



THE COMMON GROUND COLLECTIVE

CHARITY NUMBER 1181481

TRUSTEES REPORT AND RECEIPTS AND PAYMENTS ACCOUNTS

FOR THE PERIOD FROM 1 APRIL 2021 TO 31 MARCH 2022

The Common Ground Collective  
Trustees Annual Report for the year ended 31 March 2022

The trustees present their report and unaudited accounts for the year ended 31 March 2022

**Charity reference and administration details**

Charity name:	The Common Ground Collective
Other names:	Common Ground Plus
Registered Charity number:	1181481
Charity principal address:	C/o Emmaus Chartered Accountants Westmead House Farnborough GU14 7LP
Names of Trustees:	Valerie Hunt (appointed 8 January 2019) Eileen Pearcey (appointed 8 January 2019) 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 2022, the workshop facilitator was a paid staff member.

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.

During the year ended 31 March 2022, our community was transitioning from Covid isolation back into social situations, day services, and work placements. The workshop facilitator was partly furloughed for some of the period April 21 to March 2022.

The main activities held were as follows:

- Provided mindful art kits to 18+ participants from the neuro-diverse community.
- Collaborated with local charitable organisations, designing in person art sessions specifically for those of the neurodiverse community.
- In person sessions, teaching creative and mindfulness based practices, designed to support young people with social anxiety and lack of self-esteem.
- Gave access to participants to a library of on-demand tutorials to practice in their own time.
- Held guest facilitated in person workshops for the young people of Halow project (a registered charity providing support for young people with learning difficulties).
- Held art sessions for participants in assisted living.
- Facilitator Training in youth mindfulness programmes, with kid's teacher training and SOMA programme, and Creative Mindfulness.
- Held Creative Mindfulness program for children struggling with 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.

### **Achievements and Performance**

During the year ended 31 March 2022, our community was transitioning from Covid isolation back into social situations, day services, and work placements.

To support our communities' mental health through this transition, we have worked to expand access to the transformative and therapeutic power of the arts that supports the development of self-expression, mindfulness and inclusion. We have made our services accessible to our community by providing mindful art practices without financial barriers, collaborating with local charitable organisations and designing sessions specifically for those of the neurodiverse community.

In recognising the impact transitioning back into the workplace had on individuals over 18+ from the neuro-diverse community, we partnered with local charitable organisations such as Halow and Frimhurst to provide these services consistently for young people who would benefit most. The young people were taught a combination of creative and mindfulness-based practices, explicitly



designed to aid the key issues that the organisations felt the young people needed support with, such as social anxiety and lack of self-esteem.

To ensure our participants had access to mindful arts beyond our in-person sessions, we gifted each of our participants with an art kit at the beginning of starting our journey together. This allows them to continue the self-regulatory skills they learn in the session in their own time at home too. In addition, each participant also received access to a library of on-demand tutorials to practise in their own time.

We created these tutorials by widening our collective, collaborating with a series of well-established artists, from potters to illustrators, to animators.

Through this collaboration, we also held our first guest-facilitated in-person event for the young people of The Halow Project. Illustrator Holly Warburton and our founder collaborated to offer a unique combination of illustration and mindfulness-based practices under the theme of 'imaginative landscapes'. We collected data from participants in the form of a social impact questionnaire. We asked participants to complete this same questionnaire before and after the event so that we could compare responses and consider differences in their scores. The questionnaire was anonymous and has been kept confidential. We saw a 100% increase in well-being, skills-based knowledge, and enjoyment, and all participants noted that they would benefit from attending another event.

Amongst our Neurodiverse community, we have continued our services for assisted living. These weekly sessions are a way for our attendees to meet new people, learn new skills, and participate in a like-minded community.

Alongside the workshop facilitation, our founder has undertaken additional training to ensure our community is provided with the most effective and up-to-date services to build on our current services. Youth Mindfulness conducted the mindfulness programmes, which she undertook both the kid's teacher training and SOMA programme. Gabriella also completed training with Creative Mindfulness. These three programmes have become a part of the Common Ground Collective's offerings, shaping the sessions held by our facilitators. They are already resulting in significant improvements for our service user's well-being.

With the financial support from Frimley Fuel Allotments, we enrolled our participants from Frimhurst Enterprises into our 10-week Creative Mindfulness programme, which resulted in a 98% increase in emotional intelligence and well-being.

Due to the accessible nature of our creative mindfulness programme, we have also begun to provide this to children struggling with mental health issues. Partnering with local schools such as Sandhurst secondary school and The Village Education, we have delivered weekly and 8-10 week programmes to support children's well-being. In addition, our funds from fundraising activities such as the sales of our art kits and guest-facilitated workshops have aided us in providing financial relief to children from disadvantaged backgrounds. Moving on through 2022, We are excited to make these accessible to children of the home ed community via our new creative mindfulness kids club, ensuring a like-minded community to support their mental health.

