

Registered number: 11307517  
Charity number: 1185771

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**CHAPEL ARTS STUDIOS**  
(A Company Limited by Guarantee)

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**UNAUDITED**  
**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**CHAPEL ARTS STUDIOS**  
**(A Company Limited by Guarantee)**

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**CHAPEL ARTS STUDIOS**  
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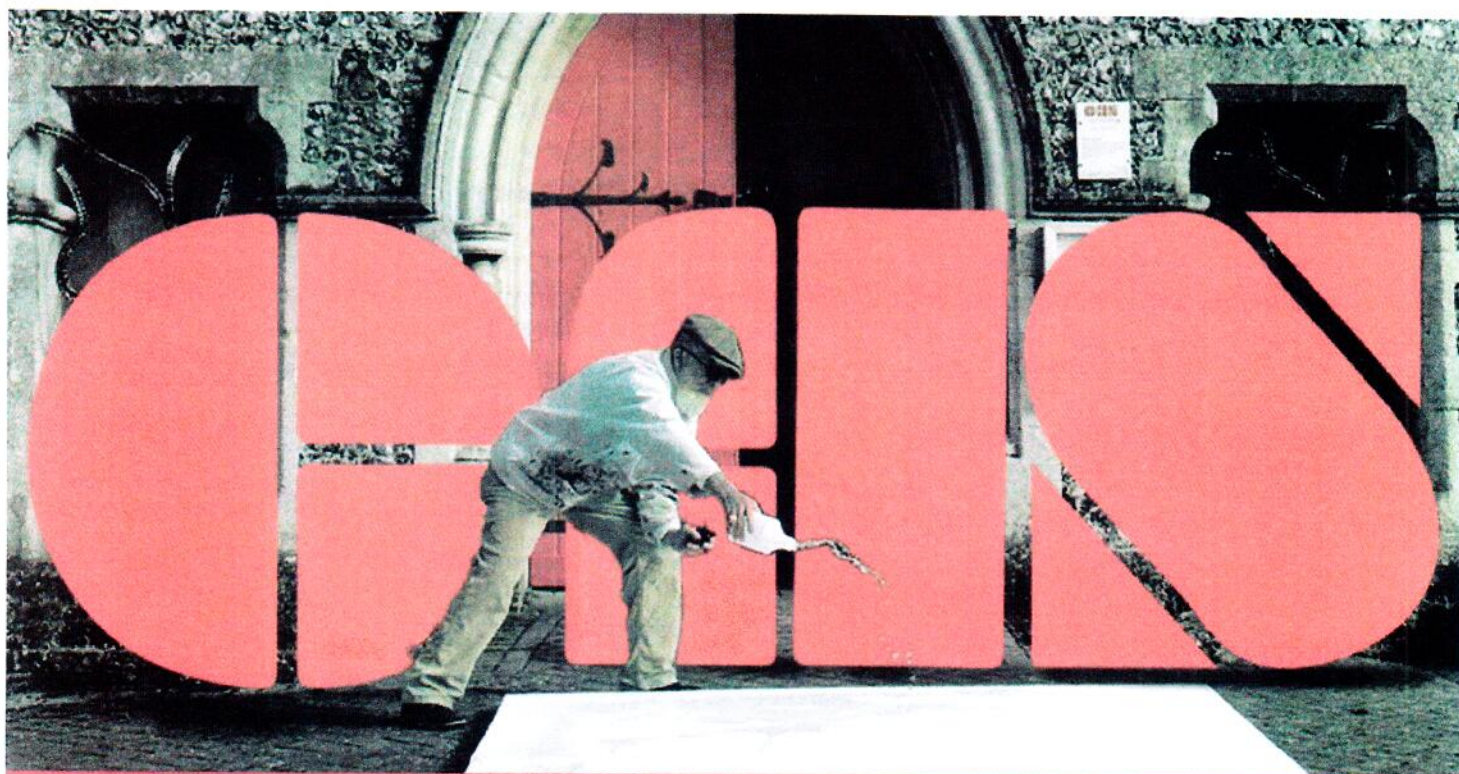
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 MARCH 2024**

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<b>Trustees</b>	Yinnon Ezra MBE, Trustee Kay May, Chair Tony Spencer, Trustee (resigned 23 November 2023) Charlotte Marchant, Trustee Toby Benjamin Michael, Trustee (resigned 23 November 2023) Jonathon Adams, Trustee Dr Ronda Gowland-Pryde, Trustee Ruth Rolfe-Tarrant, Trustee Craig Wadman, Trustee (appointed 23 January 2024)
<b>Company registered number</b>	11307517
<b>Charity registered number</b>	1185771
<b>Registered office</b>	Office 5 Pelican Court New Street Andover Hampshire SP10 1DR
<b>Independent Examiner</b>	Xeinadin South East Limited Suite 2 Healey House Dene Road Andover Hampshire SP10 2AA
<b>Bankers</b>	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

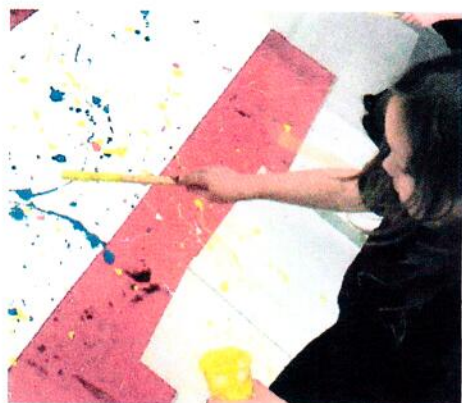




# Annual Report

1st April 2023 – 31st March 2024

Creating opportunity & community  
through art







## CHAPEL ARTS STUDIOS

**Chapel Arts Studios (CAS) is a socially engaged contemporary visual arts charity based in Andover, Hampshire. We are one of Arts Council England's National Portfolio Organisations (NPO).**

### Our charitable objects

- The advancement and promotion of the arts and in particular the social, economic and cultural contribution of visual arts for the public benefit
- The advancement of education and the furtherance of public knowledge, understanding and appreciation of the arts and in particular the visual arts.



### Registered Address:

Chapel Arts Studios  
c/o KHams Bookkeeping  
Office 5, Pelican Court  
New Street  
Andover, Hampshire  
SP10 1DR



# CHAIR'S INTRODUCTION

I am delighted to introduce this Chapel Arts' Trustees' report. It contains a huge amount of information, capably compiled for me and my fellow Trustees by our hard-working staff. The information, of course, illustrates the overwhelming achievements accomplished over the past year. The feedback I have seen from members of the community demonstrates how valuable these achievements are to Andover.

We are committed to the cultural transformation of Andover and will continue to contribute as we have done over the past year, as well as providing an increasingly stimulating and nurturing environment for our Associate Artists.

Since 2018 CAS has established itself as a force of its own in the cultural life of Andover, the Test Valley and North Hampshire. It has grown from an artists' community to so much more. Today CAS inspires and develops the next generation of artists and engages with communities in creativity and high quality visual arts. We inspire children, grow their skills and passion for art and support them through their art education, from junior to senior, until they join us on our graduate programme and develop into young professional artists who in turn can mentor and develop the younger generation.

CAS is now in its second round of NPO Arts Council funding. The original home at The Chapel now hosts artists' residencies and high quality exhibitions for the benefit of local communities. With the help of the local Council we have also been able to expand into an additional venue on the High Street.

CAS Community offers art courses and community engagement events in the centre of Andover many of which are either free or subsidised, to make them accessible to all.

CAS also runs a range of outreach art programmes in the communities of Test Valley and North Hampshire, supporting the development of young people and aspiring artists. These include The Ludgershall and Smannell Skate Park Youth Summer Camps, Whitchurch Children's Festival and The National Saturday Club. ESDA (Emerging Sculptor Development Award) is a programme for up and coming sculptors. 2023/24 was our first year and pilot for this programme. It was supported through an exhibition at Sir Harold Hillier Gardens in Romsey.

Several programmes are being developed to ensure CAS's socially-engaged priorities permeate our courses, events and exhibitions. These include our neurodivergent creatives, environment, social prescribing and vulnerable young people's programmes.

Our Associate Artists are an important part of CAS. We have now introduced the Artist Takeover which involves our Associate Artists taking over our gallery space at The Chapel for a week, exploring their practice, offering community engagement activities or curating their own exhibition.

2023/24 has seen much change at CAS. Establishing itself as an organisation with good governance has been our focus. To that end we have had to make difficult decisions and the Board has led the charity through a full restructure in line with its strategy.



# CHAIR'S INTRODUCTION

We are now confident that we have the right management structure and systems in place to grow and develop the organisation in the future.

