

**Registered number:**  
**Charity number: 1190098**

**Ideas Test CIO**

**Unaudited**

**Trustees' Report and Financial Statements**

**For the Year Ended 31 March 2022**

## **Contents**

	<b>Page</b>
<b>Reference and Administrative Details of the Charity, its Trustees and Advisers</b>	<b>1</b>
<b>Trustees' Report</b>	<b>2 - 4</b>
<b>Independent Examiner's Report</b>	<b>5</b>
<b>Statement of Financial Activities</b>	<b>6</b>
<b>Balance Sheet</b>	<b>7</b>
<b>Notes to the Financial Statements</b>	<b>8 - 13</b>

**Reference and Administrative Details of the Charity, its Trustees and Advisers  
For the Year Ended 31 March 2022**

**Trustees**

Jatin Patel, Chair  
CJ Mitchell (resigned 23 March 2022)  
Jane Howard  
Ally Sinyard  
Rebecca Brennan-Brown  
Nigel Martin (resigned 4 July 2022)  
Natalie Parsons (resigned 29 April 2022)  
Sathiya Mohan  
Robin Pimenta, Treasurer (appointed 23 March 2022)

**Charity registered  
number**

1190098

**Registered office**

Room 5 1st Floor  
5A New Road Avenue  
Chatham  
Kent  
ME4 6BB

**Accountants**

Kreston Reeves LLP  
Chartered Accountants  
37 St Margaret's Street  
Canterbury  
Kent  
CT1 2TU

## **Trustees' Report For the Year Ended 31 March 2022**

The Trustees present their annual report together with the financial statements of the Charity for the year 1 April 2021 to 31 March 2022.

### **Objectives and activities**

#### **a. Policies and objectives**

The objectives of the Charity are to advance the education of the public in the arts by:

- a) Encouraging and developing public participation in these artforms by the presentation of artworks, commissions, concerts, performances, exhibitions and festivals in the districts of Swale and Medway primarily as well as in Kent and the South East region, nationally and internationally.
- b) Supporting community and wellbeing and capacity building in Swale, Medway and Kent through commissioning of collaborative arts projects addressing issues of place, community, equality and inclusion.
- c) Promoting, supporting and developing the creative community of Swale, Medway and Kent including the amateur and voluntary arts sectors and the understanding of collaborative arts and practice regionally, nationally and internationally.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

#### **b. Strategies for achieving objectives**

To achieve its objectives, the Charity works to:

- \* Encourage productive partnerships and sustainable networks that support community cohesion and ongoing creative development
- \* Enhance the quality of people's lives using collaborative commissioning and co-creation models to inspire, empower and celebrate the rich diversity and history of the area
- \* Remove barriers to participation in a creative life, regardless of class, economic background, race, sexual orientation, neurodiversity or disability of any kind
- \* Develop the creative workforce and the potential of individuals as artists, participants and organisations

**Trustees' Report (continued)**  
**For the Year Ended 31 March 2022**

**Achievements and performance**

**a. Review of activities and future plans**

This has been a pivotal year for the Ideas Test, the first as an independent Charity. The Charity is now the lead organisation for Arts Council England's Creative People & Places grant taking over from a very supportive ten years with Swale Community and Voluntary Services as the lead. Independence is giving the Charity greater ability to fund raise in its own right. The Charity successfully applied for a continuation of the Creative People and Places grant securing a further three years of core funding from April 2022.

Thanks are due to Lucy Medhurst, outgoing Director, for four years of hard work she has given Ideas Test. The Charity is now looking to the future under the directorship of her successor Tracy Brunt. CJ Mitchell indicated that he would be standing down from the Board of Trustees as of 31 March 2022. He earns our gratitude for his contribution to the organisation over the last 3 years as a Trustee and a consortium member before that.

Our gratitude goes to the many partners and funders who have made the past year a success. Highlights have included intensive projects such as Make Waves working with would-be young producers from marginalised communities, You Me Us which addressed loneliness and isolation in inventive ways during the Covid 19 pandemic and a commission for Medway Light Nights a large scale outdoor festival. Over the next two and a half years, the Charity will be the lead partner of a large-scale partnership bid to Spirit of 2012 Volunteering Cities to increase cultural volunteering in Medway. The Charity continues to consolidate its role as a leader in quality, socially engaged, artistic practice in Swale and Medway.

