2022/23 period end Reserves stand at £99,223.</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern. They have taken account of the current economic conditions and concluded that although increasing inflation is currently impacting costs of supplies the charity's fundraising ability is encouraging and there are limited on-going commitments.</b>

## Structure, governance and management

Description of charity's trusts:		<b>Chelmsford Cultural Development Trust</b>
Type of governing document: for example, <a href="#">trust deed</a> , <a href="#">memorandum and articles of association</a> etc	Para 1.25	<b>Memorandum and Articles of Association – incorporated 1/8/17.</b>
How is the charity constituted? <a href="#">for example limited company</a> , <a href="#">unincorporated association</a> , <a href="#">CIO</a>	Para 1.25	<b>A Charitable Company Limited by Guarantee Members of the company have provided a guarantee capped at £1 each.</b>
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	Para 1.25	<b>The charity may appoint directors, the minimum number of directors is three and the maximum nine, however the Board may determine a higher number. Chelmsford City Council is entitled to nominate one individual to the Board as a Local Authority Nominee and decide their period of appointment.</b>

## Reference and administrative details

Charity name	<b>Chelmsford Cultural Development Trust</b>
Other name the charity uses	<b>Culture Chelmsford</b>
Registered charity number	<b>1180431</b>
Charity's principal address	<b>Civic Centre, Duke Street, Chelmsford Essex CM1 1JE</b>

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole period	Name of person (or body) entitled to appoint trustee (if any)
1	Rear Admiral Roy Alexander George Clare CBE DL	Chair	To 3 <sup>rd</sup> October 2022	
2	Mark Walmsley	Chair	From 3 <sup>rd</sup> October 2022	
3	Benjamin Geoffrey Backhouse			
4	Julia Anne Frascona	Local Authority Nominee		Chelmsford City Council
5	Ian Flint		To 3 <sup>rd</sup> October 2022	
6	Nicola Jane Freshwater		To 19 <sup>th</sup> January 2023	
7	Stephanie Mitchener	Treasurer		
8	Caroline Porter			
9	Ajay Kumar Pabial			
10	Sarah Barfoot			
11	Elliot Boakes		From 13 <sup>th</sup> December 2022	
12	Mark Garratt		From 13 <sup>th</sup> December 2022	
13	Marie Goldman		10 <sup>th</sup> July 2023	

### Corporate trustees – names of the directors at the date the report was approved

Director name	
None	

There are no trustees holding title to property belonging to the charity.

There are no Funds held as custodian trustees on behalf of others.

### Additional information (optional)

#### Name of Chief Executive employed (optional information)

Claire Gevaux

### Other optional information



Elliot Boakes provided company secretarial services to December 2022, invoicing for services provided

## Declarations

**The company has taken advantage of the small companies' exemption in preparing the report above.**

**The trustees declare that they have approved the trustees' report (including directors' report) above.**

**Signed on behalf of the charity's trustees/directors**

<b>Signature(s)</b>		
<b>Full name(s)</b>	Mark Walmsley	Stephanie Mitchener
<b>Position</b>	Chair	Treasurer
<b>Date</b>	06/12/2023	

Charity Name: Chelmsford Cultural Development Trust		Charity No	1180431	Annual accounts for the period	
		Company No	10894512		
Period start date	01/09/2022	To	Period end date	31/03/2023	

## Section A Statement of financial activities (including summary income and expenditure account)

Recommended categories by activity	Guidance Note	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
		£	£	£	£	£
		F01	F02	F03	F04	F05
<b>Income (Note 3)</b>						
<b>Income and endowments from:</b>						
Donations and legacies	S01	12,500	81,000	-	93,500	97,500
Charitable activities	S02	-	-	-	-	-
Other trading activities	S03	-	-	-	-	-
Investments	S04	-	-	-	-	-
Separate material item of income	S05	-	-	-	-	-
Other	S06	-	-	-	-	-
<b>Total</b>	S07	12,500	81,000	-	93,500	97,500
<b>Expenditure (Notes 6)</b>						
<b>Expenditure on:</b>						
Raising funds	S08	-	14,738	-	14,738	15,682
Charitable activities	S09	-	55,192	-	55,192	26,913
Separate material expense item	S10	-	-	-	-	-
Other	S11	-	-	-	-	-
<b>Total</b>	S12	-	69,930	-	69,930	42,595
<b>Net income/(expenditure) before tax for the reporting period</b>	S13	12,500	11,070	-	23,570	54,905
Tax payable	S14	-	-	-	-	-
<b>Net income/(expenditure) after tax before investment gains/(losses)</b>	S15	12,500	11,070	-	23,570	54,905
Net gains/(losses) on investments	S16	-	-	-	-	-
<b>Net income/(expenditure)</b>	S17	12,500	11,070	-	23,570	54,905
<b>Extraordinary items</b>	S18	-	-	-	-	-
<b>Transfers between funds</b>	S19	-	-	-	-	-
<b>Other recognised gains/(losses):</b>						
Gains and losses on revaluation of fixed assets for the charity's own use	S20	-	-	-	-	-
Other gains/(losses)	S21	-	-	-	-	-
<b>Net movement in funds</b>	S22	12,500	11,070	-	23,570	54,905
<b>Reconciliation of funds:</b>						
Total funds brought forward	S23	10,518	65,135	-	75,653	20,748
<b>Total funds carried forward</b>	S24	23,018	76,205	-	99,223	75,653

