

KEIGHLEY CREATIVE

England & Wales · Charity number 1190497

Details

Other names	KEIGHLEY CREATIVE SPACE CIC
Status	Registered
Legal form	CIO
Registered	2020-07-21
Register	View on the Charity Commission register

Contact

Address	3-7 Cooke Lane Keighley West Yorkshire BD21 3PF
Phone	01535 957980
Email	admin@keighleycreative.org
Website	www.keighleycreative.org

Activities

Objects: FOR THE PUBLIC BENEFIT TO:1) PROMOTE AND ADVANCE THE VISUAL ARTS IN ALL THEIR FORMS IN PARTICULAR BUT NOT EXCLUSIVELY BY:A) EXHIBITING WORKS OF ARTISTIC EXCELLENCE; ANDB) PROVIDING GALLERY AND STUDIO SPACE AND OTHER FACILITIES TO ENABLE THE PUBLIC TO ENGAGE WITH THE ARTS AND THE PUBLIC DISPLAY OF ARTWORK2) ADVANCE THE EDUCATION OF THE PUBLIC IN THE ARTS AND CRAFTS IN PARTICULAR BUT NOT EXCLUSIVELY BY THE PROVISION OF A COMMUNITY ARTS CENTRE, A COMMUNITY LIBRARY, WORKSHOPS, CLASSES AND ART SESSIONS.

Activities: Promote and advance the visual arts by exhibiting works of artistic excellence; and providing gallery, studio space and other facilities for the public Educate the public in arts and crafts in particular but not exclusively by the provision of a community arts centre, arts information hub, workshops, classes and arts festivalBased in the old Sunwin House building in Keighley

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Arts/culture/heritage/science
- **Who:** The General Public/mankind

Geography

- Bradford City
- North Yorkshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£275,885	£190,646	-	-
2024-03-31	£243,840	£260,121	-	-
2023-03-31	£156,113	£184,505	-	-
2022-07-31	£262,341	£194,662	-	-
2021-07-31	£104,456	£65,754	-	-

Trustees

Name	Role	Appointed
Bob Smith		2024-06-03
Charles Oxtoby		2024-06-03
Fiona Sherburn		2024-07-08
Georgina Webster		2024-04-22
Kevin O'Hare		2023-11-06
Michelle Buchan		2023-09-23
Trevor Kearton		2023-09-29

Accounts

Keighley Creative

Charity number 1190497

Annual Report and Financial Statements
for the year ended 31 March 2025



**Annual Report and Financial Statements
for the year ended 31 March 2025**

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Prepared by West Yorkshire Community Accountancy Service CIO

Keighley Creative

Trustees' report for the year ended 31 March 2025

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Georgina Webster	Co Chair	
Michelle Buchan	Co Chair	
Trevor Kearton	Vice Chair	
Charles Oxtoby	Treasurer	
Bob Smith		
Riaz Meer		Resigned 1 May 2024
Fiona Sherburn		
Janet Smithies		Resigned 12 September 2024
Rachel Rickards		
Alisa Yates		Resigned 17 December 2024
Kevin O'Hare		

Charity number	1190497	Registered in England and Wales
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Registered and principal address	Bankers
3-7 Cooke Lane	Virgin Money
Keighley	Jubilee House
BD21 3PF	Newcastle upon Tyne
	NE3 4PL

Independent examiner

Rhys North ACA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) foundation formed on 21 July 2020 and is governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

Keighley Creative

Trustees' report (continued) for the year ended 31 March 2025

Objectives and activities

The charity's objects

To promote and advance the visual arts in all their forms in particular but not exclusively by:

- a) exhibiting works of artistic excellence; and
- b) providing gallery and studio space and other facilities to enable the public to engage with the arts and the public display of artwork

To advance the education of the public in the arts and crafts in particular but not exclusively by the provision of a community arts centre, a community library, workshops, classes and art sessions.

The charity's main activities

Running a community arts centre hosting start-up artists' studios, exhibitions, community arts engagement and events and activities in the building and in the town in various venues; arts education.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular both the promotion and advancement of the visual arts and the advancement of education in the arts and crafts.

Achievements and performance

The Programme – Delivering art for Keighley

2024/2025 was a year of expansion in our arts delivery. We were able to offer a variety of arts provision across the age spectrum and to a variety of communities. And we've listened to the local community, ensuring our arts offer is both relevant and accessible.

Art & Heritage Community Programme

Growing from a standing start we have reached all areas of Keighley through a series of workshops in Bracken Bank, Long Lee, and Highfield, as well as several outdoor events run with the 'K-Town Cart'.

Arts for Brain Health

Our Creative Health programme continues to grow. There are now four strands, with the existing *Monday Creative* and *Wednesday Creative* groups joined by the *Artist in Residence* programme at Airedale Mental Health Unit and our *Young Creatives* programme for 12–16-year-olds.

We have also seen the addition of an ecotherapy strand through the *Bradford 2025 Social Prescribing Award*, made in partnership Broughton Sanctuary and the National Trust.

Film and Performance

Keighley Creative's *Screen Strategy* is Keighley-centric and gives emphasis to community provision.

Programming at our bijou Stockroom Cinema includes the *Leeds Young Film Festival* and *Leeds International Film Festival*, hosted in close liaison with the Keighley Picture House. Community groups continue to be encouraged to use the cinema for their own screenings, and Keighley Creative successfully showcases films about our own projects. The cinema has also been used as a live performance venue for spoken word performances.

Key to our Screen Strategy is our collaboration with *The Unit*. We host this filmmakers' collective with support from Bradford Council, Channel 4, and Screen Yorkshire. Partnership with The Unit has deepened and strengthened as we enter our third year together.

Jordon Scott Kennedy, *The Unit*

"Being part of Keighley Creative means being surrounded by a community that genuinely values creativity, collaboration, and local culture. At The Unit, we thrive on the energy and diversity that Keighley Creative brings - it is a space where ideas are shared, projects come to life, and artists and makers support one another. It is inspiring to be part of something that champions grassroots creativity while making a real impact in Keighley and beyond. It's the perfect environment for us to grow our own community of filmmakers with an inclusive ethos."

Keighley Creative

Trustees' report (continued) for the year ended 31 March 2025

Achievements and performance continued

Art Workshops

Keighley Creative run free art workshops, in the town and at our base. These have included the St George's Day Workshop, Eid on the Green, the 100 Years of Keighley Cenotaph commemoration, and the Festive Arts & Crafts Workshop.

We have also begun our *Big Crafty Doo-Dah* workshops focused on families experiencing holiday hunger and which will run throughout 2025.

Nature Conservancy, Science through Art

Keighley Creative has an artistic approach to encouraging people to learn about and engage with their natural environment. Central to this has been our Primary School project, *Pledges to the Landscape*, and the *ACE Bogs – Bog in a Drawing Box* scheme.

Work has progressed with *Blues and Greens*, our Bradford 2025 Social Prescribing Award that connects local people with natural spaces including one of the UK's most ambitious rewilding programmes at Broughton Estate.

We have also collaborated with local manufacturer, Byworth Boilers in our *Engineering and Arts Exploration*, which uses art to promote the understanding of engineering.

Art Courses

Keighley Creative hosts popular paid for art courses, including *Portrait Painting*, *Life Drawing* and *Painting Your Passions with Watercolour*.

Bradford 2025

We work to ensure Keighley is well represented in the Bradford 2025 Programme. We were central to the *BD25 Keighley Launch*, launched the Keighley Sculpture Trail, *Rombald's Rocks* at the end of May, and are busy planning for our *Mega Drawing Box* event at The Beacon in August.

Artist Studios

One of Keighley Creative's primary purposes is to foster the local artistic community. A core method of doing this is by providing low-cost studio space to a group of local artists. Our studios during 2024/2025 were full and hummed with activity, with a range of artists from differing backgrounds and ages working in a variety of mediums

Keighley Creative supported its artists in several ways:

- Exhibition Programme: Giving the local community an opportunity to view our artists' work through a series of carefully curated exhibitions at Keighley Creative.
- Pop-up Shop: Giving space and payment support for our artists to sell their artwork to the local community.
- Art Critiques: Running a programme of critical support events where artists can receive constructive feedback and guidance on ongoing pieces of work.
- Art Commissions: Keighley Creative notifies our artists of any appropriate artistic commissions. We also offer commissions ourselves, and although this is done through an open call, we have often found that Keighley based artists are best suited to filling our creative brief.

We believe there is much more Keighley Creative can do to support our artists and the wider Keighley artistic community. We have now developed a plan with *The Artery*, a Skipton based artist development programme to provide our artists with the support they need to become economically viable independent artists, able to support themselves through their art practice.

Our Artist Development Programme therefore has two projected outcomes:

- Building a community of artists with the business skills and confidence to become economically viable independent artists.
- Improving local business activity through the provision of creative solutions to business challenges.

Keighley Creative

Trustees' report (continued) for the year ended 31 March 2025

Achievements and performance continued

Keighley Creative 2024/25 – Building the Team

In September 2023, Keighley Creative produced a Development Plan to map our progress through to 2026. Key to this was an expansion of the Keighley Creative core staff team.

Before the end of 2023/2024, Keighley Creative was reduced to a single member of staff. During this period, the Board of Trustees stepped in to help steer the organisation forward. Grant funding was successfully found to increase staff numbers. This included the Towns Fund revenue grant, and the Community Development grant obtained in partnership with Kala Sangam.

As a result, Keighley Creative was able to appoint an *Arts & Heritage Officer* in April 2024, an *Executive Director* in June 2024 (both employed by Kala Sangam and then seconded full-time to Keighley Creative) a *Creative Director* in August 2024 and an *Events Producer* in November 2024. The existing Events Manager post was upgraded to *Events & Operations Manager* in April 2025 to reflect the greater delivery responsibilities of the expanded team.

The capacity of Keighley Creative has received a huge boost because of these appointments. In line with the 2023 Development Plan, the current core team profile now represents the minimum staffing level necessary for an organisation of Keighley Creative's scope and ambitions.

It is worth noting that because of the staggered nature of the appointments during 2024/2025, staffing levels of the core team ran at 89% of the optimum. Despite this, the bedding in of the new team has seen substantial success in increasing Keighley Creative's outputs during 2024/2025.

Since November, Keighley Creative's staff have meshed into an effective team. A collaborative and collegiate approach results in a core team that produces outputs far greater than the sum of its individual parts. Although individual duties and responsibilities are clearly defined, all staff members are committed to working together and are prepared to lend a hand to all aspects of Keighley Creative work.

Riaz Meer, Executive Director

"Steering the strategic direction of Keighley Creative is an amazing opportunity. There is so much potential in the town, and it is my job to see Keighley Creative tap into it. The team at Keighley Creative have mobilised themselves to serve the artistic needs of the community. Feedback has been amazing. These are exciting times for the organisation."

Paula Clark, Creative Director

"It is a privilege to be a part of Keighley Creative and to work with the team to develop an inclusive programme that responds to the needs of the people of Keighley. We want people of all ages and backgrounds to be able to come together and feel like they belong. I believe in the power of access to the arts and creativity in improving the lives and well-being of people and communities. That is what Keighley Creative is all about."

Lauren Kelly, Arts & Heritage Officer

"I feel very lucky to be part of Keighley Creative. I get to do the kind of work I've always wanted to do, which is to be creative and community focused. I get to work with amazing people, and it feels very rewarding to be able to give back to the town I care about so much!"

Cathryn Murray, Events & Operations Manager

"I joined Keighley Creative as an entry level events coordinator. In the past three years my professional development has come on leaps and bounds. Keighley Creative has been pivotal for my career development. Working so closely with the community has helped me to learn about the importance of consulting with residents and communities about what they want for their local area. I have also learned how working closely with other organisations in your local area can have a huge impact for towns."

Tracy Uren, Events Producer

"Our events encourage people to get out more, interact with others and improve social cohesion within the town. Keighley Creative brings joy to the local people and a welcome burst of energy to the town centre. As a Keighley girl, I am proud to work with such a passionate and dedicated team of individuals."

Keighley Creative

Trustees' report (continued) for the year ended 31 March 2025

Achievements and performance continued

Keighley Creative 2024/25 – Building the Team continued

Freelance staff play a vital role in Keighley Creative's delivery. In 2024/2025, Keighley Creative provided 300 days of paid work to artists, creatives, and facilitators in the production of our events and activities. Employment opportunities in project delivery have seen an eighty six percent rise from the previous year. In addition to this, Keighley Creative provided 142 days of paid work for other essential activities. Keighley Creative plays a significant role in providing work opportunities and skills development in the heart of Keighley.

Naseem Darbey, Freelance Artist

"Keighley Creative sustains creative professionals, new and established, and all their projects are community facing, striving to make a real difference. I love working for Keighley Creative. They are building something great."

Volunteers have been the bedrock of Keighley Creative since its inception as an artists' collective and then Community Interest Company in 2018, and its granting of charitable status in 2020. Two of the current staff team began as volunteers for the charity. The new team at Keighley Creative have been working on the volunteer experience, seeking ways to give at least as much back to volunteers as they provide to the organisation. At the heart of our volunteering is the Board of Trustees. Our Trustees provide Keighley Creative with a range of skills, from finance to youth justice, journalism to human resources. Our delivery teams also depend on a pool of volunteers who provide artistic and community support without which project delivery would be impossible.

Bob Smith, Trustee

"Keighley Creative is a real asset to my hometown. Having a vibrant hub for the arts is a great way of reinvigorating our town centre. Supporting local creative people from all sectors of the arts is vital to the economic wellbeing of the area."

Jon Britten, Community Volunteer

"I volunteer for Keighley Creative because I truly believe in what it stands for, reaching out & bringing the community together through creativity. I saw the vision of what it could & will become and I try to take an active role in helping it grow."

Financial review

The net income for the year was £85,239, including net income of £9,878 on unrestricted funds and net income of £75,361 on restricted funds after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £67,801.

The minimum reserves required (reviewed annually) to fund unplanned closure is £20,150.

The charity is currently supporting East Street Arts in a major grant funded project to renovate and refurbish the old Sunwin House building in the town centre. The building will be owned by East Street Arts and is due to open in Spring 2026 with Keighley Creative being the anchor tenant. This is a very exciting opportunity to develop our arts space in the town, but will carry additional cost. The charity also faces other financial pressures in 2026/2027, mainly the fallout of grant funding. The level of reserves being carried forward are therefore earmarked to assist in funding the associated costs of the development and the forecast financial challenges in 2026/2027.

Approved by the board of trustees on 21/10/2025

Charles Oxtoby (Trustee)

Keighley Creative

Independent examiner's report to the trustees of Keighley Creative

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2025, which are set out on pages 8 to 15.

Responsibilities and basis of report

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

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the CIO's gross income exceeded £250,000 your examiner must be a fellow 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 fellow of ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 charity as required by section 130 of the Charities Act;
- 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.

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.

Rhys North ACA

5/11/2025

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Keighley Creative
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2025

	Notes	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
Income from:					
Grants and donations	(2)	36,523	191,511	228,034	199,730
Studio fees		13,559	-	13,559	11,904
Venue hire		21,470	-	21,470	20,660
Bank interest		12	-	12	6
Workshops, ticket sales and commissions		5,993	5,349	11,342	7,752
Other income		1,468	-	1,468	3,788
Total income		79,025	196,860	275,885	243,840
Expenditure on:					
Salaries NI and pensions	(3)	3,123	50,300	53,423	72,187
Payroll fees		314	-	314	484
Project delivery costs		5,448	62,741	68,189	85,930
Repairs, cleaning and maintenance		5,090	-	5,090	7,785
Rates and service charges		19,571	-	19,571	13,294
Office and postage costs		3,539	68	3,607	4,292
Telephone and IT		581	-	581	466
Utilities		11,545	-	11,545	15,306
Insurance		908	-	908	716
Website		1,404	-	1,404	1,306
Membership and subscription fees		592	-	592	734
Travel costs		92	-	92	50
Training and development		1,485	-	1,485	-
Professional fees		22,585	-	22,585	16,939
Independent examination		1,260	-	1,260	1,230
Grant repayment		-	-	-	39,402
Total expenditure		77,537	113,109	190,646	260,121
Net income / (expenditure)		1,488	83,751	85,239	(16,281)
Transfers between funds	(4)	8,390	(8,390)	-	-
Net movement in funds		9,878	75,361	85,239	(16,281)
Fund balances brought forward		57,923	38,400	96,323	112,604
Fund balances carried forward	(4)	67,801	113,761	181,562	96,323

All incoming resources and resources expended derive from continuing activities.