**Financial review**

**a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

**b. Reserves policy**

The Charity currently aims to have unrestricted reserves of £40,000. As of 31 March 2022, the charity had unrestricted reserves of £66,098. The intention is to increase this over the next 3 years to be equivalent to 6 months' operating costs.

**c. Principal risks and uncertainties**

The Charity maintains a risk register. The areas highlighted as being of highest risk are:

1. Fundraising fails to meet targets.
2. Expenditure too high
3. Illness/ COVID

**Structure, governance and management**

**a. Constitution**

The Charity was registered as a Charitable Incorporated Organisation (CIO) with the Charity Commission with a constitution on 24 June 2020.

**Trustees' Report (continued)**  
**For the Year Ended 31 March 2022**

**Structure, governance and management (continued)**

**b. Methods of appointment or election of Trustees**

Trustee positions are advertised and candidates are asked to formally apply. Shortlisted applicants are invited to interview in front of the Board of Trustees. They are then interviewed before the Board of Trustees makes a decision on who to appoint.

**c. Organisational structure and decision-making policies**

All significant decisions are made by the Trustees. Day to day operations are delegated to the Charity's Director. The Charity's Consortium oversees the delivery of activities associated with the Arts Council funding.

**d. Policies adopted for the induction and training of Trustees**

Formal training is offered to all new Trustees.

**e. Pay policy for key management personnel**

The Trustees decide on the appropriate level of remuneration for senior staff.

**Statement of Trustees' responsibilities**

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:



.....  
**Jatin Patel**

Date: 07/12/2022

**Independent Examiner's Report  
For the Year Ended 31 March 2022**

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

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2022.

**Responsibilities and Basis of Report**

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and 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**


Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, 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:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:   
Jennifer Williamson ACA

Dated: 07/12/22

**Kreston Reeves LLP**  
Chartered Accountants  
Canterbury

**Statement of financial activities (incorporating income and expenditure account)**  
**For the Year Ended 31 March 2022**

	Note	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £
<b>Income from:</b>				
Donations and legacies	3	185,789	279,225	465,014
Charitable activities	4	27,200	1,860	29,060
Investments	5	-	6	6
<b>Total income</b>		<b>212,989</b>	<b>281,091</b>	<b>494,080</b>
<b>Expenditure on:</b>				
Charitable activities	6	94,641	214,993	309,634
<b>Total expenditure</b>		<b>94,641</b>	<b>214,993</b>	<b>309,634</b>
<b>Net movement in funds</b>		<b>118,348</b>	<b>66,098</b>	<b>184,446</b>
<b>Reconciliation of funds:</b>				
Net movement in funds		118,348	66,098	184,446
<b>Total funds carried forward</b>		<b>118,348</b>	<b>66,098</b>	<b>184,446</b>

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

The notes on pages 8 to 13 form part of these financial statements.



Registered number:

**Balance Sheet**  
**As at 31 March 2022**

		Note	2022 £
<b>Current assets</b>			
Debtors		9	13,462
Cash at bank and in hand			185,632
			<u>199,094</u>
Creditors: amounts falling due within one year		10	(14,648)
<b>Total net assets</b>			<u><u>184,446</u></u>
<b>Charity funds</b>			
Restricted funds	11	118,348	-
Unrestricted funds	11	66,098	-
<b>Total funds</b>		<u><u>184,446</u></u>	<u><u>-</u></u>

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



.....  
**Jatin Patel**

Date: 07/12/2022

The notes on pages 8 to 13 form part of these financial statements.

**Notes to the Financial Statements  
For the Year Ended 31 March 2022**

**1. General information**

Ideas Test is a Charitable Incorporated Organisation, registered in England. Its registered office is Room 5, 1st Floor, 5A New Road Avenue, Chatham, Kent ME4 6BB.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

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

**2.2 Going concern**

The Trustees have considered the projected future income and expenditure along with the current level of funds and concluded that the Charity will have sufficient resources to continue to operate for the foreseeable future. Therefore the financial statements have been prepared on a going concern basis.

**2.3 Income**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

**2.4 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

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

All expenditure is inclusive of irrecoverable VAT.

