

Registered Number: 03623974
Registered Charity Number: 1188725

HEADS TOGETHER PRODUCTIONS LIMITED

A company limited by guarantee

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

Heads Together Productions Limited
Directors' Report and Unaudited Financial Statements
For the Year Ended 31 March 2024

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Heads Together Productions Limited
Company Information
For the Year Ended 31 March 2024

Directors and Trustees

Mr G Pope
Ms K Dye
Ms F Evans (Resigned 23/10/23)
Mr L Judd (Resigned 16/01/24)
Ms N Kweyama
Mr B Williams
Mr J Toolan
Ms I Walker (Appointed 19/04/23)
Mr J Dixon (Appointed 07/09/23)
Ms L Smickersgill (Appointed 16/01/24)

Secretary

Mr A Sinclair

Company Number

03623974

Registered Charity Number

1188725

Registered Office

Chapel FM Arts Centre Old Seacroft Chapel
1081 York Road
Leeds
West Yorkshire
LS14 6JB

Independent Examiner

Burrow & Crowe Accountants & Business Advisers Ltd
Top Floor West, Wharfebank House, Wharfebank Mills
Ilkley Road
Otley
West Yorkshire
LS21 3JP

Heads Together Productions Limited
Report of the Board of Trustees
For the Year Ended 31 March 2024

The Trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

Trustees of the Charity

The directors of the charitable company are its trustees for the purposes of charity law. The trustees who have served during the year and since the year end are as detailed on page 1 of the accounts.

Objectives and Activities

The Objects of the Charity are stated in full in its Articles of Association from 28th August 1998 and last amended by special resolution on 16th March 2020. The four key Objects can be summarised as follows:

- For the public benefit advancing the education in the arts
- The promotion of social inclusion through the arts
- To help young people to develop their capabilities
- Providing or assisting in the provision of facilities for the benefit of the inhabitants of East Leeds

An annual business plan identifies the work that the Charity will undertake. Progress is monitored and reported to trustee meetings throughout the year. During the year 2023/24 there were two main areas of activity for the Charity: Chapel FM Arts Centre in East Leeds; and UNION: The Northern School of Creativity and Activism. UNION has now provided extended professional development programmes to over 130 artists and activists and there was a big increase in use of Chapel FM as the first-ever arts venue in this part of the city prepares for its 10th anniversary, having been saved from dereliction and redeveloped by the company back in 2014.

Public Benefit Statement

The Trustees confirm that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties. The Trustees consider that all the activities of Heads Together Productions Limited are carried out for the public benefit.

Strategic Report

Achievements and performance (including principal risks and uncertainties, development and performance and key performance indicators)

Chapel FM Arts Centre

Heads Together Productions Limited's largest long-term project, the operating of the Chapel FM Arts Centre in Seacroft, East Leeds, continued to flourish in accordance with its mission of providing skills and cultural resources for local residence and the wider region through four key areas of activity:

1. Training programmes in radio and other arts;

Through courses and workshops to develop skills and practical experience in radio broadcasting, creative-writing, music, theatre, cooking, community activism campaign organizing, and other arts for more than 3,000 people from our community and the wider city through 14 different regular courses, as well as pathways for progression.

2. Community Radio Broadcasts and Podcasts

Through East Leeds Community Radio, for which more than 220 community members produced +600 broadcasts of more than three dozen different shows for +25,000 listeners on a wide range of topics all of which are accessible in our digital archives: <https://www.chapelfm.co.uk/elfm-player/archive/>

3. Live Arts Events

Presenting +160 annual events for +5,500 attendees ranging from local productions to national touring shows, bringing a diverse spectrum of art forms, topics and artists to our local community. In addition, we produced a number of major festivals and special arts event projects described below.

4. Hosting Community Activities

Our venue hosted more than 40 other arts and third sector organisations-in-residence during the past year, providing them with space, marketing, media coverage, community connections and other resources.

During the period covered by this report Chapel FM Arts Centre progressed in significant ways, most notably through strengthening vital core support from multi-year grants from key funders such as The National Lottery, Arts Council England, Leeds City Council, Leeds Community Foundation which provide essential operating supporting enabling Chapel FM to engage in long-term strategic planning and ensure our community of Seacroft and wider East Leeds that we will continue to be a stable presence.

