

Mainspring Arts CIO

REPORT AND FINANCIAL STATEMENTS

5th April 2022

CHARITY REGISTRATION NUMBER 1187951

**Frank S Lachman
16b North End Road
Golders Green
London
NW11 7PH**

Legal and Administrative Information

5th April 2022

Registered Charity Number	1187951	
Registered Office	The Hive, Halton Mill Mill Lane Lancaster LA2 6ND	
Directors and Trustees	Andrew Locke Roshani Palamakumbura Karis Okereke Dr Joanne Limburg Stacey Linstead Nadia Johnson	Resigned 6th November 2022 Acting Chair Resigned 25th October 2022 Appointed 1st March 2021 ; Resigned 28th June 2021
Examiner	Frank S Lachman Chartered Accountant 16B North End Road London NW11 7PH	

Directors' and trustees' report

The trustees, who are also directors for the purposes of the Companies Act, have pleasure in presenting their report and the financial statements of charity for the year ending 31st March 2022.

Directors' responsibilities

Company Law which is also applicable to charitable companies in England and Wales requires the directors, who are also trustees of the company, to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the results of the company for that period.

In preparing those financial statements, the directors/trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

Structure, Governance and Management

Governing document

Mainspring Arts is a Charitable Incorporated Organisation governed by its Constitution, which was adopted on 13 February 2020

Trustee selection methods

Trustees are selected through a recruitment process involving an open call, followed by shortlisting and interviews by current trustees and senior staff. Trustees may sometimes invite specific people to apply where they are known to be desirable candidates.

In selecting individuals for appointment as trustees, the current trustees consider the skills, knowledge and experience needed for the effective administration of the charity. Trustees are appointed for a term of two years by a resolution passed at a properly convened meeting of the charity trustees.

Trustee induction and training

New trustees are invited to attend a trustee meeting and are provided with:

- The charity's Trustee Welcome Pack
- A copy of the current version of the charity constitution and safeguarding policy
- A copy of the charity's latest Trustees' Annual Report and statement of accounts

New trustees meet with the charity co-directors who take them through the charity operations, and are invited to take part in an NCVO Charity Trustee Induction training session. In this session they are briefed on their legal obligations under charity law and given an overview of good charity governance. They may also take part in a safeguarding training course.

As the charity works with neurodivergent adults, all trustees undergo a relevant DBS Check.

Directors' and trustees' report

Review of developments, activities and achievements

Introduction

2021-22 was a year of development and celebration for Mainspring Arts. It started off with a bang with the launch of *In Other Words*, an anthology of short stories by autistic authors, published by crowdfunding publisher Unbound.

In Other Words grew out of our very first project, Square Peg Stories, which took place back in 2016-17. After a two-year crowdfunding campaign, we were absolutely thrilled to be able to share these fantastic stories with the world.

We were also delighted to be able to develop our programme of online artist support with the launch of Mainspring Virtual Studios, a series of creative courses delivered via Zoom. As with all our opportunities, the courses were neurodivergent-led, and designed around their participants' needs.

The first round of courses took place in May 2021, featuring beginners' and intermediate creative writing, and writing for children and young adults. These were followed in January 2022 by another round, featuring poetry, oral storytelling and a masterclass on submitting to literary agents.

After receiving lots of positive feedback from our participants and course facilitators, we intend to seek further funding and continue Mainspring Virtual Studios as part of our core programme of artist support. We also received some constructive comments that will enable us to develop and improve our offering.

I was one of several new trustees who joined the board in March 2021; the others were Andrew Locke, Karis Okereke and Roshani Palamakumbura. Alongside treasurer Stacey Linstead, the new board settled into our roles this year. My fellow board members have brought invaluable experience and insight.

In November 2021, Catherine Herbert joined the staff team as freelance Development Manager. Catherine brings a wealth of experience in arts fundraising and growing small, experimental organisations. With her help we are now looking ahead and exploring ways of expanding and becoming more financially sustainable.

As always, we'd like to thank all the artists, freelancers and audiences who have made our work possible this year, and we hope you'll join us for the onward journey.

Joanne Limburg
Acting chair

Our objectives

Mainspring Arts works across artforms to support neurodivergent artists and celebrate neurodivergent creativity.

We work closely with neurodivergent (ND) creatives, supporting them to develop their artistic practice. We provide platforms for ND creatives to make and share work, and opportunities to meet and collaborate.

Our programmes are designed by and for ND creatives, and all creative decisions are made by ND participants and practitioners.

We aim to increase representation of ND people in the arts, to combat stereotypes surrounding neurodivergence and what ND art can be, and to cultivate an environment in which ND creatives can thrive.