**Notes to the Financial Statements  
For the Year Ended 31 March 2022**

**2. Accounting policies (continued)**

**2.5 Interest receivable**

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

**2.6 Debtors**

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

**2.7 Cash at bank and in hand**

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

**2.8 Liabilities and provisions**

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

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

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

**2.9 Financial instruments**

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

**2.10 Fund accounting**

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

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

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

**Notes to the Financial Statements  
For the Year Ended 31 March 2022**

**3. Income from donations and legacies**

	<b>Restricted funds 2022 £</b>	<b>Unrestricted funds 2022 £</b>	<b>Total funds 2022 £</b>
Grants	185,789	279,225	465,014

**4. Income from charitable activities**

	<b>Restricted funds 2022 £</b>	<b>Unrestricted funds 2022 £</b>	<b>Total funds 2022 £</b>
Commissioned work	27,200	1,860	29,060

**5. Investment income**

	<b>Unrestricted funds 2022 £</b>	<b>Total funds 2022 £</b>
Investment income - local cash	6	6

**6. Expenditure on Charitable Activities**

	<b>Restricted funds 2022 £</b>	<b>Unrestricted funds 2022 £</b>	<b>Total funds 2022 £</b>
Programme deliveries	94,891	63,028	157,919
Core overheads	-	151,715	151,715
	<b>94,891</b>	<b>214,743</b>	<b>309,634</b>

**Notes to the Financial Statements  
For the Year Ended 31 March 2022**

**7. Staff costs**

	2022 £
Wages and salaries	104,387
	<u>104,387</u>

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

	2022 No.
Employees	5
	<u>5</u>

No employee received remuneration amounting to more than £60,000 in either year.

**8. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits(2021 - £nil).

During the year ended 31 March 2022, no Trustee expenses have been incurred (2021 - £nil).

**9. Debtors**

	2022 £
<b>Due within one year</b>	
Other debtors	1,220
Prepayments and accrued income	2,242
Grants receivable	10,000
	<u>13,462</u>

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

	2022 £
Trade creditors	8,498
Other taxation and social security	2,729
Pension fund loan payable	455
Other creditors	316
Accruals and deferred income	2,650
	<u>14,648</u>

**Notes to the Financial Statements  
For the Year Ended 31 March 2022**

**11. Statement of funds**

**Statement of funds - current year**

	Income £	Expenditure £	Balance at 31 March 2022 £
<b>Unrestricted funds</b>			
General Fund	281,091	(214,993)	66,098
<b>Restricted funds</b>			
Colyer Ferguson Hardship Fund	500	(480)	20
Make Waves Project Fund	76,680	(11,074)	65,606
Creative Estuary Co-Commission fund	20,000	(14,021)	5,979
Kent Community Foundation Fund	4,000	-	4,000
MVA Test Bed Fund	5,000	(1,357)	3,643
Medway Town Centre Forum Fund	1,875	-	1,875
Youth Music Fund	3,000	(60)	2,940
Theatre 31 Fund	19,252	(14,772)	4,480
You Me Us Fund	38,000	(22,855)	15,145
Medway Council Fund	30,000	(21,896)	8,104
Kent County Council Fund	14,682	(8,126)	6,556
	<u>212,989</u>	<u>(94,641)</u>	<u>118,348</u>
<b>Total of funds</b>	<u><u>494,080</u></u>	<u><u>(309,634)</u></u>	<u><u>184,446</u></u>

**Notes to the Financial Statements  
For the Year Ended 31 March 2022**

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

The Colyer Ferguson Hardship Fund provides small grants to help young people in need purchase equipment or services.

The Make Waves Project Fund is a programme to support young people to pursue careers in the creative industries.

The Creative Estuary Co-Commission Fund is a sculpture based project in Milton Creek Country Park.

The Kent Community Foundation Fund provides funding for the You Me Us Too programme addressing loneliness and isolation.

The MVA Test Bed Fund provides funding for the You Me Us Too programme addressing loneliness and isolation.

The Medway Town Centre Forum Fund is for a publicly co-created art installation in the Pentagon Shopping Centre.

The Youth Music Fund is for Swale Big Music Take Over project.

The Theatre 31 Fund is a theatre based project for young people in Sheppey.

The Medway Council Fund is for a Medway Light Nights Festival commission.

The Kent County Council Fund is for the Build Back Better and Kent Sport for Moving Memory 'train the trainer' Moving Well projects.

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

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

	<b>Restricted funds 2022 £</b>	<b>Unrestricted funds 2022 £</b>	<b>Total funds 2022 £</b>
Current assets	118,348	80,746	199,094
Creditors due within one year	-	(14,648)	(14,648)
<b>Total</b>	<b>118,348</b>	<b>66,098</b>	<b>184,446</b>

**13. Related party transactions**

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 March 2022.