	Charity Name: Chelmsford Cultural Development Trust	Charity No	1180431
		Company No	10894512

## Section B Balance sheet



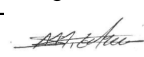
	Guidance Note	Unrestricted funds	Restricted income funds	Endowment funds	Total this year	Total last year
		£	£	£	£	£
		F01	F02	F03	F04	F05
<b>Fixed assets</b>						
Intangible assets (Note 15)	B01	-	-	-	-	-
Tangible assets (Note 14)	B02	-	-	-	-	-
Heritage assets (Note 16)	B03	-	-	-	-	-
Investments (Note 17)	B04	-	-	-	-	-
<b>Total fixed assets</b>	B05	-	-	-	-	-
<b>Current assets</b>						
Stocks (Note 18)	B06	-	-	-	-	-
Debtors (Note 19)	B07	-	45,000	-	45,000	-
Investments (Note 17.4)	B08	-	-	-	-	-
Cash at bank and in hand (Note 24)	B09	23,018	39,058	-	62,076	80,549
<b>Total current assets</b>	B10	23,018	84,058	-	107,076	80,549
<b>Creditors: amounts falling due within one year (Note 20)</b>	B11	-	7,853	-	7,853	4,896
<b>Net current assets/(liabilities)</b>	B12	23,018	76,205	-	99,223	75,653
<b>Total assets less current liabilities</b>	B13	23,018	76,205	-	99,223	75,653
<b>Creditors: amounts falling due after one year (Note 20)</b>	B14	-	-	-	-	-
<b>Provisions for liabilities</b>	B15	-	-	-	-	-
<b>Total net assets or liabilities</b>	B16	23,018	76,205	-	99,223	75,653
<b>Funds of the Charity</b>						
Endowment funds (Note 27)	B17	-	-	-	-	-
Restricted income funds (Note 27)	B18	-	76,205	-	76,205	65,135
Unrestricted funds	B19	23,018	-	-	23,018	10,518
Revaluation reserve	B20	-	-	-	-	-
Fair value reserve	B21	-	-	-	-	-
<b>Total funds</b>	B22	23,018	76,205	-	99,223	75,653

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Signed by one or two trustees/directors on behalf of all the trustees/directors	Name	Date of approval dd/mm/yyyy
	Mark Walmsley 	06/12/2023
	Ben Backhouse 	06/12/2023
Signature of director authenticating accounts being sent to Companies House	Signature	Date dd/mm/yyyy
		06/12/2023
	Stephanie Mitchener	



<b>Section C</b>	<b>Notes to the accounts</b>
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**Note 1 Basis of preparation**

***This section should be completed by all charities .***

**1.1 Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- |                                    |   |   |
|------------------------------------|---|---|
| • and with*                        | ✓ | the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 |
| • and with*                        | ✓ | the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)   |
| • and with the Charities Act 2011. |   |   |

The charity constitutes a public benefit entity as defined by FRS 102.\*

✓

\* -Tick as appropriate

**1.2 Going concern**

***If there are material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern, please provide the following details or state "Not applicable", if appropriate:***

**The guidance on the implications of Covid-19 suggests that charities should take the opportunity to explain any financial uncertainties regarding the charity's financial sustainability and consideration of going concern and the steps being taken to address these uncertainties.**

An explanation as to those factors that support the conclusion that the charity is a going concern;

*The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern. There are no material uncertainties affecting the current year's accounts.*

Disclosure of any uncertainties that make the going concern assumption doubtful;

Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern.

### 1.3 Change of accounting policy

The accounts present a true and fair view and no changes have been made to the accounting policies adopted in note { }.

Yes*	<input checked="" type="checkbox"/>	* -Tick as appropriate
No*	<input type="checkbox"/>	

Please disclose:

(i) the nature of the change in accounting policy;

(ii) the reasons why applying the new accounting policy provides more reliable and more relevant information; and

(iii) the amount of the adjustment for each line affected in the current period, each prior period presented and the aggregate amount of the adjustment relating to periods before those presented, 3.44 FRS102 SORP.