We aim to promote equality and diversity in the arts in England and Wales by creating artistic opportunities for neurodivergent people, and presenting and promoting the artistic work of neurodivergent people to the public.

We aim to promote social inclusion for neurodivergent people by:

- Helping neurodivergent people develop their skills and confidence in artistic activities
- Providing artistic opportunities for neurodivergent people, and supporting them to pursue opportunities elsewhere
- Providing networking opportunities for neurodivergent people

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Our activities

Our main activities this year were:

Mainspring Virtual Studios, a series of neurodivergent-led creative courses on a range of different artforms.
The launch of *In Other Words*, an anthology of stories by eight autistic writers, published by Unbound.
Initial R&D for Square Peg Digital, a series of digital theatre pieces.
Developing and implementing a fundraising strategy with the aim of becoming more financially sustainable.

These activities promoted social inclusion for neurodivergent people by boosting confidence to pursue further opportunities, providing networking opportunities and enabling participants to engage with the arts from home in a way that suited them (Mainspring Virtual Studios).

Our activities also promoted equality and diversity in the arts by enabling neurodivergent people to have their work presented professionally to the public, thus contributing to more diverse representation in the arts (*In Other Words*, Square Peg Digital).

All our projects are tailored specifically to the needs of the participants. This removes barriers that can prevent neurodivergent people accessing mainstream opportunities, and levels the playing field in terms of inclusion and access.

In planning our activities for the year and making decisions, we kept in mind the Charity Commission's guidance on public benefit.

Achievements and impact

Mainspring Virtual Studios

The first round of Mainspring Virtual Studios courses took place in May 2021, and were funded by a grant from the AOK Trust. These courses included beginners' creative writing with Gayathiri Kamalakanthan, intermediate creative writing with Anna Reynolds, and writing for children and young adults with Lisette Auton. Each course had space for six participants, two of which

For the first time, we used a random ballot system for selecting participants. We did this for several reasons. Firstly, application processes for arts opportunities often require a considerable amount of work and admin, which can be a barrier for neurodivergent people. In addition, we don't want to act as gatekeepers to the arts: we feel it is not for us to decide who is or isn't worthy of support. We hope our new ballot system makes the application process fairer and more accessible, while mitigating the anxiety and disappointment associated with rejection.

We received positive feedback on the ballot system and the courses themselves, and so we applied for an Arts Council grant to run another round. We were successful, and in January 2022 we ran three more courses: oral storytelling with Justine de Mierre, poetry with Kate Fox, and a submissions masterclass with Emma Pass.

In response to feedback, this time around we added an introductory session with all the tutors, Mainspring staff, and readings by previous Mainspring participants. This created a greater sense of group cohesion and enabled participants to familiarise themselves with the organisation and each other. We also started a Facebook group so that participants could support and encourage each other, and form a community.

Overall, Mainspring Virtual studios supported 36 neurodivergent creatives to develop their skills, grow their confidence and take the next step in their creative pursuits, and provided employment for six neurodivergent practitioners.

**Global Majority is a collective term that refers to those who make up 80% of the world's population, including those of African or Caribbean heritage; South, East, Central or South East Asian heritage; Middle Eastern and North African heritage; and those who have experienced discrimination based on the colour of their skin, their race and/or their culture.*

In Other Words

In Other Words, an anthology of short stories by autistic authors, was published on 24th June 2021 by Unbound. The book was the result of Square Peg Stories, our very first project (2016-17), a series of creative writing workshops and mentoring sessions led by published authors.

Mainspring Arts CIO

The eight beautiful stories are as varied as the writers themselves. Some cover trauma, societal issues and stigma; others offer fragments of hope and light. Some reach back in time while others transport us to another dimension altogether. There is heartbreak, wit, humour, poignancy and above all a mastery of the imagination. We were so delighted to be able to give these eight writers the platform they deserve, and to share their stories with readers.

We held an online launch event and the book received several five star reviews from book bloggers, as well as features on BBC radio. It's currently available to buy from bookshops and our website.

Square Peg Digital R&D

From September 2021 - February 2022 we undertook a period of initial R&D for Square Peg Digital, a proposed series of digital theatre pieces. The pieces were to be adapted from scripts written as part of Square Peg Scripts, our 2018-19 playwriting programme.

Sam Holley–Horseman was lead director for the project, and we recruited two additional directors, Katerina Pushkin and Kate Lovell, to work on the pieces. The directors collaborated with the writers to explore possibilities for adapting the scripts into digital pieces, each taking a different form. Again, all practitioners involved were neurodivergent.

Fundraising strategy

Towards the end of the year we developed a fundraising strategy aimed at diversifying our income and making the organisation more financially sustainable.

