



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 28	Month 10	Year 19		Day 31	Month 12	Year 20

Section A Reference and administration details

Charity name

In A Space

Other names charity is known by

Registered charity number (if any)

1186013

Charity's principal address

1 Oxford Street

Whitstable

Kent

Postcode

CT5 1DB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Charles Williams	Chair		
2	James Frost			
3	Andrea Lippett			
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
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17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Founder Rose West

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Appointed by the membership

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- ☐ policies and procedures adopted for the induction and training of trustees;
- ☐ the charity's organisational structure and any wider network with which the charity works;
- ☐ relationship with any related parties;
- ☐ trustees' consideration of major risks and the system and procedures to manage them.

Any new trustee will be asked to confirm that they have read the Charity Commissions guidance on becoming a trustee. They will be given a copy of the latest accounts, meeting minutes and policies such as safeguarding, data protection and health and safety.

The trustees have considered and keep a watching brief on the charity's activities so that potential risks can be assessed and addressed. During 2020 the activities were primarily through the zoom application so a risk assessment was conducted to ensure that attendees could be as protected as possible with the group online activity.

As activities change and adapt new risk assessments will be conducted and reviewed.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

TO ADVANCE THE ARTS FOR THE PUBLIC BENEFIT IN PARTICULAR, BUT NOT EXCLUSIVELY BY THE PRODUCTION OF EXHIBITIONS, PERFORMANCES AND WORKSHOPS AND THE PROVISION OF FACILITIES IN WHICH ARTISTS CAN DEVELOP AND PRODUCE THEIR ART WORKS FOR PUBLIC DISPLAY.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Charity's practical operation came into place at the same time as the onset of the covid pandemic hence the focus had to be on virtual delivery. This was achieved through the use of delivering art activities through the zoom app.

The classes were designed to be accessible to as many people as possible with the activities planned around simple materials that the majority of the public would have in their home such as pencil, pen and paper. The sessions are widely advertised through social media.

The sessions have been delivered weekly since April 1st 2020 with the exception of a Christmas break.

The Charity has received positive feedback from attendees who have stated that the sessions allowed them to have interactive contact with other people and improved their sense of well being. The majority of the attendees are in an older age group including people shielding and isolated at home during the pandemic

Additional details of objectives and activities (Optional information)

The virtual art activity workshops has enabled the charity to provide volunteering opportunities for young artists who have gained invaluable experience. This experience has enabled them to benefit from other paid teaching and artistic opportunities.

You **may choose** to include further statements, where relevant, about:

- ☐ policy on grantmaking;
- ☐ policy programme related investment;
- ☐ contribution made by volunteers.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Delivering activities through the zoom app that members of the public have been actively engaged in and stated that they have personally benefitted from the experience.

In A Space was selected by South East Water at the end of 2020 and that latterly in 2021 by Thomson Snell and Passmore and The Bank of England to deliver art activity workshops as part of their employee well -being programme enabling colleagues to meet and engage in a communal activity.

Due to evidence of being able to deliver activities that encouraged community interaction and created a sense of well -being during the pandemic In A Space has been awarded a grant through the Dulverton Trust through the Kent Community Foundation to encourage older members of the community to take part in group activities. Three projects will be delivered two of them in collaboration with a group set up to combat feelings of isolation from April 2021 to October 2021. These projects will create paid opportunities for local artists/ teachers, admin assistance and will hopefully benefit circa 50 members of the public.

Section E

Financial review

Brief statement of the charity's policy on reserves

The trustees are committed to ensuring that there are enough reserves to cover running costs. The charity does not currently have any building maintenance and repairs to consider.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- ☐ the charity's principal sources of funds (including any fundraising);
- ☐ how expenditure has supported the key objectives of the charity;
- ☐ investment policy and objectives including any ethical investment policy adopted.

The Charity's principal sources of funds for 2020 have been a modest founder loan, donations and paid workshop activities for employee well-being programmes.

Overheads have been kept to an absolute minimum with expenditure focussed on making the charity accessible to the public by using free social media for advertising and the main expenditure being on artist services to deliver activities.

Section F Other optional information

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Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		



CHARITY COMMISSION
FOR ENGLAND AND WALES

In A Space

1186013

Receipts and payments accounts

For the period from		To	Period end date
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
A1 Receipts				
Donations	2,230	-	-	2,230
Workshop Fees	110	-	-	110
Founder Loan	223	-	-	223
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total (Gross income for AR)	2,563	-	-	2,563
A2 Asset and investment sales, (see table).				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total receipts	2,563	-	-	2,563
A3 Payments				
Costs of Charitable Services	1,420	-	-	1,420
Telephone and internet	865	-	-	865
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
Sub total	2,285	-	-	2,285
A4 Asset and investment purchases, (see table)				
	-	-	-	-
	-	-	-	-
Sub total	-	-	-	-
Total payments	2,285	-	-	2,285
Net of receipts/(payments)	278	-	-	278
A5 Transfers between funds	-	-	-	-
A6 Cash funds last year end	-	-	-	-
Cash funds this year end	278	-	-	278

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B1 Cash funds	Bank Balance as at 31/12/20	48	-
		-	-
		-	-
	Total cash funds	48	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £
B2 Other monetary assets		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	Details	Fund to which asset belongs	Cost (optional)
B3 Investment assets			-
			-
			-
			-
			-

	Details	Fund to which asset belongs	Cost (optional)
B4 Assets retained for the charity's own use			-
			-
			-
			-
			-
			-
			-
			-
			-

	Details	Fund to which liability relates	Amount due (optional)
B5 Liabilities	Founder Loan	unrestricted	2,230
			-
			-
			-
			-

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

Signature	Print Name

CC16a



Last year
to the nearest £

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**Endowment
funds**

to nearest £

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OK

**Endowment
funds**

to nearest £

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**Current value
(optional)**

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**Current value
(optional)**

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-

**When due
(optional)**

**Date of
approval**