In addition, Chapel FM evolved a number core, long-term projects and partnerships, filled several essential staff positions, expanded the role of the board of trustees, most notably through the increasing prominence of Board Subgroups, and increased participation and audience numbers. During this period, Chapel FM Arts Centre venue had 24,200 in-person visitors and 212,000 digital engagements for our numerous radio broadcasts, podcasts, streamed performances and community events.

During this period, Chapel FM Arts Centre venue had 21,300 in-person visitors and 215,000 digital engagements for our numerous radio broadcasts, podcasts, streamed performances and community events.

Key achievements by Chapel FM Arts Centre during fiscal year 2023-2024 included:

Deepening Impact of Arts & Media Training Programmes

During the year we conducted 624 formal and informal arts training sessions using radio, music, writing, theatre, citizen journalism and other arts, engaging 9,200 participants with a strong focus on local youth. In addition, Chapel FM staff developed a number of new and expanded output projects to showcase the results of training ranging from music ensembles such as Grey Ravens and Through Our Eyes to radio shows such as Red Kite and events such as the Blue Owl Youth Performance Loft. In 2023-2024 we also significantly strengthened our training work with asylum seekers and refugees as well as training programmes designed to counter far-right extremism opposed to immigration.

A vital development in our community journalism broadcast training work in 2023 has been the implementation of a new distinct Chapel FM training methodology called the “9 Radio Waves of Change Toolkit” that consists of distinct skills that we specialise in teaching, each of which has strong community-building and social change applications such as using radio to “Setting the Agenda,” or “Hosting People,” or exploring “The Power of the Mic.”

Delivering Core Community Arts Project “Home From Home”

During 2023-2024 we completed Year One of our 3-year “Home From Home” project which culminated in an original theatre production, “Save Our Stories,” created by more 40 community members showcasing oral histories and radio programmes about the places in Seacroft where people connect and become part of larger projects. We also began Year Two of the project which shifted to a Leeds-wide focus through gathering and creatively reshaping stories about urban gardens, buses, and teenage creative spaces as examples of “Home From Home” third places.

These “Home From Home” oral histories were made available in digitally for our wider community here: <https://www.chapelfm.co.uk/elfm-player/shows/list/home-from-home-snippets/>, creatively reinterpreted by artists as part of live events, included in radio and podcast broadcasts, sent to the British Library to be stored in their permanent Sounds Archive.

Expanding Artistic Programming

Key events included major festivals such as our annual “Writing on Air Festival” of original Yorkshire writing on the radio which took the theme of “Missing” and involved more than 250 writers and other artists creating 80 unique events, our 24-hour “Musicathon” which was part of Leeds 2023 city of culture and expanded outside to the Seacroft Village Green, 5-weeks of youth radio and arts camps: the “Sound it Out” Healthy Holidays programme.

Strengthening Radio and Podcast Production

Among the key East Leeds Community Radio achievements in 2023-2024 we celebrated the 10th anniversary of the station in July 2023 with a monthlong festival; we launched a number of key new flagship shows including programmes on the food, science, women’s voices, LGBTQ+ perspectives, global arts and activism; we hired a new Community Radio Facilitator; implemented a major branding and marketing overhaul for the station; and used our radio resources to engage in a major national social justice campaign with Citizens UK that including interviewing the Mayor of West Yorkshire and other key northern UK metro mayors.

Deepening the Impact of Residencies and Collaborations

As a result of this new Partners Residency approach to hosting other organisations, over the course of 2023 we had 21 organisations delivering activities for an extended period of time with the aim of engaging local residents projects that will enable them to change something about their community. These organisations included: Andy's Mans Club, Balbir Singh Dance Company, Brave Words Theatre, Care for Calais, Citizens UK, East Leeds Labour Party, East Leeds Project, Food Cycle, Leeds Conservatoire, LS14 Trust, Mencap, National Prison Radio, The Performance Ensemble, Red Flag Theatre, Seacroft and Manston Local Schools, Season Well, Space2, South Asian Arts-UK, Stand Up to Racism, The Youth Association, Tower of Song, Vocologee Choir, West Yorkshire Dance

A key result of this new Third Partner Organisation in Residence way of working as also been to free Chapel FM staff from needing to try to deliver quite so many services or programmes that are outside of core areas of expertise, enabling our staff to devote more time to planning, delivering and reflecting on the core work (training in community broadcasting, story-telling and socially-engaged artistic event organising and producing). This means that the people Chapel FM supports will receive deeper and more sustained attention and mentoring.