So far our projects have been funded by grants from ACE and the AOK Trust, as well as donations. Our new fundraising strategy will build on these income streams, as well as exploring new sources of funding from trusts and foundations, and a proposed 'Friends of' scheme.

We are confident that our new strategy will enable us to grow as an organisation, build on our core programme of artist support and develop exciting new projects and initiatives.

Financial Review

Financial position

Cash at bank at the end of the period was £3,240, made up of unrestricted funds. At the beginning of the period we had £16,610 in unrestricted funds, which remained from a donation we received in the previous year. £4,000 of this was allocated to the launch of *In Other Words*; £4,050 was allocated to the Square Peg Digital R&D project; £1,800 was allocated to fund a freelance Development Manager to develop a new fundraising strategy; and £3,520 was allocated to our core running costs. We received a grant of £4,812 from Arts Council England to fund Mainspring Virtual Studios, and £228 from direct sales of our book, *In Other Words*. At the end of the period we had a number of funding applications submitted and in progress.

Reserves policy

The main risk to the charity is loss of income as a result of reduced donations or grants. To mitigate this, it is our policy to maintain a balance on unrestricted funds (if possible) equating to three months' operational costs (£3,000) to cover us in the event of a loss of income or unforeseen expenses. The balance at year end exceeded this target. As we currently do not have long-term or agreed regular funding in place, we are holding these funds to ensure we can continue to operate in the event we are unable to secure further funding.

The unrestricted reserves as at 5th April 2022 were £3,025 surplus (2021: £18,461 Surplus) . The movement in reserves is shown in note 8 to the accounts.

Principal sources of funds

Our principal sources of income for the year were grants, donations and book sales.

Directors' and trustees' report

Charity's principal address:

Mainspring Arts
The Hive, Halton Mill
Mill Lane
Lancaster
LA2 6ND

Trustees

Trustee name	Office (if any)	Dates acted (if not for whole year)
1 Stacey Linstead	Treasurer	Resigned 25th October 2022
2 Nadia Johnson		Appointed 1st March 2021 ; Resigned 28th June 2021
3 Dr Joanne Limburg	Acting Chair	
4 Andrew Locke		Resigned 6th November 2022
5 Karis Okereke		
6 Roshani Palamakumbura		

Related parties

The charity has relationships with other charities on a project-by-project basis.

Going concern

The directors confirm that:

A going concern basis is appropriate for these accounts.

The company has sufficient reserves to continue for at least 12 months after the date of signing these accounts.

Risk management

The company undertakes periodic reviews for different areas of risk including insurance cover, health and safety policies in the workplace and whilst performing, working with young children, financial affairs; personnel practices; ICT technology.

This report has been prepared in accordance with the provisions in Section 419(2) of the Companies Act 2006 applicable to companies subject to the small companies regime.

Declaration

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

Signed on behalf of the charity's trustees:

Signature:

Full name: Dr Joanne Limburg

Position: Acting Chair

Date:

ACCOUNTANTS REPORT

Independent Examiner's Report on the Accounts

I report to the charity trustees on my examination of the accounts of the company for the period ended 5th April 2022 which are set out on pages to 12 .

Responsibilities and basis of report

As the charity's trustees of the company (and also 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 company 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 your charity's accounts as 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 report

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 company as required by section 386 of the 2006 Act; or

(2) the accounts do not accord with those accounting 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 applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

Frank S Lachman FCA
Member Institute of Chartered Accountants in England and Wales
Chartered Accountant
Independent Examiner



16b North End Road
London NW11 7PH

Dated:

Mainspring Arts CIO

Statement of Financial Activities For the Period 13th February 2020 to 5th April 2021

	Notes	Unrestrict Funds	Restricted Funds	Total Funds Year 2022	Unrestricted Funds	Restricted Funds	Total Funds Period 2021
Income from:							
Donations and Legacies	2	5,959	-	5,959	29,487	7,800	37,287
Total income		<u>5,959</u>	<u>-</u>	<u>5,959</u>	<u>29,487</u>	<u>7,800</u>	<u>37,287</u>
Expenditure on:							
Charitable Activity Costs	3	21,395	-	21,395	10,077	8,749	18,826
Total expenditure		<u>21,395</u>	<u>-</u>	<u>21,395</u>	<u>10,077</u>	<u>8,749</u>	<u>18,826</u>
Net income for year		(15,436)	-	(15,436)	19,410	(949)	18,461
Funds brought forward		18,461	-	18,461			
Transfer between Funds		-	-	-	(949)	949	-
Funds carried forward	6	<u>3,025</u>	<u>-</u>	<u>3,025</u>	<u>18,461</u>	<u>-</u>	<u>18,461</u>

The statement of Financial Activities reflects the results of continuing activities for the period.

There were no recognised gains or losses other than the net outgoing resources for the period.

