



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From: Period start date: 02 March 2024 to Period end date: 01 March 2025

Charity name: Time for Art

Charity registration number: 1189470

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The advancement of the arts for the public benefit by providing creative workshops that are accessible and affordable for the general public and, without limitation, the following groups of people (and, in each case, any dependents): persons in institutions, persons incarcerated, young offenders, persons awaiting refugee status, underprivileged children (including but not limited to children in low income families, children in care, homeless / street children), persons with a lack of funds and any other person who is otherwise denied access to creative activity in their ordinary lives.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision of Art workshops to people falling within the groups as defined in the Charity's purposes, fundraising for the same and administration of the charity.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have received, acknowledged receipt of and confirmed they have read the guidance issued by The Charity Commission on Public Benefit

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A

Contribution made by volunteers	Para 1.38	Elements of administration of the charity are done on a voluntary basis. Frequent discussions are held between the charity's chair and other officers of the charity to help organise meetings, organise and consider fund raising opportunities, and the development and growth of the charity. All trustees give their time for trustee duties on a voluntary basis. The art workshops are supported by volunteers from the recipient organisation (for example; workshops given to asylum seekers are attended and supported by volunteers from Care for Calais and workshops with youngsters are attended and supported by staff from the relevant organisation)
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Main achievements: The charity began this period having secured an award from the Network for Social Change. This award has enabled the charity to offer and deliver workshops to asylum seekers residing in hotels in Oxfordshire. The charity also received a grant to deliver a series of summer workshops to a local charity that supports youngsters with a parent in prison. The charity continued its workshops for a wide range of recipients. Art workshops beneficiaries included: 1. Children and young people supported by Children Heard and Seen (A charity that supports young people with a parent in prison) 2. Children from Be Free Young Carers (A charity that supports young people who care for a relative), 3. Disadvantaged children at The Oxford Academy. 4. Parents who have a former partner in prison for sex offences. 5. Asylum seekers. The grant from The Network for Social Change was specifically granted for workshops with asylum seekers in Oxfordshire supported by Care for Calais. These workshops are now well established and take place on a fortnightly basis. They

		offer asylum seekers important respite from the stresses they face every day as a result of their situation. Written and verbal evaluation from the charity's workshops indicate that the workshops: 1. Provide an opportunity for people to engage in creative activity that they are otherwise unable to access in their lives. 2. Are extremely enjoyable and have a positive effect on the mental health of recipients. 3. Have proved to be a chance for marginalised and people in difficult and isolated circumstances to come together and offer mutual support by spending time engaging in creative activity. 4. Bring improvements in the mental wellbeing of such people. These improvements will also have a knock on effect in their everyday lives and those that they associate with, thereby benefiting society as a whole. Feedback: James Ottley, Project manager for Children Heard and Seen says of the workshops for parents whose former partners have committed sexual offences. "The group can be very emotional, and the parents are all dealing with hugely complex issues due to the nature of the other parent's offending, so it's brilliant we are able to offer sessions like this where they can all focus on something different and enjoy a peaceful couple of hours with other parents who understand them." And: "We often talk about very heavy topics in the group, so we are really thankful that Sarah joins us once a term to provide a therapeutic space." Tina Wallace, volunteer for Care for Calais: "This has been and continues to be a much-enjoyed space. The focus is on creating colours, form and content, far removed from the daily drudge of forms, appeals, and bureaucracy. Participants sometimes paint pictures from home, flags of their country, or imaginary scenes, while many follow the prompt from one of the two talented art teachers who bring new ideas to every session. It is a place where people smile and shoulders relax. Over time a really large and impressive array of art work using different materials and covering multiple subjects have been
--	--	---

		produced. Several pieces have been exhibited in the hotel for an Art Week exhibition in Oxford, and some will soon be shown at a venue in town.” Many workshop participants report that they continue with creative activity outside of the workshops as they find it a calming and therapeutic activity to engage in.
--	--	--

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The Charity's objectives are set each year at the AGM and for this period all objectives were met.
Performance of fundraising activities against objectives set	Para 1.41	All fundraising objectives met
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Our opening balance for this period was £19,087.11 and throughout this accounting period we received donations and grants of £7,602.00 The total expenditure to run the charity for this period was £7,827.00
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The balance of remaining funds is being used to fund our full programme of art workshops 2025-2026.
Amount of reserves held	Para 1.22	£18,874.00
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	1. National Lottery Community grant 2. Network for Social change grant 3. Public donations
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	N/A
Other		