### 1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period (3.46 FRS102 SORP).

Yes*	<input checked="" type="checkbox"/>	* -Tick as appropriate
No*	<input type="checkbox"/>	

Please disclose:

(i) the nature of any changes;

(ii) the effect of the change on income and expense or assets and liabilities for the current period; and

(iii) where practicable, the effect of the change in one or more future periods.

### 1.5 Material prior year errors

No material prior year error have been identified in the reporting period (3.47 FRS102 SORP).

Yes*	<input checked="" type="checkbox"/>	* -Tick as appropriate
No*	<input type="checkbox"/>	

Please disclose:

(i) the nature of the prior period error;

(ii) for each prior period presented in the accounts, the amount of the correction for each account line item affected; and

(iii) the amount of the correction at the beginning of the earliest prior period presented in the accounts.

Section C		Notes to the accounts		(cont)
<b>Note 2 Accounting policies</b>				
<i>This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.</i>				
<b>2.1 RECONCILIATION WITH PREVIOUS GENERALLY ACCEPTED ACCOUNTING PRACTICE</b>				
Please provide a description of the nature of each change in accounting policy				
<b>Reconciliation of funds per previous GAAP to funds determined under FRS 102</b>				
	Start of period	End of period		
	£	£		
Fund balances as previously stated				
Adjustments:				
Fund balance as restated				
<b>Reconciliation of net income/(net expenditure) per previous GAAP to net income/(net expenditure) under FRS 102</b>				
		End of period		
		£		
Net income/(expenditure) as previously stated				
Adjustments:				
Previous period net income/(expenditure) as restated				

Section C		Notes to the accounts		(cont)		
Note 2		Accounting policies				
2.2 INCOME						
Recognition of income	These are included in the Statement of Financial Activities (SoFA) when:					
	<ul style="list-style-type: none"><li>the charity becomes entitled to the resources;</li></ul>			Yes*	No*	N/a*
	<ul style="list-style-type: none"><li>it is more likely than not that the trustees will receive the resources;</li></ul>			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<ul style="list-style-type: none"><li>the monetary value can be measured with sufficient reliability.</li></ul>					
Offsetting	There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.			Yes*	No*	N/a*
				<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grants and donations	Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).			Yes*	No*	N/a*
				<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).			Yes*	No*	N/a*
				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Legacies	Legacies are included in the SOFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.			Yes*	No*	N/a*
				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Government grants	The charity has received government grants in the reporting period			Yes*	No*	N/a*
				<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tax reclaims on donations and gifts	Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.			Yes*	No*	N/a*
				<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contractual income and performance related grants	This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.			Yes*	No*	N/a*
				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Donated goods	Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.			Yes*	No*	N/a*
				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.			Yes*	No*	N/a*
				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'.			Yes*	No*	N/a*
				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.			Yes*	No*	N/a*
				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.			Yes*	No*	N/a*
				<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

<b>Donated services and facilities</b>	Donated services and facilities are included in the SOFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.		Yes*	No*	N/a*
					✓
	Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SOFA.		Yes*	No*	N/a*
					✓
<b>Support costs</b>	The charity has incurred expenditure on support costs.		Yes*	No*	N/a*
			✓		
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.		Yes*	No*	N/a*
					✓
<b>Income from interest, royalties and dividends</b>	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.		Yes*	No*	N/a*
					✓
<b>Income from membership subscriptions</b>	Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.		Yes*	No*	N/a*
					✓
	Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.		Yes*	No*	N/a*
					✓
<b>Settlement of insurance claims</b>	Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other income in the SoFA.		Yes*	No*	N/a*
					✓
<b>Investment gains and losses</b>	This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.		Yes*	No*	N/a*
					✓
<b>2.3 EXPENDITURE AND LIABILITIES</b>					
<b>Liability recognition</b>	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.		Yes*	No*	N/a*
			✓		
<b>Governance and support costs</b>	Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.		Yes*	No*	N/a*
			✓		
	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.		Yes*	No*	N/a*
			✓		
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.		Yes*	No*	N/a*
					✓
<b>Grants payable without performance conditions</b>	Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.		Yes*	No*	N/a*
					✓
<b>Redundancy cost</b>	The charity made no redundancy payments during the reporting period.		Yes*	No*	N/a*
			✓		
<b>Deferred income</b>	No material item of deferred income has been included in the accounts.		Yes*	No*	N/a*
			✓		
<b>Creditors</b>	The charity has creditors which are measured at settlement amounts less any trade discounts		Yes*	No*	N/a*
				✓	
<b>Provisions for liabilities</b>	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date		Yes*	No*	N/a*
					✓
<b>Basic financial instruments</b>	The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.		Yes*	No*	N/a*
			✓		

