

**Charity Registration No. 1181254**

**Company Registration No. CE015974 (England and Wales)**

**HADDON CHARITY FOR PERFORMING ARTS**  
**(FORMERLY KNOWN AS OUTREACH AND COMMUNITY ACTION PROJECT)**  
**TRUSTEES' REPORT AND UNAUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

# HADDON CHARITY FOR PERFORMING ARTS

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Mr N Westwick Mrs E Senter Mrs H Carbutt Mr A Dunbar
<b>Company number</b>	CE015974
<b>Charity number</b>	1181254
<b>Principal address</b>	Former United Reformed Church HCPA Studios 73 Coleshill Road Nuneaton CV10 0NZ
<b>Independent Examiners</b>	Burgis and Bullock 23-25 Waterloo Place Warwick Street Royal Leamington Spa CV32 5LA
<b>Bankers</b>	NatWest Bank 1 Market Place Nuneaton CV11 4YY

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# **HADDON CHARITY FOR PERFORMING ARTS**

## **CONTENTS**

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	<b>Page</b>
Trustees' report	1 - 3
Independent examiners' report	4
Receipts and payments account	5
Statement of assets and liabilities	6
Notes to the accounts	7 - 11

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# **HADDON CHARITY FOR PERFORMING ARTS**

## **TRUSTEES' REPORT**

***FOR THE YEAR ENDED 31 MARCH 2023***

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The trustees present their report and accounts for the year ended 31 March 2023.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in October 2019.

### **Structure, governance and management**

The charity is a charitable incorporated organisation established under a constitution first signed on 23 June 2018 and re-signed annually. Since the year end the charity's name has been changed from the Outreach and Community Action Project to the Haddon Charity for Performing Arts.

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

Mr N Westwick

Mrs E Senter

Mrs H Carbutt

Mr A Dunbar

Nominated individuals elected by existing Trustees, unanimous vote required for appointment

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The Charity has a "bible" containing all active policy documents. Said document is reviewed on an annual basis to ensure fitness for purpose.

To support the Trustees there is a general committee with members tasked with specific roles within the organisation, including, but not limited to; Lead Safeguarding Manager, Business Manager, Restraint Reduction Manager. Trustees are automatically members of this committee.

Currently the Trustees meet quarterly, plus an additional quarterly meeting with the general committee.

Day to day running of the Charity is delegated to the named Trustees equally, with specific tasks assigned at each AGM & reviewed to ensure acceptance of outcomes. As the Charity further establishes itself it is looking to employ part-time staff in areas of Centre Manager, Financial Manager & SENCo (Special Educational Needs Coordinator). These roles will be vital to the organisation.

As a Children's Charity, the safety and wellbeing of the target audience is of paramount importance – as such all committee members must undertake Local Authority approved/provided safeguarding training, be DBS checked and hold County council approved Chaperone licences for children in entertainment.

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

# **HADDON CHARITY FOR PERFORMING ARTS**

## **TRUSTEES' REPORT (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2023**

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### **Objectives and activities**

- The charity's primary objective is to advance the education of the public and in particular, but not exclusively, children and young people in the appreciation and practice of performing arts (drama, music and dance) through the provision of classes, workshops and opportunities to participate in artistic performances.
- To advance and help young people through:
  - a. The provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life;
  - b. Providing support and activities which develop their skills, capabilities to enable them to participate in society as mature and responsible individuals.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

### **Achievements and performance**

2020/21 had seen the Charity finally manage to open the doors of its own premises, rather than having to rely on public rented spaces. As with the previous year, further work on the building during the current year has been undertaken. The Trustees believe this continual development of the building and delivery spaces allow for growth in services without undue strain on finances.

Our Special Education Needs youth group continues to provide this sector of our demographic with a regular monthly environment to meet and socialise.

The re-naming of the organisation has had a positive impact and has helped to reduce any stigma associated with those students benefiting from our charitable status and those who are un-subsidised. It has also allowed us to align the branding used, such that the Commercial education provider we are launching to reduce the reliance on grant aid will sit under the same "Haddon" banner.

### **Financial review**

All financial records for the period confirm that the organisation has a good handle on it's financial health.

The trustees are grateful for all the grant support that the organisation receives and are looking at other potential revenue streams to ensure that there does not become an over-reliance on any one source of funding.