Keighley Creative
Balance sheet
as at 31 March 2025

	2025	2025	2025	2024
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Debtors and prepayments	(5) 29,923	1,145	31,068	11,724
Cash at bank	40,960	114,646	155,606	90,705
Total current assets	<u>70,883</u>	<u>115,791</u>	<u>186,674</u>	<u>102,429</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(6) 3,082	2,030	5,112	6,106
Total current liabilities	<u>3,082</u>	<u>2,030</u>	<u>5,112</u>	<u>6,106</u>
Net current assets / (liabilities)	<u>67,801</u>	<u>113,761</u>	<u>181,562</u>	<u>96,323</u>
Net assets	<u>67,801</u>	<u>113,761</u>	<u>181,562</u>	<u>96,323</u>
Funds				
Unrestricted funds				
General unrestricted funds	67,801	-	67,801	52,923
Designated funds	(7) -	-	-	5,000
Unrestricted funds	<u>67,801</u>	<u>-</u>	<u>67,801</u>	<u>57,923</u>
Restricted funds	-	113,761	113,761	38,400
Total funds	<u>67,801</u>	<u>113,761</u>	<u>181,562</u>	<u>96,323</u>

The financial statements were approved by the board of trustees on 21/10/2025

Charles Oxtoby (Trustee)

Keighley Creative

Notes to the accounts

for the year ended 31 March 2025

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice:

Accounting and Reporting by 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) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Keighley Creative
Notes to the accounts continued
for the year ended 31 March 2025

2 Grants and donations	2025	2025	2025	2024
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Bradford Culture Company Limited (BCCL)	-	16,470	16,470	414
Bradford Metropolitan District Council (BMDC)	34,381	108,859	143,240	152,466
Brsk Limited	-	-	-	5,000
Garfield Weston Foundation	-	-	-	20,000
Leeds Community Foundation (LCF)	-	-	-	14,980
Yorkshire Wildlife Trust (YWT)	-	21,300	21,300	2,500
Bradford District Community Foundation (BDCF)	-	15,000	15,000	-
Sir George Martin Trust	-	2,691	2,691	-
The Leap Bradford CIC	-	4,575	4,575	4,000
Keighley and Worth Valley Community Partnership	-	500	500	-
National Lottery Community Fund (NLCF)	-	19,534	19,534	-
Keighley BID CIC	-	2,000	2,000	-
Other donations	2,142	582	2,724	370
	<u>36,523</u>	<u>191,511</u>	<u>228,034</u>	<u>199,730</u>

3 Staff costs and numbers	2025	2024
	£	£
Gross salaries	52,264	69,772
Social security costs	4,511	5,900
Employment allowance	(4,511)	(5,000)
Pensions	1,159	1,515
	<u>53,423</u>	<u>72,187</u>

The average number of employees during the year was 2, being an average of 1.7 full time equivalent (2024: 2.8, 2.5 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2025	2024
	£	£
Costs of the scheme to the charity for the year	1,159	1,515

Keighley Creative
Notes to the accounts continued
for the year ended 31 March 2025

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
BMDC - Council Markets	479	-	479	-	-
St Georges Day	500	-	750	500	250
AfBH - Young People	-	4,500	1,608	-	2,892
AfBH - Airedale	-	4,950	4,500	-	450
LCF - Arts for Brain Health (AfBH)	11,845	505	9,834	(1,760)	756
NLCF - AfBH - Monday Creative	-	20,034	5,069	(1,210)	13,755
BDMC - Monday Creative	1,997	77	2,074	-	-
AfBH - Wednesday	2,469	12,551	13,100	(1,920)	-
BCCL - AfBH - Wednesday	-	16,470	2,854	-	13,616
BMDC - Festival Fund	-	8,000	-	-	8,000
YWT - Bog in a Box	841	1,381	2,222	-	-
BMDC - Cost of Living	177	-	177	-	-
Keighley Sculpture Trail	-	17,000	2,042	-	14,958
BMDC - Peace Meal	-	499	17	-	482
YWT - Pledges to the Landscape	-	19,919	19,919	-	-
The Leap Bradford CIC	-	4,575	147	-	4,428
BMDC - Local Town Plan	-	20,000	11,633	(3,500)	4,867
Keighley Arts and Film Festival	17,511	66,399	36,336	(500)	47,074
KC Presents - WOW	348	-	348	-	-
BDCF - Local Access Fund	340	-	-	-	340
MCT - Drawing Box Project	500	-	-	-	500
KC Presents - I'm Brill	1,393	-	-	-	1,393
	<u>38,400</u>	<u>196,860</u>	<u>113,109</u>	<u>(8,390)</u>	<u>113,761</u>

Fund name

Purpose of restriction

BMDC - Council Markets

To support the delivery of festive, family orientated creative events.

St Georges Day

To support a St Georges Day celebration event. The transfer is from the Keighley Arts and Film Festival fund.

AfBH - Young People

To support creative sessions for young people to help them manage their health conditions.

AfBH - Airedale

To provide creative mental health and wellbeing sessions at Airedale hospital.

LCF - Arts for Brain Health (AfBH)

To support a dementia arts project. The transfer is for a contribution to room hire charges.

NLCF - AfBH - Monday Creative

To support dementia arts projects. The transfer is for a contribution to room hire charges.

BDMC - Monday Creative

Additional funding to support a dementia arts project.

AfBH - Wednesday

Funding from BMDC and Sir George Martin Trust to support and enhance the dementia arts project. The transfer is for a contribution to room hire charges.

BCCL - AfBH - Wednesday

To support creative art sessions for adults to support mental health and wellbeing.

BMDC - Festival Fund

To support an outdoor creative event in the community.

YWT - Bog in a Box

Funding to support an outdoors arts project.

BMDC - Cost of Living

To produce an open door newspaper for Keighley residents.

Keighley Sculpture Trail

Funding from BDCF and Keighley BID CIC to create a sculpture trail around Keighley town centre.

BMDC - Peace Meal

To support a peace meal event as part of Refugee Week.

YWT - Pledges to the Landscape

To support an outdoors arts project.

The Leap Bradford CIC

To support a community arts project.

Keighley Creative

Notes to the accounts continued

for the year ended 31 March 2025

4 Restricted fund descriptions continued

Fund name	Purpose of restriction
BMDC - Local Town Plan	To coordinate the development of a local town plan for Keighley. The transfer was for a contribution towards overhead costs.
Keighley Arts and Film Festival	BDMC funding plus donations, ticket sales and commissions to support the Keighley Arts and Film Festival. The transfer is to fund the St George's Day event in Keighley under the umbrella of the Keighley Arts and Film Festival.
KC Presents - WOW	Funding from BDMC to enable the delivery of a Women of the World celebration event.
BDCF - Local Access Fund	To support the development of the charity's business plan and funding and promotion strategies.
MCT - Drawing Box Project	To support 'Yorkshire Roses' family workshops.
KC Presents - I'm Brill	Funds transferred from KAFF restricted fund to deliver a community focussed event around the theme of 'I am Brill'.

5 Debtors and prepayments

	2025	2024
	£	£
Debtors	26,531	8,655
Prepayments	3,211	3,069
Accrued income	1,326	-
	<u>31,068</u>	<u>11,724</u>

6 Creditors and accruals

	2025	2024
	£	£
Creditors	3,852	4,876
Accruals	1,260	1,230
	<u>5,112</u>	<u>6,106</u>

7 Designated funds

	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Arts for Brain Health	5,000	-	-	(5,000)	-
Wednesday Creative	<u>5,000</u>	<u>-</u>	<u>-</u>	<u>(5,000)</u>	<u>-</u>

Fund name	Reason for designation
Arts for Brain Health	Being part of the Garfield Weston funding that has been designated to support the Arts for Brain Health Wednesday activity.
Wednesday Creative	

Fund name	Additional information
Arts for Brain Health	To support small projects and expenses managed by seconded staff.
Wednesday Creative	

Keighley Creative

Notes to the accounts continued

for the year ended 31 March 2025

8 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £nil (previous year: £34,317); although staff seconded from Kala Sangam have provided support to the CIO, including provision of management support at £nil cost to the CIO.

9 Funds held as agent

	Balance b/f £	Incoming £	Outgoing £	Balance c/f £
Kala Sangam	-	15,000	8,744	6,256
	<u>-</u>	<u>15,000</u>	<u>8,744</u>	<u>6,256</u>

Fund name

Kala Sangam

Additional information

To support small projects and expenses managed by seconded staff.

Keighley Creative
Statement of Financial Activities including comparatives for all funds
(including summary income and expenditure account)
for the year ended 31 March 2025

	2025 Unrestricted funds £	2024 Unrestricted funds £	2025 Restricted funds £	2024 Restricted funds £	2025 Total funds £	2024 Total funds £
Income						
Grants and donations	36,523	50,288	191,511	149,442	228,034	199,730
Studio fees	13,559	11,904	-	-	13,559	11,904
Venue hire	21,470	20,660	-	-	21,470	20,660
Bank interest	12	6	-	-	12	6
Workshops, sales and commissions	5,993	5,002	5,349	2,750	11,342	7,752
Other income	1,468	3,088	-	700	1,468	3,788
Total income	79,025	90,948	196,860	152,892	275,885	243,840
Expenditure						
Salaries NI and pensions	3,123	22,004	50,300	50,183	53,423	72,187
Payroll fees	314	484	-	-	314	484
Project delivery costs	5,448	5,818	62,741	80,112	68,189	85,930
Repairs, cleaning and maintenance	5,090	5,405	-	2,380	5,090	7,785
Rates and service charges	19,571	13,294	-	-	19,571	13,294
Office and postage costs	3,539	1,945	68	2,347	3,607	4,292
Telephone and IT	581	466	-	-	581	466
Utilities	11,545	11,068	-	4,238	11,545	15,306
Insurance	908	716	-	-	908	716
Website	1,404	1,306	-	-	1,404	1,306
Membership and subscription fees	592	273	-	461	592	734
Travel costs	92	-	-	50	92	50
Training and development	1,485	-	-	-	1,485	-
Professional fees	22,585	2,874	-	14,065	22,585	16,939
Independent examination	1,260	1,230	-	-	1,260	1,230
Grant repayment	-	-	-	39,402	-	39,402
Total expenditure	77,537	66,883	113,109	193,238	190,646	260,121
Net income / (expenditure)	1,488	24,065	83,751	(40,346)	85,239	(16,281)
Transfers between funds	8,390	2,560	(8,390)	(2,560)	-	-
Net movement in funds	9,878	26,625	75,361	(42,906)	85,239	(16,281)
Fund balances brought forward	57,923	31,298	38,400	81,306	96,323	112,604
Fund balances carried forward	67,801	57,923	113,761	38,400	181,562	96,323

Accounts

Keighley Creative

Charity number 1190497

Annual Report and Financial Statements
for the year ended 31 March 2024



Annual Report and Financial Statements
for the year ended 31 March 2024

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Prepared by West Yorkshire Community Accountancy Service CIO

Keighley Creative

Trustees' report for the year ended 31 March 2024

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Georgina Webster	Acting Chair	
Charles Oxtoby	Treasurer	
Bob Smith		
Riaz Meer		Resigned 1 May 2024
Fiona Sherburn		
Janet Smithies		Resigned 12 September 2024
Rachel Rickards		
Michelle Buchan		Appointed 29 September 2023
Alisa Yates		Appointed 29 September 2023
Trevor Kearton		Appointed 29 September 2023
Kevin O'Hare		Appointed 6 November 2023

Charity number	1190497	Registered in England and Wales
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Registered and principal address	Bankers
3-7 Cooke Lane	Virgin Money
Keighley	
BD21 3PF	

Independent examiner

Rhys North ACA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) foundation formed on 21 July 2020 and is governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

Keighley Creative

Trustees' report (continued) for the year ended 31 March 2024

Objectives and activities

The charity's objects

To promote and advance the visual arts in all their forms in particular but not exclusively by:

- a) exhibiting works of artistic excellence; and
- b) providing gallery and studio space and other facilities to enable the public to engage with the arts and the public display of artwork

To advance the education of the public in the arts and crafts in particular but not exclusively by the provision of a community arts centre, a community library, workshops, classes and art sessions.

The charity's main activities

Running a community arts centre hosting start-up artists' studios, exhibitions, community arts engagement and events and activities in the building and in the town in various venues; arts education.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular both the promotion and advancement of the visual arts and the advancement of education in the arts and crafts.

Achievements and performance

2023/24 has been a busy year for Keighley Creative as well as running a range of events and workshops, instead of holding one big annual festival, we have spread a number of events during the year. Here's a summary of the main activities:

Arts for Brain Health: Monday Creative, Living Well with Dementia and Wednesday Creative

The Monday group, an arts and crafts group for people with dementia and their carers, is now well established. This programme has now grown to include a Wednesday group, for people living with social isolation and anxiety, a weekly drop in, nature focussed workshop for adults.

Keighley Creative Presents: MEGA Drawing Box (MDB)

MDB took place over two days in October 2023 in Airedale Shopping Centre. This large scale, highly successful event saw 1,000 people take part, and an increase in shopping centre footfall of 10%. This was the first event to go live as a part of the new Keighley Arts and Film Festival identity- rebranded as Keighley Creative Presents, to include a year round programme of events and celebration.

Artist Get Togethers & Studio Progression

Monthly evening socials and skill shares have begun for local artists, makers and studio holders. These popular events will lead to more workshops for career progression with initial requests coming in for knowledge development around critical discourse, bid writing, BD25 opportunities, marketing, and gallery approaches. We have held two Maker Fairs and Open Studios, which 456 people attended and led to increased sales and awareness of our studio and local maker talent. We held a Bradford Producing Hub (BPH) Artist Get Together in January, to encourage more creatives from the Keighley Constituency to get involved with BPH.

Markets Events

Festive events continue to be run at Keighley, funded by the Markets Service. These are great dual purpose events, that income generate and put on the family orientated community events that the town's residents request.

Keighley Creative Presents: Stockroom Cinema

A secret cinema and events space has been built in 3-7 Cooke Lane, our current home. Part funded by Keighley Creative, The Unit, and Leeds International Film Festival. This has been launched with four screenings from Leeds International Film Festival, and then led into Kala Sangam and Kerry Wright's new theatre performance, Kailey. We have also hosted INDI's film screenings.

Keighley Creative

Trustees' report (continued) for the year ended 31 March 2024

Achievements and performance continued

The UNIT

The Unit, a Bradford Council and Channel 4 content creation initiative for film and television, continue to be based in our premises and new signage has been put up in the windows to professionalise the look of the offer for the public and funders increasing footfall and uptake of events.

I Am Brill

A community focussed neon light event in January, reached out to discover what is brilliant about different areas within Keighley Central and West Wards. This culminated in the I Am Brill disco at Victoria Hall, welcoming in 250 people to make and dance! Part funded by The LEAP, and Keighley's Safer Communities initiative. This work has been born from artist and activist Letty McHugh's Let Brilliant Talents Shine Forth work as a part of BD is Lit. Keighley Creative has helped Letty to realise this work on the front of Keighley

WOW: Women of the World Festival Day

March kicked off with the joint WOW event, bringing the WOW Girls Festival Bus over to Keighley. Aimed at a teenage audience, the day was really well attended, and packed full of events, including tattoo workshops, Yorkshire Sound Network, DJ workshops, Blessing Bundles craft workshops and local youth bands and performers. 361 people attended and the event was funded by Bradford Council

MEGA Drawing Box

Nearly 1,000 people took part, with a huge engagement time of 3 hours, with several families returning on day two.

"The [Shopping] Centre saw a 4% increase year on year and over 10% month on month increase in footfall which can only be down to this event and having seen the social media and FB comments & posts it is clear everyone had a great time and there was a real buzz in the Centre." Steve Seymour, Centre Manager.

Development Plan

This plan has strengthened our programming vision and values, cementing our overarching and crosscutting themes. This has led to a greater number of successful funding bids that incorporate Full Cost Recovery budgets, making Keighley Creative more sustainable in the future.

Overarching Themes: Community, Place, and Creative Industries.

Crosscutting Themes: Ways of Seeing, Health and Wellbeing, Artist Development and Progression.

New Temporary Home (Year one delivery)

Settling into the new building, and continuing to develop the space has been a rewarding challenge. We now have a functional, welcoming and creative space with studios, a performance space, education space, office, editing suite, and main space for The Unit. The new window vinyls have really increased our visibility.

Financial review

The net expenditure for the year was £16,281, including net income of £26,625 on unrestricted funds and net expenditure of £42,906 on restricted funds.

Keighley Creative

Trustees' report (continued) for the year ended 31 March 2024

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £57,923.

The Board annually review the minimum reserves required to fund unplanned closure and the amount agreed at the April 2024 Board Meeting is £19,504.

The charity is currently involved in the project being undertaken by East Street Arts to renovate and refurbish the old Sunwin House building in the town centre for occupation by Keighley Creative. The additional reserves being carried forward are earmarked to assist in funding the associated costs of the development and the move into new premises, currently estimated to be in 2025/26.

Approved by the board of trustees on 22/10/2024

Charles Oxtoby (Trustee)

Keighley Creative

Independent examiner's report to the trustees of Keighley Creative

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2024, which are set out on pages 7 to 13.

Responsibilities and basis of report

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

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 charity as required by section 130 of the Charities Act;
- 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.

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.

Rhys North ACA

28/10/2024

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Keighley Creative
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2024

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	1.8.22 to 31.3.23 Total funds £
Income from:					
Grants and donations	(2)	50,288	149,442	199,730	139,838
Studio fees		11,904	-	11,904	5,169
Workshop income		4,550	2,750	7,300	2,025
Venue hire		20,660	-	20,660	8,250
Bank interest		6	-	6	5
Ticket sales and commissions		452	-	452	826
Other income		3,088	700	3,788	-
Total income		<u>90,948</u>	<u>152,892</u>	<u>243,840</u>	<u>156,113</u>
Expenditure on:					
Salaries NI and pensions	(3)	22,004	50,183	72,187	49,067
Payroll fees		484	-	484	238
Project delivery costs		5,818	80,112	85,930	39,613
Repairs, cleaning and maintenance		5,405	2,380	7,785	18,791
Rates and service charges		13,294	-	13,294	6,324
Office and postage costs		1,945	2,347	4,292	250
Telephone and IT		466	-	466	271
Utilities		11,068	4,238	15,306	12,892
Insurance		716	-	716	1,796
Website		1,306	-	1,306	864
Membership and subscription fees		273	461	734	180
Travel costs		-	50	50	-
Bad Debts		-	-	-	103
Professional fees		2,874	14,065	16,939	52,982
Independent examination		1,230	-	1,230	1,134
Grant repayment		-	39,402	39,402	-
Total expenditure		<u>66,883</u>	<u>193,238</u>	<u>260,121</u>	<u>184,505</u>
Net income / (expenditure)		<u>24,065</u>	<u>(40,346)</u>	<u>(16,281)</u>	<u>(28,392)</u>
Transfers between funds		<u>2,560</u>	<u>(2,560)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>26,625</u>	<u>(42,906)</u>	<u>(16,281)</u>	<u>(28,392)</u>
Fund balances brought forward		<u>31,298</u>	<u>81,306</u>	<u>112,604</u>	<u>140,996</u>
Fund balances carried forward	(4)	<u>57,923</u>	<u>38,400</u>	<u>96,323</u>	<u>112,604</u>

All incoming resources and resources expended derive from continuing activities.