"We Are Seacroft" Network of Third Sector Organisations & Other Community Partnership Work

Chapel FM continued to serve as a lead member of this innovative collaboration between nine other organisations in our community of Seacroft which grew out of work that began during the Covid pandemic. We Are Seacroft implements joint training for staff and participants, long-term strategic community planning, advocacy for social change, joint funding, and many other forms of sharing resources.

Experimenting with the format and social-change value of our new Community Forums was another key achievement in 2023-2024. These events are a unique hybrid of a kind of town hall discussion of a key social issue, combined with artist performances, a live radio and video broadcast (that is also archived to create a record and sharing), a chance to speak directly with those in positions of power, and a potential catalyst for direct social action. During the year Chapel FM worked with 17 different organisations to present 7 forums on the following topics: police brutality and racism, reforming buses and public transportation, cancer awareness, political extremism and hate crimes, youth and technology, saving and strengthening local community spaces, and local responses to the climate emergency.

To share one specific example of a Community Forum that embodies the unique type of community event combined with artistic contributions and outcome-oriented actions that we are developing, we would like to point to the Hisbiscus Rising / David Oluwale event which took place on 1st December and explored the legacy of racism, police brutality, and marked the inauguration of a major new public sculpture to celebrate the life of the Leeds-Nigerian man who has become a touchstone for civil rights activity in Leeds.

International Connections

It is a core tenet of Chapel FM's work that being deeply grounded in local community is strengthened by also creating strategic international links, providing residents with opportunities to connect with the wider world through engagement at Chapel FM. During this period, Chapel FM strengthened "twin radio station" partnership with Radio Moulins in Lille, France, working on several joint projects and established a new "twin radio station partnership" with Forward Radio in Louisville, Kentucky. Chapel FM staff also worked closely with Leeds Council's Department of International Relations to deliver international radio projects with poets and other artists in Leeds' twin cities Brno, Czech Republic and Kharkiv, Ukraine.

UNION: The Northern School for Creativity and Activism

UNION was set up by Heads Together Productions in 2019 with support from the Paul Hamlyn Foundation and Arts Council of England. The aim was to improve the support provided for people wanting to develop careers in participatory arts and activism, particularly people from disadvantaged backgrounds.

More than 130 artists and activists have now taken part in one of UNION's extended programmes of professional development. We are currently undertaking a 5-year evaluation of the original cohort from 2019:

"UNION was brilliant. Transformative. Gave me a language and put me on a path, particularly finding a balance between my own creative work and my work with the dwarfism community. Five years on UNION is still with me"

Steph Shields: artist and disability activist, Sunderland. Participant in UNION 2019

During the year we also worked with 3 other UNION cohorts:

•**Leeds 2023 Neighbourhood Hosts:** We worked with a second cohort of participants in partnership with the year-long Leeds 2023 festival. The Neighbourhood Hosts programme worked with 33 local activists across the city to put on community-based events in all the city wards in the summer of 2023. UNION provided group training and individual coaching for the Hosts and other artists involved with the My World, My City, My Neighbourhood programme. We were then awarded additional funding from the University of Leeds Centre for Cultural Value to undertake a further participatory research project with eight of the further hosts looking at how to embed the legacy of the programme.

•**UNION 23:** The 2023 cohort of 24 participants continued their final training weekends in Sheffield and Blackpool and began their collaborative action learning projects across the north.

•**UNION 24:** We recruited 22 participants for the 2024 cohort, a range of early- to mid-career artists and activists. They started their training journey with a weekend based at Chapel FM Arts Centre in March 2024 and will continue with weekends in Manchester, on the East Durham coast, in Bradford and Liverpool.

With 130 alumni from the various training programmes across the north of England, UNION is now a strong network of artists and activists and has an impact across the sector as well as for the individuals who have taken part in the training. UNION has been bringing organisations involved in training initiatives together to create a Community of Practice, again with an aim to strengthen the quality of the professional development across the sector and to ensure diversity in approach and with respect to the participants who take part in the different programmes.