<b>2.4 ASSETS</b>						
<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least			£500		
	They are valued at cost.			Yes*	No*	N/a*
	The depreciation rates and methods used are disclosed in note 14.			✓		
<b>Intangible fixed assets</b>	The charity has intangible fixed assets, that is, non-monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed in note 15.			Yes*	No*	N/a*
					✓	
	They are valued at cost.			Yes*	No*	N/a*
						✓
<b>Heritage assets</b>	The charity has heritage assets, that is, non-monetary assets with historic, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. The depreciation rates and methods used as disclosed in note 16.			Yes*	No*	N/a*
					✓	
	They are valued at cost.			Yes*	No*	N/a*
						✓
<b>Investments</b>	Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.			Yes*	No*	N/a*
						✓
	Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments			Yes*	No*	N/a*
						✓
<b>Stocks and work in progress</b>	Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.			Yes*	No*	N/a*
						✓
	Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.			Yes*	No*	N/a*
						✓
	Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.			Yes*	No*	N/a*
						✓
<b>Debtors</b>	Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.			Yes*	No*	N/a*
				✓		
<b>Current asset investments</b>	The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity of less than one year held for investment purposes rather than to meet short-term cash commitments as they fall due.			Yes*	No*	N/a*
					✓	
	They are valued at fair value except where they qualify as basic financial instruments.			Yes*	No*	N/a*
						✓
<b>POLICIES ADOPTED ADDITIONAL TO OR DIFFERENT FROM THOSE ABOVE</b>						

Section C		Notes to the accounts			(cont)	
Note 3		Income				
	Analysis of income	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year
					£	£
Donations and legacies:	Donations and gifts	10,000		-	10,000	-
	Gift Aid	2,500		-	2,500	
	Legacies	-	-	-	-	-
	General grants provided by government/other charities		81,000	-	81,000	97,500
	Membership subscriptions and sponsorships which are in substance donations	-	-	-	-	
	Donated goods, facilities and services	-	-	-	-	-
	Other	-	-	-	-	
	Total	12,500	81,000	-	93,500	97,500
Charitable activities:		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
Other trading activities:		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
Income from investments:	Interest income	-	-	-	-	-
	Dividend income	-	-	-	-	-
	Rental and leasing income	-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
Separate material item of income		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Total	-	-	-	-	-
Other:	Conversion of endowment funds into income	-	-	-	-	-
	Gain on disposal of a tangible fixed asset held for charity's own use	-	-	-	-	-
	Gain on disposal of a programme related investment	-	-	-	-	-
	Royalties from the exploitation of intellectual property rights	-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
TOTAL INCOME		12,500	81,000	-	93,500	97,500
Other information:						
All income in the prior year was unrestricted except for: (please provide description and amounts)		£42,500 grant awarded by Chelmsford City Council, £25,000 EU Welcome Back grant and £30,000 from Royal Opera House Bridge				
Where any endowment fund is converted into income in the reporting period, please give the reason for the conversion.		N/A				
Within the income items above the following items are material: (please disclose the nature, amount and any prior year amounts)		£58,500 grant funding from Chelmsford City Council (prior year £42,500) and £17,500 from Royal Opera House Bridge (prior year £30,000)				
Where sums originally denominated in foreign currency have been included in income, explain the basis on which those sums have been translated into sterling (or the currency in which the accounts are drawn up).		N/A				

Section C	Notes to the accounts	(cont)	
Note 4	Analysis of receipts of government grants		
		This year	Last year
	Description	£	£
Government grant 1	Chelmsford City Council - core grant	42,500	42,500
Government grant 2	Chelmsford City Council - EU Welcome back	-	25,000
Government grant 3	Chelmsford City Council - Cultural Strategy	16,000	-
Government grant 4	Royal Opera House Bridge	17,500	30,000
	Total	76,000	97,500
<i>Please provide details of any unfulfilled conditions and other contingencies attaching to grants that have been recognised in income.</i>	N/A		
<i>Please give details of other forms of government assistance from which the charity has directly benefited.</i>	N/A		

Section C		Notes to the accounts		(cont)
Note 5		Donated goods, facilities and services		
			This year	Last year
			£	£
Seconded staff			-	-
Use of property			-	-
Other			-	-
			-	-
Please provide details of the accounting policy for the recognition and valuation of donated goods, facilities and services.		N/A		
Please provide details of any unfulfilled conditions and other contingencies attaching to resources from donated goods and services not recognised in income.		N/A		
Please give details of other forms of other donated goods and services not recognised in the accounts, eg contribution of unpaid volunteers.		N/A		