Keighley Creative
Balance sheet
as at 31 March 2024

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Debtors and prepayments	(5) 11,724	-	11,724	3,192
Cash at bank	48,807	41,898	90,705	120,613
Total current assets	<u>60,531</u>	<u>41,898</u>	<u>102,429</u>	<u>123,805</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(6) 2,608	3,498	6,106	11,201
Total current liabilities	<u>2,608</u>	<u>3,498</u>	<u>6,106</u>	<u>11,201</u>
Net current assets / (liabilities)	<u>57,923</u>	<u>38,400</u>	<u>96,323</u>	<u>112,604</u>
Net assets	<u>57,923</u>	<u>38,400</u>	<u>96,323</u>	<u>112,604</u>
Funds				
Unrestricted funds				
General unrestricted funds	52,923	-	52,923	31,298
Designated funds	(8) 5,000	-	5,000	-
Unrestricted funds	<u>57,923</u>	<u>-</u>	<u>57,923</u>	<u>31,298</u>
Restricted funds	-	38,400	38,400	81,306
Total funds	<u>57,923</u>	<u>38,400</u>	<u>96,323</u>	<u>112,604</u>

The financial statements were approved by the board of trustees on 22/10/2024

Charles Oxtoby (Trustee)

Keighley Creative

Notes to the accounts

for the year ended 31 March 2024

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Keighley Creative
Notes to the accounts continued
for the year ended 31 March 2024

2 Grants and donations	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Bradford Culture Company Limited (BCCL)	-	414	414	2,656
Bradford Metropolitan District Council (BMDC)	30,000	122,466	152,466	95,753
Brsk Limited	-	5,000	5,000	-
Garfield Weston Foundation	20,000	-	20,000	-
Leeds Community Foundation (LCF)	-	14,980	14,980	14,980
Mind the Gap	-	4,000	4,000	-
Yorkshire Wildlife Trust (YWT)	-	2,500	2,500	-
Bradford District Community Foundation (BDCF)	-	-	-	10,000
Bradford Producing Hub (BPH)	-	-	-	3,700
Keighley Town Council (KTC)	-	-	-	500
Marsh Christian Trust (MCT)	-	-	-	500
Other donations	288	82	370	11,749
	<u>50,288</u>	<u>149,442</u>	<u>199,730</u>	<u>139,838</u>

3 Staff costs and numbers	2024	2023
	£	£
Gross salaries	69,772	47,000
Social security costs	5,900	3,592
Employment allowance	(5,000)	(2,475)
Pensions	1,515	950
	<u>72,187</u>	<u>49,067</u>

The average number of employees during the year was 2.8, being an average of 2.5 full time equivalent (2023: 2.5, 2 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2024	2023
	£	£
Costs of the scheme to the charity for the year	1,515	950

Keighley Creative
Notes to the accounts continued
for the year ended 31 March 2024

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
BMDC - Community Buildings	-	4,238	4,238	-	-
LCF - Arts for Brain Health	12,780	15,062	14,237	(1,760)	11,845
Arts for Brain Health Wednesday	-	9,860	6,591	(800)	2,469
BMDC - Video Camera	250	-	250	-	-
BMDC - Council Markets	-	4,500	4,021	-	479
BCCL - Mini Seed Commission	1,656	414	2,070	-	-
BDCF - Local Access Fund	10,000	-	9,660	-	340
BPH - Transforming Spaces	380	-	380	-	-
BMDC - Cost of Living	-	6,675	6,898	400	177
MCT - Drawing Box Project	500	-	-	-	500
YCT - Bog in a Box	-	3,500	2,659	-	841
KC Presents - I'm Brill	-	5,250	10,957	7,100	1,393
KC Presents - Mega Drawing Box	-	10,000	22,000	12,000	-
BDMC - Monday Creative	-	2,693	696	-	1,997
St Georges Day 2024	-	500	-	-	500
Sue Belcher Centre	-	2,500	2,500	-	-
BMDC - Towns Fund Building	39,402	-	39,402	-	-
Keighley Arts and Film Festival	16,338	82,700	58,177	(23,350)	17,511
KC Presents - WOW	-	3,000	2,652	-	348
Stockman Cinema	-	-	3,850	3,850	-
BDMC - Signage	-	2,000	2,000	-	-
	<u>81,306</u>	<u>152,892</u>	<u>193,238</u>	<u>(2,560)</u>	<u>38,400</u>

Fund name

Purpose of restriction

BMDC - Community Buildings

To support the running costs of the centre.

LCF - Arts for Brain Health

To support a dementia arts project. The transfer is for a contribution to room hire charges.

Arts for Brain Health Wednesday

Funding from BMDC and Garfield Weston to support and enhance the dementia arts project. The transfer is for a contribution to room hire charges.

BMDC - Video Camera

To part fund a video camera.

BMDC - Council Markets

To support the delivery of festive, family orientated creative events.

BCCL - Mini Seed Commission

To support the development of an outdoor exhibition.

BDCF - Local Access Fund

To support the development of the charity's business plan and funding and

BPH - Transforming Spaces

To enable the development of studio, gallery and performance spaces.

BMDC - Cost of Living

To produce an open door newspaper for Keighley residents.

MCT - Drawing Box Project

To support 'Yorkshire Roses' family workshops.

YCT - Bog in a Box

Funding to support an outdoors arts project.

KC Presents - I'm Brill

Funds transferred from KAFF restricted fund to deliver a community focussed event around the theme of 'I am Brill'.

KC Presents - Mega Drawing Box

Funding from BMDC, Brsk Limited and transferred funds from the KAFF restricted fund to deliver a large scale interactive arts event.

BDMC - Monday Creative

Additional funding to support a dementia arts project.

St Georges Day 2024

Funding to support a St Georges Day celebration event.

Sue Belcher Centre

To deliver a series of workshops and vinyl wrap a storage container.

BMDC - Towns Fund Building

To support the purchase and redevelopment of new premises.

Keighley Arts and Film Festival

BDMC funding plus donations, ticket sales and commissions to support the Keighley Arts and Film Festival. The transfer is to fund other arts events in Keighley under the umbrella of the Keighley Arts and Film Festival - KC Presents I'm Brill, Mega Drawing Box and Women of the World.

Keighley Creative

Notes to the accounts continued

for the year ended 31 March 2024

4 Restricted funds continued

Fund name	Purpose of restriction
KC Presents - WOW	Funding from BDMC to enable the delivery of a Women of the World celebration event.
Stockman Cinema	Transferred funds from the KAFF restricted fund to enable the development of a cinema facility.
BDMC - Signage	Funding to support costs regarding signage costs at the centre.

5 Debtors and prepayments

	2024	2023
	£	£
Debtors	8,655	360
Prepayments	3,069	582
Other debtors	-	2,250
	<u>11,724</u>	<u>3,192</u>

6 Creditors and accruals

	2024	2023
	£	£
Creditors	4,876	10,067
Accruals	1,230	1,134
	<u>6,106</u>	<u>11,201</u>

7 Related party transactions

Donations from trustees and related parties

The total aggregate value of unconditional donations to the charity from the trustees or related parties was £nil (2023: £9,000).

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £34,317 (previous year: £29,240).

8 Designated funds

	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Arts for Brain Health Wednesday	-	-	-	5,000	5,000
	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,000</u>	<u>5,000</u>

Fund name

Reason for designation

Arts for Brain Health Wednesday | Being part of the Garfield Weston funding that has been designated to support the Arts for Brain Health Wednesday activity.

Keighley Creative

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2024

	2024	1.8.22 to 31.3.23	2024	1.8.22 to 31.3.23	2024	1.8.22 to 31.3.23
	Unrestricted funds	Unrestricted funds	Restricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£	£	£
Income						
Grants and donations	50,288	29,250	149,442	110,588	199,730	139,838
Studio fees	11,904	5,169	-	-	11,904	5,169
Workshop income	4,550	2,025	2,750	-	7,300	2,025
Venue hire	20,660	8,250	-	-	20,660	8,250
Bank interest	6	5	-	-	6	5
Ticket sales and commissions	452	255	-	571	452	826
Other income	3,088	-	700	-	3,788	-
Total income	90,948	44,954	152,892	111,159	243,840	156,113
Expenditure						
Salaries NI and pensions	22,004	10,800	50,183	38,267	72,187	49,067
Payroll fees	484	238	-	-	484	238
Project delivery costs	5,818	1,932	80,112	37,681	85,930	39,613
Repairs, cleaning and maintenance	5,405	1,119	2,380	17,672	7,785	18,791
Rates and service charges	13,294	6,324	-	-	13,294	6,324
Office and postage costs	1,945	171	2,347	79	4,292	250
Telephone and IT	466	257	-	14	466	271
Utilities	11,068	11,530	4,238	1,362	15,306	12,892
Insurance	716	1,796	-	-	716	1,796
Website	1,306	864	-	-	1,306	864
Membership and subscription fees	273	180	461	-	734	180
Travel costs	-	-	50	-	50	-
Bad Debts	-	103	-	-	-	103
Professional fees	2,874	364	14,065	52,618	16,939	52,982
Independent examination	1,230	1,134	-	-	1,230	1,134
Grant repayment	-	-	39,402	-	39,402	-
Total expenditure	66,883	36,812	193,238	147,693	260,121	184,505
Net income / (expenditure)	24,065	8,142	(40,346)	(36,534)	(16,281)	(28,392)
Transfers between funds	2,560	1,725	(2,560)	(1,725)	-	-
Net movement in funds	26,625	9,867	(42,906)	(38,259)	(16,281)	(28,392)
Fund balances brought forward	31,298	21,431	81,306	119,565	112,604	140,996
Fund balances carried forward	57,923	31,298	38,400	81,306	96,323	112,604

Accounts

Keighley Creative

Charity number 1190497

Annual Report and Financial Statements
for the period ended 31 March 2023



WYCAS

COMMUNITY ACCOUNTING
WEST YORKSHIRE

**Annual Report and Financial Statements
for the period ended 31 March 2023**

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Prepared by West Yorkshire Community Accountancy Service CIO

Keighley Creative

Trustees' report for the period ended 31 March 2023

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial period and up to and including the date the report was approved were:

Name	Position	Dates
Susan Mendoza	Chair	Resigned 16 December 2022
Georgina Webster	Vice Chair	
Charles Oxtoby	Treasurer	
Bob Smith		
Riaz Meer		
Fiona Sherburn		
Damian Kearns		Resigned 20 December 2022
Janet Smithies		
Rachel Rickards		

Charity number	1190497	Registered in England and Wales
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Registered and principal address	Bankers
3-7 Cooke Lane	Virgin Money
Keighley	
BD21 3PF	

Independent examiner

Rhys North ACA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) foundation formed on 21 July 2020 and is governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

Keighley Creative

Trustees' report (continued) for the period ended 31 March 2023

Objectives and activities

The charity's objects

To promote and advance the visual arts in all their forms in particular but not exclusively by:

- a) exhibiting works of artistic excellence
- b) providing gallery and studio space and other facilities to enable the public to engage with the arts and the public display of artwork

To advance the education of the public in the arts and crafts in particular but not exclusively by the provision of a community arts centre, a community library, workshops, classes and art sessions.

The charity's main activities

Running a community arts centre hosting start-up artists' studios, exhibitions, community arts engagement and events and activities in the building and in the town in various venues; arts education.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular both the promotion and advancement of the visual arts and the advancement of education in the arts and crafts.

Achievements and performance

"Excellent sense of community and joy. Really good for Keighley." *Visitor Quote about Keighley Creative*

We engage with people in distinct ways - through our workshop programmes; gallery and exhibition programme; our festival and events programme; and general drop-in sessions to find out about community needs.

The Open Gallery at KC was a great example of audience engagement and participation. In August we had nearly 400 visitors come to see the ever growing collection of over 80 local artists work (we re-curated the show and added new work in each week!) Our gallery has always been an active experience for visitors, and the process of curation is often active too, designed to open new avenues of exploration up to visitors. The real magic begins as you start to speak to visitors and uncover local stories, and personal experiences of art, craft and making. It is incredible the depth and breadth of talent this part of the district has, and still isn't fully aware of! It is our job to help people recognise and develop their talents, and we linked this programme to a set of free drop-in workshops.

We hold an annual festival each year and in 2022 we put on 46 events across 11 venues, reaching 2,000 people in the community. 100% of the people interviewed said they want more work like this to take place, and felt encouraged to visit the town centre again. 93% said they had increased pride in place and felt more a part of the community, a great achievement.

Our Festival and Events programme regularly puts on work for diverse audiences to engage with. Recent highlights have been the Qawwali and Peace Meal. We ran our first Qawwali evening, which attracted over 100 people from our South Asian communities, bringing in visitors from across Yorkshire. For many local residents this was their first opportunity to attend a Qawwali which was fantastic. Our first Peace Meal was another highlight, bringing together different faith and community groups and individuals to share stories and experiences of their Journeys into Keighley, and share a meal at Keighley Shared Church. The success of this event has led to future Peace Meals being planned.

Keighley Creative

Trustees' report (continued) for the period ended 31 March 2023

Achievements and performance continued

The studio holder programme, which has had 23 artists/makers directly benefit from subsidised, low-cost studio spaces, and 156 benefit through artist meet ups, events, and work opportunities for early career and established creatives, and support bid-writing. By far our largest live audience numbers this year were in the traditional sense - we had over 30,000 visitors across the year visit our Following Threads exhibition at Bradford Industrial Museum. Following Threads was an exhibition of new studio holder work inspired by the Bradford Museum and Gallery Collections on the theme of Industry and Environment. This gave us access to much larger audience numbers, and has led to studio holders getting freelance employment opportunities, and schools using work made for the exhibition as starting points for new schemes of work. The launch event was one of the first post-Covid and high numbers were in attendance. It did highlight the need to continue to do safe distancing previews though in future, so as not to isolate an already vulnerable group.

Our work reduces social isolation and combats social anxiety and loneliness. This has been highlighted through our Arts for Brain Health Programme linked to Social Prescribing. Monday Creative continues to run as a part of this programme, a weekly group benefitting local people living with dementia and other long term neurological conditions. It is being recognised as a programme of excellence across the district, with several agencies now referring into it.

We build a sense of community pride and celebration. Regular events linked to holidays and our festival are cementing relationships with community organisations and partners, and local families. There are regular requests for us to coordinate future events like these and drop-in activities designed to boost retail footfall across the town and give access to families on low income to participate in the arts. We have recently worked with the Bradford Markets team to deliver workshops for families in Keighley and Oastler Market, and are working with local small-business collectives to design future programmes including Makers Markets.

Walkabout acts like the Bradford Belles, Sloths and stilt-walkers are also very popular. Local teenage audiences are interested in these pop-up events, and we would like to put more on in the future as entertainment, participation opportunities, and conversation starters for some of our young people, who currently have very little they can access in Keighley by way of leisure and relaxation activities. Music is also really important in this our festival and events work, and we're looking to showcase more local talent in the future. Recent audiences drawn together to watch West Riding perform in the shopping centre were moved to see local performers of such a high quality. One person said proudly, "So I could be like that one day!"

Financial review

The net expenditure for the period was £28,392, including net income of £9,867 on unrestricted funds and net expenditure of £38,259 on restricted funds, after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £31,298.

The charity moved premises in November 2022 and the minimum unrestricted reserves required to fund unplanned closure of the charity based on these premises is estimated at £15,550. The Board therefore always plan to maintain unrestricted funds of at least this amount.

Plans are still being pursued to develop a building in Keighley Town Centre for use by Keighley Creative as part of the Government's Town's Fund grant scheme. Consequently, retaining a slightly higher level of unrestricted reserves is considered prudent by the Board given possible future spend in relation to the building development.

The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

Approved by the board of trustees on 6/11/2023

Charles Oxtoby (Trustee)

Keighley Creative

Independent examiner's report to the trustees of Keighley Creative

I report to the charity trustees on my examination of the accounts of the CIO for the period ended 31 March 2023, which are set out on pages 6 to 12.

Responsibilities and basis of report

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

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 charity as required by section 130 of the Charities Act;
- 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.

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.

Rhys North ACA

9/11/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Keighley Creative
Statement of Financial Activities
(including summary income and expenditure account)
for the period ended 31 March 2023

	Notes	1.8.22 to 31.3.23 Unrestricted funds £	1.8.22 to 31.3.23 Restricted funds £	1.8.22 to 31.3.23 Total funds £	Year ending 31.7.22 Total funds £
Income from:					
Grants and donations	(2)	29,250	110,588	139,838	222,812
Contract income		-	-	-	24,999
Studio fees		5,169	-	5,169	11,305
Art sales		-	-	-	509
Venue hire		8,250	-	8,250	1,405
Bank interest		5	-	5	2
Ticket sales and commissions		2,280	571	2,851	1,309
Total income		44,954	111,159	156,113	262,341
Expenditure on:					
Salaries NI and pensions	(3)	10,800	38,267	49,067	46,309
Payroll fees		238	-	238	324
Freelance fees		214	9,537	9,751	61,265
Project delivery costs		1,932	31,623	33,555	58,564
Repairs, cleaning and maintenance		1,119	17,672	18,791	5,853
Rates and service charges		6,324	-	6,324	-
Professional fees		150	49,139	49,289	11,400
Office and postage costs		171	79	250	924
Telephone and IT		257	14	271	422
Utilities		11,530	1,362	12,892	6,976
Insurance		1,796	-	1,796	586
Website		864	-	864	828
Membership and subscription fees		180	-	180	23
Travel costs		-	-	-	108
Bad Debts		103	-	103	-
Independent examination		1,134	-	1,134	1,080
Total expenditure		36,812	147,693	184,505	194,662
Net income / (expenditure)		8,142	(36,534)	(28,392)	67,679
Transfers between funds	(4)	1,725	(1,725)	-	-
Net movement in funds		9,867	(38,259)	(28,392)	67,679
Fund balances brought forward		21,431	119,565	140,996	73,317
Fund balances carried forward	(4)	31,298	81,306	112,604	140,996

All incoming resources and resources expended derive from continuing activities.