I am delighted to welcome Craig Wadman, from Winchester School of Art as one of our Trustees and would like to thank Toby Michaels who stood down as a Trustee during 23/24. I would also like to thank CAS' staff, my patient fellow Trustees, stakeholders and the increasing number of valiant volunteers, who make Chapel Arts such a happy, productive and vibrant organisation.

*Kay May*

**Chair of the Board of Trustees**  
Chapel Arts Studios

 **2** ARTISTIC VENUES  
FOR ANDOVER



**100s**

FREE AND PAID  
ACTIVITIES/EVENTS  
DELIVERED



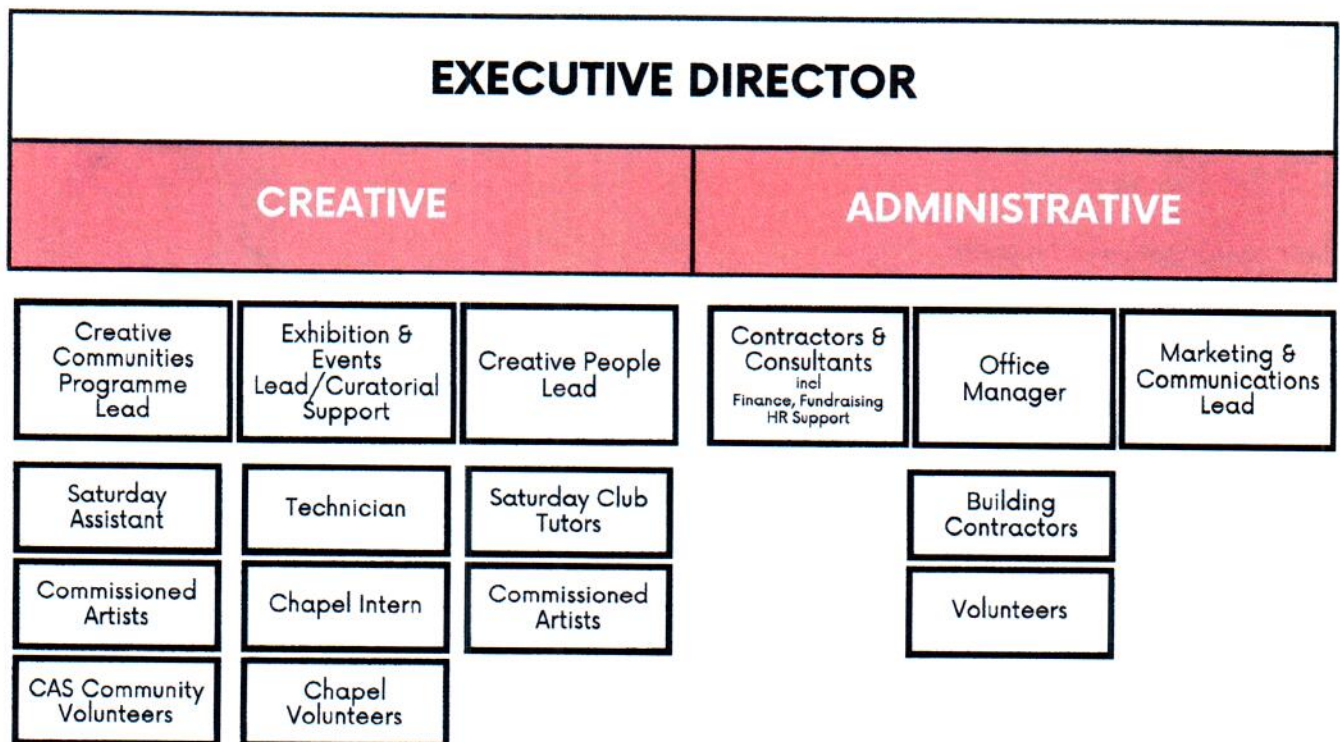
## MISSION AND PURPOSE

- We want to create opportunity and community through art because we believe that art and culture can fundamentally transform lives. Through art we can engage, explore, challenge and create a landscape where people and communities communicate on the same level, thus creating a culture of possibility and community cohesion.
- We believe that a culture of inclusion in art can create a level playing field for all and will create a home for everyone to enjoy, and with the right leadership, we can build a cultural and inspiring Andover.
- We are part of the cultural transformation of Andover by championing inclusion and by creating possibilities. We create communities of artists and creatives, offering a home to them all, improving the health and wellbeing of the most disadvantaged. We are putting Andover on the cultural map.
- It is our mission to inspire creativity and by working with our local communities we give a sense of belonging to everyone engaging with us. We develop and nurture artists of all ages to maximise their potential and inspire our communities by sharing high quality art with them.
- During 2023/24 Chapel Arts Studios (CAS) continued its journey, following its strategy and delivering its Arts Council NPO (National Portfolio Organisation) targets which are closely aligned with CAS' strategic aims.
- 2023/24 was the first of three NPO funding years.



# STRUCTURE, GOVERNANCE AND MANAGEMENT

CAS underwent a full restructure in 2023/24 which has resulted in a more strategically aligned staff structure:



2023/24 has seen a full restructure of CAS operations with staff roles redefined and structured to enable an alignment to CAS' strategic objectives and NPO targets.

The Executive Director is overseeing both the creative and administrative teams. The creative team has been divided into three individual roles, each looking after distinct areas within our strategy - exhibitions and events at the Chapel, operations at CAS Community, and the Outreach programmes.

Every member of staff has received a Personal Development Review, with everyone receiving individual targets and staff budgets.

We implemented a training programme with all staff receiving induction training. In addition, all staff received Level 3 safeguarding training in 2023/24 with further First Aid training.





We have expanded our pool of volunteers from 11 to 39 between 22/23 and 23/24. CAS Community has attracted many more volunteers. However, we are still not well equipped and resourced to offer volunteers a rewarding and structured experience. This is something we need to work on and is part of our fundraising effort.

In 2023/24 we hosted a curatorial intern from Winchester School of Art. She assisted with our Open Open exhibition and our graduate programme exhibition.

During 2023/24 the Board reviewed its Conflict of Interest Policy. The Register of Interest is updated annually by Trustees and the register is presented as a reminder at every meeting.

The Board reviewed its environmental policy and action plan, as well as its purchasing process and finance policy during the year.

As part of the Arts Council annual reporting conditions we have carried out an equality and diversity survey.

## EQUALITY, DIVERSITY AND INCLUSION



### Diversity

The CAS team is committed to improving access to the arts for all people. Responses from our annual survey showed that staff, contractors and volunteers come from a mix of backgrounds.

In March 2023 our records show a majority of **female staff, contractors and volunteers in the age bracket between 18-74. 40% of staff were from a non White/British background**, with **nearly 40% of staff and contractors identifying as neurodivergent**. We have a mix of able and disabled volunteers with a range of different sexual orientations. We will continue to work with our staff, contractors, volunteers and visitors in developing programmes that reflect their needs and offer an inclusive environment where everyone can feel safe and comfortable.

### Neurodivergence Programme

Since 2022 CAS has developed its offering for neurodivergent creatives. It ran several workshops with neurodivergent people in partnership with Jon Adams and Flow Observatorium to identify the need and draft a policy which was developed and adopted in 2022. An easy read version has been available on the website since 2023.



The first stage in our programme implementation was the infusion of the support of neurodivergent people throughout CAS' existing programmes and projects. This has resulted in focusing our National Saturday Club Programme on neurodivergent young people and our offer to parents of neurodivergent children for places in our Kids Club and Home Ed programme.

### **Our Communities**

Andover has some of the most deprived neighbourhoods in Hampshire (lowest 20-30% nationally). As a socially-engaged arts organisation this creates many opportunities for CAS to have a positive impact. Despite being a relatively wealthy borough, there are pockets of high deprivation in Andover, surrounded by wealthy villages and suburbs. The Andover Cultural Forum is a group of people from diverse backgrounds who come together to learn from and celebrate different cultures. Organised by Test Valley Borough Council it emerged from the Finding Friends report and the Arts Council and Test Valley Arts Foundation-funded Jubilee multi-cultural arts festival. The group meets monthly and CAS attends regularly and supports their arts initiatives and creative activities.





# EXECUTIVE DIRECTOR'S PROGRESS SUMMARY

**2023/24 was marked by change. I would like to thank our staff, Board of Trustees, volunteers and stakeholders for working with us and showing support and understanding during turbulent times. It is with great pleasure that I can report huge progress in the delivery of our plans despite much change in our staffing and venues and associated pressures.**

In 2022 the Board, staff, stakeholders and our artists all contributed to our strategy (2022-2027) which is based on three themes: place, people and programmes.