Financial Review

Total income in 2023/24 was £365,113, representing a 5% increase on the previous year. At the end of the financial year there was a 6% increase in unrestricted reserves to £123,730, within the optimum range identified by the Board.

Reserves Policy

The Board has agreed to maintain reserve funds at sufficient levels in order to allow the smooth continuation of all activities and mitigate risk. Its policy is to hold free reserves (ie unrestricted funds not committed or invested in tangible fixed assets) of between 6 and 9 months of core running costs (which equates to £100,000 to 150,000).

The Trustees are committed to maintaining a broad range of sources of income for the Charity from both restricted and unrestricted sources and that contributes to the stability of the organisation going forward. Full details of income are in Notes 2 and 3 of the accounts.

The Charity completed a second phase of capital development on Chapel FM Arts Centre with Final Completion back on 24th March 2022. The full cost of the two phases of development was over £1.6m. The cost is covered by grant income which is being depreciated over 20 years: Note 11 details the capital grants received and Note 6 the capitalisation of the expenditure.

Structure, governance and management

Heads Together Productions was incorporated as a Company Limited by Guarantee on the 28th August 1988. The Company was entered onto the Register of Charities on 24th March 2020.

The trustees of the charity also act as directors for the purposes of company law. There are currently 8 trustees who meet 4 times a year as a full group and to hear reports from their constituted sub-groups which look at specific issues such as finance and funding; participation activities; venue and communications; and staffing.

On a day-to-day basis, management of the organisation is delegated to the two joint directors, Tony Macaluso who takes the lead on operational activities at Chapel FM Arts Centre, and Adrian Sinclair who is responsible for Business Management of the company, and the UNION training programme. There is a staff team of seven.

Trustees are appointed on a rolling basis and the Charity performs a skills audit to identify need. The posts are advertised, and applicants asked to submit a cv and letter of interest outlining their skills and reasons for wanting to join the Board. They are then interviewed and subsequently invited to attend an initial session as an observer. If approved by a quorate majority, they are invited to join the Board and undergo a Trustee induction process.

Risk Management

The trustees identify and assess the key risks facing the charity and maintain a risk register. The register is reviewed regularly (at least on an annual basis) and the systems, policies and procedures are put in place in order to manage the identified risks.

Trustees' responsibilities

The trustees (who are also directors of the company for the purposes of company law) are responsible for preparing the Trustees' Annual Report (including the Strategic 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, which 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 2015 (FRS 102);
- 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 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.

Disclosure of information to Independent Examiners

In so far as the trustees are aware:

- there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the Independent 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 company's Independent Examiner is aware of that information.

On behalf of the board



.....

Ms K Dye
Director

Date.....

Heads Together Productions Limited
Independent Examiners Report
For the Year Ended 31 March 2024

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2024 which are set out on pages 8 to 15.

Responsibilities and basis of report

As the charity 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 company'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 statement

I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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 that in any material respect:

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 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 (FRS102).

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.

Burrow & Crowe

.....

David Pollitt FCCA

Burrow & Crowe Accountants & Business Advisers Ltd

Top Floor West, Wharfebank House, Wharfebank Mills

Ilkley Road

Otley

West Yorkshire

LS21 3JP

20 Nov 2024

Date.....

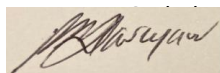
Heads Together Productions Limited
Balance Sheet
As at 31 March 2024

| | | 2024 | | 2023 | |
|---|--------------|-----------------|------------------|----------------|------------------|
| | Notes | £ | £ | £ | £ |
| FIXED ASSETS | | | | | |
| Tangible Assets | 6 | | 867,055 | | 933,463 |
| CURRENT ASSETS | | | | | |
| Debtors | 7 | 23,133 | | 15,702 | |
| Cash at bank and in hand | | <u>172,336</u> | | <u>161,085</u> | |
| | | 195,469 | | 176,787 | |
| Creditors: Amounts due within one year | 8 | <u>(26,800)</u> | | <u>(7,920)</u> | |
| NET CURRENT ASSETS | | | <u>168,669</u> | | <u>168,867</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | | <u>1,035,725</u> | | <u>1,102,330</u> |
| Creditors: Amounts due after one year | 9 | | (865,994) | | (934,443) |
| NET ASSETS | | | <u>169,730</u> | | <u>167,887</u> |
| FUNDS | | | | | |
| Unrestricted funds | | | 123,730 | | 116,855 |
| Restricted funds | 10 | | <u>46,000</u> | | <u>51,032</u> |
| TOTAL FUNDS | | | <u>169,730</u> | | <u>167,887</u> |

For the year ending 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

Directors' (Trustees) responsibilities:

- i) The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- ii) The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- iii) These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.