Keighley Creative
Balance sheet
as at 31 March 2023

	2023	2023	2023	31.7.22
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Debtors and prepayments	(5) 3,192	-	3,192	197
Cash at bank	38,893	81,720	120,613	142,922
Total current assets	<u>42,085</u>	<u>81,720</u>	<u>123,805</u>	<u>143,119</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(6) 10,787	414	11,201	2,123
Total current liabilities	<u>10,787</u>	<u>414</u>	<u>11,201</u>	<u>2,123</u>
Net current assets / (liabilities)	<u>31,298</u>	<u>81,306</u>	<u>112,604</u>	<u>140,996</u>
Net assets	<u>31,298</u>	<u>81,306</u>	<u>112,604</u>	<u>140,996</u>
Funds				
Unrestricted funds	31,298	-	31,298	21,431
Restricted funds	-	81,306	81,306	119,565
Total funds	<u>31,298</u>	<u>81,306</u>	<u>112,604</u>	<u>140,996</u>

The financial statements were approved by the board of trustees on 6/11/2023

Charles Oxtoby (Trustee)

Keighley Creative

Notes to the accounts

for the period ended 31 March 2023

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice:

Accounting and Reporting by 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) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Keighley Creative
Notes to the accounts continued
for the period ended 31 March 2023

2 Grants and donations	1.8.22 to 31.3.23	1.8.22 to 31.3.23	1.8.22 to 31.3.23	Year ending 31.7.22
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Bradford Culture Company Limited (BCCL)	-	2,656	2,656	-
Bradford District Community Foundation (BDCF)	-	10,000	10,000	-
Bradford Metropolitan District Council (BMDC)	17,500	78,253	95,753	178,828
Bradford Producing Hub (BPH)	-	3,700	3,700	-
Keighley Town Council (KTC)	500	-	500	4,000
Leeds Community Foundation (LCF)	-	14,980	14,980	10,000
Marsh Christian Trust (MCT)	-	500	500	-
University of Bradford	-	-	-	750
Intercultural Fund	-	-	-	300
Keighley Business Improvement District (BID)	-	-	-	5,000
National Lottery Community Fund (NLCF)	-	-	-	9,900
National Lottery Heritage Fund (NLHF)	-	-	-	9,920
Sir George Martin Trust	-	-	-	2,588
The Leap	-	-	-	1,500
Other donations	11,250	499	11,749	26
	<u>29,250</u>	<u>110,588</u>	<u>139,838</u>	<u>222,812</u>

3 Staff costs and numbers	2023	2022
	£	£
Gross salaries	47,000	45,418
Social security costs	3,592	3,633
Employment allowance	(2,475)	(3,633)
Pensions	950	891
	<u>49,067</u>	<u>46,309</u>

The average number of employees during the year was 2.5, being an average of 2 full time equivalent (2022: 2.3, 1.4 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2023	2022
	£	£
Costs of the scheme to the charity for the year	950	891
Amount of any contributions outstanding at the year end	-	147

Keighley Creative
Notes to the accounts continued
for the period ended 31 March 2023

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
LCF - Arts for Brain Health	-	14,980	2,200	-	12,780
NLCF - BAME Engagement	8,989	-	8,989	-	-
BPH - Away Day	-	1,200	1,200	-	-
BMDC - Video Camera	250	-	-	-	250
BMDC - Transformation Fund	800	-	800	-	-
BCCL - Mini Seed Commission	-	1,656	-	-	1,656
BDCF - Local Access Fund	-	10,000	-	-	10,000
BMDC - Industrial Museum	700	-	500	(200)	-
BPH - Transforming Spaces	-	2,500	2,120	-	380
LCF - Keighley Health	4,013	-	3,474	(539)	-
MCT - Drawing Box Project	-	500	-	-	500
Sir George Martin Trust	2,588	-	2,588	-	-
Other KAFF	1,059	2,070	-	-	3,129
BMDC - Towns Fund Building	98,853	-	59,451	-	39,402
BMDC - KAFF	921	70,253	57,161	(804)	13,209
KTC - Youth Art	1,392	-	1,210	(182)	-
BDMC - Premises support	-	8,000	8,000	-	-
	<u>119,565</u>	<u>111,159</u>	<u>147,693</u>	<u>(1,725)</u>	<u>81,306</u>

Fund name

LCF - Arts for Brain Health
NLCF - BAME Engagement

BPH - Away Day

BMDC - Video Camera

BMDC - Transformation Fund

BCCL - Mini Seed Commission

BDCF - Local Access Fund

BMDC - Industrial Museum

BPH - Transforming Spaces

LCF - Keighley Health

MCT - Drawing Box Project

Sir George Martin Trust

Other KAFF

BMDC - Towns Fund Building

BMDC - KAFF

KTC - Youth Art

BDMC - Premises support

Purpose of restriction

To support a dementia arts project.

To support and enable the engagement of BAME communities in arts and cultural activities.

To support the organisational development of the charity.

To part fund a video camera.

To fund HR and Social Media support.

To support the development of an outdoor exhibition.

To support the development of the charity's business plan and funding and promotion strategies.

To create a bespoke art exhibition at the Bradford Industrial Museum. The transfer is for a contribution towards overhead costs.

To enable the development of studio, gallery and performance spaces.

To support a dementia arts project. The transfer is for a contribution towards overhead costs.

To support 'Yorkshire Roses' family workshops.

To support summer holiday family creativity workshops.

Donations, ticket sales and commissions to support the Keighley Arts and Film Festival (KAFF).

To support the purchase and redevelopment of a new premises.

To support the Keighley Arts and Film Festival (KAFF). The transfer is for a contribution towards overhead costs.

To support a youth arts project. The transfer is for a contribution towards overhead costs.

To contribute towards the occupancy costs of the Bradford Film Hub.

Keighley Creative
Notes to the accounts continued
for the period ended 31 March 2023

5 Debtors and prepayments	2023	31.7.22
	£	£
Debtors	360	-
Prepayments	582	197
Other debtors	2,250	-
	<u>3,192</u>	<u>197</u>

6 Creditors and accruals	2023	2022
	£	£
Creditors	10,067	699
Accruals	1,134	1,080
Other creditors	-	344
	<u>11,201</u>	<u>2,123</u>

7 Related party transactions

Donations from trustees and related parties

The total aggregate value of unconditional donations to the charity from the trustees or related parties was £9,000 (2021: £nil).

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits			2023	2022
			£	£
Name of trustee or related party	Relationship to charity	Description of transaction		
Stephen Manthrop	Trustee	Freelance fees	-	100
Janet Smithies	Trustee	Freelance fees	-	100
			<u>-</u>	<u>200</u>

No other trustee received any remuneration or benefit during this or the previous year.

Keighley Creative
Statement of Financial Activities including comparatives for all funds
(including summary income and expenditure account)
for the period ended 31 March 2023

	1.8.22 to 31.3.23	Year ending 31.7.22	1.8.22 to 31.3.23	Year ending 31.7.22	1.8.22 to 31.3.23	Year ending 31.7.22
	Unrestricted funds	Unrestricted funds	Restricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£	£	£
Income						
Grants and donations	29,250	10,026	110,588	212,786	139,838	222,812
Contract income	-	24,999	-	-	-	24,999
Studio fees	5,169	11,305	-	-	5,169	11,305
Art sales	-	509	-	-	-	509
Venue hire	8,250	1,405	-	-	8,250	1,405
Bank interest	5	2	-	-	5	2
Ticket sales and commissions	2,280	1,249	571	60	2,851	1,309
Total income	44,954	49,495	111,159	212,846	156,113	262,341
Expenditure						
Salaries NI and pensions	10,800	17,826	38,267	28,483	49,067	46,309
Payroll fees	238	324	-	-	238	324
Freelance fees	214	6,651	9,537	54,614	9,751	61,265
Project delivery costs	1,932	19,564	31,623	39,000	33,555	58,564
Repairs, cleaning and maintenance	1,119	5,353	17,672	500	18,791	5,853
Rates and service charges	6,324	-	-	-	6,324	-
Professional fees	150	-	49,139	11,400	49,289	11,400
Office and postage costs	171	323	79	601	250	924
Telephone and IT	257	249	14	173	271	422
Utilities	11,530	3,876	1,362	3,100	12,892	6,976
Insurance	1,796	508	-	78	1,796	586
Website	864	828	-	-	864	828
Membership and subscription fees	180	23	-	-	180	23
Travel costs	-	-	-	108	-	108
Bad Debts	103	-	-	-	103	-
Independent examination	1,134	1,080	-	-	1,134	1,080
Total expenditure	36,812	56,605	147,693	138,057	184,505	194,662
Net income / (expenditure)	8,142	(7,110)	(36,534)	74,789	(28,392)	67,679
Transfers between funds	1,725	3,443	(1,725)	(3,443)	-	-
Net movement in funds	9,867	(3,667)	(38,259)	71,346	(28,392)	67,679
Fund balances brought forward	21,431	25,098	119,565	48,219	140,996	73,317
Fund balances carried forward	31,298	21,431	81,306	119,565	112,604	140,996

Keighley Creative

Charity number 1190497

Annual Report and Financial Statements
for the period ended 31 March 2023



WYCAS

COMMUNITY ACCOUNTING
WEST YORKSHIRE

**Annual Report and Financial Statements
for the period ended 31 March 2023**

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Prepared by West Yorkshire Community Accountancy Service CIO

Keighley Creative

Trustees' report for the period ended 31 March 2023

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial period and up to and including the date the report was approved were:

Name	Position	Dates
Susan Mendoza	Chair	Resigned 16 December 2022
Georgina Webster	Vice Chair	
Charles Oxtoby	Treasurer	
Bob Smith		
Riaz Meer		
Fiona Sherburn		
Damian Kearns		Resigned 20 December 2022
Janet Smithies		
Rachel Rickards		

Charity number	1190497	Registered in England and Wales
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Registered and principal address	Bankers
3-7 Cooke Lane	Virgin Money
Keighley	
BD21 3PF	

Independent examiner

Rhys North ACA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) foundation formed on 21 July 2020 and is governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

Keighley Creative

Trustees' report (continued) for the period ended 31 March 2023

Objectives and activities

The charity's objects

To promote and advance the visual arts in all their forms in particular but not exclusively by:

- a) exhibiting works of artistic excellence
- b) providing gallery and studio space and other facilities to enable the public to engage with the arts and the public display of artwork

To advance the education of the public in the arts and crafts in particular but not exclusively by the provision of a community arts centre, a community library, workshops, classes and art sessions.

The charity's main activities

Running a community arts centre hosting start-up artists' studios, exhibitions, community arts engagement and events and activities in the building and in the town in various venues; arts education.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular both the promotion and advancement of the visual arts and the advancement of education in the arts and crafts.

Achievements and performance

"Excellent sense of community and joy. Really good for Keighley." *Visitor Quote about Keighley Creative*

We engage with people in distinct ways - through our workshop programmes; gallery and exhibition programme; our festival and events programme; and general drop-in sessions to find out about community needs.

The Open Gallery at KC was a great example of audience engagement and participation. In August we had nearly 400 visitors come to see the ever growing collection of over 80 local artists work (we re-curated the show and added new work in each week!) Our gallery has always been an active experience for visitors, and the process of curation is often active too, designed to open new avenues of exploration up to visitors. The real magic begins as you start to speak to visitors and uncover local stories, and personal experiences of art, craft and making. It is incredible the depth and breadth of talent this part of the district has, and still isn't fully aware of! It is our job to help people recognise and develop their talents, and we linked this programme to a set of free drop-in workshops.

We hold an annual festival each year and in 2022 we put on 46 events across 11 venues, reaching 2,000 people in the community. 100% of the people interviewed said they want more work like this to take place, and felt encouraged to visit the town centre again. 93% said they had increased pride in place and felt more a part of the community, a great achievement.

Our Festival and Events programme regularly puts on work for diverse audiences to engage with. Recent highlights have been the Qawwali and Peace Meal. We ran our first Qawwali evening, which attracted over 100 people from our South Asian communities, bringing in visitors from across Yorkshire. For many local residents this was their first opportunity to attend a Qawwali which was fantastic. Our first Peace Meal was another highlight, bringing together different faith and community groups and individuals to share stories and experiences of their Journeys into Keighley, and share a meal at Keighley Shared Church. The success of this event has led to future Peace Meals being planned.

Keighley Creative

Trustees' report (continued) for the period ended 31 March 2023

Achievements and performance continued

The studio holder programme, which has had 23 artists/makers directly benefit from subsidised, low-cost studio spaces, and 156 benefit through artist meet ups, events, and work opportunities for early career and established creatives, and support bid-writing. By far our largest live audience numbers this year were in the traditional sense - we had over 30,000 visitors across the year visit our Following Threads exhibition at Bradford Industrial Museum. Following Threads was an exhibition of new studio holder work inspired by the Bradford Museum and Gallery Collections on the theme of Industry and Environment. This gave us access to much larger audience numbers, and has led to studio holders getting freelance employment opportunities, and schools using work made for the exhibition as starting points for new schemes of work. The launch event was one of the first post-Covid and high numbers were in attendance. It did highlight the need to continue to do safe distancing previews though in future, so as not to isolate an already vulnerable group.

Our work reduces social isolation and combats social anxiety and loneliness. This has been highlighted through our Arts for Brain Health Programme linked to Social Prescribing. Monday Creative continues to run as a part of this programme, a weekly group benefitting local people living with dementia and other long term neurological conditions. It is being recognised as a programme of excellence across the district, with several agencies now referring into it.

We build a sense of community pride and celebration. Regular events linked to holidays and our festival are cementing relationships with community organisations and partners, and local families. There are regular requests for us to coordinate future events like these and drop-in activities designed to boost retail footfall across the town and give access to families on low income to participate in the arts. We have recently worked with the Bradford Markets team to deliver workshops for families in Keighley and Oastler Market, and are working with local small-business collectives to design future programmes including Makers Markets.

Walkabout acts like the Bradford Belles, Sloths and stilt-walkers are also very popular. Local teenage audiences are interested in these pop-up events, and we would like to put more on in the future as entertainment, participation opportunities, and conversation starters for some of our young people, who currently have very little they can access in Keighley by way of leisure and relaxation activities. Music is also really important in this our festival and events work, and we're looking to showcase more local talent in the future. Recent audiences drawn together to watch West Riding perform in the shopping centre were moved to see local performers of such a high quality. One person said proudly, "So I could be like that one day!"

Financial review

The net expenditure for the period was £28,392, including net income of £9,867 on unrestricted funds and net expenditure of £38,259 on restricted funds, after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £31,298.

The charity moved premises in November 2022 and the minimum unrestricted reserves required to fund unplanned closure of the charity based on these premises is estimated at £15,550. The Board therefore always plan to maintain unrestricted funds of at least this amount.

Plans are still being pursued to develop a building in Keighley Town Centre for use by Keighley Creative as part of the Government's Town's Fund grant scheme. Consequently, retaining a slightly higher level of unrestricted reserves is considered prudent by the Board given possible future spend in relation to the building development.

The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

Approved by the board of trustees on 6/11/2023

Charles Oxtoby (Trustee)

Keighley Creative

Independent examiner's report to the trustees of Keighley Creative

I report to the charity trustees on my examination of the accounts of the CIO for the period ended 31 March 2023, which are set out on pages 6 to 12.

Responsibilities and basis of report

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

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 charity as required by section 130 of the Charities Act;
- 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.

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.

Rhys North ACA

9/11/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Keighley Creative
Statement of Financial Activities
(including summary income and expenditure account)
for the period ended 31 March 2023

	Notes	1.8.22 to 31.3.23 Unrestricted funds £	1.8.22 to 31.3.23 Restricted funds £	1.8.22 to 31.3.23 Total funds £	Year ending 31.7.22 Total funds £
Income from:					
Grants and donations	(2)	29,250	110,588	139,838	222,812
Contract income		-	-	-	24,999
Studio fees		5,169	-	5,169	11,305
Art sales		-	-	-	509
Venue hire		8,250	-	8,250	1,405
Bank interest		5	-	5	2
Ticket sales and commissions		2,280	571	2,851	1,309
Total income		44,954	111,159	156,113	262,341
Expenditure on:					
Salaries NI and pensions	(3)	10,800	38,267	49,067	46,309
Payroll fees		238	-	238	324
Freelance fees		214	9,537	9,751	61,265
Project delivery costs		1,932	31,623	33,555	58,564
Repairs, cleaning and maintenance		1,119	17,672	18,791	5,853
Rates and service charges		6,324	-	6,324	-
Professional fees		150	49,139	49,289	11,400
Office and postage costs		171	79	250	924
Telephone and IT		257	14	271	422
Utilities		11,530	1,362	12,892	6,976
Insurance		1,796	-	1,796	586
Website		864	-	864	828
Membership and subscription fees		180	-	180	23
Travel costs		-	-	-	108
Bad Debts		103	-	103	-
Independent examination		1,134	-	1,134	1,080
Total expenditure		36,812	147,693	184,505	194,662
Net income / (expenditure)		8,142	(36,534)	(28,392)	67,679
Transfers between funds	(4)	1,725	(1,725)	-	-
Net movement in funds		9,867	(38,259)	(28,392)	67,679
Fund balances brought forward		21,431	119,565	140,996	73,317
Fund balances carried forward	(4)	31,298	81,306	112,604	140,996

All incoming resources and resources expended derive from continuing activities.

Keighley Creative
Balance sheet
as at 31 March 2023

	2023	2023	2023	31.7.22
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Debtors and prepayments	(5) 3,192	-	3,192	197
Cash at bank	38,893	81,720	120,613	142,922
Total current assets	<u>42,085</u>	<u>81,720</u>	<u>123,805</u>	<u>143,119</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(6) 10,787	414	11,201	2,123
Total current liabilities	<u>10,787</u>	<u>414</u>	<u>11,201</u>	<u>2,123</u>
Net current assets / (liabilities)	<u>31,298</u>	<u>81,306</u>	<u>112,604</u>	<u>140,996</u>
Net assets	<u>31,298</u>	<u>81,306</u>	<u>112,604</u>	<u>140,996</u>
Funds				
Unrestricted funds	31,298	-	31,298	21,431
Restricted funds	-	81,306	81,306	119,565
Total funds	<u>31,298</u>	<u>81,306</u>	<u>112,604</u>	<u>140,996</u>

The financial statements were approved by the board of trustees on 6/11/2023

Charles Oxtoby (Trustee)

Keighley Creative

Notes to the accounts

for the period ended 31 March 2023

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice:

Accounting and Reporting by 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) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Keighley Creative
Notes to the accounts continued
for the period ended 31 March 2023

2 Grants and donations	1.8.22 to 31.3.23	1.8.22 to 31.3.23	1.8.22 to 31.3.23	Year ending 31.7.22
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Bradford Culture Company Limited (BCCL)	-	2,656	2,656	-
Bradford District Community Foundation (BDCF)	-	10,000	10,000	-
Bradford Metropolitan District Council (BMDC)	17,500	78,253	95,753	178,828
Bradford Producing Hub (BPH)	-	3,700	3,700	-
Keighley Town Council (KTC)	500	-	500	4,000
Leeds Community Foundation (LCF)	-	14,980	14,980	10,000
Marsh Christian Trust (MCT)	-	500	500	-
University of Bradford	-	-	-	750
Intercultural Fund	-	-	-	300
Keighley Business Improvement District (BID)	-	-	-	5,000
National Lottery Community Fund (NLCF)	-	-	-	9,900
National Lottery Heritage Fund (NLHF)	-	-	-	9,920
Sir George Martin Trust	-	-	-	2,588
The Leap	-	-	-	1,500
Other donations	11,250	499	11,749	26
	<u>29,250</u>	<u>110,588</u>	<u>139,838</u>	<u>222,812</u>

3 Staff costs and numbers	2023	2022
	£	£
Gross salaries	47,000	45,418
Social security costs	3,592	3,633
Employment allowance	(2,475)	(3,633)
Pensions	950	891
	<u>49,067</u>	<u>46,309</u>

The average number of employees during the year was 2.5, being an average of 2 full time equivalent (2022: 2.3, 1.4 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2023	2022
	£	£
Costs of the scheme to the charity for the year	950	891
Amount of any contributions outstanding at the year end	-	147

Keighley Creative
Notes to the accounts continued
for the period ended 31 March 2023

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
LCF - Arts for Brain Health	-	14,980	2,200	-	12,780
NLCF - BAME Engagement	8,989	-	8,989	-	-
BPH - Away Day	-	1,200	1,200	-	-
BMDC - Video Camera	250	-	-	-	250
BMDC - Transformation Fund	800	-	800	-	-
BCCL - Mini Seed Commission	-	1,656	-	-	1,656
BDCF - Local Access Fund	-	10,000	-	-	10,000
BMDC - Industrial Museum	700	-	500	(200)	-
BPH - Transforming Spaces	-	2,500	2,120	-	380
LCF - Keighley Health	4,013	-	3,474	(539)	-
MCT - Drawing Box Project	-	500	-	-	500
Sir George Martin Trust	2,588	-	2,588	-	-
Other KAFF	1,059	2,070	-	-	3,129
BMDC - Towns Fund Building	98,853	-	59,451	-	39,402
BMDC - KAFF	921	70,253	57,161	(804)	13,209
KTC - Youth Art	1,392	-	1,210	(182)	-
BDMC - Premises support	-	8,000	8,000	-	-
	<u>119,565</u>	<u>111,159</u>	<u>147,693</u>	<u>(1,725)</u>	<u>81,306</u>

Fund name

LCF - Arts for Brain Health
NLCF - BAME Engagement

BPH - Away Day

BMDC - Video Camera

BMDC - Transformation Fund

BCCL - Mini Seed Commission

BDCF - Local Access Fund

BMDC - Industrial Museum

BPH - Transforming Spaces

LCF - Keighley Health

MCT - Drawing Box Project

Sir George Martin Trust

Other KAFF

BMDC - Towns Fund Building

BMDC - KAFF

KTC - Youth Art

BDMC - Premises support

Purpose of restriction

To support a dementia arts project.