## **Financial Review**

The principal source of charity funds for the year ended 31 March 2022 were from sales of art kits, and grants from grant making organisations and government grants.

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Expenditure during the year was principally on the workshop facilitator salary and purchases and supplies for charitable activities. Governance services were donated.

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.

### Reserves

It is the policy of the Charity to aim for 3 months of expenditure is in the bank at all times, working towards 6 months.

Cash at bank on 31/3/2022 was £3,234 (2021 £4,122).

### Declaration

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

Signature 

Name Valerie Hunt

Date 28/1/23

Signature 

Name 29/1/23

The Common Ground Collective  
Receipts and payments accounts for the year ended 31 March 2022

Receipts and payments accounts for the year ended 31 March 2022

	Unrestricted funds	Restricted funds	Total funds	Last year funds
	£	£	£	£
	2022	2022	2022	2021
<b>Receipts</b>				
<b>Income and endowments from:</b>				
Donations and legacies	835	2,000	2,835	14,746
Government Covid grant	8,177		8,177	5,654
Charitable activities	11,276	-	11,276	5,020
Other trading activities	-	-	-	-
<b>Total</b>	<b>20,288</b>	<b>2,000</b>	<b>22,288</b>	<b>25,420</b>
<b>Payments:</b>				
Raising funds	-	-	-	-
Charitable activities	17,911	4,665	22,576	25,112
<b>Total</b>	<b>17,911</b>	<b>4,665</b>	<b>22,576</b>	<b>25,112</b>
<b>Net of receipts/(payments)</b>	<b>2,377</b>	<b>-2,665</b>	<b>-288</b>	<b>308</b>
<b>Transfers between funds</b>				
<b>Net movement in funds</b>	<b>2,377</b>	<b>-2,665</b>	<b>-288</b>	<b>308</b>
<b>Reconciliation of funds:</b>				
Cash funds last year end	1,457	2,665	4,122	
<b>Cash funds this year end</b>	<b>3,834</b>	<b>0</b>	<b>3,834</b>	<b>4,122</b>

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 Receipts and payments accounts for the year ended 31 March 2022

Statement of assets and liabilities at the end of the period


	Unrestricted funds £ 2022	Restricted income funds £ 2022	Total this year £ 2022	Total last year £ 2021
<b>Cash Funds</b>				
Cash at bank and in hand	3,834	0	3,834	4,122
<b>Total cash funds</b>	3,834	0	3,834	4,122
<b>Other monetary assets</b>				
<b>Total assets</b>	3,834	0	3,834	4,122


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

Signature

Print name:

Date of approval:

  
 Valerie Hunt  
 28/1/23

  
 GAIL RICH  
 29/1/23



## Notes to the Accounts

Notes forming part of the accounts for the period ended 31 March 2022

### 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

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**2. Analysis of receipt of government grants**

		<b>This year £</b>
<b>Coronavirus job retention support scheme</b>		
	HMRC	8,177

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 (2021 £600).

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4. Expenditure on charitable activities

	2022			2021		
	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
			£			£
Art Materials	1,402	1,000	2,402	3,087	5,708	8,795
Travel	92		92	0		0
Insurance	117		117	114		114
Printing/stationery	54		54	297		297
Rent	385		385	440		440
Staff costs	14,410	3,665	18,075	6,483	7,453	13,936
Postage	332		332	735		735
Software	604		604	388		388
Legal	62		62	0		0
Website	370		370	386		386
Other	83		83	21		21
Total	17,911	4,665	22,576	11,951	13,161	25,112

5. Paid employees

The charity paid external artists for a small number of workshop sessions. The workshop facilitator was paid for the period April 2021 to March 2022 but was part time furloughed on 80% salary until September 2021.

Analysis of Staff costs

	2022			2021		
	Unrestricted funds	Restricted income funds	Total funds	Unrestricted funds	Restricted income funds	Total funds
			£			£
Salary	13,848	3,665	17,513	6,207	6,935	13,142
Pension	326		326	171		171
Payment to external artists	236	0	236	105	518	623
Total Staff Costs	14,410	3,665	18,075	6,483	7,453	13,936

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**

<b>Average Headcount</b>	<b>2022</b>	<b>2021</b>
Charitable activities- Workshop facilitator	1	1
Charitable activities- part time paid	1	2

**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 economic situation and the trustees are reviewing the risks on an ongoing basis.



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## 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
			£	£	£	£	£	£
National Lottery Community fund	R	For salary	2,665	0	2,665			0
Frimley Fuel Allotments	R	For benefit of individuals within specified geographical area		2,000	2,000			0
Other funds	U	Other Funds	1,457	20,288	17,911	-	-	3,834
<b>Total Funds</b>			4,122	22,288	22,576	-	-	3,834