.....lf of the board

.....
Ms N Kweyama
Director

Date.....

Registered Company Number: 03623974

Heads Together Productions Limited
Statement of Financial Activities (including Income & Expenditure Account)
For the Year Ended 31 March 2024

| | | Unrestricted Funds 2024 £ | Restricted Funds 2024 £ | Total Funds 2024 £ | Total Funds 2023 £ |
|---|--------------|--|--|---------------------------------------|---------------------------------------|
| | Notes | | | | |
| Incoming Resources from | | | | | |
| Charitable Activities | | | | | |
| Grant income | 2 | 61,000 | 268,180 | 329,180 | 317,544 |
| Earned income | 3 | 32,889 | - | 32,889 | 29,022 |
| Donations | | 151 | - | 151 | 293 |
| Investment Income | | | | | |
| Interest income | | 2,893 | - | 2,893 | 628 |
| TOTAL INCOMING RESOURCES | | 96,933 | 268,180 | 365,113 | 347,487 |
| Resources Expended | | | | | |
| Charitable expenditure: | | | | | |
| Projects & allocated support services | 4 | 153,175 | 274,434 | 427,609 | 384,133 |
| Governance costs | 5 | 4,109 | - | 4,109 | 4,098 |
| TOTAL RESOURCES EXPENDED | | 157,284 | 274,434 | 431,718 | 388,231 |
| NET INCOMING/(OUTGOING) RESOURCES BEFORE OTHER RECOGNISED GAINS/(LOSSES) | | | | | |
| | | (60,351) | (6,254) | (66,605) | (40,744) |
| OTHER RECOGNISED GAINS/(LOSSES) | | | | | |
| Capital grants released | 9 | 68,448 | - | 68,448 | 69,814 |
| NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS | | | | | |
| | | 8,097 | (6,254) | 1,843 | 29,070 |
| Transfers between funds | | (1,222) | 1,222 | - | - |
| Total funds brought forward | | 116,855 | 51,032 | 167,887 | 138,817 |
| Total funds carried forward | | 123,730 | 46,000 | 169,730 | 167,887 |

Heads Together Productions Limited
Notes to the Financial Statements
For the Year Ended 31 March 2024

1. Accounting Policies

Basis of accounting

The principal accounting policies which are adopted consistently in the preparation of the financial statements are set out below.

a) Accounting convention and charitable status

The accounts have been prepared under the historical cost convention and are in accordance with SORP FRS102 and applicable Accounting Standards and include the results of the company's operations described in the report of the board of management and all of which are continuing.

The Company is a Registered Charity, No. 1188725. Exemption has been taken from preparing a cash flow statement as the company qualifies as a small company.

b) Incoming resources: Revenue grants

Grants are recognised in the income and expenditure account in an appropriate manner that matches them with the expenditure towards which they are intended to contribute.

Grants for immediate financial support or to cover costs already incurred are recognised immediately in the income and expenditure account. Grants towards general activities of the entity over a specific period are recognised in the income and expenditure account over that period.

Grants towards fixed assets are recognised over the expected useful lives of the related assets and are treated as deferred income and released to the income and expenditure account over the useful life of the asset concerned.

All grants in the income and expenditure account are recognised when all conditions for receipt have been complied with.

C) Unrestricted funds and Support costs

Unrestricted funds are grants, donations, and other income received or generated for the charity's main activities. Unrestricted funds are designated at the discretion of the board of management.

Support costs relating to the administration of the charity have been allocated to unrestricted funds. Those relating to artistic project delivery have been allocated to restricted funds.