In terms of this year, total receipts reached £85,104. This comprised of £59,192 unrestricted and £25,912 restricted funds. Total expenditure was £100,518 which comprised of £63,165 unrestricted and £37,323 restricted. Total assets as at 31 March 2023 stood at £28,685 - 2022: £44,099.

The charity has made positive strides to clear the deficit within unrestricted funds we are still facing economic challenges in light of the cost of living crisis. The charity is still looking at classes and activities that are underperforming and moving forward we hope to see a positive turn around in our financial stability whilst also working to build up our reserves.

## HADDON CHARITY FOR PERFORMING ARTS


### TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2023**

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It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. Whilst the charity has currently not achieved this target for unrestricted reserves the Trustees nevertheless feel confident that the steps they have taken will enable the charity to attain this level in the short term.

On behalf of the board of trustees



.....  
**Mr N Westwick**

Trustee

Dated: .....8-1-24.....

# HADDON CHARITY FOR PERFORMING ARTS

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF HADDON CHARITY FOR PERFORMING ARTS

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I report to the charity trustees on my examination of the accounts of the charity for the year ended 31st March 2023 which are set out on pages 5 to 10.

#### **Respective responsibilities of trustees and examiner**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **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:

- (i) accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- (ii) the accounts do not accord with those records;

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

WA Hubbard

Wende Hubbard FCCA

Dated 8 January 2024

Burgis & Bullock  
23-25 Waterloo Place  
Warwick Street  
Royal Leamington Spa  
CV32 5LA

# HADDON CHARITY FOR PERFORMING ARTS

## RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
<b><u>Incoming resources from generated funds</u></b>					
Donations and legacies	2	643	-	643	1,004
Incoming resources from charitable activities	3	58,549	25,912	84,461	75,056
<b>Total incoming resources</b>		<b>59,192</b>	<b>25,912</b>	<b>85,104</b>	<b>76,060</b>
<b><u>Resources expended</u></b>					
<b>Charitable activities</b>					
Charitable expenditure	4	63,165	37,353	100,518	57,211
<b>Total resources expended</b>		<b>63,165</b>	<b>37,353</b>	<b>100,518</b>	<b>57,211</b>
<b>Net (outgoing)/incoming resources before transfers</b>		<b>(3,973)</b>	<b>(11,441)</b>	<b>(15,414)</b>	<b>18,849</b>
Gross transfers between funds	7	24,702	(24,702)	-	-
<b>Net incoming/(outgoing) resources</b>		<b>20,729</b>	<b>(36,143)</b>	<b>(15,414)</b>	<b>18,849</b>
Fund balances at 1 April 2022		(16,469)	60,568	44,099	25,250
<b>Fund balances at 31 March 2023</b>		<b>4,260</b>	<b>24,425</b>	<b>28,685</b>	<b>44,099</b>




# HADDON CHARITY FOR PERFORMING ARTS

## STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 MARCH 2023

Notes	2023		2022	
	£	£	£	£
<b>Current assets</b>				
Natwest bank account	25,422		38,746	
CAF bank account	3,052		5,076	
Petty cash	211		277	
<b>Total assets less current liabilities</b>		28,685		44,099

The accounts were approved by the Board on 8-1-24



Mr N Westwick  
Trustee

Company Registration No. CE015974

# HADDON CHARITY FOR PERFORMING ARTS

## NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2023

### 1 Accounting policies

#### 1.1 Basis of preparation

The accounts have been prepared under the receipts and payments basis.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in October 2019 and the Companies Act 2006.

#### 1.2 Receipts and Payments Account

Donations and other income are credited in the period in which they are received. These are analysed between restricted and unrestricted funds.

Expenditure paid out in the year is also analysed between restricted and unrestricted funds.

#### 1.3 Statement of Assets and Liabilities

Cash funds are listed in detail with amounts at 31st March 2023 which are in agreement with the balance carried forward on the Receipts and Payments Account.