## Place

By excelling as a centre for contemporary visual arts in Andover, Test Valley and North Hampshire we offer people within our communities the opportunity to engage in high quality creative activities and great art.



- The Chapel - our main exhibition venue where we hosted solo and group exhibitions, as well as a number of Artists' Takeovers in 2023/24. This was the first year of our planned exhibition programme with a number of new innovations. We held our first ever Open exhibition which was a great success with the winner of the first prize having a solo exhibition at The Chapel Gallery the next year. For the first time, we also introduced Artists Takeovers at The Chapel with our Associate Artists occupying the space for experimentation, exhibitions and events. This is a wonderful way to bring back a more experimental feel to the Chapel.
- CAS Community - much of our effort this year has gone into opening and developing our new High Street venue, workshop and offices. We have begun to curate this as a place to engage with the community, develop skills and provide a home for all creatives, as well as our socially engaged programmes.
- We have run art residencies and have been working with partners to create opportunities to engage in art and creativity around the area: EPR (Educational Project Residency) working with Anton Junior School; Andover College hosting our joint National Saturday Club pilot; and we have been working with Yellow Brick Road Projects on our vulnerable young people's programme; as well as working with Roche Court and Sir Harold Hillier Gardens to deliver our ESDA (emerging sculptor development award) pilot programme.
- CAS also led the creation and development of ANCO (Andover Network of Cultural Organisations) in support of Andover's cultural regeneration.



# People

We have responded to the need of our communities and the demand for creative development, skills building, professional training, networking and collaborative project opportunities through a variety of activities which support the creative development of young and old.



- **Children:** in 2023/24 we started offering art education through our Kids Club and Home Ed groups at CAS Community, as well as free creative sessions and skills-building courses for children of all ages at the venue. These included our free monthly family creative sessions, the free activities we offer during opening times including PAW (Public Art Window) at CAS Community and our Street Art Lab during school holidays.
- **Young People:** we ran our National Saturday Club pilot year in 2023/24. It offered skills-building and exposure to a range of practices for 13-16 year-olds. In addition, our teenage-focused summer camps, ArtBlast, targeted young people between ages 11 to 18 and explored youth culture by working with a local graffiti artist.
- **Emerging Artists:** our graduate programme offers a studio space and a chance to teach Year 4 children at a local primary school over 10 sessions. Both our graduates and the Year 4 children then had the opportunity to put on a joint exhibition at our Chapel gallery. Our ESDA programme, which ran as a pilot in 2023/24, targeted emerging sculptors. It offered both mentoring and a residential development course, as well as a final show at Sir Harold Hillier Gardens in Romsey.
- **Professional Artists:** our Associates Programme and Membership is offering a growing range of opportunities, from networking and Chapel Takeovers, to group exhibitions and professional development.

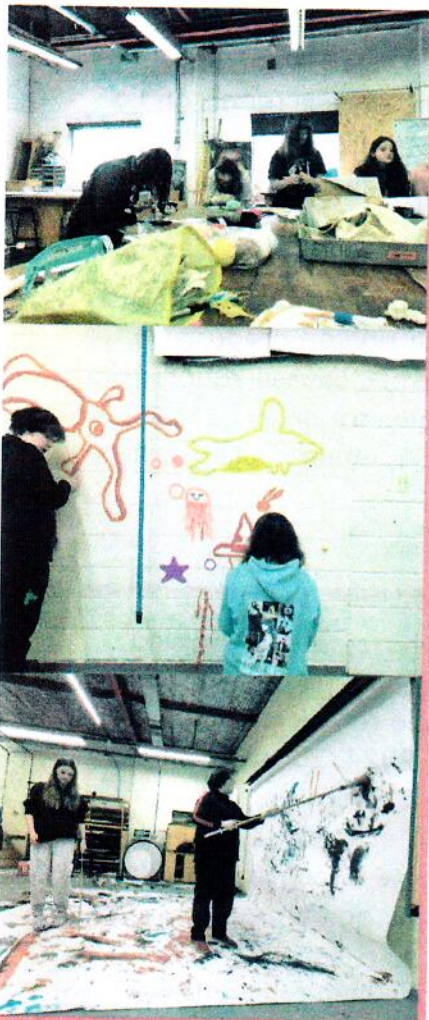


# Programmes

2023/24 gave us a chance to develop our three main programmes through individual projects, but also through integration into our day-to-day activities. We have learned and fine-tuned our approach.

- **Art for wellbeing:** we ran two social prescribing courses in 2023/24. A free course and a course piloting a subsidised fee-based 6 week programme. As we develop our offering for social prescribing and art for wellbeing, we are working closely with our local Primary Care Network (PCN) & are developing different ways in which we can fund and offer a safe creative space for those in need.
- **Neurodivergence Programme:** developed over 2023/24 by building neurodivergent themes into some of our courses, thus using existing structures and funds to meet our aim. Our National Saturday Club targets neurodivergent young people and we have now established a Home Ed group which enables those in home education, many of whom are neurodivergent, access to art education outside their home.





### • **Vulnerable young people:**

- The CAS National Saturday Club targets those who are neurodivergent and/or from disadvantaged backgrounds, often with high anxiety. Our pilot in 2023/24 proved to be extremely successful and we are therefore planning to deliver extended sessions (21 in total) in 2024/25. By working with Andover College, which hosts the club, it allows the young people to familiarise themselves with the College and we hope that this will allow them to manage the transition to Sixth Form much more easily.
- In 2023 we ran a summer camp at Smannell Skatepark in Andover and at the skatepark in Ludgershall. This was an opportunity for young people to come together and work with a graffiti artist, creating some wonderful pieces of art. The key to this programme is that we go where the most vulnerable young people are. We also work with a local charity, Yellow Brick Road Projects, who work with the most vulnerable young people, offering mentoring schemes. They provide youth workers and safeguarding oversight for these projects. We engage the young people in exciting creative activities whilst the youth workers build relationships which last beyond the summer camp.

## Our Impact



We are committed to measuring our success by using the following outcomes:

- Improved health and wellbeing
- Increased skills for artists of all ages
- Increased access to art in Andover

CAS measures impact through a range of systems. Attendance records are kept and participants are asked for feedback. We also run surveys to analyse our local audience in more detail.

This report highlights the progress and the great work CAS' staff, its artists and a growing number of volunteers, as well as our trustees, have delivered during 2023/24. We would like to thank them all, as well as our partners, for enabling us to deliver our mission.

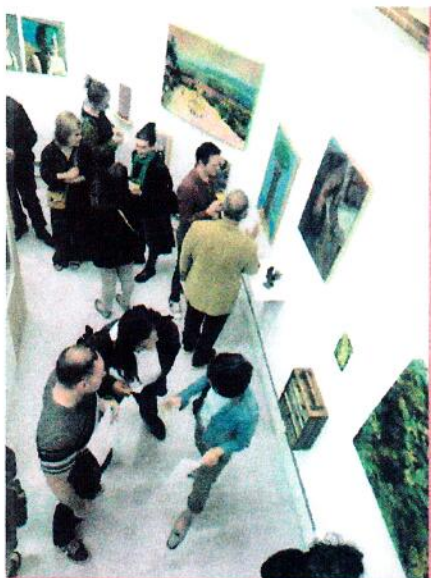
## Our Audience



In 2023/24 we have been able to engage many more people in creative activities, both at our spaces and in the community, through town centre events - especially through our new CAS Community venue, which opened in September 2023 - spanning 990 people & running 68 individual events and courses in 2023/24.

Our exhibitions have also steadily shown an increase in attendance with 1,141 over 23 weeks of exhibitions and 37,990 visitors to our exhibition at Hilliers.





Our Facebook metrics, compared to the previous year, have significantly diversified - with a 261.2% increase in reach, and a 133.7% increase in content interactions. On Instagram we have also seen a positive 19.1% increase in reach as well as a 100% increase in content interactions.

We are expecting our marketing and promotions to be significantly improved as we actively curate a regular printed programme for events and exhibitions. Our Marketing and Communications Lead has developed an intuitive What's On calendar on our website for the first time, listing all the activities CAS is either running, or has involvement in.

## Fundraising



As a result of the changes and staff shortages, our fundraising efforts suffered. However, we were able, through careful financial management, to keep our costs down and still successfully deliver our NPO and CAS strategic objectives. 2024/25 will require a renewed effort to raise funds. We have a fundraising plan and have targeted a number of grant-making bodies for applications. In addition we will start to raise more income through art and product sales, workshop bookings, sponsorship and donations.