Note 6 Expenditure						
	Analysis of expenditure	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year
					£	£
Expenditure on raising funds:	Incurred seeking donations	-	2,948	-	2,948	3,136
	Incurred seeking legacies	-	-	-	-	-
	Incurred seeking grants		11,790		11,790	12,546
	Operating membership schemes and social lotteries					
	Staging fundraising events					
	Fundraising agents					
	Operating charity shops					
	Operating a trading company undertaking non-charitable trading activity					
	Advertising, marketing, direct mail and publicity	-	-	-	-	-
	Start up costs incurred in generating new source of future income	-	-	-	-	-
	Database development costs	-	-	-	-	-
	Other trading activities					
	Investment management costs:	-	-	-	-	-
	Portfolio management costs	-	-	-	-	-
	Cost of obtaining investment advice	-	-	-	-	-
	Investment administration costs	-	-	-	-	-
	Intellectual property licencing costs	-	-	-	-	-
	Rent collection, property repairs and maintenance charges	-	-	-	-	-
		-	-	-	-	-
	<b>Total expenditure on raising funds</b>	-	14,738	-	14,738	15,682
Expenditure on charitable activities	See Note 9		28,792	-	28,792	18,682
	Cultural Strategy Activity	-	26,400	-	26,400	8,231
		-	-	-	-	-
		-	-	-	-	-
	<b>Total expenditure on charitable activities</b>	-	55,192	-	55,192	26,913
Separate material item of expense		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
<b>Total</b>		-	-	-	-	-
Other				-	-	
		-	-	-	-	-
		-	-	-	-	-
	<b>Total other expenditure</b>	-	-	-	-	-
<b>TOTAL EXPENDITURE</b>		-	69,930	-	69,930	42,595
Other information:						
Analysis of expenditure on charitable activities						

Activity or programme	Activities undertaken directly	Grant funding of activities	Support Costs	Total this year	Total prior year
	£	£	£	£	£
Activity 1	Delivering grant funding requirements		28,792	28,792	18,682
Activity 2	Cultural Strategy development		26,400	26,400	8,231
Other					
<b>Total</b>			55,192	55,192	26,913

Prior year expenditure on charitable activities can be analysed as follows:

Continuing to establish the charity and Chelmsford Cultural Strategy

Within the expenditure items above the following items are material: (please disclose the nature, amount and any prior year amounts)

Employees £18,677 and consultancy costs £43,042 (Prior year £28,714)

Where sums originally denominated in foreign currency have been included in expenditure, explain the basis on which those sums have been translated into sterling (or the currency in which the accounts are drawn up).

N/A

Section C		Notes to the accounts		(cont)	
Note 7		Extraordinary items - there are none			
Please explain the nature of each extraordinary item occurring in the period.					
		Description	This year £	Last year £	
Extraordinary item 1		N/A	-	-	
Extraordinary item 2			-	-	
Extraordinary item 3			-	-	
Extraordinary item 4			-	-	
Total extraordinary items			-	-	

Section C

Notes to the accounts

Note 8

Funds received as agent - there are none

8.1 Please complete this note if the charity has agreed to administer the funds of another entity as its agent. Note: If a charity is acting as an agent, it should not recognise the income in the Statement of Financial Activities or the Balance Sheet.

Description/name of party	Related party (Yes or No)	Amount received		Amount paid out		Balance held at period end	
		This year	Last year	This year	Last year	This year	Last year
		£	£	£	£	£	£
N/A		-	-	-	-	-	-
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Note 9 Support Costs						
<i>Please complete this note if the charity has analysed its expenses using activity categories and has support costs.</i>						
Support cost (examples)	Raising funds £	Charitable Activities £	Cultural Strategy £	Activity 3 £	Grand total £	Basis of allocation (Describe method)
Governance (Company secretary)		1,000		-	1,000	100% Charitable activity
Chief Executive & Executive Director	13,389	13,388		-	26,777	Split 50:50
Payroll Services	148	148		-	296	Split 50:50
Insurance	115	115		-	230	Split 50:50
Consultancy		12,702			12,702	
Other - expenses	1,086	1,439	26,400	-	28,925	Split 50:50 business rates charitable activity only
<b>Total</b>	<b>14,738</b>	<b>28,792</b>	<b>26,400</b>	<b>-</b>	<b>69,930</b>	
<p><i>Please provide details of the accounting policy adopted for the apportionment of costs between activities and any estimation techniques used to calculate their apportionment.</i></p>						<p><b>This assumes all activities of the Trust, other than Governance, Other expenses and Cultural Strategy activities, are split equally between Raising Funds &amp; Charitable Activities. Governance is deemed 100% Charitable Activity, Other is split 50:50 other than ££353 business rates for charitable delivery and there are a mix of costs attributed to the Cultural Strategy activity.</b></p>

