



THE COMMON GROUND COLLECTIVE

CHARITY NUMBER 1181481

TRUSTEES REPORT AND RECEIPTS AND PAYMENTS ACCOUNTS

FOR THE PERIOD FROM 1 APRIL 2020 TO 31 MARCH 2021

The trustees present their report and unaudited accounts for the year ended 31 March 2021

Charity reference and administration details

Charity name:	The Common Ground Collective
Other names:	Common Ground Plus
Registered Charity number:	1181481
Charity principal address:	Half Moon Pottery Studio, Eckel House, Half Moon Street, Bagshot GU19 5AL
Names of Trustees:	Valerie Hunt (appointed 8 January 2019) Eileen Pearcey (reappointed 8 January 2021) Gail Rich (appointed 8 January 2019)
Bank:	Santander UK Bridle Road, Bootle, Merseyside, L30 4GB
Senior Management:	Gabriella Croci (Founder and Workshop Facilitator)

Structure, governance, and management

The charity Common Ground Collective is a Charitable Incorporated Organisation (CIO), incorporated and registered as a charity on 8 January 2019. The charity is governed under its constitution. The trustees oversee the charity, and the day-to-day management of the charity is performed by the Charity workshop facilitator. The workshop facilitator books venues, markets the charity services to the public, teaches at workshops during the year and arranges for other artists to teach at workshops. The workshop facilitator also fulfils the role of marketing and fund-raising co-ordinator for the charity, reporting back to the trustees regularly. During the year ended 31 March 2021, the workshop facilitator was an unpaid volunteer April 2020 to June 2020 and was a paid staff member for the period July 2020 to March 2021. From November 2020 to March 2021 the workshop facilitator was furloughed because of Covid-19 restrictions meaning that in person workshops could not take place.

There is a child protection policy in place and DBS checks are done prior to commencement of employment or trusteeship and checks are carried out again in line with statutory requirements.

All trustees have given their time voluntarily and receive no remuneration or other benefits.

Trustee recruitment

Trustees are appointed or reappointed every three years at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the Charity.

Objectives of the charity

The charity objects as set out in the governing constitution document are:

- (1) To advance the education of the public in the arts, including (but not limited to) young people and disabled people.
- (2) To promote the relief of disabled people.
- (3) To advance for the benefit of the public such other exclusively charitable purposes (in accordance with the laws of England and Wales) as the Trustees of the charity shall from time to time select.

Activities of the charity

In planning our activities for the year, the trustees kept in mind the Charities commission guidance on public benefit. Activities were limited by the Covid-19 restrictions during the year.

The main activities held were as follows:

- Provided art kits to those with severe learning difficulties and those struggling with their mental health
- Held in person workshop art sessions for those with learning difficulties and children struggling with their mental health.
- Provided paint kits, clay kits and calligraphy kits with video tutorials to the general public with one kit donated for every one paid for.
- Held online art classes

The workshop facilitator volunteered her time in the first quarter of the financial year. The estimated donated voluntary help received in this period from the workshop facilitator is £ 5,130 (2020 £19,300)

Achievements and Performance

As COVID - 19 hit the UK, we acted to serve our community, using art as a tool for inclusion and mindfulness for those struggling with their mental health.

Inclusion being one of the main focus points for us and the impact this has on these individuals mental health, we aimed to offer a collective gift to as many of these individuals as our funding allowed; a gift that would promote the benefits of therapy and education through not only art but also an invitation to be a part of a wider creative community.

To make this vision possible, we held a crowd funder through 'back her business' to cover these art kits' cost. With the help of our communities generosity and Natwest backing us, On 24th April 2020, we successfully raised £2,650 (+ est. £335.00 Gift Aid) with 55 supporters in 28 days.

The kits included high-quality art materials with printed how-to guides and easy to follow video tutorials hosted by Ellie Green founder of Surrey Art school and model maker and designer, Jim Parkyn.