We have received the third tranche of funding from Garfield Weston. In addition we have worked with a number of partners and have been successful in bids for funding to deliver holiday activities in Ludgershall (Yellow Brick Road Projects) and other creative activities for families, children and young people with funding from Hampshire County Council, Test Valley Borough Council and Whitchurch Children's Festival. We also received funding for a youth worker for the National Saturday Club from Andover Rotary Club.

## ACTIVITIES IN 2023/24



### The Chapel Gallery - Exhibition Programme:

The Chapel has now become our main residency and exhibition venue, bringing high quality exhibitions and events to Andover. Exhibition entry remains free to everyone and, as it is no longer a mixed use space, we are able to open it more often to the public to engage in great art. The most recent addition to our exhibition schedule is our Artist Takeover series where Associate Artists are able to use the space for experimenting or exhibiting with only one condition: they open to the public for a couple of days during their takeover period.





## **The Open\_Open 2023**

This was our first ever open exhibition. The Open Open 2023 exhibition ran for six weeks, with 305 visitors attending in total throughout the six weeks. Visitors engaged enthusiastically with voting for their favourite work. A solo award was given to artist Emily Jane Campbell who exhibited in February 2024. The People's award of £300, kindly donated by TVAF, was won by Richard Barnfather. We also gave a graduate award to Wanlin Jiang who received a year's free associate membership.

The Open proved to be a great success and has now become a staple in our programme.



## **Conversation with Aldershot**

This was a one-off event to celebrate and share the highly successful, multicultural and twice ACE-funded participatory art project, initiated and delivered by our associate artist Susan Merrick throughout lockdown. The Chapel space was transformed with artwork, film and poetry from the participants which now remains in an archive in the Women's Library, London. This gave not just the general public the opportunity to see the work, but artists and associates the opportunity to question and learn from Susan about how to design, fund and deliver a successful participatory art project, and in particular address sensitivities around trauma and cultural differences.



## **Shape & Context - Hampshire Open Studios**

This was our annual Associate Artists Exhibition curated to coincide with Hampshire Open Studios. The combination of both ensured that we maximised visitor numbers. This year we had 19 Associate Artists exhibiting, with over 50 people at the Private View and nearly 250 people visiting over the course of the exhibition.

## **Funderdome**

The exhibition opened on 14th October and ran for nearly 6 weeks, after which CAS continued to keep the show open on an adhoc basis until 3rd January 2024. It featured work by Stuart Robinson and Kialy Thingang (simultaneously exhibiting at Gods House Tower in Southampton for Black History Month). This was a playful, tongue-in-cheek installation, which challenged the viewer to think more deeply about our throw-away society and the power of memory inspired by such things as seaside arcades and what is termed as 'low culture'. A day of public engagement workshops took place on 27th October (half term), helped through funding by Test Valley Borough Council. We held two workshops at CAS Community following a visit to the exhibition. Families were encouraged to build their own useless machines from electronic waste.





### **A Stubbornly Persistent Illusion:**

Emily Jane Campbell was awarded 1st prize from the OPEN OPEN 2023 Her exhibition opened on 3rd February with a Private View. Emily Jane Campbell is an artist whose fundamental concerns are the concepts of personal mythology, "genius loci", loss and alternative realities. She investigates both the deeply personal experiences of remembrance and storytelling, and the underlying structure of the physical world. The exhibition ran between 8th February to 9th March 2024.

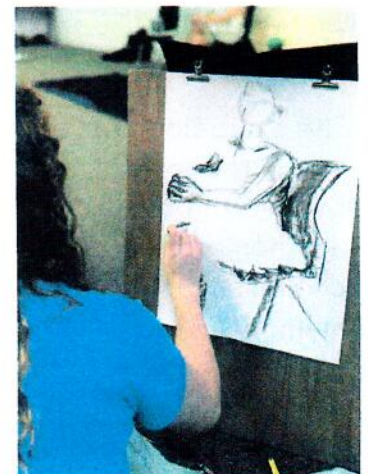
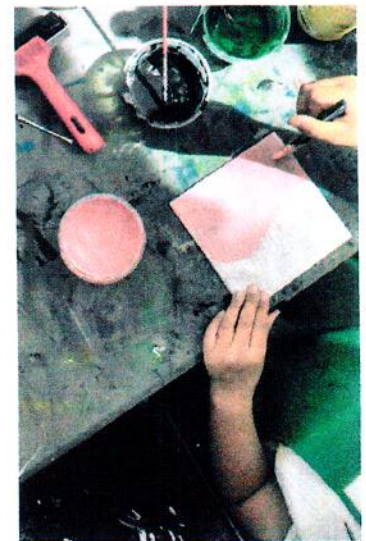
### **Workshops and Creative Activities**

During Easter 2023, Marta Lichocińska worked with the Andover community to create beautiful clay art at the Chapel. This was the last workshop we ran at the Chapel before moving into CAS Community at 65 High Street, our new workshop and office space.

After much decorating and DIY we finally opened 65 High Street under a licence in September 2023. Since then we have been able to develop our range of courses according to need by trialling different course times, days and lengths with different audiences. We now have a good core of courses which we are set to build upon in the next couple of quarters.

Our Kids' Club on Friday afternoons is very successful. Parents are increasingly signing up for the whole term. This allows us to focus on incremental skills-building for the 5-11 year olds who attend, not only creatively motivated, but also valuable life skills to work together and independently.

Our adult life drawing classes are developing from weekly to half day or day courses, following requests from participants. We have been building our bank of life models from across Hampshire and beyond, and we are also increasing our variety of teachers allowing participants to build their expertise and knowledge from diverse sources.





We started trialling Home Ed classes one morning every other week. Attendance has grown steadily and we hope that this will allow those outside mainstream schooling to access art lessons.

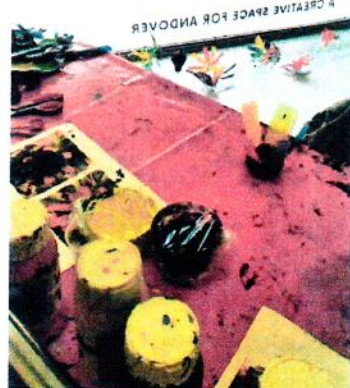
We have been offering free activity tables in the front of the shop at all times, Wednesdays to Saturdays, 10.00 am to 4.00 pm. These are often linked to our monthly theme and window display as well as our monthly 'Family Art Fun' activity. Activities range from origami trees and birds to 'Welcoming Summer', where visitors were able to draw flowers and spring images on the window with chalk pens, to 'Planet versus Plastics', where the community created a whale and coral reef from old plastic bottles in the shop window. The artwork was then transferred to the church at Upper Clatford to play a major part in their art fair, an annual fundraiser for the church in June 2024.

All of these activities are free of charge to the community. Our Family Art Fun monthly sessions typically attract between 50 and 150 participants. We have had extremely successful sessions with 'Neon Night Sky' which involved immersive painting in UV, 'Frieda's Flowers', a free workshop for all the family celebrating Frida Kahlo with paper flowers, and 'Block Art Fun', involving the use of an overhead projector and painting on walls with projections. We explored Martin Luther King Day through mark making 'I have a Dream'.

During school holidays and sunny days we offer our 'Street Art Lab' on the High Street, just outside the shop. This is a free activity where children are able to draw and pin their work on a large board. They are also able to draw on the pavement, using chalk. This activity is very popular and some days over 100 children have participated.

We are in close contact with Test Valley Borough Council who continue to allow us a peppercorn rent as part of the licence for 65 High Street. We expect the conclusion to any lease negotiations to take place by the end of 2024.

In September 2023 we worked with our local WI group called 'Dragonflies' to create colourful flowers and dragonflies, which were added to a unique artwork that was subsequently transformed into a beautiful scarf design. Participants were given the option of ordering their own scarf afterwards, taking away memories of the day and a unique design for their local WI group.





## Outreach Programme

With the move to CAS Community on the High Street, our need for additional workshop space has decreased. We are still working with our partners on strategic projects which at times require other venues to be utilised.

## National Saturday Club

In 2023/ 24 we piloted our first National Saturday Club, over 15 sessions at Andover College. The Club focused on the most vulnerable young people by working with partner organisations such as Yellow Brick Road Projects and Kids On Track. By locating this Club at Andover College we ensure that the young people get used to the college environment and therefore transition to Sixth Form more easily.

## ESDA (Emerging Sculptor Development Programme)

Eight artists were selected for the CAS Emerging Sculptors Development Award. It consisted of a residential professional development course in September 2023, followed by months of preparation and mentoring through CAS, culminating in an outdoor sculpture exhibition at Sir Harold Hillier Gardens between Saturday 24th February and Sunday 14th April. Nearly 40,000 visitors were recorded at Sir Harold Hillier Gardens during that time.