The net outgoing resources for the year have been calculated on the historical cost basis.

The notes on pages 10 to 12 form part of these accounts.

Mainspring Arts CIO

Balance Sheet at 5th April 2022

	Notes	2022	2021
		£	£
Current assets			
Debtors	535	-	
Cash at bank and in hand	3,240	19,211	
Total current assets	3,775	19,211	
Creditors falling due within one year	4 750	750	
Net current assets		3,025	18,461
Net assets		<u>3,025</u>	<u>18,461</u>
The Funds of the Charity			
Unrestricted Funds	5	3,025	18,461
Total Charity Funds		<u>3,025</u>	<u>18,461</u>

a) For the period ended 5th April 2022 the company was entitled to exemption under section 477(2) of the Companies Act 2006.

(b) No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

(c) The directors acknowledge their responsibility for:

- i. ensuring the company keeps accounting records which comply with section 386; and
- ii. preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit and loss for the financial year in accordance with the section 393, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company.

(d) The accounts have been prepared in accordance with the special provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime, and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the . company

Approved by the directors on , and signed on their behalf by Dr Joanne Limburg

The notes on pages 8 to 10 form part of these accounts.

**Notes to the Financial Statements
For the year ended 5th April 2022**

1 Accounting Policies

(a) The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Mainspring Arts CIO 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 note(s).

(b) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably. Income from grants, whether capital or revenue grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants has been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

(c) Expenditure

All expenditure is accounted for on an accruals basis. Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party. It is probable that settlement will be required and the amount of the obligation can be measured reliably.

Costs are allocated to a category either because such costs are directly incurred in relation to such category, or because they are support costs in respect of which an apportionment has been made between the categories.

Support costs consist of infrastructure costs for salaries, premises, office administration. Such costs are apportioned on a reasonable and consistent basis to the various categories with a view to determining, as accurately as possible, the total resources expended for each category. The basis of apportionment used is either a function of staff time applied to a given activity, or an estimate of the proportion of costs associated with the same, or a combination of both.

Direct and Support costs are separately shown by natural classification in Note 5 to these accounts for each category of cost.

(d) Taxation

The company as a registered charity (number 1187951) is exempt from taxation on most investment income insofar as it is applied for charitable purposes. The company is also exempt from taxation on capital gains.

(e) Debtors

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

(f) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Notes to the Financial Statements
For the year ended 5th April 2022

2 Donations and legacies

	Restricted Funds	Unrestricted Funds	Total Funds 2022	Restricted Funds	Unrestricted Funds	Total Funds 2021
Grants for General Running Costs						
AOK	-	-	-	7,800	-	7,800
Arts Council England	-	5,347	5,347	-	-	-
Donations						
Sundry donations	-	350	350	-	29,487	29,487
Sundry Income	-	262	262	-	-	-
	-	5,959	5,959	7,800	29,487	37,287

3 Charitable activity costs

	Support Costs and Governance Unrestricted	Charitable Activity Costs Restricted	Total 2022	Support Costs and Governance Unrestricted	Charitable Activity Costs Restricted	Total 2021
Charitable Activity Costs						
Telephone & Internet	80	-	80	96	-	96
Fundraising	1,650	-	1,650	8,170	-	8,170
Insurance	170	-	170	170	-	170
Venue	15	-	15	-	-	-
Workshop leaders and mentors fees	5,350	-	5,350	-	400	400
Artists' fees and expenses	2,650	-	2,650	-	2,495	2,495
Directors' fees	8,730	-	8,730	-	5,080	5,080
DBS checks	103	-	103	159	-	159
Marketing	324	-	324	-	762	762
Stationery and printing	454	-	454	-	12	12
Web hosting	834	-	834	347	-	347
Training and recruitment	285	-	285	385	-	385
Accountancy	750	-	750	750	-	750
Total	21,395	-	21,395	10,077	8,749	18,826

4 Creditors due within one year

	2022	2021
Accruals	750	750
	750	750

5 Reconciliation of movement of funds

	Funds at 5th April 2021	Income	Expenses	Transfers	Funds at 5th April 2022
Restricted Funds	-	-	-	-	-
Unrestricted Funds	18,461	5,959	(21,395)	-	3,025
	18,461	5,959	(21,395)	-	3,025

Notes to the Financial Statements
For the period ended 5th April 2022

6 Analasys of assets over funds

	Net Current Assets	Total 2022	Total 2021
Unrestricted Funds:	3,025	3,025	18,461
	<u>3,025</u>	<u>3,025</u>	<u>18,461</u>

7 Trustees

During the year, none of the trustees received any remuneration from the trust and no expenses were reimbursed to any of them. (2021 nil)