The individuals we served during the first lockdown were those with severe learning disabilities. We made this decision as it was in line with our initial objectives as a charity. From a recent survey by Dimensions, a not-for-profit support provider, it was made clear that people on the autistic spectrum and/or those with learning disabilities responded to a recent survey which uncovered 'a collective sense of exclusion', stating that 93% of respondents feel more isolated from society as a result of COVID-19, and 76% have been made to feel that they don't matter, in comparison to other people. Serving these individuals was deemed to be a high priority for the charity.

We donated the Art Kits to the service users of Whitelodge, Frimhurst, Halow, Arthouse unlimited and Autism Trust. These individuals had to shield due to medical issues, so having activities to keep their hands busy and minds quiet was very much appreciated.

Once the restrictions were lifted and we were able to provide workshops in person, as an advance to our usual service users, because of COVID - 19 and the rise in mental health issues, we felt it was important to help serve a wider community than exclusively those with learning disabilities.

Alongside developing our second launch of Art kits, we held multiple physical sessions throughout 2020 for children struggling with their mental health. These sessions helped both typically developed individuals struggling with mental health issues and those with learning disabilities.

We listened to feedback from those who had received donated art kits and throughout the summer of 2020, we developed the art kits by designing kits of varying creative skills; A paint kit with online tutorials by Holly Warburton (hollywarbs.com), A clay kit with tutorials by Blanked Earth (blankearth.co.uk) and a calligraphy kit with tutorials by Louise Ralphs (Loupaper.co.uk). Each came with Christmas specials to get them in the festive spirit! The charity chose to make these available to the general public on the basis that for every kit paid for, one was donated. This enabled us to advance the education of our usual service users in the arts and also the general public and those who wouldn't normally engage in the arts. We also held online art classes for some corporate events in the lead up to Christmas 2020.

Although the majority of our donated art kits went to those with learning disabilities, we also selected an organisation which we felt would benefit from therapy through art. We donated to Play for Progress which is a like-minded charity, tapping into the healing power of music, the arts, play, and creative therapies to build healthy and resilient relationships which nourish, support, and amplify the voices of unaccompanied minor refugees and asylum-seekers. These kits were likely to have been the only gifts they would have received that Christmas and the feedback was overwhelming.

With proceeds from Art Kits sold to the general public, we were able to donate in time for Christmas to those from; Frimhurst, Halow, Autism trust and Play for progress. We were also able to offer 10% off to home-ed families by partnering with Jodie Coles who organises affordable educational resources for single-parent families.

We also raised £900 from a bauble collaboration with Louise Ralph.

Financial Review

The principal source of charity funds for the year ended 31 March 2021 were from sales of art kits, grants from grant making organisations and government grants whilst the workshop facilitator was furloughed.

Expenditure during the year was principally on purchases and supplies for charitable activities and salary for the workshop facilitator. Governance services were donated and a corresponding amount was shown in income as well as expenditure.

The expenditure has supported the objectives of teaching arts to the public and specifically benefitting disabled persons by the provision of subsidised or free workshops for those with severe learning difficulties and donated art kits to those with learning difficulties and those with mental health difficulties..

Donated services were received in the form of governance services. The value of goods and services donated have been included in income and shown as expenditure in accordance with the charities SORP.

Reserves

It is the policy of the Charity to ensure that at least 3 months of expenditure is in the bank at all times, working towards 6 months in the coming year.

Cash at bank on 31/3/2021 was £4122 (2020 £3956). £2665 of this figure was restricted fund grant money (2020 £2700). The restricted funds carried forward represents a grant received from the National Lottery Community funds for salary. Because the workshop facilitator was furloughed for much of the year, grant funds have been carried forward into the 2021-22 accounting year.