This ground-breaking project aimed to support the development of sculptors who are in the early stages of establishing their careers. The open call criteria focussed on sculptors based in the South and London, with 1-5 years of professional practice, and those who could demonstrate a commitment to outdoor work. More than 50 applications were received and eight sculptors were selected for this bi-annual award: Sandra Camargo, Beatrice Galletley, Harry Chadwick, Srabani Ghosh, Alice Sheppard Fidler, Olana Light, Tony Spencer and Nicola Turner.

## Nature Naturally

CAS delivered two Nature Naturally social prescribing courses in 2023/24. One of these courses was funded by Hampshire County Council and was targeted at adults who felt isolated with low level mental health challenges. The other course was a pilot programme which was paid for by participants but subsidised by CAS in order to be more affordable.





We continue to build a relationship with our local Primary Care Network (PCN) to deliver social prescribing and art for wellbeing opportunities in the future.

Unity Arts Studios in the Chantry Centre hosted our community exhibition for Nature Naturally in 2023, a celebration of our social prescribing course. This was curated by Elizabeth Hammond who also ran the course, together with participants.

### **A-Fest | Andover's youth festival**

During A-Fest in Andover's Market Square, CAS provided a free drop-in creative arts workshop for young people and their families.

We recruited professional artist Tina Scahill, who delivered a graffiti-inspired stencil workshop supported by Sophie Willoughby. The workshop gave access to visual arts to children and their families by providing a free and engaging activity, which encouraged them to find their voice through creativity and expression.

Seventy five participants attended the workshop during A-Fest, with 80% of the audience being from the target group 8-18 years. The majority of participants spent a significant amount of time at the workshop and several attendees returned to make more. The activity engaged a wider demographic than anticipated and we received positive verbal feedback on the day.

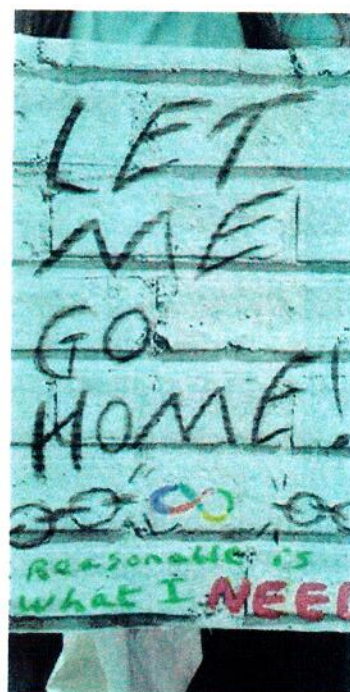
### **Four Fun Fridays**

Every year CAS works in collaboration with Test Valley Borough Council to provide free visual arts activities during Four Fun Fridays. In 2023/24 we participated in two Fridays.

On 18 August CAS explored local marine life by creating wax relief and ink drawing or by making a jellyfish out of recycled materials. On 25th August CAS headed into outer space at CAS Community by offering a free drop-in workshop where young and old were inspired by the solar system, and drew with neon markers in the dark with UV lighting to create a collaborative immersive installation artwork.

### **Whitchurch Children's Festival**

Tony Spencer, one of our Associate Artists, attended the Festival on CAS' behalf, offering creative workshops, building and decorating bee hotels. CAS is proud to support this event as it grows over the years.





## **Ludgershall Summer Youth Project: ArtBlast**

This was our second year of collaborating with Yellow Brick Road Projects, offering an exciting graffiti art activity in Ludgershall during the summer holidays. Once again Kezia Hoffman worked with the young people to create some inspiring artwork.

These types of projects are important for our youth outreach programme, providing engaging creative activities in places where the young people are. Our summer camps take place in the most deprived communities, working with young people at risk.

## **EPR (Educational Project Residency) Programme**

This year we offered the graduate residency to two artists: Hollie O'Brien and Kiri Horikiri-White. They worked in collaboration with each other and Anton Junior School in Andover to provide 10 sessions with Year 4 students. The theme this year was Alfred the Great and Hollie and Kiri decided to explore storytelling through art with the children. This resulted in a wonderful series of paintings.

Kiri and Hollie worked with Xinyue Zhang, our curatorial intern from Winchester School of Art, to put together an exciting exhibition at the Chapel that showed both Hollie and Kiri's work, as well as that of the children.

## **CAS Associate Artists**

During 2023/24 we continued to build and put more structure into our Associates' Programme:

- Continuation of a monthly online meet-up called the 'Self Preservation Society' which was consistently attended by about 7-9 associates.
- We delivered regular email newsletters including events, opportunities and news for associates.
- Several associates applied to the Open\_Open which was free to enter for associates.
- Some associates took part in the neurodivergent subgroup which we trialled for a few sessions.
- 19 Associates came together to exhibit as part of Hampshire Open Studios in August 2023, in the Chapel.
- In April our associates took part in the annual associates' gallery trip to London.
- In July we hosted our annual associates' away day at Hazel Hill Wood near Farley in Wiltshire. This is a sustainable organisation with a strong environmental focus with no mobile phone or Wi-Fi connection at the site. In total nine people attended the day which was facilitated by Sophie Willoughby and Elizabeth Hammond, themselves associates.
- In early 2024 we started our 'Artist Takeovers'. These are open to all CAS Associate Artists and involve a takeover of the Chapel space for explorative projects and exhibitions for our artists.





# CULTURAL DEVELOPMENT IN ANDOVER



As an NPO, CAS has a responsibility to participate in and facilitate the cultural regeneration of Andover, as well as a strong wish to do so. We have a number of projects which we have developed in 2023/24 and which will become more important over the next year:

## **ANCO (Andover Network of Cultural Organisations)**

Initiated in 2022, the network is developing into an Andover-wide collaborative of cultural organisations and events. With representation from the Council, the theatre, the museum and CAS as a core group and with CAS' executive director chairing the group, ANCO has been driving a more coordinated approach to programme development across the organisations, resulting in various events, trails and projects. The network meets every other month and discusses potential joint projects. It is also an opportunity for CAS to brief other network members on future activities and projects with options to collaborate.

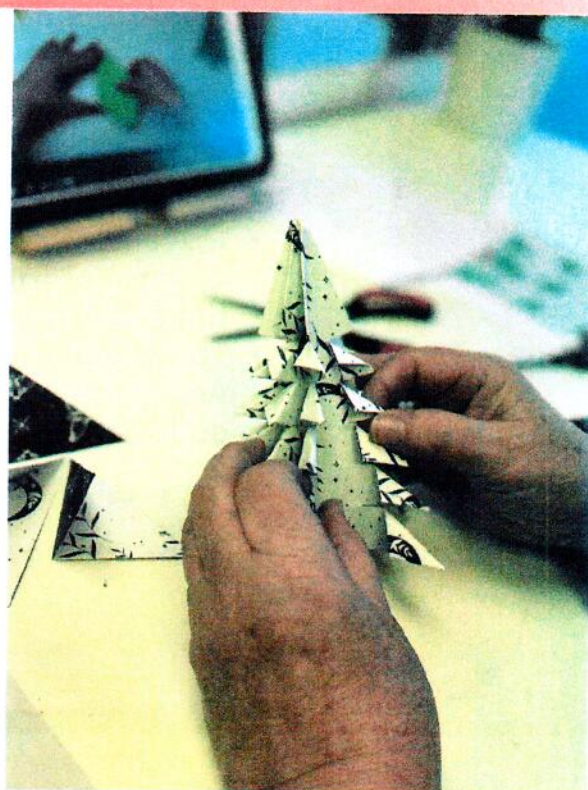
# ENVIRONMENTAL ACTION



**During 2023/24 we have begun to implement our Environmental Action Plan.**

At The Chapel, and CAS Community, we are incorporating environmental awareness into our programming. For example, our exhibition Funderdome at The Chapel created more awareness about electronic waste. We linked this to a workshop at CAS Community, where families created their own artworks from electronic waste.

CAS Community used a free creative activity -making a community origami forest - to communicate the importance of trees and issues of climate change. Another example is our environmental resource spreadsheet which is available to our associate artists on the dedicated CAS Associates' drive to explore environmentally more sustainable materials and processes.







chapel arts studios

## **CAS PLAN FOR 2024-2025**

With a new team in place, aligned to our strategic objectives, we are focused on delivery of our plans and NPO objectives.