To support and enable the engagement of BAME communities in arts and cultural activities.

To support the organisational development of the charity.

To part fund a video camera.

To fund HR and Social Media support.

To support the development of an outdoor exhibition.

To support the development of the charity's business plan and funding and promotion strategies.

To create a bespoke art exhibition at the Bradford Industrial Museum. The transfer is for a contribution towards overhead costs.

To enable the development of studio, gallery and performance spaces.

To support a dementia arts project. The transfer is for a contribution towards overhead costs.

To support 'Yorkshire Roses' family workshops.

To support summer holiday family creativity workshops.

Donations, ticket sales and commissions to support the Keighley Arts and Film Festival (KAFF).

To support the purchase and redevelopment of a new premises.

To support the Keighley Arts and Film Festival (KAFF). The transfer is for a contribution towards overhead costs.

To support a youth arts project. The transfer is for a contribution towards overhead costs.

To contribute towards the occupancy costs of the Bradford Film Hub.

Keighley Creative
Notes to the accounts continued
for the period ended 31 March 2023

5 Debtors and prepayments	2023	31.7.22
	£	£
Debtors	360	-
Prepayments	582	197
Other debtors	2,250	-
	<u>3,192</u>	<u>197</u>

6 Creditors and accruals	2023	2022
	£	£
Creditors	10,067	699
Accruals	1,134	1,080
Other creditors	-	344
	<u>11,201</u>	<u>2,123</u>

7 Related party transactions

Donations from trustees and related parties

The total aggregate value of unconditional donations to the charity from the trustees or related parties was £9,000 (2021: £nil).

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits			2023	2022
			£	£
Name of trustee or related party	Relationship to charity	Description of transaction		
Stephen Manthrop	Trustee	Freelance fees	-	100
Janet Smithies	Trustee	Freelance fees	-	100
			<u>-</u>	<u>200</u>

No other trustee received any remuneration or benefit during this or the previous year.

Keighley Creative
Statement of Financial Activities including comparatives for all funds
(including summary income and expenditure account)
for the period ended 31 March 2023

	1.8.22 to 31.3.23	Year ending 31.7.22	1.8.22 to 31.3.23	Year ending 31.7.22	1.8.22 to 31.3.23	Year ending 31.7.22
	Unrestricted funds	Unrestricted funds	Restricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£	£	£
Income						
Grants and donations	29,250	10,026	110,588	212,786	139,838	222,812
Contract income	-	24,999	-	-	-	24,999
Studio fees	5,169	11,305	-	-	5,169	11,305
Art sales	-	509	-	-	-	509
Venue hire	8,250	1,405	-	-	8,250	1,405
Bank interest	5	2	-	-	5	2
Ticket sales and commissions	2,280	1,249	571	60	2,851	1,309
Total income	44,954	49,495	111,159	212,846	156,113	262,341
Expenditure						
Salaries NI and pensions	10,800	17,826	38,267	28,483	49,067	46,309
Payroll fees	238	324	-	-	238	324
Freelance fees	214	6,651	9,537	54,614	9,751	61,265
Project delivery costs	1,932	19,564	31,623	39,000	33,555	58,564
Repairs, cleaning and maintenance	1,119	5,353	17,672	500	18,791	5,853
Rates and service charges	6,324	-	-	-	6,324	-
Professional fees	150	-	49,139	11,400	49,289	11,400
Office and postage costs	171	323	79	601	250	924
Telephone and IT	257	249	14	173	271	422
Utilities	11,530	3,876	1,362	3,100	12,892	6,976
Insurance	1,796	508	-	78	1,796	586
Website	864	828	-	-	864	828
Membership and subscription fees	180	23	-	-	180	23
Travel costs	-	-	-	108	-	108
Bad Debts	103	-	-	-	103	-
Independent examination	1,134	1,080	-	-	1,134	1,080
Total expenditure	36,812	56,605	147,693	138,057	184,505	194,662
Net income / (expenditure)	8,142	(7,110)	(36,534)	74,789	(28,392)	67,679
Transfers between funds	1,725	3,443	(1,725)	(3,443)	-	-
Net movement in funds	9,867	(3,667)	(38,259)	71,346	(28,392)	67,679
Fund balances brought forward	21,431	25,098	119,565	48,219	140,996	73,317
Fund balances carried forward	31,298	21,431	81,306	119,565	112,604	140,996

Keighley Creative

Independent examiner's report to the trustees of Keighley Creative

I report to the charity trustees on my examination of the accounts of the CIO for the period ended 31 March 2023, which are set out on pages 6 to 12.

Responsibilities and basis of report

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

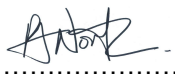
I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 charity as required by section 130 of the Charities Act;
- 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.

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.

Signed: 

Name: Rhys North ACA

9/11/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Accounts

Annual report Keighley Creative for accounts August 2021 to July 2022



Chair's introduction

I was delighted to be appointed as Trustee and Chair of Keighley Creative in January 2022, after an advertised recruitment process. I was appointed at a time of great change for the charity, and this change has been ongoing.

This report describes the range of creative activity we have carried out and facilitated across the town and in our 'meanwhile' space of the old co-op, Sunwin House. It was a joy to be able to move forward after the restrictions of covid, and to take advantage of funding opportunities to help us recover from the effects of the virus and to provide creative opportunities for our communities.

At the same time as fulfilling our creative and artistic programme and supporting a number of studio holders, we spent time on plans for our capital project, which is still continuing after the confirmation of our successful Town Fund application. We were also successful in securing funds from the same source to develop and expand the Keighley Arts & Film Festival.

We have been helped in this by an active and highly skilled team of Trustees. We held an Away Day for staff and trustees in March 2022 which helped us in our approach to growing and sustaining our organisation beyond our initial Business Plan.

In addition, we have developed a number of key partnerships, ranging from local community organisations, to local government at all levels, and especially with our college and local schools. We continue to be committed partners working together with other Bradford district arts and cultural organisations, and have been delighted to have played an active part in the district's successful bid for City of Culture 2025. We look forward to contributing to the evolving plans for the 2025 programme of exciting events and activities.

Our efforts have given us much that is solid to build upon and we aim to continue to expand and develop in the year ahead.

I would like to thank all our staff, our volunteers, my fellow Trustees and all our funders.

Susan Mendoza



Trustees for this period with dates of joining and/or leaving

Name	Dates
Georgina Webster (Vice Chair)	Serving throughout the year
Charles Oxtoby (Treasurer)	
Damian Kearns	
Riaz Meer	
Fiona Sherburn	
Jan Smithies	
Bob Smith	

Name	Appointment date
Susan Mendoza (Chair)	09/12/21
Rachel Rickards	27/01/22

Name	Resignation date
Peter Blagg	09/09/21
France-Leigh Hadrysiak	14/10/21
Tam Mason	09/12/21
Caroline Ward (Chair)	09/12/21
Steve Manthorp	27/01/22

Key Moments, August 21 – July 22

RAMP REVAMP

Our first commission for a large-scale community engagement mural project in the town centre was the first highlight of our 2021/22 financial year, working with volunteers, many of them young people, over the summer holidays in July and August 2021. [Ramp Revamp](#) brought a rather sad, underused area under the ramp to the town's main shopping centre back into life as a place to sit and to host outdoor events such as music buskers. It featured over two dozen large images of local 'pillars of the community', nominated individuals who give their time, ideas and energy to improve things in the town.



Ramp Revamp before work started, and celebration event at the end. Photographed by James Drake

KEIGHLEY ARTS AND FILM FESTIVAL

In autumn 2020 our annual Keighley Arts and Film Festival (KAFF) had to take place on line due to the impact of, and regulations relating to, the pandemic. Another 2021/22-year highlight was the return, in October 2021, of our three-day festival open to the public, featuring a wide range of arts, cultural and creative events and activities held in various venues around Keighley town centre. The festival attracted thousands of both locals and visitors from further afield, and participants of all ages and backgrounds. As always KAFF relied on a large team of committed volunteers to ensure everything went smoothly, and commissioned paid work from many local artists and performers.



Festival 2021, photographed by Lisa Holmes

In November 2022 we played a role in the Bradford district's LIT festival, hosting a large artist designed lighting installation in our building and displaying illuminated stained 'glass' models made by dozens of children and adults at various workshops we held from September to end of October. They filled our huge display windows and also those of around a dozen town centre shops who also supported the project.



Photographed by Lisa Holmes

TRUSTEES

Our first chair, Caroline Ward, stood down in November 2021 after leading the organisation through the turbulence of covid disruption and the transition from a Community Interest Company to a Charitable Incorporated Organisation. Caroline led the expansion of the Charity's Trustee Board and championed the importance of young people's engagement in arts and culture. In her day job at Keighley College, she has continued to support the strengthening of relationships and co-working initiatives between the college and Keighley Creative.

We welcomed our new chair, Susan Mendoza into Keighley Creative in January 2022. Susan's background and professional experience in both community engagement/social enterprise and large-scale buildings management has been a great asset the organisation. The Board overall continues to strengthen in terms of range of expertise and commitment of Trustees and works well with in partnership with paid staff, volunteers, studio holders and freelancers.



New Chair, Susan Mendoza



New Trustee, Rachel Rickards

EMPLOYING STAFF

In January 2022 we became an employer and, thanks to two grants, we were able to employ three staff, two part-time and one-full time for the first time on temporary contracts, having previously always employed people on short-term freelance contracts.



Gemma Hobbs Creative Lead, Manager



Emma Rochford Communications, Projects



Naseem Darbey Creative Lead, Education

FOLLOWING THREADS EXHIBITION

In February 2022 we were appointed to commission and curate an exhibition of our studio holder's work for Bradford Industrial Museum. Featuring new pieces created by fourteen of our studio holders, they worked across many different art forms, all on the common theme of 'heritage and the environment'. The final show, *Following Threads*, has been a big success. This was the first, but certainly won't be the last joint collaborative initiatives by our studio holders.



FOLLOWING THREADS

Industry and our Environment

The pieces above was by our studio holder, Steve Robertson, who is a photographer specialising in headshots for actors, dancers, performers, business professionals and personal branding.

For his piece, he focused on the people behind the scenes at Bradford Industrial Museum - the volunteers who keep things going and share their knowledge and experience with a real passion and enthusiasm. He says:

"I was drawn to the print room initially because of my own experience as a photographer and found there are a number of volunteers. I've taken headshots of the print volunteers themselves and mixed them in with a selection of items from around the printing gallery to show the people behind the scenes what an integral part they play in the running of the printing presses".

K-TOWN SHOPPER WEEKEND

We ran some major events in the old Sunwin House, our temporary home, in March 2022, funded by various national covid business stimulation grants, managed by Bradford Council.

K-Town Shopper featured a market-style event for independent businesses in Keighley, and an arts trail. Both had a wealth of local artists and small business holders, taking a creative and retro look back at the previous life of our ex-Department store home. In its early 1980's heyday it was the major shopping focus of the town centre, and the project explored this through music, dance, visual and performing arts, all commissioned especially for the event.

Over 2000 people got involved over the week-end and the two events garnered positive national media coverage, we even created our own newspaper!



Photographs from the KTown Shopper Weekend. Simon Sugden, Roger Moody, Bob Smith

ASK for ANGELA & INTERNATIONAL WOMEN'S DAY

Also in March 2022, we supported the 'Ask for Angela' project working with a number of licensed premises across our town and the nearby villages to raise awareness of the scheme and how staff working in these venues can provide to support and signposting to help for women and girls at risk of violence, intimidation or threats when out for a social evening.

This initiative also ran alongside our International Women's Day celebration concert, featuring a multi-cultural programme of music, dance and poetry.



Nabeela Ahmed, performing at The Exchange for International Women's Day

TOWNS FUND SUCCESS

In late March 2022 we heard that we had been successful in our two funding bids to Keighley Towns Fund. £2.6m was agreed for the purchase, refurbishment and equipping of a town centre ex-department store as a town centre community arts hub. A great deal of work went on from April to July 2022 identifying and negotiating for the sale of an appropriate building. This work has carried on into the 2022/23 financial year and once a sale has been completed there will be intensive work to take forward all the required building work.



Drawing by Naseem Darbey

£240k, spread over four years was also granted by Keighley Towns Fund to enable the sustainability and growth of the Keighley Arts & Film Festival. Two staff were taken on in April and May to work on Festival and Events funded by this Towns Fund grant.



Left: **Madeleine O'Reilly** Festival & Events Director

Right: **Cathryn Murray** Festival & Events Coordinator

CULTURAL HERITAGE & DIVERSITY LEAD

In June 2022 we appointed our first Cultural Heritage and Diversity worker, funded by the Lottery Awards for All, who will strengthen the organisations offer to, and engagement with, the town's diverse communities.

Keighley is home to long established communities of South Asian heritage (primarily of Pakistani and Bangladeshi descent); Polish; Italian; Ukrainian; Caribbean; Slovakian; Lithuanian; and relatively new communities from other parts of the world including asylum seekers and refugees.

This role will identify what creative and cultural activities are already underway, set up new arts and creative opportunities that have been requested by the community, and ensure that Keighley Creative's current and future work is representative and culturally relevant for Keighley.



Javed Bashir, Cultural Heritage and Diversity Lead

ARTS FOR BRAIN HEALTH

We continue to run our weekly '[Arts for Brain Health](#)' programme, engaging people living with dementia and those who care for them in a wide range of arts and craft activities, alongside a storytelling session based on the Timeslips model, which has been adapted to focus on artworks, rather than photographs.

Funded through a development grant by Give Bradford/Leeds Community Foundation, this highlights an ongoing and very rewarding relationship with this funder, who recognises the value of this work.

Working with local Social Prescribers, GP practices and Dementia Friendly Keighley, as well as direct referrals the group goes from strength to strength, in large part down to the dedication of the artist-educators who lead the sessions, Ailsa Lewer and Carinne Brosse.



Top: Timeslips Session

KEIGHLEY
CREATIVE

Arts for Brain Health

MONDAY CREATIVE

Welcome to this weekly group in Keighley for people living with dementia and their carers. A chance to meet new people and have a go at creative activities together. Come along and discover the health and happiness benefits of hands-on group work! All abilities welcome.



When & Where?

On Mondays, 1:30pm - 3:30pm
Keighley Creative
Cavendish Retail Park, BD21 3RB

To find out more phone Ailsa on: 07423 154855
or email: Ailsa@keighleycreative.org

ALL SESSIONS ARE FREE!

Keighley Community Health Grants

Give Bradford

The M6 Community Trust Fund

Leeds Community Foundation

MONDAY CREATIVE

Arts for Brain Health

Monday group is about meeting new people and surprising yourself by trying new things!
We know how to make you feel welcome, and there is lots of time to settle in, say hello, and get a fresh cuppa if you need one!

Each week you will make something new, guided by Ailsa and Carinne, our resident artists who have many years experience working with people who are living with dementia and their carers.

What if I've never tried anything 'arty' before?
This group is for everyone, and we often find that people who have never done anything 'arty' in the past really surprise themselves with what they can make and do.

We will never make you do something you are not comfortable with, and all the activities we do are designed just for you, so you can relax and enjoy the experience!

I care for someone who has a long term neurological condition- Is this group for me?
Yes, Absolutely! You will have your own materials to work with so you can focus on that, knowing that your companion has highly trained staff to support them.

This group is a chance for you to meet new people in a caring and fun space. We will be guiding the session, helping and listening all the time so that you can get the most out of the group.

What if my condition affects my coordination, mobility or speech?
We regularly work with people who have limited coordination, mobility or speech, it in no way limits their enjoyment of the group!

We keep group numbers small, to make sure any assistance needed can be provided, and when you first contact us we will find out about your needs and make sure the group will work for you.

Thank you for reading, do get in touch with any questions



Bottom: Group Flyer

In other (VERY EXCITING!) news...

As partners in the Bradford City of Culture 2025 bid we were delighted, along with the rest of the district, at the announcement in May 2022 that Bradford was the preferred bidder.

We continue to work with arts, creative, cultural and business colleagues across the district to start planning for 2025 including all the lead up activities and events.



Thank you for taking the time to read this report, we hope it gave you a flavour of the work we do. We very much look forward to seeing what the future holds!