D) Tangible Fixed Assets

Depreciation is provided at the following annual rates in order to write-off each asset over its estimated useful life:

| | |
|--------------------|---------------------------|
| Freehold | 5% Straight line |
| Fixture & Fittings | 20% and 25% Straight line |

Members

The company has no share capital and is limited by guarantee. In the event of the winding up of the company, the liability of the members is limited to a maximum of £1 each.

Trustees' Remuneration

The trustees neither received nor waived any remuneration during the year. The trustees did not have any expenses reimbursed during the year.

Pensions

The company operates a defined pension contribution scheme. Contributions are charged to the income and expenditure account as they become payable in accordance with the rules of the scheme.

Average Number of Employees

Average number of employees, including directors, during the year was as follows: 8 (2023: 7)

Heads Together Productions Limited
Notes to the Financial Statements (continued)
For the Year Ended 31 March 2024

2. Grant income

| | Unrestricted Funds 2024 £ | Restricted Funds 2024 £ | Total Funds 2024 £ | Total Funds 2023 £ |
|--|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Arts Council of England – National Portfolio Organisation | 50,000 | - | 50,000 | 47,463 |
| Esmée Fairbairn Foundation | - | - | - | 33,000 |
| European Cultural Foundation | - | - | - | 5,876 |
| I-Portunus | - | - | - | 280 |
| IGEN Trust | - | 37,900 | 37,900 | 23,800 |
| Leeds City Council – Arts@Leeds | 11,000 | - | 11,000 | 10,500 |
| Leeds City Council – Housing Advisory Panel | - | 2,000 | 2,000 | 3,077 |
| Leeds City Council – Leeds Inspired | - | 9,745 | 9,745 | - |
| Leeds Culture Trust | - | 8,000 | 8,000 | - |
| Leeds Community Foundation | - | 34,750 | 34,750 | 34,670 |
| Leeds Mencap | - | 5,000 | 5,000 | - |
| LS14 Trust | - | - | - | 4,500 |
| National Lottery Community Fund | - | 110,500 | 110,500 | 108,482 |
| Paul Hamlyn Foundation | - | 49,500 | 49,500 | 45,000 |
| Rotary Club of Roundhay | - | 500 | 500 | - |
| Welcome Spaces | - | 1,000 | 1,000 | - |
| West Riding Masonic Charities | - | 2,500 | - | - |
| Allianz Foundation | - | 6,785 | 6,785 | - |
| | 61,000 | 268,180 | 326,680 | 316,648 |
| Chapel Development Phase 2 grant released against revenue costs | - | | | 896 |
| Total Grant income | 61,000 | 268,180 | 326,680 | 317,544 |

3. Earned income

| | Unrestricted Funds 2024 £ | Restricted Funds 2024 £ | Total Funds 2024 £ | Total Funds 2023 £ |
|----------------------------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Sales | 673 | | 673 | 1,869 |
| Fee income | 18,892 | | 18,892 | 11,190 |
| Dry hire and training | 12,309 | | 12,309 | 15,329 |
| Food sales | 1,015 | | 1,015 | 634 |
| Total Earned income | 32,889 | - | 32,889 | 29,022 |

Heads Together Productions Limited
Notes to the Financial Statements (continued)
For the Year Ended 31 March 2024