Our specific focus areas for 2024/45 are as follows:

- Develop the programme for CAS Community and make it financially more sustainable.
- Work towards a long-term venue for our team, our community engagement activities and residencies.
- To deliver a high quality exhibition programme, free of charge to our audiences.
- Increasingly work with other cultural venues in and around Andover and the Test Valley to increase the impact of CAS on culture in the area.
- Learn from our pilot programmes - National Saturday Club and ESDA - to establish a continuous programme for the future.
- Develop our fundraising plans into a more multifaceted approach, from product sales to ticketing and grant funding.
- To allocate dedicated resources to our Associate Artists' Programme and develop it in collaboration with them.



# FINANCE



We had anticipated opening the CAS Community Space during last year but negotiations around the lease and electricity connection delayed our progress. We finally opened the new site at the end of September 2023.

## **Income**

Income remains heavily reliant on grant funding (98%), with 85% of total income coming from Arts Council England (ACE), with whom we have National Portfolio status. This status guarantees CAS income to March 2026. We were also successful in obtaining additional funding mainly unrestricted funds of £7,577. This includes charitable activities and local authority grants. Restricted funds of £15,158 remain at the end of 2023/24. This is made up of the balance of the Sculpture Fund as at 31st March 2024 (£12,727) and Harrison Memorial Project as at 31st March 2024 (£2,431).

## **Earned Income**

The Associates Scheme performed slightly worse in 2023/24 than in 2022/23. This is due to staff shortages and concentration on other areas of the charity, including CAS Community. Programme Delivery – Workshops and ticketed events have shown a significant increase of 265% on the previous year. We anticipate growth within this area as the Community Space has now fully opened and a full events diary is available for the financial year 2024/25. Art sales have also increased by 785% from the previous year.

## **Expenditure**

- Staffing - The team has increased to 6 part-time members of staff in 2023/2024. Staff costs decreased in 2023/2024 from £108,068 in 2022/23 to £98,679 in 2023/24. We went down to one director and had gaps in staffing cover in the year. Staffing numbers also include our apprentice who started working at CAS in January 2023.
- IT costs - The IT cost increased from £6,871 in 2022/23 to £7,465 in 2023/24 due to increased staff and additional IT requirements.
- Legal fees - these relate to the costs incurred as part of the lease negotiations for the Community Space at 65 High Street, Andover.

## **Current Assets**

The bulk of the current assets is the bank balance which remains buoyant mostly due to the retention of the Designated Fund and accumulated reserves. We are expecting the Designated Funds to reduce rapidly over the next year as the CAS Community fund will be drawn down.

## **Reserves Policy**

CAS, with its trustees, have established a reserves policy of building sufficient reserves to sustain the organisation for at least the next twelve months.



## **Partners 2023/24**

Test Valley Borough Council, Andover Museum, Yellow Brick Road Projects, Andover Primary Care Network, Andover Vision, Anton Junior School, Hampshire County Council/Sir Harold Hilliers Gardens and Arboretum and Roche Court.

## **Funds held:**

### **Restricted Reserves:**

- Sculpture Fund
- Harrison Memorial Project (spent summer 2024 skate parks)

### **Designated Funds:**

- Community Space

### **Funders 2023/24:**

- |                               |                               |
|-------------------------------|-------------------------------|
| • Arts Council England        | • Andover Rotary Club         |
| • Garfield Weston Foundation  | • Test Valley Arts Foundation |
| • Test Valley Borough Council | • Hampshire County Council    |

## **RISKS**



**Staff:** With CAS Community opening in September 2023 staff are feeling overstretched, in particular when both venues have to be staffed at the same time. In addition, constant staff changes have been disruptive but appear to be the norm in this industry. Constant review of roles and responsibilities, staff workload, stress levels, professional development opportunities, as well as CAS opening hours and further recruitment is essential to avoid burnout.

**Chapel Maintenance:** The Chapel is starting to show increased need of maintenance. For example, the heating and kitchen needs replacing and there are signs of potential issues with both the roof and the walls. We are currently in conversation with the landlord, Test Valley Borough Council, to agree how any repairs should be conducted and financed.

**CAS Community:** The High Street venue was funded for one year with a designated fund provided by Arts Council England. This has enabled us to pilot various courses and creative activities for our local Community. We are now in a good position to refine our offer to our local community, but we will need to raise further funds to continue.

**Costs:** Utilities and other costs are still high. To minimise the financial risk CAS is continually reviewing its costs.



- **Fundraising:** CAS has made progress in developing a more detailed plan for fundraising and writing its Case for Support. However, as a result of staff changes and the opening of CAS Community it has been difficult to dedicate enough resources to this task. We will need to make concerted efforts in 2024/25.

# GOVERNANCE



**Charity number:** 1185771

**Limited company number:** 11307517

## TRUSTEES

- Kay May, Chair (appointed 25/05/2021)
- Yinnon Ezra MBE, Trustee (resigned and re-appointed in 2021)
- Charlotte Marchant, Trustee (appointed 26/07/2022)
- Jon Adams, Trustee (appointed 27/11/2022)
- Ronda Gowland - Pryde, Trustee (appointed 27/11/2022)
- Ruthie Rolfe Tarrant, Trustee and Treasurer (appointed 22/11/2022)
- Craig Wadham, Trustee (appointed 23/01/2024)

## RESIGNATIONS

- Tony Spencer, Trustee (resigned 23/01/2024)
- Toby Benjamin Michael, Trustee (resigned 23/11/2023)

## RECRUITMENT AND APPOINTMENT OF TRUSTEES

In accordance with the Governing Document, the trustees are responsible for appointing new trustees to the board. New trustees are appointed where they have the necessary skills to contribute to the charity and the organisation's management and development.

## INDUCTION AND TRAINING OF NEW TRUSTEES

There is a trustee role outline which each new trustee receives. An induction pack is sent to new trustees including conflicts of interest information and forms, as well as a confirmation of suitability to be a trustee.

Introductory calls are arranged for new trustees with members of staff and the chair.

## GOVERNING DOCUMENTS

The charity is controlled by its governing document, its memorandum and articles of association, and constitutes a limited company, limited by guarantee as defined by the Companies Act 2006.

In the event of winding up the company, the liability of the members is limited to a sum not exceeding £1 each.



## **SENIOR MANAGEMENT TEAM**

- Susanne Hasselmann, Executive Director (appointed May 2021)
- Kathryn Hams, Finance Manager (appointed July 2024)

## **DECISION MAKING**

The trustees make all strategic decisions and support the staff to carry out these decisions. The Board appoints the directors, and a Board member attends interviews of all senior management positions. All other staff appointments are made internally. The Board also approves all major suppliers based on staff recommendations and market tested price comparisons unless they have been approved in the budget. In this case the decision is made by relevant staff members. There is a purchasing finance policy in place to ensure best value for money and transparency in purchasing decisions. Comparative quotes should be sought for any expenditure above £500. All capital expenditure between £150 (net of VAT) and £1,500 must be authorised by the Executive Director. All capital expenditure over £1,500 to be approved by the Board or at least two trustees of the Board with notification to the Board.

All payments are added to the bank system by the Finance Manager. Subsequently they are authorised and checked by the Executive Director and authorised by at least one trustee. In most cases this is the chair, the vice chair or the treasurer.

The day to day running of the organisation is delegated to the executive director. Based on limited staff numbers there is no requirement for a formal structure for pay scales at Chapel Arts Studios. The organisation is growing and salaries are set in line with market forces and local averages and are reviewed annually.

## **RISK MANAGEMENT**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The corporate risk register is reviewed formally every quarter as part of the Board meetings.

## **FUNDRAISING AND FINANCIAL SUSTAINABILITY**

Currently CAS is still reliant on NPO grant monies which makes up the majority of its funding. This must change in the years to come to ensure CAS can become reliably financially sustainable. To achieve this, CAS has started to look at its funding and has developed an overarching fundraising plan. With the opening of CAS Community, CAS is starting to raise funds through workshop and product sales, as well as donations and grant monies. CAS very much sees the diversification of its fundraising as part of its future income generation.

Financial management of the business is the responsibility of the finance manager and the executive director. Individual budget lines and staff budgets have been agreed. Every expenditure is being reviewed and tested and quarterly budget meetings were agreed with staff. A more rigorous expenditure approval and justification process has been implemented. Financial controls within the organisation will continue to be reviewed and improved where necessary.