All the very best

The Keighley Creative Team

Purpose, Mission and Vision

Our Mission

Develop an artist-led creative community hub in Keighley town centre, and outreach programmes across the surrounding area that give everyone in Keighley the opportunity to share, express and realise their creative and cultural aspirations.

Our purpose

Improve the lives and opportunities of everyone in Keighley, changing stereotypes and prejudices by making our town a more creative, more attractive and thriving place to live, work and socialise.

Our vision

Keighley is known as a creative town. The people of Keighley feel able to express their own creativity day to day and are confident and proud of the place where they live. More have embarked on training and careers in the creative industries. Our hub will be thriving, delivering year-round activities, exhibitions and events made for, with and by the people of Keighley.

At its heart is a community of professional artists, many based in the building, who are inspirational and aspirational role-models. Keighley has a thriving community of artists, creatives, and arts organisations, working in partnership across the district and region and providing opportunity to access and enjoy all aspects of cultural activity.

Alongside our own hub, Keighley's streets and buildings reflect the importance and value that is placed on culture, heritage and creativity here with imaginative and surprising interventions from street furniture to wall paintings, signage and lighting, celebrated and refreshed each year through its famous festival.

Keighley has played a central role in Bradford UK city of culture 2025 and is recognised nationally as a cultural destination to visit and as a place for artists and creatives to live and work.

Our values

Open to everyone Sharing our space with trust and equity

Excellence We are committed equally to excellence in artistic process and outcome

Creativity Making art and creativity accessible

Listening Listening to individuals, groups, and community with empathy

Learning Learning is at the heart of all our programmes

Regeneration Bringing people back into Keighley through arts engagement

Support Enabling studio holders and other local arts projects to join in with creative activities

Inspiration Motivate and inspire the community to join in with creative activities

Representative We are connected and rooted in our people and our place

Collaboration Working in partnership is the only way to realise our purpose

Enjoyment Bringing fun, entertainment and pleasure to people of all ages, interests and backgrounds

We will achieve our mission by

- Supporting artists, exhibiting and championing creativity, playing and learning, celebrating and sharing
- Listening to and working together in partnerships with the people, businesses and representatives of Keighley
- Devising and delivering our programme activity with and for the people of Keighley, ensuring that our activities are relevant and representative
- Celebrating the creative potential in everyone, providing creative activity and opportunity that is excellent - and fun – and valuing the creative process and endeavour as much as artistic outcome
- Playing an active civic role, providing leadership in the culture and creative sector here and supporting others, in partnerships with BMDC, KTC and ACE, to realise their full potential too
- Giving particular opportunity to the most underrepresented and least engaged people of Keighley. This will be made manifest in our programme which will celebrate all of contemporary Keighley, making creative, international links to the places and cultures that Keighley connects to through our people and businesses. It will also be reflected in our pricing, the look and feel of our spaces and projects, the membership of our board and advisory groups and our staffing and recruitment
- Putting Keighley on the map – through our festival and day-in-day-out - as a town with exciting arts, culture, and creative things to get involved in and experience as a local and to attract visitors, businesses and inward investment to Keighley
- Foregrounding and developing our artistic expertise in visual arts and creative practices as wellbeing tools, celebrating all art forms through our festival and signposting to others with expertise in other creative forms
- Understanding and being able to measure and describe the impact we have and the difference we make through our work.

Keighley Creative

Charity number 1190497

Annual Report and Financial Statements
for the year ended 31 July 2022



West Yorkshire Community Accounting Service

Annual Report and Financial Statements
for the year ended 31 July 2022

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Prepared by West Yorkshire Community Accountancy Service CIO

Keighley Creative

Trustees' report for the year ended 31 July 2022

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Susan Mendoza	Chair	Appointed 9 December 2021
Caroline Ward	Chair	Resigned 9 December 2021
Georgina Webster	Vice Chair	
Charles Oxtoby	Treasurer	
Bob Smith		
France-Leigh Hadrysiak		Resigned 14 October 2021
Riaz Meer		
Fiona Sherburn		
Stephen Manthrop		Resigned 27 January 2022
Tam Mason		
Damian Kearns		
Janet Smithies		
Peter Blagg		Resigned 9 September 2021
Rachel Rickards		Appointed 27 January 2022
Charity number	1190497	Registered in England and Wales

Registered and principal address	Bankers
3-7 Cooke Lane	Yorkshire Bank plc
Keighley	73 North Street
BD21 3PF	Keighley
	BD21 3SD

Independent examiner

Rhys North ACA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) foundation. The CIO was converted from Keighley Creative Space CIC (Company Number 11982523) on 21 July 2020 and is governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

Keighley Creative

Trustees' report (continued) for the year ended 31 July 2022

Objectives and activities

The charity's objects

To promote and advance the visual arts in all their forms in particular but not exclusively by:

- a) exhibiting works of artistic excellence
- b) providing gallery and studio space and other facilities to enable the public to engage with the arts and the public display of artwork

To advance the education of the public in the arts and crafts in particular but not exclusively by the provision of a community arts centre, a community library, workshops, classes and art sessions.

The charity's main activities

Running a community arts centre hosting start-up artists' studios, exhibitions, community arts engagement and events and activities in the building and in the town in various venues; arts education.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular both the promotion and advancement of the visual arts and the advancement of education in the arts and crafts.

Achievements and performance

Annual Report

A more detailed, illustrated annual report will be available on our website www.keighleycreative.org in early 2023 after our AGM in February 2023.

Our first commission for a large-scale community engagement mural project in the town centre was the first highlight of our 2021/22 financial year, working with volunteers, many of them young people, over the summer holidays in July and August 2021. RampRevamp brought a rather sad, underused area under the ramp to the town's main shopping centre back into life as a place to sit and to host outdoor events such as music buskers. It featured over two dozen large images of local 'pillars of the community', nominated individuals who give their time, ideas and energy to improve things in the town.

In autumn 2020 our annual Keighley Arts and Film Festival (KAFF) had to take place on line due to the impact of, and regulations relating to, the pandemic. Another 2021/22 year highlight was the return, in October 2021, of our three-day festival open to the public, featuring a wide range of arts, cultural and creative events and activities held in various venues around Keighley town centre. The festival attracted thousands of both locals and visitors from further afield, and participants of all ages and backgrounds. As always KAFF relied on a large team of committed volunteers to ensure everything went smoothly, and commissioned paid work from many local artists and performers.

In November 2022 we played a role in the Bradford District's LIT festival, hosting a large artist designed lighting installation in our building and displaying illuminated stained 'glass' models made by dozens of children and adults at various workshops we held from September to end of October. They filled our huge display windows and also those of around a dozen town centre shops who also supported the project.

Our first chair, Caroline Ward, stood down in November 2021 after leading the organisation through the turbulence of Covid disruption and the transition from a Community Interest Company to a Charitable Incorporated Organisation. Caroline led the expansion of the Charity's Trustee Board and championed the importance of young people's engagement in arts and culture. In her day job at Keighley College, she has continued to support the strengthening of relationships and co-working initiatives between the college and Keighley Creative.

We welcomed our new chair, Susan Mendoza into Keighley Creative in January 2022. Susan's background and professional experience in both community engagement/social enterprise and large-scale buildings management has been a great asset to the organisation. The Board overall continues to strengthen in terms of range of expertise and commitment of Trustees and works well in partnership with paid staff, volunteers, studio holders and freelancers.

Keighley Creative

Trustees' report (continued) for the year ended 31 July 2022

Achievements and performance continued

In January 2022 we became an employer and, thanks to two grants, we were able to employ three staff, two part-time and one full time for the first time on temporary contracts, having previously always employed people on short-term freelance contracts.

In February 2022 we brought together a collective display of work, created over several months by around 14 of our studio holders, using many different art forms, but all on the common theme of 'heritage and the environment'. The launch and exhibition were hosted at the Industrial Museum and will continue on display until December 2022. This was the first, but certainly won't be the last joint collaborative initiatives by our studio holders.

We ran some major events in the old Sunwin House, our temporary home, in March 2022, funded by various national Covid business stimulation grants, managed by Bradford Council. The town arts trail and the KTown shopper both feature a wealth of local artists and small business holders taking a creative retro look back at the previous life of our ex-Department store home in its early 1960's heyday as the major shopping focus of the town centre via music, dance, visual and performing arts. Over 2,000 people got involved over the week-end and the two events garnered positive national media coverage.

Also in March 2022, we supported the 'Ask for Angela' project working with a number of licensed premises across our town and the nearby villages to raise awareness of the scheme and how staff working in these venues can provide support and signposting to help for women and girls at risk of violence, intimidation or threats when out for a social evening. This initiative also ran alongside our International Women's Day celebration concert, featuring a multi-cultural programme of music, dance and poetry.

In late March 2022 we heard that we had been successful in our two funding bids to Keighley Towns Fund. £2.6m was agreed for the redevelopment of a town centre ex-department store as a town centre community arts hub. A great deal of work went on from April to July 2022 identifying and negotiating for the sale of an appropriate building. This work has carried on into the 2022/23 financial year and once a sale has been completed there will be intensive work to take forward all the required building work.

£240k, spread over four years was also granted by Keighley Towns Fund to enable the sustainability and growth of the Keighley Arts & Film Festival. Two staff were taken on in April and May to work on Festival and Events funded by this Towns Fund grant.

As partners in the Bradford City of Culture 2025 bid we were delighted, along with the rest of the district, at the announcement in May 2022 that Bradford was the preferred bidder. We continue to work with arts, creative, cultural and business colleagues across the district to start planning for 2025 including all the lead up activities and events.

In June 2022 we appointed our first Cultural Heritage worker, funded by the Lottery Awards for All, who will strengthen the organisations offer to and engagement with all the town's various cultural heritage communities, both recent and more historic.

Over the whole 2021/22 year our gallery has displayed a wide eclectic range of exhibitions from both professional artists and local creatives, including paintings, textiles, sculpture and photography.

We also ran a weekly 'arts for brain health' workshop, engaging people living with dementia and those who care for them in a wide range of arts and crafts formats.

Keighley Creative

Trustees' report (continued) for the year ended 31 July 2022

Financial review

The net income for the year was £67,679, including net expenditure of £3,667 on unrestricted funds and net income of £71,346 on restricted funds, after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £21,431.

As outlined above, there has been considerable change within the charity during the last year, not least our employment of staff and the current project to redevelop a building using the £2.6m awarded as part of the Government's Towns Fund. It is therefore considered that a higher level of unrestricted reserves is now appropriate.

In preparation for the re-development of the building, the charity is temporarily moving location to the old Argos building in the town centre. Although we are able to access some funding for the costs, it is possible that we may need to draw on unrestricted funds.

In addition, we also have financial commitments regarding the building space, in particular provision of space for the local artists/creatives who rent space from us.

The charity Trustees therefore consider that the existing level of reserves is the minimum we would wish to hold given our current situation and state of change.

The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

Approved by the board of trustees on 16/2/2023

Charles Oxtoby (Trustee)

Keighley Creative

Independent examiner's report to the trustees of Keighley Creative

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 July 2022, which are set out on pages 7 to 14.

Responsibilities and basis of report

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

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the CIO's gross income exceeded £250,000 your examiner must be a fellow 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 fellow of ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 charity as required by section 130 of the Charities Act;
- 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.

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.

Rhys North ACA

1/3/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Keighley Creative

Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 July 2022

	Notes	2022	2022	2022	1.6.2020 - 31.7.2021
		Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Income from:					
Grants and donations	(2)	10,026	212,786	222,812	94,715
Contract income		24,999	-	24,999	-
Studio fees		11,305	-	11,305	8,817
Fundraising		-	-	-	300
Art sales		509	-	509	549
Venue hire		1,405	-	1,405	75
Bank interest		2	-	2	-
Other income		1,249	60	1,309	-
Total income		49,495	212,846	262,341	104,456
Expenditure on:					
Salaries and NI	(3)	17,826	28,483	46,309	-
Payroll fees		324	-	324	-
Freelance fees		6,651	54,614	61,265	35,179
Events' costs		253	6,316	6,569	962
Project delivery costs		19,311	32,684	51,995	6,375
Caretaker		2,870	500	3,370	3,565
Repairs, cleaning and maintenance		2,483	-	2,483	1,090
Professional fees		-	11,400	11,400	10,100
Office and postage costs		323	601	924	346
Telephone and IT		249	173	422	585
Utilities		3,876	3,100	6,976	3,864
Insurance		508	78	586	62
Website		828	-	828	3,516
Membership and subscription fees		23	-	23	50
Travel costs		-	108	108	-
Independent examination		1,080	-	1,080	-
Corporation tax		-	-	-	60
Total expenditure		56,605	138,057	194,662	65,754
Transfers between funds		3,443	(3,443)	-	-
Net movement in funds		(3,667)	71,346	67,679	38,702
Fund balances brought forward		25,098	48,219	73,317	34,615
Fund balances carried forward	(4)	21,431	119,565	140,996	73,317

All incoming resources and resources expended derive from continuing activities.

Keighley Creative
Balance sheet
as at 31 July 2022

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Debtors and prepayments	(5) 197	-	197	7,891
Cash at bank	23,357	119,565	142,922	67,551
Total current assets	<u>23,554</u>	<u>119,565</u>	<u>143,119</u>	<u>75,442</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(6) 2,123	-	2,123	2,125
Total current liabilities	<u>2,123</u>	<u>-</u>	<u>2,123</u>	<u>2,125</u>
Net current assets / (liabilities)	<u>21,431</u>	<u>119,565</u>	<u>140,996</u>	<u>73,317</u>
Net assets	<u>21,431</u>	<u>119,565</u>	<u>140,996</u>	<u>73,317</u>
Funds				
Unrestricted funds	21,431	-	21,431	25,098
Restricted funds	-	119,565	119,565	48,219
Total funds	<u>21,431</u>	<u>119,565</u>	<u>140,996</u>	<u>73,317</u>

The financial statements were approved by the board of trustees on 16/2/2023

Charles Oxtoby (Trustee)

Keighley Creative

Notes to the accounts

for the year ended 31 July 2022

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Keighley Creative

Notes to the accounts continued for the year ended 31 July 2022

2 Grants and donations

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Bradford Metropolitan District Council (BMDC)	-	178,828	178,828	50,649
Intercultural Fund	-	300	300	-
Keighley Business Improvement District (BID)	-	5,000	5,000	-
Keighley Town Centre	-	4,000	4,000	-
Leeds Community Foundation	10,000	-	10,000	18,213
National Lottery Community Fund (NLCF)	-	9,900	9,900	9,900
National Lottery Heritage Fund (NLHF)	-	9,920	9,920	-
Sir George Martin Trust	-	2,588	2,588	-
The Leap	-	1,500	1,500	8,185
University of Bradford	-	750	750	-
Bradford 2025	-	-	-	2,500
Keighley College	-	-	-	380
The Arts Council England	-	-	-	2,399
Other donations	26	-	26	2,489
	<u>10,026</u>	<u>212,786</u>	<u>222,812</u>	<u>94,715</u>

3 Staff costs and numbers

	2022	2021
	£	£
Gross salaries	45,418	-
Social security costs	3,633	-
Employment allowance	(3,633)	-
Pensions	891	-
	<u>46,309</u>	<u>-</u>

The average number of employees during the year was 2.3, being an average of 1.4 full time equivalent (2021: 0, 0 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme

	2022	2021
	£	£
Costs of the scheme to the charity for the year	891	-
Amount of any contributions outstanding at the year end	147	-

Keighley Creative

Notes to the accounts continued for the year ended 31 July 2022

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
BMDC Arts Support	-	2,500	2,500	-	-
Leap - Mind the Gap 1	727	-	727	-	-
LCF Keighley Health	14,220	-	9,807	(400)	4,013
BMDC LIT	1,670	1,350	2,260	(760)	-
BMDC Video Camera	250	-	-	-	250
NLCF KAFF	5,650	-	5,432	(218)	-
BMDC Transformation Fund	1,200	-	400	-	800
BMDC Summer Unlocked	21,500	-	21,500	-	-
Keighley College	2	-	2	-	-
Bradford 2025	2,500	-	2,500	-	-
Leap KAFF	-	1,500	1,500	-	-
Keighley BID	-	5,000	4,280	-	720
Keighley Town Council KAFF	-	2,000	2,000	-	-
Heritage Lottery KAFF	-	9,920	9,025	(895)	-
Intercultural festival 30/10	-	300	300	-	-
BMDC KAFF	-	13,210	12,871	-	339
BMDC Industrial Museum	-	2,257	1,557	-	700
BMDC Creative High Streets	-	23,000	22,105	(895)	-
BDMC VCS Sustainability	-	10,318	10,318	-	-
University of Bradford	-	750	750	-	-
BMDC Ask for Angela	-	3,000	2,825	(175)	-
BMDC Women's Big Night Out	-	1,000	900	(100)	-
NLCF BAME Engagement	-	9,900	911	-	8,989
BMDC Towns Fund KAFF	-	12,000	11,079	-	921
BMDC Towns Fund Building	-	110,253	11,400	-	98,853
Keighley Town Council Youth Art	-	2,000	608	-	1,392
Sir George Martin Trust	-	2,588	-	-	2,588
BMDC Project Manager	500	-	500	-	-
	<u>48,219</u>	<u>212,846</u>	<u>138,057</u>	<u>(3,443)</u>	<u>119,565</u>

Fund name

BMDC Arts Support
Leap - Mind the Gap 1
LCF Keighley Health

BMDC LIT

BMDC Video Camera
NLCF KAFF

BMDC Transformation Fund
BMDC Summer Unlocked
Keighley College
Bradford 2025
Leap KAFF

Purpose of restriction

Ongoing support for the operations of the charity.
To fund Reality - a young person's spoken word project.
To support a dementia arts project. The transfer is for a contribution towards overhead costs.
To support the Keighley stained glass windows community engagement project. The transfer is for a contribution to management and overhead costs.
To part fund a video camera.
To support Keighley Arts and Film Festival 2021 coordinator and volunteer training costs. The transfer is for a contribution to overhead costs.
To fund HR and Social Media support.
To support the Ramp Revamp Mural project.
To provide a graffiti arts course.
To fund the Keighley Arts and Film Festival Mystical Beasts project.
To support the Keighley Arts and Film Festival (KAFF).

