

Can't Sit Still CIO
Trustees Report and Financial Statements
22nd September 2020 to 31st August 2021

Charity number: 1191401

Can't Sit Still CIO
Trustees' Annual Report
22nd September 2020 to 31st August 2021

CONTENTS

Page

- 2. Reference and Administrative Information
- 3. Structure, Governance and Management
- 3. Objects and Activities
- 3. Achievements and Performance
- 6. Financial Review
- 7. Statement of Responsibilities of Trustees
- 8. Independent Examiner's Report
- 9. Statement of Financial Activities
- 10. Balance Sheet
- 11. Notes to the Accounts

Reference and Administrative Information

Charity name: Can't Sit Still

Charity registration number: 1191401

Registered Office and

Operational Address: 90 Conham Hill, Hanham, Bristol BS15 3AP

Trustees 2020-21

Sarah Jones

Emily Charlotte van de Venter (resigned 9th September 2021)

Robin Peters

Loz Eva Samuels

Structure, Governance and Management

The organisation is a Charitable Incorporated Organisation, incorporated and registered as a charity on 22nd September 2020. Its governing document is the Constitution dated 22nd September 2020.

Recruitment and Appointment of Trustees

All trustees are nominated by existing trustees, and elected by a simple majority vote at Trustees' Meetings. In selecting individuals for appointment as charity trustees, the charity trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

Objects and Activities

Charitable Objects

The advancement of education in the arts in particular, but not exclusively theatre through the provision and creation of performances and educational projects for the public benefit.

Public Benefit

The charity delivers public benefit using the medium of theatrical performances and workshops for the purposes of education, personal development and wellbeing, as detailed in "Achievements and Performance" below.

The Trustees are aware of the requirement of public benefit and seek to implement the Charity Commissioners' guidance on public benefit.

Achievements and Performance

2020 will be remembered as a turning point in history: a year when a global pandemic fundamentally changed lives. In this year Can't Sit Still became a Charitable Incorporated Organisation, formally constituted on 22nd of September 2020, to make a new commitment to serving the public through the delivery of our charitable objects.

The impacts of our work include significant wellbeing improvements through taking part; increased self esteem and confidence of our participants as a result of investment in their creativity; next step development opportunities and employment for practitioners who wish to deepen their practice in coproduction and, in this most challenging of years, our work has brought hope and happiness to thousands of audience members across the globe.

We are extremely grateful for the support of funders, venues, partners and donors over a turbulent financial year where planning and delivery has been challenging. This support has, not least, given the charity relative financial stability that has allowed us space to pause, take stock and shore up our foundations. We have been:

- Honing, articulating and demonstrating our values
- Improving our internal systems
- Growing our networks
- Finding new ways to plan and deliver performances and projects that are relevant to our audiences and participants.

Throughout the financial year we have worked in and out of lockdown with mothers with very young children in Bristol and Gloucestershire, with over-stretched schools and community members in South Gloucestershire, and with families across the UK schooling children in their own homes. We have been joined by amazing artists and creative facilitators, who have worked alongside us to co-create relevant projects & opportunities which meet needs in a time of crisis and change.

Challenges & Opportunities 2020-21

The charity has met the challenges of a pandemic head on and has chosen to embrace the opportunity to think & create differently: for example embracing the creativity of technology to trial new approaches to reaching and interacting with young audiences (Play-Along Plink & Boo) and world-wide audiences (Oh No, George! streamed film); scaling up our ambitions for mid-large scale touring to strengthen our financial footings (Oh No, George!); focussing on our home in South Gloucestershire contributing to cultural development on our doorstep as a trusted co-producer (Play-Along at School).

As a result, there has been a necessity for a step change in our operational model which has stretched the small team's capacity and knowledge. Moving forward we are looking forward to growing our team and strengthening relationships with investors and funders who share our values, recognise that existing systems are broken and need to change, and are willing to work with us as we forge into new and unknown territory. We know that by championing the voices, ambitions and creativity of people who are furthest away from arts and cultural opportunities we will be gaining valuable new insights which will make our work better.

Artistic Programme 2020-21

Invisible Thread: Invisible Thread is a participation programme and professional performance that aims to have a positive impact on maternal mental health, and the wellbeing of mothers directly or indirectly affected by the Covid-19 pandemic. The programme consisted of 3 threads:

- Wellbeing Groups: each group for 12 mothers and their babies (96 people), met once-weekly for 6 weeks, led by two artist-facilitators. Participants walked through their local area, connecting with each other and the outdoor environment. Mothers were able to try a huge range of accessible activities, facilitated with quality and care, including photography, nature collages, huge scale painting, dance, aerial circus, writing, poetry, singing, crafting, comedy, performance and more.
- Performance: We offered a socially distanced, outdoor gig, performed by two musicians on front lawns, doorsteps and in back gardens. Mothers and babies were invited to share the intimate experience with friends, families, and neighbours, including those who were shielding or isolated for any reason. The performance offered mothers space to reconnect with themselves, their babies, and the people around them.
- Craft Activity: We reached out digitally and in person to encourage mothers anywhere to make simple bracelets, following video or written instruction, and requested that they give their bracelet as a gift to another mother, or send it to us to distribute and receive one in the post in return. This activity introduces simple crafting techniques available online for all and, through the choice to contribute to the project, reinforces the invisible thread of support between mothers everywhere. Each bracelet was distributed with a supportive message 'From One Mother to Another'.