Note 10 Details of certain types of expenditure						
<b>Note 10.1 Fees for examination of the accounts</b>						
<i>Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner. If nothing was paid please enter '0' in the appropriate box(es).</i>						
					<b>This year £</b>	<b>Last year £</b>
<b>Independent examiner's fees</b>					610	650
<b>Assurance services other than independent examination</b>					0	0
<b>Tax advisory fees</b>					0	0
<b>Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner</b>					0	0

<b>Note 11</b>		<b>Paid employees</b>	
<i>Please complete this note if the charity has any employees (transactions with Trustees dealt with in Note 28)</i>			
<b>11.1 Staff Costs</b>			
	<b>This year</b>	<b>Last year</b>	
	<b>£</b>	<b>£</b>	
Salaries and wages	17,691	11,072	
Social security costs	-	-	
Pension costs (defined contribution pension plan)	986	542	
Other employee benefits	-	-	
<b>Total staff costs</b>	<b>18,677</b>	<b>11,614</b>	
Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party		N/A	
<i>Please give details of the number of employees whose total employee benefits (excluding employer pension costs) fell within each band of £10,000 from £60,000 upwards. If there are no such transactions, please enter 'true' in the box provided.</i>			
No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000	TRUE		
<b>Band</b>	<b>Number of employees</b>		
£60,000 to £69,999	0		
£70,000 to £79,999	0		
£80,000 to £89,999	0		
£90,000 to £99,999	0		
£100,000 to £109,999	0		
Please provide the total amount paid to key management personnel (includes trustees and senior management) for their services to the charity. For specific amounts paid to trustees. see Note 28.	£17,691		
<b>11.2 Average head count in the year</b>	<b>This year</b>	<b>Last year</b>	
	<b>Number</b>	<b>Number</b>	
The parts of the charity in which the employees work	Fundraising	0.40	0.40
	Charitable Activities	0.60	0.60
	Governance	-	-
	Other	-	-
	<b>Total</b>	<b>1.00</b>	<b>1.00</b>
<b>11.3 Ex-gratia payments to employees and others (excluding trustees)</b>			
<i>Please complete if an ex-gratia payment is made.</i>			
Please explain the nature of the payment	company secretarial services		
Please state the legal authority or reason for making the payment	To cover company secretarial duties as agreed by the Trust Board		
Please state the amount of the payment (or value of any waiver of a right to an asset)	£1,000		
<b>11.4 Redundancy payments</b>			
<i>Please complete if any redundancy or termination payment is made in the period.</i>			
Total amount of payment	0		
The nature of the payment (cash, asset etc.)			
The extent of redundancy funding at the balance sheet date			
Please state the accounting policy for any redundancy or termination payments			

<b>Note 12</b>				
<b>Defined contribution pension scheme or defined benefit scheme</b>				
<b>accounted for as a defined contribution scheme.</b>				
<b>12.1 Please complete this note if a defined contribution pension scheme is operated.</b>				
<b>Amount of contributions recognised in the SOFA as an expense</b>		<b>£986</b>		
<b>Please explain the basis for allocating the liability and expense of defined contribution pension scheme between activities and between restricted and unrestricted funds.</b>		Employee costs have been allocated 40:60 between activities, all applied to restricted funds as either forms part of running the Trust / seeking new funding.		
<b>12.2 Please complete this section where the charity participates in a defined benefit pension plan but is unable to ascertain its share of the underlying assets and liabilities.</b>				
<b>Please confirm that although the scheme is accounted for as a defined contribution plan, it is a defined benefit plan.</b>		NEST is a defined contribution occupational pension scheme backed by the government, it is not a defined benefit pension plan.		
<b>Please provide such information as is available about the plan's surplus or deficit and the implications, if any, for the reporting charity</b>		N/A		
<b>12.3 Please complete this section where the charity participates in a multi-employer defined benefit pension plan that is accounted for as a defined contribution plan.</b>				
<b>Describe the extent to which the charity can be liable to the plan for other entities' obligations under the terms and conditions of the multi-employer plan</b>		N/A		
<b>Explain how any liability arising from an agreement with a multi-employer plan to fund a deficit has been determined.</b>		N/A		