Declaration

The trustees declare they have approved the trustees' report above
Signed on behalf of the charity trustees

Signature


[Val Hunt \(Dec 29, 2021 12:13 GMT\)](#)

Name

Val Hunt

Signature



Name

Eileen Pearcy

Date

Dec 29, 2021

The Common Ground Collective
Receipts and payments accounts for the year ended 31 March 2021

Receipts and payments accounts for the year ended 31 March 2021

	Unrestricted funds	Restricted funds	Total funds	Last year funds
	£	£	£	£
	2021	2021	2021	2020
Receipts				
Income and endowments from:				
Donations and legacies	1,619	13,127	14,746	4,933
Government Covid grant	5,654		5,654	
Charitable activities	5,020	-	5,020	3,142
Other trading activities	-	-	-	-
Total	12,293	13,127	25,420	8,075
Payments:				
Raising funds	-	-	-	-
Charitable activities	11,951	13,161	25,112	4,259
Total	11,951	13,161	25,112	4,259
Net of receipts/(payments)	342	-34	308	3,816
Transfers between funds				
Net movement in funds	342	-34	308	3,816
Reconciliation of funds:				
Cash funds last year end	1,116	2,700	3,816	-
Cash funds this year end	1,457	2,665	4,122	3,816

Statement of assets and liabilities at the end of the period

	Unrestricted funds £ 2021	Restricted income funds £ 2021	Total this year £ 2021	Total last year £ 2020
		-	-	-
Cash Funds				
Cash at bank and in hand	1,457	2,665	4,122	3,956
Total cash funds	1,457	2,665	4,122	3,956
Other monetary assets				
Liabilities:	0		0	140
Total assets less liabilities	1,457	2,665	4,122	3,816

Signed by one or two trustees on behalf of all the trustees:

Signature


 Val Hunt (Dec 29, 2021 12:13 GMT)

Print name:

Val Hunt

Date of approval:

Dec 29, 2021



Eileen Pearcy

Dec 29, 2021

Notes to the Accounts

Notes forming part of the accounts for the period ended 31 March 2021

1. Accounting policies

(a) Basis of accounting

These accounts have been prepared under the receipts and payments basis and comply with the appropriate legal requirements that the gross income recorded from all sources does not exceed £250,000, the charity is not a company incorporated under the Company's Act and the constitution does not require accruals accounts to be prepared.

(b) Fund Accounting

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(c) Receipts

All receipts are included in the Accounts when received;

- The charity has received Government Coronavirus Job Retention Scheme Grants in the reporting period.
- Gift Aid is included in income when received. 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.
- The value of any voluntary help received is not included in the accounts but is described in the notes.

(d) Payments

Expenditure is recognised when a payment is incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- The charity made no redundancy payments during the reporting period

2. Analysis of receipt of government grants

		This year £
Coronavirus job retention support scheme	HMRC	5,654

All conditions for this grant were fulfilled during the year.

3. Donated goods, facilities and services

Donated goods and services not recognised in the receipts and payments accounts are:
Donated accountancy services from Pearsure Ltd £600 (2020 £600) and volunteered time of the Workshop Facilitator who volunteered her time during the period, the contribution of her time amounted to £5,130 (2020 £19,300).

4. Expenditure on charitable activities

	2021			2020		
	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
			£			£
Art Materials	3,087	5,708	8,795	1,594	500	2,094
Travel	0		0	5		5
Insurance	114		114	78		78
Printing/stationery	297		297	139		139
Rent	440		440	234		234
Staff costs	6,483	7,453	13,936	320		320
Postage	735		735	236		236
Software	388		388	82		82
Accountancy (donated)						600
Child protection	0		0	10		10
Website	386		386	460		460
Other	21		21	1		1
Total	11,951	13,161	25,112	3,159	500	4,259

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5. Paid employees

The charity paid external artists for a small number of workshop sessions. The workshop facilitator was paid for the period July 2020 to March 2021 but was furloughed on 80% salary from November 2020 to March 2021.