We established relationships with several partners in Gloucestershire and South Bristol and worked closely with them to ensure Invisible Thread reached new mothers at an extremely stressful time and also had a safe 'next step' place anchored in their local

community where they could continue to find support and/or creative opportunities.

Play-Along Plink & Boo: Our interactive digital performance continued to stream via partner venues and reach families at home. The Sign Supported English, sound animation and creative captioning throughout the almost wordless show ensures that it is a theatrical experience for a wide demographic. A buoyant review in The Guardian noted *“It’s equal parts theatre, comic book and circus – a hybrid unlike any children’s show we’ve seen. Accessibility is integrated into the design... rather than being an add-on.”*

Play-Along at School: We tested the idea of creating a schools package to sit alongside the pre-recorded digital show; making the offer suitable for Primary Schools to use flexibly both now and into the future. The educational resources were co-designed with 2 teachers from Samuel Whites Infant School in Hanham, South Gloucestershire, where the test package was also trialed by 90 Year One children. *“[Play-Along Plink and Boo is] inspiring, interesting, engaging, fun. I would definitely recommend it to every teacher and their class.” - Naomi Mattock, Year One teacher, Samuel Whites Infant School.*

Oh No, George! The charity has been working towards the re-staging of the children’s book adaptation ‘Oh No, George!’, which was originally devised in 2020 and began a preview tour of small scale theatres before being shut down by Lockdown 1 in March 2020. Our venues worked with us to share a filmed version of the show during this time, extending our audience world-wide!

Thanks to the persistence of the core team, who have navigated tour booking during this time of extreme uncertainty in the arts, the show will be re-mounted in January 22, followed by a national tour to mid-large scale theatres. This tests a new business model of income generation that we hope to use in the future to subsidize the locally based, social impact work of the organisation.

Professional Development 2020-21

The Artistic Director, Cat Boot, was successful in securing an individual ‘Developing Your Creative Practice’ award from Arts Council England during the financial year giving her the opportunity to increase her skills and knowledge in 3 key areas: mid-large scale directing; digital innovation in theatre practice, and approaches to leadership.

The charity hosted a mentee from Strike A Light’s young artists’ mentoring programme and was successful in our application to becoming a Kickstart Employer, enabling us to recruit a 16-24 year old on Universal Credit in the 21-22 financial year as part of the DWP Kickstart recovery scheme.

Consultation 2020-21

The charity has been approached to sit on a steering board that will inform the development of a new arts venue in South Gloucestershire – the Whitfield Tabernacle. Through this work we will be able to contribute ideas to what will be a key arts venue in our local area.

Governance and Staffing

Can’t Sit Still has a part-time staff team of 2 who became employed by the charity in April 2021. This small team is enriched by freelancers who join the company to deliver the funded programme of work. Over 20-21 Can’t Sit Still worked with 23 freelancers. There are 4 founding trustees of the charity who meet - at a minimum - quarterly to analyse the financial position of the charity, ensure legal compliance and assess risks and opportunities. A skills analysis undertaken during this year will inform a recruitment drive in 21-22 to increase the number and diversity of Trustees and strengthen the skill base

and influence of the charity.

Funding and Income Generation

The new charity has a strategic commitment to diversifying its income streams in order to increase financial sustainability. We maintain a very high rate of successful funding applications (100% success rate in 2020-21) across public and private funds, with funding over the year being secured from Arts Council England, South Gloucestershire Council, West of England Combined Authority, NHS CCG, Quartet Community Foundation, Gloucestershire Community Foundation and The Barnwood Trust.

We have secured a small number of regular donors over the period and intend to continue to build on this through improved communications and stewardship. In addition we continue to generate earned income through generating commissions, selling tickets and delivering workshops and consultancy expertise.

Financial Review

The charity has a surplus of £29,539 on unrestricted funds after allowing for designated funds earmarked for future spending. On an ongoing basis, expenditure is limited to available funds for each area of work; therefore the trustees are satisfied that the charity is a going concern, and will continue to be for the foreseeable future.