Section C		Notes to the accounts		(cont)
<b>Note 13 Grantmaking</b>				
<i>Please complete this note if the charity made any grants or donations which in aggregate form a material part of the charitable activities undertaken.</i>				
<b>13.1 Analysis of grants paid (included in cost of charitable activities)</b>				
Analysis	Grants to institutions	Grants to individuals	Support costs	Total
Activity or project 1	-			-
Activity or project 2			-	-
Activity or project 3			-	-
Activity or project 4			-	-
<b>Total</b>	-	-	-	-
<i>Please enter "Nil" if the charity does not identify and/or allocate support costs.</i>				
<b>13.2 Grants made to institutions</b>				
<i>My charity has made grants to particular institutions that are material in the context of its grantmaking. Details of the institution supported, purpose of the grant and total paid to each institution is available on the charity's web site.</i>				<i>Please provide details of charity's URL.</i>
				<i>Provide details below</i>
Names of institution		Purpose	Total amount of grants paid £	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
			-	
<b>Total grants to institutions in reporting period</b>			-	
<b>Other unanalysed grants</b>			-	
<b>TOTAL GRANTS PAID</b>			-	

Note 14 Tangible fixed assets						
Please complete this note if the charity has any tangible fixed assets						
<b>14.1 Cost or valuation</b>						
	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Total	
	£	£	£	£	£	
At the beginning of the year	-	-	-	779	779	
Additions	-	-	-	-	-	
Revaluations	-	-	-	-	-	
Disposals	-	-	-	-	-	
Transfers *	-	-	-	-	-	
At end of the year	-	-	-	779	779	
<b>14.2 Depreciation and impairments</b>						
**Basis	SL or RB	SL or RB	SL or RB	Straight Line	SL or RB	Straight Line ("SL") or Reducing Balance
** Rate				3 Years		
At beginning of the year	-	-	-	779	779	
Disposals	-	-	-	-	-	
Depreciation	-	-	-	-	-	
Impairment	-	-	-	-	-	
Transfers*	-	-	-	-	-	
At end of the year	-	-	-	779	779	
<b>14.3 Net book value</b>						
Net book value at the beginning of the year	-	-	-	-	-	
Net book value at the end of the year	-	-	-	-	-	
<b>14.4 Impairment</b>						
Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.			N/A			
<b>14.5 Revaluation</b>						
If an accounting policy of revaluation is adopted, please provide:						
the effective date of the revaluation			N/A			
the name of independent valuer, if applicable						
the methods applied and significant assumptions						
the carrying amount that would have been recognised had the assets been carried under the cost model.						
<b>14.6 Other disclosures</b>						
(i) Please state the amount of borrowing costs, if any, capitalised in the construction of tangible fixed assets and the capitalisation			N/A			
(ii) Please provide the amount of contractual commitments for the acquisition of tangible fixed assets.			N/A			
(iii) Details of the existence and carrying amounts of property, plant and equipment to which the charity has restricted title or that are pledged as security for liabilities.			N/A			
* The "transfers" row is for movements between fixed asset categories.						
** Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.						

Section C	Notes to the accounts
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Note 15	Intangible assets - there are none
<i>Please complete this note if the charity has any intangible assets</i>	

Section C	Notes to the accounts	(cont)
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Note 16	Heritage assets - there are none
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Section C	Notes to the accounts	(cont)
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Note 17	Investment assets - there are none
<i>Please complete this note if the charity has any investment assets.</i>	

Section C	Notes to the accounts
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Note 18	Stocks - there are none
<i>Please complete this note if the charity holds any stock items</i>	

Note 19	Debtors and prepayments
<i>Please complete this note if the charity has any debtors or prepayments.</i>	

19.1 Analysis of debtors

	This year £	Last year £
Trade debtors	-	-
Prepayments and accrued income	45,000	-
Other debtors	-	-
<b>Total</b>	<b>45,000</b>	<b>-</b>

*Complete 19.2 where a material debtor is recoverable more than a year after the reporting date.*

19.2 Disclosure of debtors recoverable in more than 1 year (included in debtors above)

	This year £	Last year £
Trade debtors	-	-
Prepayments and accrued income	-	-
Other debtors	-	-
<b>Total</b>	<b>-</b>	<b>-</b>



Note 20 Creditors and accruals				
<i>Please complete this note if the charity has any creditors or accruals.</i>				
20.1 Analysis of creditors				
	Amounts falling due within one year		Amounts falling due after more than one year	
	This year	Last year	This year	Last year
	£	£	£	£
Accruals for grants payable	-	-	-	-
Bank loans and overdrafts	-	-	-	-
Trade creditors	-	-	-	-
Payments received on account for contracts or performance-related grants	-	-	-	-
Accruals and deferred income	-	-	-	-
Taxation and social security	-	-	-	-
Other creditors	7,853	4,896		-
<b>Total</b>	<b>7,853</b>	<b>4,896</b>	<b>-</b>	<b>-</b>
20.2 Deferred income				
<i>Please complete this note if the charity has deferred income.</i>				
<i>Please explain the reasons why income is deferred.</i>				
Movement in deferred income account			This year	Last year
			£	£
Balance at the start of the reporting period			-	-
Amounts added in current period			-	-
Amounts released to income from previous periods			-	-
Balance at the end of the reporting period			-	-
<b>Section C Notes to the accounts (cont)</b>				
<b>Note 21 Provisions for liabilities and charges - there are none</b>				
<i>You should complete this note if you have included in the charity expenditure any provisions. A provision is made when the charity has a liability of uncertain timing or amount.</i>				