Analysis of Staff costs

	2021			2020		
	Unrestricted funds	Restricted income funds	Total funds	Unrestricted funds	Restricted income funds	Total funds
			£			£
Salary	6,378	6,935	13,313	-	-	-
Payment to external artists	105	518	623	320	-	320
Total Staff Costs	6,483	7,453	13,936	320	-	320

No employee received benefits (excluding employers pension costs) for the reporting period of more than £60,000.

The average number of employees for the year was as follows

Average Headcount	2021	2020
Charitable activities- Workshop facilitator	1	1
Charitable activities- part time paid	2	1

6. Trustee remuneration and related party transactions

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

No trustee expenses were incurred during the reporting period.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

7. Risk assessment

The trustees have conducted a review of the major risks. The charity does not offer credit to others therefore the credit risk is deemed low. There are risks to future external funding due to the COVID-19 situation and the trustees are reviewing the risks.

8. Charity Funds

Details of material funds held and movements during the current reporting period

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

	T y p e *	Purpose and Restrictions	Fund balances brought forward	Income	Expend- iture	Transfers	Gains and losses	Fund balances carried forward
			£	£	£	£	£	£
Children with special needs Fund	R	Materials for workshops for disabled	2,700	0	2,700	-	-	0
Crowdfunder Nat West	R	Materials for	0	2,527	2,527			0
Woodward Grant fund	R	Materials for workshops		1,000	1,000			0
National Lottery Community fund	R	Salaries		9,600	6,935			2,665
Other funds	U	Other Funds	1,116	12,291	11,950	-	-	1,457
Total Funds			3,816	25,418	25,112	-	-	4,122

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Trustees Report and Accounts year ended 31 March 2021 FINAL

Final Audit Report

2021-12-29

Created:	2021-12-29
By:	Eileen Pearcey (eileen@fcl.uk.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA3n6QIsKwvOp5xpjVqJLLf7YR2Gr8gXUa

"Trustees Report and Accounts year ended 31 March 2021 FINAL" History

-  Document created by Eileen Pearcey (eileen@fcl.uk.com)
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THE COMMON GROUND COLLECTIVE

CHARITY NUMBER 1181481

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Signed on behalf of the charity trustees

Signature


[Val Hunt \(Dec 29, 2021 12:13 GMT\)](#)

Name

Val Hunt

Signature



Name

Eileen Pearcy

Date

Dec 29, 2021

The Common Ground Collective
 Receipts and payments accounts for the year ended 31 March 2021

Receipts and payments accounts for the year ended 31 March 2021

	Unrestricted funds	Restricted funds	Total funds	Last year funds
	£	£	£	£
	2021	2021	2021	2020
Receipts				
Income and endowments from:				
Donations and legacies	1,619	13,127	14,746	4,933
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Charitable activities	5,020	-	5,020	3,142
Other trading activities	-	-	-	-
Total	12,293	13,127	25,420	8,075
Payments:				
Raising funds	-	-	-	-
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Total	11,951	13,161	25,112	4,259
Net of receipts/(payments)	342	-34	308	3,816
Transfers between funds				
Net movement in funds	342	-34	308	3,816
Reconciliation of funds:				
Cash funds last year end	1,116	2,700	3,816	-
Cash funds this year end	1,457	2,665	4,122	3,816

Statement of assets and liabilities at the end of the period

	Unrestricted funds £ 2021	Restricted income funds £ 2021	Total this year £ 2021	Total last year £ 2020
		-	-	-
Cash Funds				
Cash at bank and in hand	1,457	2,665	4,122	3,956
Total cash funds	1,457	2,665	4,122	3,956
Other monetary assets				
Liabilities:	0		0	140
Total assets less liabilities	1,457	2,665	4,122	3,816

Signed by one or two trustees on behalf of all the trustees:

Signature


 Val Hunt (Dec 29, 2021 12:13 GMT)

Print name:

Val Hunt

Date of approval:

Dec 29, 2021



Eileen Pearcy

Dec 29, 2021

Notes to the Accounts

Notes forming part of the accounts for the period ended 31 March 2021

1. Accounting policies

(a) Basis of accounting

These accounts have been prepared under the receipts and payments basis and comply with the appropriate legal requirements that the gross income recorded from all sources does not exceed £250,000, the charity is not a company incorporated under the Company's Act and the constitution does not require accruals accounts to be prepared.