Structure, Governance and Management

Description of charity's trusts:		Time for Art is a Charitable Incorporated Organisation governed by a constitution dated 13 May 2020.
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	1. Time for Art Constitution 2. Time for Art Safeguarding policy 3. Time for Art Trustee conflict of interest policy 4. On becoming a Trustee 5. Time for Art Criteria for Selection policy 6. Time for Art appraisal and performance 7. Tutor selection criteria 8. Time for Art know your donor In addition all trustees receive the following Charity commission documents: 1. Public benefit requirement 2. Running a charity 3. Reporting
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The charity currently consists of: Chair, treasurer and other trustees, who are governed by the constitution and decisions taken at regular Trustee meetings. The charity is working towards the use of the services of an administrator. The charity uses artists to deliver the art workshops and who work for the charity on a self employed basis. One of the charity's current artists is also a trustee, who is paid the standard artist rate and meets all relevant criteria for an artist/tutor. There are trustee services agreements in place. This arrangement is reviewed annually at the charity's Annual General Meeting. The charity also uses the services of other artists and continues to look to expand its pool of artists.

		The charity has in place internal procedures to monitor and regulate financial activities and trustee conflicts of interest. One of the charity's trustees is the charity's lead on safeguarding, whistleblowing, and grievance reporting, to ensure the charity maintains the highest standards of governance. This is trustee's role is clearly stated and is visible on the charity's website. In addition to those listed in para 1.51 above, the charity has the following policies. 1. Bullying and harassment 2. Code of Behaviour 3. Equal Opportunities 4. Expenses 5. Financial management 6. GDPR 7. Grievance 8. Risk management 9. Safe recruitment 10. Supervision 11. Privacy 12. Whistle blowing 13. Social media (in progress)
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Time for Art
Other name the charity uses	n/a
Registered charity number	1189470
Charity's principal address	24, New road, Woodstock, Oxfordshire, OX20 1PB

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	Sarah Moncrieff	Chair		
2	Jacqueline Davies			
3	Ciara Faughnan-Moncrieff			
4	David Rudge			
5	Imogen Taylor	Treasurer	From 01/01/2025	
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant	Mathew Browne	UHY-Ross Brooke Accountants Suite I Windrush Court Abingdon Business Park OX14 1SY

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

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

--

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Sarah Jane Moncrieff	
Position (eg Secretary, Chair, etc)	Chair	
Date	11 th November 2025	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Time for Art

11894470

Receipts and payments accounts

CC16a

For the period
from

Period start date
02/03/2024

To

Period end date
01/03/2025

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 £	Last year to the nearest £
A1 Receipts					
Donations	180	-	-	180	536
National Lottery Grant		-	-	-	10,000
Network for social change	6,972	-	-	6,972	6,984
The Arts Society West Oxford	450	-	-	450	-
Care Check refund	12	-	-	12	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	7,614	-	-	7,614	17,520
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	7,614	-	-	7,614	17,520
A3 Payments					
Care Check DBS Hosting uk (Hosting of email)	-	-	-	-	
Wix Website Wix Website (Hosting website) Art	24	-	-	24	
materials Printing and post Artists workshop	130	-	-	130	137
fees to trustees under service	476	-	-	476	366
agreements	12	-	-	12	6
Artist Workshop fees					
Training	3,795	-	-	3,795	4,329
Accountant fees	2,100	-	-	2,100	525
Administration fees	-	-	-	-	
Administration fees to trustees under service	300	-	-	300	-
agreements	978			978	72
Memberships					
		-	-	-	497
		-	-	-	25
Misc (Care check)	12	-	-	12	
Sub total	7,827	-	-	7,827	5,957
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	7,827	-	-	7,827	5,957
Net of receipts/(payments)	- 213	-	-	- 213	11,563
A5 Transfers between funds	-	-	-	-	
A6 Cash funds last year end	19,087	-	-	19,087	7,524
Cash funds this year end	18,874	-	-	18,874	19,087

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at bank	18,874	-	
		-	-	-
		-	-	-
	Total cash funds	18,874	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
		Imogen Taylor-Bale	Imogen Taylor-Bale	21/11/2025
		Sarah Moncrieff	Sarah Moncrieff	21/11/2025