4. Charitable expenditure

| | Unrestricted Funds 2024 £ | Restricted Funds 2024 £ | Total Funds 2024 £ | Total Funds 2023 £ |
|---|--|--|---------------------------------------|---------------------------------------|
| Projects: | | | | |
| Staff wages & salaries (inc NI & pension costs) | 14,078 | 186,177 | 200,255 | 177,435 |
| Artists fees | 6,728 | 55,391 | 62,119 | 62,524 |
| Venue costs | 9,251 | 18,024 | 27,275 | 20,966 |
| Allocated support services: | | | | |
| Design materials | 225 | 859 | 1,084 | 1,089 |
| Equipment Hire | - | 4,153 | 4,153 | - |
| Print & production | 3,274 | 4,411 | 7,685 | 12,908 |
| Vehicle hire & project Travel | 2,374 | 1,652 | 4,026 | 1,881 |
| Staff training | 1,213 | 1,120 | 2,333 | 2,559 |
| Travel & subsistence expenses | 1,116 | 1,317 | 2,433 | 2,823 |
| Light & heat | 12,423 | - | 12,423 | 3,738 |
| Rates | 902 | - | 902 | 513 |
| Cleaning | 5,829 | - | 5,829 | 5,633 |
| Vehicle fuel costs | 64 | - | 64 | 15 |
| Computer software, consumables & maintenance | 509 | 398 | 907 | 1,827 |
| Repairs, renewals & maintenance | 8,928 | - | 8,928 | 6,665 |
| Insurance | 8,152 | - | 8,152 | 7,228 |
| Printing, postage & stationery | 619 | - | 619 | 698 |
| Advertising & marketing costs | 2,552 | 289 | 2,841 | 2,309 |
| Telecommunications & data costs | 2,113 | 128 | 2,241 | 2,541 |
| Subscriptions | 1,449 | 515 | 1,964 | 438 |
| Sundry (inc donations) | 427 | - | 427 | 529 |
| Depreciation of fixtures & fittings | 11,970 | - | 11,970 | 10,835 |
| Depreciation of freehold land & property | 58,979 | - | 58,979 | 58,979 |
| Total Charitable expenditure | 153,175 | 274,434 | 427,609 | 384,133 |

5. Governance costs

| | Unrestricted Funds 2024 £ | Restricted Funds 2024 £ | Total Funds 2024 £ | Total Funds 2023 £ |
|----------------------------|--|--|---------------------------------------|---------------------------------------|
| Independent examiners fees | 3,783 | - | 3,783 | 3,568 |
| Legal fees | 13 | - | 13 | 13 |
| Bank charges & interest | 313 | - | 313 | 517 |
| | 4,109 | - | 4,109 | 4,098 |

Heads Together Productions Limited
Notes to the Financial Statements (continued)
For the Year Ended 31 March 2024

6. Tangible Assets

| | Freehold Land & Property £ | Fixtures, fittings & equipment £ | Total £ |
|-----------------------|----------------------------------|---|------------|
| Cost | | | |
| As at 1 April 2023 | 1,179,581 | 174,049 | 1,353,630 |
| Additions | - | 4,540 | 4,540 |
| Disposals | - - | 1,968 - | 1,968 |
| As at 31 March 2024 | 1,179,581 | 176,622 | 1,356,203 |
| Depreciation | | | |
| As at 1 April 2023 | 278,622 | 141,545 | 420,167 |
| Charge for the year | 58,979 | 11,970 | 70,949 |
| On disposals | - - | 1,968 - | 1,968 |
| As at 31 March 2024 | 337,601 | 151,547 | 489,147 |
| Net Book Value | | | |
| As at 31 March 2024 | 841,980 | 25,075 | 867,055 |
| As at 31 March 2023 | 900,959 | 32,504 | 933,463 |

7. Debtors

| | 2024 £ | 2023 £ |
|---------------------------------|-----------|-----------|
| Trade debtors | 22,883 | 3,000 |
| Other debtors | 250 | 12,116 |
| Other taxes and social security | - | 59 |
| VAT | - | 527 |
| | 23,133 | 15,702 |

8. Creditors: Amounts due within one year

| | 2024 £ | 2023 £ |
|---------------------------------|-----------|-----------|
| Trade creditors | 5,902 | 3,784 |
| Other creditors | 897 | 671 |
| Accruals | 4,571 | 3,465 |
| Deferred Income | 9,500 | - |
| Other taxes and social security | 3,941 | - |
| VAT | 1,989 | - |
| | 26,800 | 7,920 |

9. Creditors: Amounts due after one year

| | 2024 £ | 2023 £ |
|------------------------------|-----------|-----------|
| Capital grants (See Note 11) | 865,994 | 934,443 |

| | Balance B/fwd | Capital grants received | Capital grants expensed | Capital grants released | Balance C/fwd |
|---------------------------|------------------|----------------------------|----------------------------|----------------------------|------------------|
| Summary of Capital grants | 934,443 | - | - | (68,449) | 865,994 |

Heads Together Productions Limited
Notes to the Financial Statements (continued)
For the Year Ended 31 March 2024