### 2 Donations and legacies

	Total 2023	Total 2022
Donations and gifts	643	1,004

### 3 Incoming resources from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Grants received	29,065	25,912	54,977	57,494
Fundraising	623	-	623	921
Charitable Income - Ticket Sales	28,861	-	28,861	16,641
	<u>58,549</u>	<u>25,912</u>	<u>84,461</u>	<u>75,056</u>

# HADDON CHARITY FOR PERFORMING ARTS

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 4 Activities undertaken directly

	2023	2022
	£	£
Other costs relating to Charitable expenditure comprise:		
<b><u>Unrestricted Expenditure</u></b>		
Purchase of equipment	1,556	1,291
Performance and festival costs	9	2,123
Rent	19,833	23,129
Teachers fees	5,528	2,525
Repairs and maintenance	2,027	5,551
Postage and stationery	1,617	1,468
Travelling expenses	10	772
Legal and professional	6,396	5,991
SEN Co-ordinator	4,197	3,720
Sundry expenses	9,677	3,170
Subscriptions	554	72
Consultancy	11,761	-
<b><u>Restricted expenditure</u></b>		
Purchase of equipment	4,177	2,261
Performance and festival costs	4,693	2,080
Rent	400	-
Teachers fees	4,075	2,081
Repairs and maintenance	18,479	385
Postage and stationary	728	-
Travelling expenses	1,897	-
SEN Co-ordinator	1,630	-
Sundry expenses	1,274	318
Subscriptions	-	274
	<u>100,518</u>	<u>57,211</u>

### 5 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, and none were reimbursed in respect of expenses incurred during the year (2022: Reimbursements within year totalled £NIL)

During the a member of key management received payment for services rendered of £5,363.

A close family member of key management provided services of £12,000 to the charity in the year.

# **HADDON CHARITY FOR PERFORMING ARTS**

## **NOTES TO THE ACCOUNTS (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2023***

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### **6 Employees**

There were no employees during the year.

### **7 Transfers**

Transfers include the remaining balance on the original Children in Need Project , which the charity agreed with the funder to move to unrestricted due to covid and not being unable to complete the original outline for the grant.

The 29th May Charitable Trust income has been reclassified as unrestricted as per the original agreement the funds were to be used for charitable purposes.

Other transfers include funds held relate to grants which were spent during covid and the initial set up. These have been reclassified to unrestricted funds.

# HADDON CHARITY FOR PERFORMING ARTS

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 8 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2022	Movement in funds		Transfer	Balance at 31 March 2023
	£	Income	Expenditure	£	£
29th May Charitable Trust	4,911	-	-	(4,911)	-
BBC Children in Need	20,477	9,902	(12,241)	(16,508)	1,630
Harry Payne Fund	610	-	-	-	610
Hoe Wesleyan Small Grant	1,897	-	-	-	1,897
WPH Charitable Trust	925	-	-	(925)	-
Hartshill Parish Council	500	-	-	(500)	-
Heart of England	1,900	-	-	(1,900)	-
Warwick CC Fund	658	1,000	(582)	-	1,076
Groundwork Tesco	3,675	-	-	-	3,675
Sport England	11,305	-	(6,305)	-	5,000
Foyle Foundation	5,000	5,000	(4,644)	-	5,356
True Colours	695	-	-	-	695
Alan Higgs	3,015	-	(3,020)	5	-
Hobson Charity	5,000	-	(5,000)	-	-
North Warks	-	500	(527)	27	-
Think Active	-	1,000	-	-	1,000
Together Fund	-	4,590	(1,155)	-	3,435
Youell Fund	-	1,920	(1,930)	10	-
Energy Fund	-	2,000	(1,949)	-	51
	<u>60,568</u>	<u>25,912</u>	<u>(37,353)</u>	<u>(24,702)</u>	<u>24,425</u>

Sport England and the Foyle foundation provided capital grants for the 'project new home' in the year.

Heart of England grant (doing things differently) was given to ensure that community projects can adapt safely to the 'new normal', so that they can continue carrying out essential support in their area.

Children in Need Grant was given to close the gap between neuro typical young people and neuro diverse young people. It was to offer experiences such as a theatre trip and a recording studio visit as well as put towards the actual class. It was also to purchase mirrors and a dance floor.

# HADDON CHARITY FOR PERFORMING ARTS

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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### 9 Analysis of net assets between funds

	Unrestricted £	Restricted £	Total £
Fund balances at 31 March 2023 are represented by:			
Current assets	4,260	24,425	28,685
	<u>4,260</u>	<u>24,425</u>	<u>28,685</u>

### 10 Capital commitments

A lease commitment of £18,000 per annum was agreed on 21st January 2020 with a term of 15 years. The annual amount is subject to review.