Section C	Notes to the accounts	(cont)
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**Note 26**                      **Events after the end of the reporting period**

*Please complete this note where events (not requiring adjustment to the accounts) have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the reporting period.*

Please provide details of the nature of the event	N/A
Provide an estimate of the financial effect of the event or a statement that such an estimate cannot be made	N/A

**Note 27**                      **Charity funds**

**27.1 Details of material funds held and movements during the CURRENT reporting period**

*Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds' (which should include revaluation reserve and fair value reserve, if applicable). The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.*

*\* Key: PE - permanent endowment funds; EE - expendable endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds*

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward  £	Income  £	Expenditure  £	Transfers  £	Gains and losses  £	Fund balances carried forward  £
Donations including Gift aid	UR	To support the purposes of the charity	10,518	12,500		-	-	23,018
Chelmsford City Council Set up & core staffing support Grant	R	Can be applied to staffing costs, including but not limited to, solicitor and other professional fees, equipment, registration and other administrative costs	52,730	42,500	- 19,025	-	-	76,205
Chelmsford City Council EU Welcome Back grant	R		12,405		- 12,405	-	-	-
Royal Opera House Bridge	R		-	17,500	- 17,500	-	-	-
Essex Community Foundation	R		-	5,000	- 5,000	-	-	-
Chelmsford City Council Cultural Strategy	R		-	16,000	- 16,000	-	-	-
<b>Other funds (balancing figure)</b>			-			-	-	-
<b>Total Funds as per balance sheet</b>			75,653	93,500	- 69,930	-	-	99,223

	Yes*	No*	
Fund balances carried forward include assets and liabilities denominated in a foreign currency	No	✓	

If yes, please state the basis on which the assets and/or liabilities have been translated into sterling (or the currency in which the accounts are drawn up).	N/A
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Note 27 Charity funds								
27.2 Details of material funds held and movements during the PREVIOUS reporting period								
Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds' (which should include revaluation reserve and fair value reserve, if applicable). The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.								
* Key: PE - permanent endowment funds; EE - expendable endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds								
Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
Donations including Gift aid	UR	To support the purposes of the charity	10,518			-	-	10,518
Chelmsford City Council Set up & staffing support Grant	R	Can be applied to staffing costs, including but not limited to, solicitor and other professional fees, equipment, registration and other administrative costs	10,230	42,500		-	-	52,730
Chelmsford City Council EU Welcome Back grant	R		-	25,000	12,595	-	-	12,405
Royal Opera House Bridge	R		-	30,000	30,000	-	-	-
			-	-	-	-	-	-
								-
Other funds (balancing figure)	R		-			-	-	-
Total Funds as per balance sheet			20,748	97,500	42,595	-	-	75,653
				Yes*	No*			
Fund balances carried forward include assets and liabilities denominated in a foreign currency					✓			

Section C		Notes to the accounts				(cont)	
Note 27		Charity funds (cont)					
27.3 Transfers between funds - there are none							
	Reason for transfer and where endowment is converted to income, legal power for its conversion					Amount	
Between unrestricted and restricted funds							
Between endowment and restricted funds							
Between endowment and unrestricted funds							
27.4 Designated funds - there are none							

Section C		Notes to the accounts		(cont)	
Note 28		Transactions with trustees and related parties			
<i>If the charity has any transactions with related parties (other than the trustee expenses explained in guidance notes) details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box or "False" if there are transactions to report.</i>					
28.1 Trustee remuneration and benefits					
None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)				TRUE	

Section C		Notes to the accounts		(cont)	
Note 29		Additional Disclosures - there are none			

## **Independent Examiner's Report to the Trustees of Chelmsford Cultural Development Trust**

I report to the trustees (who are also Directors for the purpose of company law) on my examination of the financial statements of Chelmsford Cultural Development Trust ('the charitable company') for the period ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

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

As the trustees of charitable company you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the charitable company are not required to be audited under Part 16 of the Act and are eligible for independent examination, I report in respect of my examination of the charitable company's financial statements carried out under section 145 of the Charities Act 2011 ('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 2011 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 giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

E Oddie

Elaine Oddie OBE MA FCA FCCA  
NSO Associates LLP  
Chartered Certified Accountants  
75 Springfield Road  
Chelmsford CM2 6JB

Date: 08.12.2023