## TRUSTEES RESPONSIBILITIES STATEMENT

The Trustees (who are also directors of Chapel Arts Studios for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant information of which the charitable company's examiner is unaware; and,
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the examiner is aware of that information.
- the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 39: Public benefit: running a charity

## SIGNED ON BEHALF OF THE BOARD OF TRUSTEES

X *Kay May*

**KAY MAY**  
CHAIR OF THE BOARD OF TRUSTEES  
CHAPEL ARTS STUDIOS

DATE: 20/11/24





chapel arts studios

# CREATING **OPPORTUNITY** AND **COMMUNITY** THROUGH ART

Chapel Arts Studios is a registered charity and company limited by guarantee in England and Wales, registered at c/o KHams Bookkeeping, Office 5, Pelican House, New St, Andover SP10 1DR, company registration no 11307517 and charity no 118577.



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**CHAPEL ARTS STUDIOS**  
**(A Company Limited by Guarantee)**

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**INDEPENDENT EXAMINER'S REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**Independent Examiner's Report to the Trustees of Chapel Arts Studios ('the Charity')**

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2024.

**Responsibilities and Basis of Report**

As the Trustees of the Charity (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the 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 matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. 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 an Independent Examiner's 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 or for this report.

Signed: *Xeinadin South East Ltd*

Dated: *26/11/2024*

Xeinadin South East Limited

Suite 2 Healey House  
Dene Road  
Andover  
Hampshire  
SP10 2AA



**CHAPEL ARTS STUDIOS**  
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2024**

	Note	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
<b>Income from:</b>					
Donations and legacies	3	2,800	164,243	167,043	206,065
Charitable activities	4	-	6,155	6,155	2,325
Other trading activities	5	-	3,198	3,198	3,345
Investments	6	-	281	281	158
<b>Total income</b>		<b>2,800</b>	<b>173,877</b>	<b>176,677</b>	<b>211,893</b>
<b>Expenditure on:</b>					
Raising funds	7	-	-	-	486
Charitable activities	8	19,438	168,814	188,252	183,963
<b>Total expenditure</b>		<b>19,438</b>	<b>168,814</b>	<b>188,252</b>	<b>184,449</b>
<b>Net (expenditure)/income before taxation</b>		<b>(16,638)</b>	<b>5,063</b>	<b>(11,575)</b>	<b>27,444</b>
Taxation		-	-	-	3,085
<b>Net movement in funds</b>		<b>(16,638)</b>	<b>5,063</b>	<b>(11,575)</b>	<b>30,529</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		31,796	125,493	157,289	126,760
Net movement in funds		(16,638)	5,063	(11,575)	30,529
<b>Total funds carried forward</b>		<b>15,158</b>	<b>130,556</b>	<b>145,714</b>	<b>157,289</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 30 to 45 form part of these financial statements.



**CHAPEL ARTS STUDIOS**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 11307517**

**BALANCE SHEET**  
**AS AT 31 MARCH 2024**

	Note	2024 £	2023 £
<b>Fixed assets</b>			
Tangible assets	14	6,250	6,168
		<u>6,250</u>	<u>6,168</u>
<b>Current assets</b>			
Debtors	15	7,257	4,258
Cash at bank and in hand		142,587	163,810
		<u>149,844</u>	<u>168,068</u>
Creditors: amounts falling due within one year	16	(10,380)	(16,947)
<b>Net current assets</b>		<u>139,464</u>	<u>151,121</u>
<b>Total assets less current liabilities</b>		<u>145,714</u>	<u>157,289</u>
<b>Net assets</b>		<u>145,714</u>	<u>157,289</u>
<b>Total net assets</b>		<u>145,714</u>	<u>157,289</u>
<b>Charity funds</b>			
Restricted funds	18	15,158	31,796
Unrestricted funds	18	130,556	125,493
<b>Total funds</b>		<u>145,714</u>	<u>157,289</u>

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

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

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

*Kay May*  
 .....  
 Kay May  
 Chair  
 Date: 20/11/24

The notes on pages 30 to 45 form part of these financial statements.



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**CHAPEL ARTS STUDIOS**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**1. General information**

The charitable company is an individual private charity limited by guarantee incorporated in England and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charitable company in the event of liquidation.

The address of its registered office is: Office 5, Pelican Court, New Street, Andover, Hampshire, SP10 1DR

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Chapel Arts Studios meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**2.2 Income**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. The following specific policies are applied to particular categories of income:

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

**Donations and legacies**

Donations, grants and gifts are recognised when receivable. In the event that a donation is subject to fulfilling performance conditions before the charitable company is entitled to the funds, the income is deferred and not recognised until it is probable that those conditions will be fulfilled in the reporting period. Income from Gift Aid reclaims is recognised for any donations with relevant Gift Aid certificates recognised in income for the year. Any amounts of Gift Aid not received by the year-end are accounted for in income and accrued income in debtors.

Donated services and facilities are included at the value to the charitable company where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charitable company earns the right to consideration by its performance.

**2.3 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis.



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**CHAPEL ARTS STUDIOS**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**2. Accounting policies (continued)**

**2.3 Expenditure (continued)**

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

**Grants payable**

Grants payable are payments made to third parties in the furtherance of the charitable objects of the Trust. In the case of an unconditional grant offer, this is accrued once the recipient has been notified of the grant award. The notification gives the recipient a reasonable expectation that they will receive the grant. Grant awards that are subject to the recipient fulfilling performance conditions are only accrued when the recipient has been notified of the grant and any remaining unfulfilled condition attaching to the grant is outside the control of the Trust.

**Raising funds**

Cost of generating funds comprise the costs associated with attracting voluntary income, the management of investments and the costs of trading for fundraising purposes.

**Charitable activities**

Charitable expenditure comprises those costs incurred by the charitable company 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.

**Irrecoverable VAT**

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

**2.4 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

**2.5 Taxation**

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.



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**CHAPEL ARTS STUDIOS**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**2. Accounting policies (continued)**

**2.6 Tangible fixed assets and depreciation**

Tangible fixed assets costing £100 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following basis:

Long-term leasehold property	-	33% straight line
Furniture, fittings and equipment	-	20% straight line
Office equipment	-	33% straight line
Art equipment	-	33% straight line

**2.7 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.8 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.9 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

**2.10 Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.



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**CHAPEL ARTS STUDIOS**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**2. Accounting policies (continued)**

**2.11 Pensions**

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

**2.12 Redundancy and termination payments**

Redundancy and termination costs are recognised as an expense in the Statement of Financial Activities and a liability on the Balance Sheet immediately at the point the Charity is demonstrably committed to either: terminate the employment of an employee or group of employees before normal retirement date; or provide termination benefits as a result of an offer made in order to encourage voluntary redundancy. The Charity is considered to be demonstrably committed only when it has a detailed formal plan for the termination and is without realistic possibility of withdrawal from the plan.

**2.13 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.



**CHAPEL ARTS STUDIOS**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**3. Income from donations and legacies**

	<b>Restricted funds 2024 £</b>	<b>Unrestricted funds 2024 £</b>	<b>Total funds 2024 £</b>	<b>Total funds 2023 £</b>
Donations	-	189	189	483
Grants	2,800	164,054	166,854	205,582
	<u>2,800</u>	<u>164,243</u>	<u>167,043</u>	<u>206,065</u>
<i>Total 2023</i>	<u>43,135</u>	<u>162,930</u>	<u>206,065</u>	

**4. Income from charitable activities**

	<b>Unrestricted funds 2024 £</b>	<b>Total funds 2024 £</b>	<b>Total funds 2023 £</b>
Workshops	6,054	6,054	1,000
Event ticket sales	101	101	1,325
	<u>6,155</u>	<u>6,155</u>	<u>2,325</u>
<i>Total 2023</i>	<u>2,325</u>	<u>2,325</u>	



**CHAPEL ARTS STUDIOS**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**5. Income from other trading activities**

**Income from non charitable trading activities**

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Associate fees	2,414	2,414	3,245
Sale of art	784	784	100
	<u>3,198</u>	<u>3,198</u>	<u>3,345</u>
<i>Total 2023</i>	<u>3,345</u>	<u>3,345</u>	

**6. Investment Income**

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Interest received	281	281	158
	<u>158</u>	<u>158</u>	
<i>Total 2023</i>	<u>158</u>	<u>158</u>	



**CHAPEL ARTS STUDIOS**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
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**7. Expenditure on raising funds**

**Fundraising trading expenses**

	<b>Unrestricted funds 2024 £</b>	<b>Total funds 2024 £</b>	<i>Total funds 2023 £</i>
Art for resale	-	-	486
	<u>          </u>	<u>          </u>	
<i>Total 2023</i>	<u>486</u>	<u>486</u>	