Keighley Creative

Notes to the accounts continued for the year ended 31 July 2022

4 Restricted funds continued

Fund name	Purpose of restriction
Keighley BID	To support the Keighley Arts and Film Festival (KAFF).
Keighley Town Council KAFF	To support the Keighley Arts and Film Festival (KAFF).
Heritage Lottery KAFF	To support the Keighley Arts and Film Festival (KAFF). The transfer is for a contribution to overhead costs.
Intercultural festival 30/10	To support the running of an intercultural festival.
BMDC KAFF	To support the Keighley Arts and Film Festival (KAFF).
BMDC Industrial Museum	To create a bespoke art exhibition at the Bradford Industrial Museum.
BMDC Creative High Streets	To support the creation of an urban arts trail. The transfer is for a contribution to overhead costs.
BMDC VCS Sustainability	To support core running costs of the charity post Covid.
University of Bradford	To support the preparation of the Arts Council NPO application
BMDC Ask for Angela	To promote and raise awareness of the 'Ask for Angela' initiative. The transfer is for a contribution to overhead costs.
BMDC Women's Big Night Out	To fund the Women's Big Night Out event. The transfer is for a contribution to overhead costs.
NLCF BAME Engagement	To support and enable the engagement of BAME communities in arts and cultural activities.
BMDC Towns Fund KAFF	To support the Keighley Arts and Film Festival (KAFF).
BMDC Towns Fund Building	To support the purchase and redevelopment of a new premises.
Keighley Town Council Youth Art	To support a youth arts project.
Sir George Martin Trust	To support summer holiday family creativity workshops.
BMDC Project Manager	To support costs of a sessional project manager.

5 Debtors and prepayments

	2022	2021
	£	£
Debtors	-	7,580
Prepayments	197	311
	<u>197</u>	<u>7,891</u>

6 Creditors and accruals

	2022	2021
	£	£
Creditors	699	2,125
Accruals	1,080	-
Other creditors	344	-
	<u>2,123</u>	<u>2,125</u>

Keighley Creative
Notes to the accounts continued
for the year ended 31 July 2022

7 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Other related party transactions

Other transactions with trustees or related parties

			2022	2021
			£	£
Name of trustee or related party	Relationship to charity	Description of transaction		
Naseem Darby	Wife of trustee	Freelance fees	-	4,870
Stephen Manthrop	Trustee	Freelance fees	100	-
Janet Smithies	Trustee	Freelance fees	100	-
			<u>200</u>	<u>4,870</u>

Keighley Creative

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 July 2022

	2022 Unrestricted funds £	2021 Unrestricted funds £	2022 Restricted funds £	2021 Restricted funds £	2022 Total funds £	2021 Total funds £
Income						
Grants and donations	10,026	18,900	212,786	75,815	222,812	94,715
Contract income	24,999	-	-	-	24,999	-
Studio fees	11,305	8,817	-	-	11,305	8,817
Fundraising	-	300	-	-	-	300
Art sales	509	549	-	-	509	549
Venue hire	1,405	75	-	-	1,405	75
Bank interest	2	-	-	-	2	-
Other income	1,249	-	60	-	1,309	-
Total income	49,495	28,641	212,846	75,815	262,341	104,456
Expenditure						
Salaries and NI	17,826	-	28,483	-	46,309	-
Payroll fees	324	-	-	-	324	-
Freelance fees	6,651	1,941	54,614	33,238	61,265	35,179
Events' costs	253	576	6,316	386	6,569	962
Project delivery costs	19,311	121	32,684	6,254	51,995	6,375
Caretaker	2,870	3,565	500	-	3,370	3,565
Repairs, cleaning and maintenance	2,483	840	-	250	2,483	1,090
Professional fees	-	280	11,400	9,820	11,400	10,100
Office and postage costs	323	346	601	-	924	346
Telephone and IT	249	585	173	-	422	585
Utilities	3,876	3,864	3,100	-	6,976	3,864
Insurance	508	62	78	-	586	62
Website	828	96	-	3,420	828	3,516
Membership and subscription fees	23	50	-	-	23	50
Travel costs	-	-	108	-	108	-
Independent examination	1,080	-	-	-	1,080	-
Corporation tax	-	60	-	-	-	60
Total expenditure	56,605	12,386	138,057	53,368	194,662	65,754
Net income / (expenditure)	(7,110)	16,255	74,789	22,447	67,679	38,702
Transfers between funds	3,443	5,816	(3,443)	(5,816)	-	-
Net movement in funds	(3,667)	22,071	71,346	16,631	67,679	38,702
Fund balances brought forward	25,098	3,027	48,219	31,588	73,317	34,615
Fund balances carried forward	21,431	25,098	119,565	48,219	140,996	73,317

Keighley Creative

Charity number 1190497

Annual Report and Financial Statements
for the year ended 31 July 2022



West Yorkshire Community Accounting Service

Annual Report and Financial Statements
for the year ended 31 July 2022

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Prepared by West Yorkshire Community Accountancy Service CIO

Keighley Creative

Trustees' report for the year ended 31 July 2022

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Susan Mendoza	Chair	Appointed 9 December 2021
Caroline Ward	Chair	Resigned 9 December 2021
Georgina Webster	Vice Chair	
Charles Oxtoby	Treasurer	
Bob Smith		
France-Leigh Hadrysiak		Resigned 14 October 2021
Riaz Meer		
Fiona Sherburn		
Stephen Manthrop		Resigned 27 January 2022
Tam Mason		
Damian Kearns		
Janet Smithies		
Peter Blagg		Resigned 9 September 2021
Rachel Rickards		Appointed 27 January 2022
Charity number	1190497	Registered in England and Wales

Registered and principal address	Bankers
3-7 Cooke Lane	Yorkshire Bank plc
Keighley	73 North Street
BD21 3PF	Keighley
	BD21 3SD

Independent examiner

Rhys North ACA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) foundation. The CIO was converted from Keighley Creative Space CIC (Company Number 11982523) on 21 July 2020 and is governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

Keighley Creative

Trustees' report (continued) for the year ended 31 July 2022

Objectives and activities

The charity's objects

To promote and advance the visual arts in all their forms in particular but not exclusively by:

- a) exhibiting works of artistic excellence
- b) providing gallery and studio space and other facilities to enable the public to engage with the arts and the public display of artwork

To advance the education of the public in the arts and crafts in particular but not exclusively by the provision of a community arts centre, a community library, workshops, classes and art sessions.

The charity's main activities

Running a community arts centre hosting start-up artists' studios, exhibitions, community arts engagement and events and activities in the building and in the town in various venues; arts education.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular both the promotion and advancement of the visual arts and the advancement of education in the arts and crafts.

Achievements and performance

Annual Report

A more detailed, illustrated annual report will be available on our website www.keighleycreative.org in early 2023 after our AGM in February 2023.

Our first commission for a large-scale community engagement mural project in the town centre was the first highlight of our 2021/22 financial year, working with volunteers, many of them young people, over the summer holidays in July and August 2021. RampRevamp brought a rather sad, underused area under the ramp to the town's main shopping centre back into life as a place to sit and to host outdoor events such as music buskers. It featured over two dozen large images of local 'pillars of the community', nominated individuals who give their time, ideas and energy to improve things in the town.

In autumn 2020 our annual Keighley Arts and Film Festival (KAFF) had to take place on line due to the impact of, and regulations relating to, the pandemic. Another 2021/22 year highlight was the return, in October 2021, of our three-day festival open to the public, featuring a wide range of arts, cultural and creative events and activities held in various venues around Keighley town centre. The festival attracted thousands of both locals and visitors from further afield, and participants of all ages and backgrounds. As always KAFF relied on a large team of committed volunteers to ensure everything went smoothly, and commissioned paid work from many local artists and performers.

In November 2022 we played a role in the Bradford District's LIT festival, hosting a large artist designed lighting installation in our building and displaying illuminated stained 'glass' models made by dozens of children and adults at various workshops we held from September to end of October. They filled our huge display windows and also those of around a dozen town centre shops who also supported the project.

Our first chair, Caroline Ward, stood down in November 2021 after leading the organisation through the turbulence of Covid disruption and the transition from a Community Interest Company to a Charitable Incorporated Organisation. Caroline led the expansion of the Charity's Trustee Board and championed the importance of young people's engagement in arts and culture. In her day job at Keighley College, she has continued to support the strengthening of relationships and co-working initiatives between the college and Keighley Creative.

We welcomed our new chair, Susan Mendoza into Keighley Creative in January 2022. Susan's background and professional experience in both community engagement/social enterprise and large-scale buildings management has been a great asset to the organisation. The Board overall continues to strengthen in terms of range of expertise and commitment of Trustees and works well in partnership with paid staff, volunteers, studio holders and freelancers.

Keighley Creative

Trustees' report (continued) for the year ended 31 July 2022

Achievements and performance continued

In January 2022 we became an employer and, thanks to two grants, we were able to employ three staff, two part-time and one full time for the first time on temporary contracts, having previously always employed people on short-term freelance contracts.

In February 2022 we brought together a collective display of work, created over several months by around 14 of our studio holders, using many different art forms, but all on the common theme of 'heritage and the environment'. The launch and exhibition were hosted at the Industrial Museum and will continue on display until December 2022. This was the first, but certainly won't be the last joint collaborative initiatives by our studio holders.

We ran some major events in the old Sunwin House, our temporary home, in March 2022, funded by various national Covid business stimulation grants, managed by Bradford Council. The town arts trail and the KTown shopper both feature a wealth of local artists and small business holders taking a creative retro look back at the previous life of our ex-Department store home in its early 1960's heyday as the major shopping focus of the town centre via music, dance, visual and performing arts. Over 2,000 people got involved over the week-end and the two events garnered positive national media coverage.

Also in March 2022, we supported the 'Ask for Angela' project working with a number of licensed premises across our town and the nearby villages to raise awareness of the scheme and how staff working in these venues can provide support and signposting to help for women and girls at risk of violence, intimidation or threats when out for a social evening. This initiative also ran alongside our International Women's Day celebration concert, featuring a multi-cultural programme of music, dance and poetry.

In late March 2022 we heard that we had been successful in our two funding bids to Keighley Towns Fund. £2.6m was agreed for the redevelopment of a town centre ex-department store as a town centre community arts hub. A great deal of work went on from April to July 2022 identifying and negotiating for the sale of an appropriate building. This work has carried on into the 2022/23 financial year and once a sale has been completed there will be intensive work to take forward all the required building work.

£240k, spread over four years was also granted by Keighley Towns Fund to enable the sustainability and growth of the Keighley Arts & Film Festival. Two staff were taken on in April and May to work on Festival and Events funded by this Towns Fund grant.

As partners in the Bradford City of Culture 2025 bid we were delighted, along with the rest of the district, at the announcement in May 2022 that Bradford was the preferred bidder. We continue to work with arts, creative, cultural and business colleagues across the district to start planning for 2025 including all the lead up activities and events.

In June 2022 we appointed our first Cultural Heritage worker, funded by the Lottery Awards for All, who will strengthen the organisations offer to and engagement with all the town's various cultural heritage communities, both recent and more historic.

Over the whole 2021/22 year our gallery has displayed a wide eclectic range of exhibitions from both professional artists and local creatives, including paintings, textiles, sculpture and photography.

We also ran a weekly 'arts for brain health' workshop, engaging people living with dementia and those who care for them in a wide range of arts and crafts formats.

Keighley Creative

Trustees' report (continued) for the year ended 31 July 2022

Financial review

The net income for the year was £67,679, including net expenditure of £3,667 on unrestricted funds and net income of £71,346 on restricted funds, after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £21,431.

As outlined above, there has been considerable change within the charity during the last year, not least our employment of staff and the current project to redevelop a building using the £2.6m awarded as part of the Government's Towns Fund. It is therefore considered that a higher level of unrestricted reserves is now appropriate.

In preparation for the re-development of the building, the charity is temporarily moving location to the old Argos building in the town centre. Although we are able to access some funding for the costs, it is possible that we may need to draw on unrestricted funds.

In addition, we also have financial commitments regarding the building space, in particular provision of space for the local artists/creatives who rent space from us.

The charity Trustees therefore consider that the existing level of reserves is the minimum we would wish to hold given our current situation and state of change.

The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

Approved by the board of trustees on 16/2/2023

Charles Oxtoby (Trustee)

Keighley Creative

Independent examiner's report to the trustees of Keighley Creative

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 July 2022, which are set out on pages 7 to 14.

Responsibilities and basis of report

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

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the CIO's gross income exceeded £250,000 your examiner must be a fellow 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 fellow of ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 charity as required by section 130 of the Charities Act;
- 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.

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.

Rhys North ACA

1/3/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Keighley Creative

Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 July 2022

	Notes	2022	2022	2022	1.6.2020 - 31.7.2021
		Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Income from:					
Grants and donations	(2)	10,026	212,786	222,812	94,715
Contract income		24,999	-	24,999	-
Studio fees		11,305	-	11,305	8,817
Fundraising		-	-	-	300
Art sales		509	-	509	549
Venue hire		1,405	-	1,405	75
Bank interest		2	-	2	-
Other income		1,249	60	1,309	-
Total income		49,495	212,846	262,341	104,456
Expenditure on:					
Salaries and NI	(3)	17,826	28,483	46,309	-
Payroll fees		324	-	324	-
Freelance fees		6,651	54,614	61,265	35,179
Events' costs		253	6,316	6,569	962
Project delivery costs		19,311	32,684	51,995	6,375
Caretaker		2,870	500	3,370	3,565
Repairs, cleaning and maintenance		2,483	-	2,483	1,090
Professional fees		-	11,400	11,400	10,100
Office and postage costs		323	601	924	346
Telephone and IT		249	173	422	585
Utilities		3,876	3,100	6,976	3,864
Insurance		508	78	586	62
Website		828	-	828	3,516
Membership and subscription fees		23	-	23	50
Travel costs		-	108	108	-
Independent examination		1,080	-	1,080	-
Corporation tax		-	-	-	60
Total expenditure		56,605	138,057	194,662	65,754
Transfers between funds		3,443	(3,443)	-	-
Net movement in funds		(3,667)	71,346	67,679	38,702
Fund balances brought forward		25,098	48,219	73,317	34,615
Fund balances carried forward	(4)	21,431	119,565	140,996	73,317

All incoming resources and resources expended derive from continuing activities.

Keighley Creative
Balance sheet
as at 31 July 2022

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Debtors and prepayments	(5) 197	-	197	7,891
Cash at bank	23,357	119,565	142,922	67,551
Total current assets	<u>23,554</u>	<u>119,565</u>	<u>143,119</u>	<u>75,442</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(6) 2,123	-	2,123	2,125
Total current liabilities	<u>2,123</u>	<u>-</u>	<u>2,123</u>	<u>2,125</u>
Net current assets / (liabilities)	<u>21,431</u>	<u>119,565</u>	<u>140,996</u>	<u>73,317</u>
Net assets	<u>21,431</u>	<u>119,565</u>	<u>140,996</u>	<u>73,317</u>
Funds				
Unrestricted funds	21,431	-	21,431	25,098
Restricted funds	-	119,565	119,565	48,219
Total funds	<u>21,431</u>	<u>119,565</u>	<u>140,996</u>	<u>73,317</u>

The financial statements were approved by the board of trustees on 16/2/2023

Charles Oxtoby (Trustee)

Keighley Creative

Notes to the accounts

for the year ended 31 July 2022

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Keighley Creative

Notes to the accounts continued for the year ended 31 July 2022

2 Grants and donations

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Bradford Metropolitan District Council (BMDC)	-	178,828	178,828	50,649
Intercultural Fund	-	300	300	-
Keighley Business Improvement District (BID)	-	5,000	5,000	-
Keighley Town Centre	-	4,000	4,000	-
Leeds Community Foundation	10,000	-	10,000	18,213
National Lottery Community Fund (NLCF)	-	9,900	9,900	9,900
National Lottery Heritage Fund (NLHF)	-	9,920	9,920	-
Sir George Martin Trust	-	2,588	2,588	-
The Leap	-	1,500	1,500	8,185
University of Bradford	-	750	750	-
Bradford 2025	-	-	-	2,500
Keighley College	-	-	-	380
The Arts Council England	-	-	-	2,399
Other donations	26	-	26	2,489
	<u>10,026</u>	<u>212,786</u>	<u>222,812</u>	<u>94,715</u>

3 Staff costs and numbers

	2022	2021
	£	£
Gross salaries	45,418	-
Social security costs	3,633	-
Employment allowance	(3,633)	-
Pensions	891	-
	<u>46,309</u>	<u>-</u>

The average number of employees during the year was 2.3, being an average of 1.4 full time equivalent (2021: 0, 0 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme

	2022	2021
	£	£
Costs of the scheme to the charity for the year	891	-
Amount of any contributions outstanding at the year end	147	-

Keighley Creative

Notes to the accounts continued for the year ended 31 July 2022

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
BMDC Arts Support	-	2,500	2,500	-	-
Leap - Mind the Gap 1	727	-	727	-	-
LCF Keighley Health	14,220	-	9,807	(400)	4,013
BMDC LIT	1,670	1,350	2,260	(760)	-
BMDC Video Camera	250	-	-	-	250
NLCF KAFF	5,650	-	5,432	(218)	-
BMDC Transformation Fund	1,200	-	400	-	800
BMDC Summer Unlocked	21,500	-	21,500	-	-
Keighley College	2	-	2	-	-
Bradford 2025	2,500	-	2,500	-	-
Leap KAFF	-	1,500	1,500	-	-
Keighley BID	-	5,000	4,280	-	720
Keighley Town Council KAFF	-	2,000	2,000	-	-
Heritage Lottery KAFF	-	9,920	9,025	(895)	-
Intercultural festival 30/10	-	300	300	-	-
BMDC KAFF	-	13,210	12,871	-	339
BMDC Industrial Museum	-	2,257	1,557	-	700
BMDC Creative High Streets	-	23,000	22,105	(895)	-
BDMC VCS Sustainability	-	10,318	10,318	-	-
University of Bradford	-	750	750	-	-
BMDC Ask for Angela	-	3,000	2,825	(175)	-
BMDC Women's Big Night Out	-	1,000	900	(100)	-
NLCF BAME Engagement	-	9,900	911	-	8,989
BMDC Towns Fund KAFF	-	12,000	11,079	-	921
BMDC Towns Fund Building	-	110,253	11,400	-	98,853
Keighley Town Council Youth Art	-	2,000	608	-	1,392
Sir George Martin Trust	-	2,588	-	-	2,588
BMDC Project Manager	500	-	500	-	-
	<u>48,219</u>	<u>212,846</u>	<u>138,057</u>	<u>(3,443)</u>	<u>119,565</u>

Fund name

BMDC Arts Support
Leap - Mind the Gap 1
LCF Keighley Health

BMDC LIT

BMDC Video Camera
NLCF KAFF

BMDC Transformation Fund
BMDC Summer Unlocked
Keighley College
Bradford 2025
Leap KAFF

Purpose of restriction

Ongoing support for the operations of the charity.
To fund Reality - a young person's spoken word project.
To support a dementia arts project. The transfer is for a contribution towards overhead costs.
To support the Keighley stained glass windows community engagement project. The transfer is for a contribution to management and overhead costs.
To part fund a video camera.
To support Keighley Arts and Film Festival 2021 coordinator and volunteer training costs. The transfer is for a contribution to overhead costs.
To fund HR and Social Media support.
To support the Ramp Revamp Mural project.
To provide a graffiti arts course.
To fund the Keighley Arts and Film Festival Mystical Beasts project.
To support the Keighley Arts and Film Festival (KAFF).