10. Movement on Restricted funds

| | Balance B/fwd £ | Incoming funds £ | Outgoing funds £ | Assets Purchased | Transfers £ | Balance C/fwd £ | |
|---|-----------------------|------------------------|------------------------|---------------------|----------------|-----------------------|---|
| Esmee Fairbairn Foundation | 12,000 | - | (12,271) | - | 271 | - | |
| IGEN Trust | - | 37,900 | (24,840) | - | (60) | 13,000 | |
| Leeds City Council – Housing Advisory Panel | - | 2,000 | (1,000) | - | - | 1,000 | |
| Leeds Inspired | - | 9,745 | (9,885) | - | 140 | - | |
| Leeds Community Foundation | 18,032 | 34,750 | (45,300) | - | 18 | 7,500 | - |
| Leeds Culture Trust | - | 8,000 | (8,047) | - | 47 | - | |
| Leeds Mencap | - | 5,000 | (5,074) | - | 74 | - | |
| National Lottery Community Fund | 4,500 | 110,500 | (114,928) | - | (72) | - | |
| Paul Hamlyn Foundation | 16,500 | 49,500 | (44,232) | - | 232 | 22,000 | |
| Rotary Club of Roundhay | - | 500 | (800) | - | 300 | - | |
| Allianz Foundation | - | 6,785 | (7,057) | - | 272 | - | |
| Welcome Spaces | - | 1,000 | (1,000) | - | - | - | |
| West Riding Masonic Charities | - | 2,500 | - | (2,500) | - | - | |
| Total Restricted funds | 51,032 | 268,180 | (274,434) | (2,500) | 1,222 | 43,500 | |

11. Capital Grants

| | | 2024 £ | 2023 £ |
|----------------------------|--------------------------------------|----------------|----------------|
| Chapel Development Phase 1 | Arts Council of England | 155,466 | 169,543 |
| Chapel Development Phase 1 | Jimbo's Fund | 23,746 | 25,896 |
| Chapel Development Phase 1 | Leeds City Council | 16,623 | 18,128 |
| Chapel Development Phase 1 | The Tudor Trust | 35,618 | 38,843 |
| Chapel Development Phase 1 | Monument Trust | 47,492 | 51,792 |
| Chapel Development Phase 1 | Wren | 23,746 | 25,896 |
| Chapel Development Phase 1 | Caird Bardon | 40,054 | 43,680 |
| Chapel Development Phase 1 | Clothworkers | 3,800 | 4,144 |
| | Sub-Total Chapel Development Phase 1 | 346,545 | 377,922 |
| Chapel Development Phase 2 | Arts Council of England | 235,916 | 252,887 |
| Chapel Development Phase 2 | The Tudor Trust | 87,314 | 93,595 |
| Chapel Development Phase 2 | Power to Change | 83,755 | 91,094 |
| Chapel Development Phase 2 | Veolia Trust | 36,346 | 38,961 |
| Chapel Development Phase 2 | Leeds City Council | 38,152 | 40,897 |
| Chapel Development Phase 2 | Biffa Award | 27,001 | 28,943 |
| Chapel Development Phase 2 | Clothworkers Foundation | 6,898 | 7,394 |
| Chapel Development Phase 2 | WY Covid Recovery Fund | 2,566 | 2,750 |
| | Sub-Total Chapel Development Phase 2 | 517,947 | 556,521 |
| | Total Capital Grants | 864,492 | 934,443 |

There are two phases of the Chapel Development. Phase 1 was completed in 2014 and Phase 2 was completed in 2021.

From the Chapel Development grants provided, part of these grants have been used to purchase chapel equipment and is being released to the income and expenditure account over the useful life of the assets. The expenditure on the building has been capitalised and shown in note 6 in the accounts. The income raised to fund these works has been matched against this and has been deferred (see above). The building costs are being depreciated over their useful life and this depreciation charge is being matched against a release of the deferred income to the income and expenditure account.



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| Fri, 18th Oct 2024 16:24:39 BST | Ms Kathryn Jane Dye - Signer (99a41acc28c2ab1e3dc68d23f5b4d76b) |
| Sun, 20th Oct 2024 22:53:34 BST | Ms Nobuhle Kweyama - Signer (a07dc28733e3826cf7367fa90dc55eb9) |

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| Wed, 20th Nov 2024 9:45:24 GMT | David Pollitt viewed the envelope (188.65.97.198) |
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