**8. Analysis of expenditure on charitable activities**

**Summary by fund type**

	<b>Restricted funds 2024 £</b>	<b>Unrestricted funds 2024 £</b>	<b>Total 2024 £</b>	<i>Total 2023 £</i>
Socially engaged art workshops and exhibitions	19,438	168,814	<b>188,252</b>	183,963
	<u>          </u>	<u>          </u>	<u>          </u>	
<i>Total 2023</i>	<u>17,519</u>	<u>166,444</u>	<u>183,963</u>	



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**9. Analysis of expenditure by activities**

	Activities undertaken directly 2024 £	Support costs 2024 £	Total funds 2024 £	Total funds 2023 £
Socially engaged art workshops and exhibitions	168,650	19,602	188,252	183,963
<i>Total 2023</i>	<i>161,317</i>	<i>22,646</i>	<i>183,963</i>	

**Analysis of direct costs**

	Socially engaged art workshops and exhibitions 2024 £	Total funds 2024 £	Total funds 2023 £
Staff costs	98,679	98,679	108,068
Depreciation	3,327	3,327	2,267
Project costs	36,981	36,981	28,790
CAS community 65	11,915	11,915	6,502
Bad debt write off	908	908	879
Rent and rates	114	114	384
Light, heat and power	3,696	3,696	4,484
Entertainment	393	393	140
Repairs and maintenance	360	360	1,866
Computer software and maintenance costs	7,465	7,465	6,871
Cleaning	157	157	114
Advertising	4,445	4,445	854
Bank charges	210	210	98
	168,650	168,650	161,317
<i>Total 2023</i>	<i>161,317</i>	<i>161,317</i>	



**CHAPEL ARTS STUDIOS**  
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**9. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

	<b>Socially engaged art workshops and exhibitions 2024 £</b>	<b>Total funds 2024 £</b>	<b>Total funds 2023 £</b>
Subscriptions	280	280	60
Finance manager fees	9,448	9,448	15,047
Recruitment expenses	378	378	484
Training costs	784	784	140
Insurance	1,529	1,529	1,394
Repairs and maintenance	1,045	1,045	395
Broadband, internet and fax	1,303	1,303	995
Printing, postage and stationary	1,485	1,485	172
Sundry expenses	176	176	570
Travel and subsistence	78	78	118
Governance costs	3,096	3,096	3,271
	<u>19,602</u>	<u>19,602</u>	<u>22,646</u>
<i>Total 2023</i>	<u>22,646</u>	<u>22,646</u>	

**10. Independent examiner's remuneration**

	<b>2024 £</b>	<b>2023 £</b>
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	1,550	1,440
Fees payable to the Charity's independent examiner in respect of:		
All other services not included above	<u>1,210</u>	<u>1,140</u>



**NOTES TO THE FINANCIAL STATEMENTS  
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	2024 £	2023 £
Wages and salaries	95,321	103,254
Social security costs	924	1,989
Contribution to defined contribution pension schemes	2,434	2,825
	<u>98,679</u>	<u>108,068</u>

The average number of persons employed by the Charity during the year was as follows:

2024 No.	2023 No.
7	5

The key management personnel of the charitable company comprise the trustees and the management team. The total employee benefits of the key management personnel of the charitable company were £28,913 (202: £56,794).

During the year, one or more Trustees has been paid remuneration or has received other benefits from an employment with the Charity. One or more Trustees were paid for Technician work and Artist residencies. No Trustees were remunerated solely for their roles as Trustees. The value of Trustees' remuneration and other benefits was as follows:

		2024 £	2023 £
Tony Spencer	Fees paid	2,797	-

## 13. Taxation

The Charitable Company is a registered charitable company and is therefore exempt from taxation.



**CHAPEL ARTS STUDIOS**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**14. Tangible fixed assets**

	Long-term leasehold property £	Fixtures and fittings £	Office equipment £	Other fixed assets £	Total £
<b>Cost or valuation</b>					
At 1 April 2023	-	3,322	4,772	6,913	15,007
Additions	2,151	690	568	-	3,409
Transfers between classes	1,029	(1,029)	-	-	-
At 31 March 2024	3,180	2,983	5,340	6,913	18,416
<b>Depreciation</b>					
At 1 April 2023	-	1,703	2,395	4,741	8,839
Charge for the year	406	598	1,550	773	3,327
At 31 March 2024	406	2,301	3,945	5,514	12,166
<b>Net book value</b>					
At 31 March 2024	2,774	682	1,395	1,399	6,250
At 31 March 2023	-	1,619	2,377	2,172	6,168

**15. Debtors**

	2024 £	2023 £
<b>Due within one year</b>		
Trade debtors	5,352	2,760
Prepayments and accrued income	1,905	1,498
	7,257	4,258



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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**16. Creditors: Amounts falling due within one year**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Trade creditors	<b>6,257</b>	<b>12,300</b>
Pension fund loan payable	<b>519</b>	<b>782</b>
Other taxation and social security	<b>804</b>	<b>1,365</b>
Accruals and deferred income	<b>2,800</b>	<b>2,500</b>
	<b>10,380</b>	<b>16,947</b>

**17. Pension scheme**

The charity operates a defined contribution pension scheme. During the year the charity contributed £2,434 (2023 - £2,825).



**CHAPEL ARTS STUDIOS**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**18. Statement of funds**

**Statement of funds - current year**

	Balance at 1 April 2023 £	Income £	Expenditure £	Balance at 31 March 2024 £
<b>Unrestricted funds</b>				
<b>Designated funds</b>				
Community space fund	43,498	-	(32,677)	10,821
<b>General funds</b>				
General Funds - all funds	81,995	173,877	(136,137)	119,735
<b>Total Unrestricted funds</b>	125,493	173,877	(168,814)	130,556
<b>Restricted funds</b>				
Sculpture fund	31,796	-	(19,069)	12,727
Harrison Memorial Project	-	2,800	(369)	2,431
	31,796	2,800	(19,438)	15,158
<b>Total of funds</b>	157,289	176,677	(188,252)	145,714



**CHAPEL ARTS STUDIOS**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**18. Statement of funds (continued)**

**Statement of funds - prior year**

	<i>Balance at 1 April 2022 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 March 2023 £</i>
<b>Unrestricted funds</b>				
<b>Designated funds</b>				
Community space fund	50,000	-	(6,502)	43,498
<b>General funds</b>				
General Funds - all funds	70,580	168,758	(157,343)	81,995
<b>Total Unrestricted funds</b>	120,580	168,758	(163,845)	125,493
<b>Restricted funds</b>				
Second nature fund	6,180	350	(6,530)	-
Jubilee festival	-	2,789	(2,789)	-
Refugee support	-	1,900	(1,900)	-
Sculpture fund	-	31,796	-	31,796
HCC - Social prescribing	-	6,300	(6,300)	-
	6,180	43,135	(17,519)	31,796
<b>Total of funds</b>	126,760	211,893	(181,364)	157,289



**CHAPEL ARTS STUDIOS**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**19. Summary of funds**

**Summary of funds - current year**

	Balance at 1 April 2023 £	Income £	Expenditure £	Balance at 31 March 2023 £
Designated funds	43,498	-	(32,677)	10,821
General funds	81,995	173,877	(136,137)	119,735
Restricted funds	31,796	2,800	(19,438)	15,158
	<u>157,289</u>	<u>176,677</u>	<u>(188,252)</u>	<u>145,714</u>

**Summary of funds - prior year**

	Balance at 1 April 2022 £	Income £	Expenditure £	Balance at 31 March 2023 £
Designated funds	50,000	-	(6,502)	43,498
General funds	70,580	168,758	(157,343)	81,995
Restricted funds	6,180	43,135	(17,519)	31,796
	<u>126,760</u>	<u>211,893</u>	<u>(181,364)</u>	<u>157,289</u>

**20. Analysis of net assets between funds**

**Analysis of net assets between funds - current period**

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	-	6,250	6,250
Current assets	15,158	134,686	149,844
Creditors due within one year	-	(10,380)	(10,380)
<b>Total</b>	<u>15,158</u>	<u>130,556</u>	<u>145,714</u>



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**CHAPEL ARTS STUDIOS**  
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**NOTES TO THE FINANCIAL STATEMENTS  
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**20. Analysis of net assets between funds (continued)**

**Analysis of net assets between funds - prior period**

	<i>Restricted funds 2023 £</i>	<i>Unrestricted funds 2023 £</i>	<i>Total funds 2023 £</i>
Tangible fixed assets	-	6,168	6,168
Current assets	31,796	136,272	168,068
Creditors due within one year	-	(16,947)	(16,947)
<b>Total</b>	<u>31,796</u>	<u>125,493</u>	<u>157,289</u>

**21. Controlling party**

The Company was controlled throughout the period and the previous by the Trustees, by virtue of the powers afforded to them by the Memorandum and Articles of Association.