Keighley Creative

Notes to the accounts continued for the year ended 31 July 2022

4 Restricted funds continued

Fund name	Purpose of restriction
Keighley BID	To support the Keighley Arts and Film Festival (KAFF).
Keighley Town Council KAFF	To support the Keighley Arts and Film Festival (KAFF).
Heritage Lottery KAFF	To support the Keighley Arts and Film Festival (KAFF). The transfer is for a contribution to overhead costs.
Intercultural festival 30/10	To support the running of an intercultural festival.
BMDC KAFF	To support the Keighley Arts and Film Festival (KAFF).
BMDC Industrial Museum	To create a bespoke art exhibition at the Bradford Industrial Museum.
BMDC Creative High Streets	To support the creation of an urban arts trail. The transfer is for a contribution to overhead costs.
BMDC VCS Sustainability	To support core running costs of the charity post Covid.
University of Bradford	To support the preparation of the Arts Council NPO application
BMDC Ask for Angela	To promote and raise awareness of the 'Ask for Angela' initiative. The transfer is for a contribution to overhead costs.
BMDC Women's Big Night Out	To fund the Women's Big Night Out event. The transfer is for a contribution to overhead costs.
NLCF BAME Engagement	To support and enable the engagement of BAME communities in arts and cultural activities.
BMDC Towns Fund KAFF	To support the Keighley Arts and Film Festival (KAFF).
BMDC Towns Fund Building	To support the purchase and redevelopment of a new premises.
Keighley Town Council Youth Art	To support a youth arts project.
Sir George Martin Trust	To support summer holiday family creativity workshops.
BMDC Project Manager	To support costs of a sessional project manager.

5 Debtors and prepayments

	2022	2021
	£	£
Debtors	-	7,580
Prepayments	197	311
	<u>197</u>	<u>7,891</u>

6 Creditors and accruals

	2022	2021
	£	£
Creditors	699	2,125
Accruals	1,080	-
Other creditors	344	-
	<u>2,123</u>	<u>2,125</u>

Keighley Creative
Notes to the accounts continued
for the year ended 31 July 2022

7 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Other related party transactions

Other transactions with trustees or related parties

			2022	2021
			£	£
Name of trustee or related party	Relationship to charity	Description of transaction		
Naseem Darby	Wife of trustee	Freelance fees	-	4,870
Stephen Manthrop	Trustee	Freelance fees	100	-
Janet Smithies	Trustee	Freelance fees	100	-
			<u>200</u>	<u>4,870</u>

Keighley Creative

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 July 2022

	2022 Unrestricted funds £	2021 Unrestricted funds £	2022 Restricted funds £	2021 Restricted funds £	2022 Total funds £	2021 Total funds £
Income						
Grants and donations	10,026	18,900	212,786	75,815	222,812	94,715
Contract income	24,999	-	-	-	24,999	-
Studio fees	11,305	8,817	-	-	11,305	8,817
Fundraising	-	300	-	-	-	300
Art sales	509	549	-	-	509	549
Venue hire	1,405	75	-	-	1,405	75
Bank interest	2	-	-	-	2	-
Other income	1,249	-	60	-	1,309	-
Total income	49,495	28,641	212,846	75,815	262,341	104,456
Expenditure						
Salaries and NI	17,826	-	28,483	-	46,309	-
Payroll fees	324	-	-	-	324	-
Freelance fees	6,651	1,941	54,614	33,238	61,265	35,179
Events' costs	253	576	6,316	386	6,569	962
Project delivery costs	19,311	121	32,684	6,254	51,995	6,375
Caretaker	2,870	3,565	500	-	3,370	3,565
Repairs, cleaning and maintenance	2,483	840	-	250	2,483	1,090
Professional fees	-	280	11,400	9,820	11,400	10,100
Office and postage costs	323	346	601	-	924	346
Telephone and IT	249	585	173	-	422	585
Utilities	3,876	3,864	3,100	-	6,976	3,864
Insurance	508	62	78	-	586	62
Website	828	96	-	3,420	828	3,516
Membership and subscription fees	23	50	-	-	23	50
Travel costs	-	-	108	-	108	-
Independent examination	1,080	-	-	-	1,080	-
Corporation tax	-	60	-	-	-	60
Total expenditure	56,605	12,386	138,057	53,368	194,662	65,754
Net income / (expenditure)	(7,110)	16,255	74,789	22,447	67,679	38,702
Transfers between funds	3,443	5,816	(3,443)	(5,816)	-	-
Net movement in funds	(3,667)	22,071	71,346	16,631	67,679	38,702
Fund balances brought forward	25,098	3,027	48,219	31,588	73,317	34,615
Fund balances carried forward	21,431	25,098	119,565	48,219	140,996	73,317

Accounts

Keighley Creative

Charity number 1190497

Annual Report and Financial Statements
for the period ended 31 July 2021



West Yorkshire Community Accounting Service

Annual Report and Financial Statements
for the period ended 31 July 2021

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Prepared by West Yorkshire Community Accounting Service

Keighley Creative

Trustees' report for the period ended 31 July 2021

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial period and up to and including the date the report was approved were:

Name	Position	Dates
Caroline Ward	Chair	
Georgina Webster	Vice Chair	
Charles Oxtoby	Treasurer from August 2021	Appointed 3 June 2021
Bob Smith		Appointed 3 June 2021
France-Leigh Hadrysiak		Appointed 9 December 2020
Riaz Meer		
Fiona Sherburn	Treasurer to July 2021	Appointed 8 July 2021
Stephen Manthrop		Appointed 6 May 2021
Tam Mason		
Damian Kearns		Appointed 28 August 2020
Naseem Darby		Resigned 20 July 2020
Mary Garrett		Resigned 20 July 2020
Gemma Hobbs		Resigned 20 July 2020
Janet Smithies		Resigned 20 July 2020
		Appointed 30 July 2020
Peter Blagg		Resigned 9 September 2021
Charity number	1190497	Registered in England and Wales

Registered and principal address

Old Sunwin House
Hanover Street
Keighley
BD21 3QJ

Bankers

Yorkshire Bank plc
73 North Street
Keighley
BD21 3SD

Independent examiner

Rhys North ACA

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) foundation. The CIO was converted from Keighley Creative Space CIC (Company Number 11982523) on 21 July 2020 and is governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

Keighley Creative

Trustees' report (continued) for the period ended 31 July 2021

Objectives and activities

The charity's objects

To promote and advance the visual arts in all their forms in particular but not exclusively by:

- a) exhibiting works of artistic excellence
- b) providing gallery and studio space and other facilities to enable the public to engage with the arts and the public display of artwork

To advance the education of the public in the arts and crafts in particular but not exclusively by the provision of a community arts centre, a community library, workshops, classes and art sessions.

The charity's main activities

Running a community arts centre hosting start-up artists' studios, exhibitions, community arts engagement and events and activities in the building and in the town in various venues; arts education.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular both the promotion and advancement of the visual arts and the advancement of education in the arts and crafts.

Achievements and performance

Became a Charity and established a skilled and committed Trustee Board.

Managed to keep everything going practically and financially during the pandemic crisis despite limitations on building use during lock-downs and major infection control measures that have and still need to be actioned.

Turnover and activity has significantly increased when compared to 2019/20.

Significantly increased our profile, including through the development of a new website, strengthened social media presence and widened the range and number of artists, community groups and wider partners we work with, and funders who back us.

Engaged a cultural business specialist to work with us, and key stakeholders, to produce our Five Year Cultural Development Business Plan.

Have had bids for a new building, and staff for the Keighley Arts and Film Festival accepted by the Keighley Towns Fund Board and subsequently by Government for around £2.5m confirmed. All of this work should start to progress in the coming financial year.

Delivered around specific 20 arts projects using a wide range of arts mediums and working with varied geographical and communities of common interest.

Held an on-line Keighley Arts and Film Festival in autumn 2020, and attracted funds for KAFF in October 2021.

Keighley Creative

Trustees' report (continued) for the period ended 31 July 2021

Financial review

The net income for the year was £38,702, including net income of £22,071 on unrestricted funds and net income of £16,631 on restricted funds, after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £25,098.

The trustees have determined that there should always be at least £3,000 held in unrestricted reserves to enable the CIO to deal with any sudden unexpected costs. It is recognised that the current level of reserves exceed this target. The reserves policy will be reviewed in 2021/2022 in light of the Keighley Towns Fund Board income as mentioned above.

At the time of signing these accounts the charity has been impacted by the global Covid-19 virus by having limited access to grants and by having limitations on the income generation potential of our building. The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

Signed on behalf of the board of trustees on 11/11/2021

Janet Smithies (Trustee)

Keighley Creative

Independent examiner's report to the trustees of Keighley Creative

I report to the charity trustees on my examination of the accounts of the CIO for the period ended 31 July 2021, which are set out on pages 6 to 11.

Responsibilities and basis of report

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

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 charity as required by section 130 of the Charities Act;
- 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.

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.

Rhys North ACA

23/11/2021

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Keighley Creative

Statement of Financial Activities

(including summary income and expenditure account)

for the period ended 31 July 2021

	Notes	1.6.2020 - 31.7.2021	1.6.2020 - 31.7.2021	1.6.2020 - 31.7.2021	Restated 2020
		Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Income from:					
Grants and donations	(2)	18,900	75,815	94,715	46,588
Studio fees		8,817	-	8,817	6,500
Fundraising		300	-	300	-
Art sales		549	-	549	40
Venue hire		75	-	75	-
Other income		-	-	-	27,852
Total income		<u>28,641</u>	<u>75,815</u>	<u>104,456</u>	<u>80,980</u>
Expenditure on:					
Freelance fees		1,941	33,238	35,179	55,026
Events' costs		576	386	962	3,790
Project delivery costs		121	6,254	6,375	-
Caretaker		3,565	-	3,565	-
Repairs and maintenance		840	250	1,090	-
Professional fees		280	9,820	10,100	-
Office and postage costs		346	-	346	-
Telephone and IT		585	-	585	-
Utilities		3,864	-	3,864	-
Insurance		62	-	62	-
Website		96	3,420	3,516	-
Membership and subscription fees		50	-	50	-
Corporation tax		60	-	60	-
Other costs		-	-	-	25,645
Total expenditure		<u>12,386</u>	<u>53,368</u>	<u>65,754</u>	<u>84,461</u>
Net income / (expenditure)		<u>16,255</u>	<u>22,447</u>	<u>38,702</u>	<u>(3,481)</u>
Transfers between funds		<u>5,816</u>	<u>(5,816)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>22,071</u>	<u>16,631</u>	<u>38,702</u>	<u>(3,481)</u>
Fund balances brought forward		<u>3,027</u>	<u>31,588</u>	<u>34,615</u>	<u>38,096</u>
Fund balances carried forward	(3)	<u>25,098</u>	<u>48,219</u>	<u>73,317</u>	<u>34,615</u>

All incoming resources and resources expended derive from continuing activities.

Keighley Creative

Balance sheet

as at 31 July 2021

Restated

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Debtors and prepayments	(4) 311	7,580	7,891	-
Cash at bank	24,787	42,764	67,551	35,298
Total current assets	<u>25,098</u>	<u>50,344</u>	<u>75,442</u>	<u>35,298</u>
Current liabilities:				
amounts falling due within one year				
Creditors	-	2,125	2,125	683
Total current liabilities	<u>-</u>	<u>2,125</u>	<u>2,125</u>	<u>683</u>
Net current assets / (liabilities)	<u>25,098</u>	<u>48,219</u>	<u>73,317</u>	<u>34,615</u>
Net assets	<u>25,098</u>	<u>48,219</u>	<u>73,317</u>	<u>34,615</u>
Funds				
Unrestricted funds	25,098	-	25,098	3,027
Restricted funds	-	48,219	48,219	31,588
Total funds	<u>25,098</u>	<u>48,219</u>	<u>73,317</u>	<u>34,615</u>

The financial statements were approved by the board of trustees on 11/11/2021

Janet Smithies (Trustee)

Keighley Creative

Notes to the accounts

for the period ended 31 July 2021

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The previous year's accounts were not prepared in accordance with the Charities SORP. This resulted in unspent grants totalling £31,588 being treated as deferred income. The 2020 accounts have been restated to now include the deferred grant income as income in 2020 in order to be comparable to the figures for the year ended 31 July 2021.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Keighley Creative

Notes to the accounts continued for the period ended 31 July 2021

2 Grants and donations	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
The Arts Council England	-	2,399	2,399	36,588
Bradford Metropolitan District Council (BMDC)	18,000	32,649	50,649	10,000
Bradford 2025	-	2,500	2,500	-
Leeds Community Foundation	-	18,213	18,213	-
National Lottery Community Fund	-	9,900	9,900	-
The Leap	-	8,185	8,185	-
Keighley College	-	380	380	-
Donations	900	1,589	2,489	-
	<u>18,900</u>	<u>75,815</u>	<u>94,715</u>	<u>46,588</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
ACE Covid Emergency Fund	21,588	2,488	20,697	(3,379)	-
BDMC Consultancy	10,000	-	8,000	(2,000)	-
BDMC Culture	-	1,000	1,000	-	-
BDMC LIT	-	2,500	830	-	1,670
BDMC Literacy	-	1,499	1,499	-	-
BDMC Project Manager	-	500	-	-	500
BDMC Summer Unlocked	-	23,500	2,000	-	21,500
BDMC Transformation Fund	-	4,400	3,200	-	1,200
BDMC Video Camera	-	250	-	-	250
Bradford 2025	-	2,500	-	-	2,500
Keighley BID	-	500	441	(59)	-
Keighley College	-	380	378	-	2
LCF Keighley Health	-	18,213	3,749	(244)	14,220
Leap - Mind the Gap 1	-	3,585	2,858	-	727
Leap - Mind the Gap 2	-	4,600	4,466	(134)	-
Lottery Awards for All	-	9,900	4,250	-	5,650
	<u>31,588</u>	<u>75,815</u>	<u>53,368</u>	<u>(5,816)</u>	<u>48,219</u>

Keighley Creative

Notes to the accounts continued

for the period ended 31 July 2021

3 Restricted funds continued

Fund name	Purpose of restriction
ACE Covid Emergency Fund	To support the CIO during the Covid-19 pandemic. The transfers are for an agreed contribution towards reduced studio fee income and core costs.
BDMC Consultancy	To fund a Business Planning consultant. The transfer is for a contribution towards overhead costs.
BDMC Culture	To fund costs concerning the Culture is our Plan consultation.
BDMC LIT	To support the Keighley stained glass windows project.
BDMC Literacy	To fund the Response 2 Literacy project.
BDMC Project Manager	To support costs of a sessional project manager.
BDMC Summer Unlocked	To support the Ramp Revamp Mural project.
BDMC Transformation Fund	To fund HR and Social Media support.
BDMC Video Camera	To part fund a video camera.
Bradford 2025	To fund the Keighley Arts and Film Festival Mystical Beasts project.
Keighley BID	To support the Christmas Baubles project.
Keighley College	To provide a graffiti arts course.
LCF Keighley Health	To support a dementia arts project. The transfer is for a contribution towards overhead costs.
Leap - Mind the Gap 1	To fund Reality - a young person's spoken word project.
Leap - Mind the Gap 2	To fund a creative women and girls photography project.
Lottery Awards for All	To support Keighley Arts and Film Festival 2021 coordinator and volunteer training costs.

6 Debtors and prepayments

	2021	2020
	£	£
Debtors	7,580	-
Prepayments	311	-
	<u>7,891</u>	<u>-</u>

7 Related party transactions

Trustee expenses

No trustee received any expenses during this period.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this period.

Other transactions with trustees or related parties

Name of trustee or related party	Relationship to charity	Description of transaction	2021 £
Naseem Darby	Wife of trustee	Freelance fees	4,870
	Peter Blagg		
			<u>4,870</u>

Keighley Creative

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the period ended 31 July 2021

	2021 Unrestricted funds £	2020 Unrestricted funds £	2021 Restricted funds £	2020 Restricted funds £	2021 Total funds £	2020 Total funds £
Income						
Grants and donations	18,900	-	75,815	46,588	94,715	46,588
Studio fees	8,817	6,500	-	-	8,817	6,500
Fundraising	300	-	-	-	300	-
Art sales	549	40	-	-	549	40
Venue hire	75	-	-	-	75	-
Other income	-	27,852	-	-	-	27,852
Total income	28,641	34,392	75,815	46,588	104,456	80,980
Expenditure						
Freelance fees	1,941	40,026	33,238	15,000	35,179	55,026
Events' costs	576	3,790	386	-	962	3,790
Project delivery costs	121	-	6,254	-	6,375	-
Caretaker	3,565	-	-	-	3,565	-
Repairs and maintenance	840	-	250	-	1,090	-
Professional fees	280	-	9,820	-	10,100	-
Office and postage costs	346	-	-	-	346	-
Telephone and IT	585	-	-	-	585	-
Utilities	3,864	-	-	-	3,864	-
Insurance	62	-	-	-	62	-
Website	96	-	3,420	-	3,516	-
Membership and subscription fees	50	-	-	-	50	-
Corporation tax	60	-	-	-	60	-
Other costs	-	25,645	-	-	-	25,645
Total expenditure	12,386	69,461	53,368	15,000	65,754	84,461
Net income / (expenditure)	16,255	(35,069)	22,447	31,588	38,702	(3,481)
Transfers between funds	5,816	-	(5,816)	-	-	-
Net movement in funds	22,071	(35,069)	16,631	31,588	38,702	(3,481)
Fund balances brought forward	3,027	38,096	31,588	-	34,615	38,096
Fund balances carried forward	25,098	3,027	48,219	31,588	73,317	34,615