(b) Fund Accounting

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(c) Receipts

All receipts are included in the Accounts when received;

- The charity has received Government Coronavirus Job Retention Scheme Grants in the reporting period.
- Gift Aid is included in income when received. 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.
- The value of any voluntary help received is not included in the accounts but is described in the notes.

(d) Payments

Expenditure is recognised when a payment is incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- The charity made no redundancy payments during the reporting period

2. Analysis of receipt of government grants

		This year £
Coronavirus job retention support scheme	HMRC	5,654

All conditions for this grant were fulfilled during the year.

3. Donated goods, facilities and services

Donated goods and services not recognised in the receipts and payments accounts are:
Donated accountancy services from Pearsure Ltd £600 (2020 £600) and volunteered time of the Workshop Facilitator who volunteered her time during the period, the contribution of her time amounted to £5,130 (2020 £19,300).

4. Expenditure on charitable activities

	2021			2020		
	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
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Printing/stationery	297		297	139		139
Rent	440		440	234		234
Staff costs	6,483	7,453	13,936	320		320
Postage	735		735	236		236
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Website	386		386	460		460
Other	21		21	1		1
Total	11,951	13,161	25,112	3,159	500	4,259

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5. Paid employees

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Analysis of Staff costs

	2021			2020		
	Unrestricted funds	Restricted income funds	Total funds	Unrestricted funds	Restricted income funds	Total funds
			£			£
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Payment to external artists	105	518	623	320	-	320
Total Staff Costs	6,483	7,453	13,936	320	-	320

No employee received benefits (excluding employers pension costs) for the reporting period of more than £60,000.

The average number of employees for the year was as follows

Average Headcount	2021	2020
Charitable activities- Workshop facilitator	1	1
Charitable activities- part time paid	2	1

6. Trustee remuneration and related party transactions

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

No trustee expenses were incurred during the reporting period.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

7. Risk assessment

The trustees have conducted a review of the major risks. The charity does not offer credit to others therefore the credit risk is deemed low. There are risks to future external funding due to the COVID-19 situation and the trustees are reviewing the risks.

8. Charity Funds

Details of material funds held and movements during the current reporting period

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

	T y p e *	Purpose and Restrictions	Fund balances brought forward	Income	Expend- iture	Transfers	Gains and losses	Fund balances carried forward
			£	£	£	£	£	£
Children with special needs Fund	R	Materials for workshops for disabled	2,700	0	2,700	-	-	0
Crowdfunder Nat West	R	Materials for	0	2,527	2,527			0
Woodward Grant fund	R	Materials for workshops		1,000	1,000			0
National Lottery Community fund	R	Salaries		9,600	6,935			2,665
Other funds	U	Other Funds	1,116	12,291	11,950	-	-	1,457
Total Funds			3,816	25,418	25,112	-	-	4,122

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Trustees Report and Accounts year ended 31 March 2021 FINAL

Final Audit Report

2021-12-29

Created:	2021-12-29
By:	Eileen Pearcey (eileen@fcl.uk.com)
Status:	Signed
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"Trustees Report and Accounts year ended 31 March 2021 FINAL" History

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Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
The Common Ground Collective

On accounts for the year
ended

31 March 2021

Charity no
(if any)

1181481

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 03 2021**.

Responsibilities and
basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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

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

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

24/12/2021

Name:

Phil Keen

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

n/a

Address:

3 ST ANDREWS WAY

FRIMLEY CAMBERLEY
SURREY GU16 9BD

Section B

Disclosure

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

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

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