Reserves Policy

The trustees have established a policy to provide for any sudden and unexpected loss of income, whereby the unrestricted funds should equal between three and six months of core running costs, which equates to around £6,000-£12,000. At the balance sheet date the free cash reserves amounted to £29,463. Of this, £12,000 has been designated as a Contingency Fund.

Statement of Responsibilities of the Trustees

Trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, of the charitable company for the year. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011 and the applicable Charities (Accounts and Reports) Regulations.

The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees confirm that to the best of their knowledge there is no information relevant to the Independent Examination of which the Examiner is unaware.

The trustees also confirm that they have taken all necessary steps to ensure that they themselves are aware of all relevant financial information and that this information has been communicated to the Examiner.

The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Approved by the trustees on 17th March 2022 and signed on their behalf by:



..... Sarah Jones, Trustee



..... Robin Peters, Trustee

Independent examiner's report to the trustees of Can't Sit Still CIO

I report on the accounts of the Charitable Incorporated Organisation for the period ending 31st August 2021 which are set out on pages 9 to 15.

Responsibilities and basis of report

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

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

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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.



24th March 2022

Rupert Taylor
Easton Business Centre
Felix Road
Bristol BS5 0HE

Can't Sit Still CIO
Statement of Financial Activities
(incorporating Income & Expenditure Account)
22nd September 2020 to 31st August 2021

		22/09/2020 to 31/08/2021 Unrestricted funds	22/09/2020 to 31/08/2021 Restricted funds	22/09/2020 to 31/08/2021 Total funds
	Notes	£	£	£
Income:				
Donations	[2]	28,604	17,550	46,154
Charitable activities	[3]	18,210	52,878	71,087
Investments		6	-	6
Total Income		46,820	70,427	117,247
Expenditure:				
Charitable activities	[4]	14,667	59,687	74,354
Total Expenditure		14,667	59,687	74,354
Net Income / (Expenditure)		32,153	10,740	42,893
Transfers between funds	[8]	-	-	-
Net Movement in Funds		32,153	10,740	42,893
Total funds brought forward		-	-	-
Total funds carried forward		32,153	10,740	42,893

Can't Sit Still CIO
Balance Sheet
As at 31st August 2021

Charity number: 1191401

	Notes	2021 £
Fixed Assets	[5]	76
Current Assets		
Debtors and prepayments	[6]	6,194
Cash at bank and on hand		38,369
		<hr/> 44,563
Current Liabilities		
Creditors and accruals	[7]	1,747
		<hr/> 42,817
Net Current Assets		
		<hr/> 42,893

The funds of the charity:

Unrestricted funds:		
General funds	[8]	17,463
Designated funds	[8]	14,690
Restricted funds:		10,740
		<hr/> 42,893

Approved by the trustees on 17th March 2022 and signed on their behalf by:

S. E. Jones

.....
 Sarah Jones
 Trustee

Robin Peters

.....
 Robin Peters
 Trustee

Can't Sit Still CIO

Notes to the Accounts

22nd September 2020 to 31st August 2021

[1] Principal Accounting Policies

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

(a) Basis of preparation

The financial statements have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), as amended by Update Bulletin 1 issued on 2nd February 2016, and the Charities Act 2011.

Ad Infinitum Productions CIO meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

(b) Preparation of the accounts on a going concern basis

The charity's balance sheet at 31st August 2021 is in surplus, and funding has been secured for upcoming activities of the charity. No activities are planned without income to support them.

Therefore the trustees are satisfied that the charity remains a going concern on an ongoing basis.

(c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

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

Income received in advance of activities is deferred until the criteria for income recognition have been met (see Note 7).

(d) Donated services and facilities

Donated professional services and facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity is probable and that economic benefit can be measured reliably. There were no such donations during the year in question. In accordance with the Charities SORP (FRS 102), the general volunteer time of trustees and volunteers is not recognised with any monetary value.

(e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

(f) Fund Accounting

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

[ii] Designated funds are unrestricted funds set aside by the Management Committee for particular purposes.

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

(g) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the cost against the activity for which the expenditure was incurred.

following activity headings:

[i] Costs of raising funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes. There were no such costs during the year in question.

[ii] Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities, and those costs of an indirect nature necessary to support them.

[iii] Other expenditure represents those items not falling into any other heading. There were no such costs during the year in question.

Can't Sit Still CIO

Notes to the Accounts (continued)

22nd September 2020 to 31st August 2021

(h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These include office costs, finance, personnel, payroll and governance costs which support the charity's charitable activities.

(i) Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

(j) Fixed Assets

Tangible fixed assets are written off over the expected useful life of the asset, at 25% per annum on the straight line method. Individual items costing less than £500 are not treated as fixed assets.

(k) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

(l) Cash at bank and in hand

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

(m) Creditors

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

(n) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

	2021 Unrestricted £	2021 Restricted £	2021 Total £
[2] <u>Income from donations</u>			
Donation from Can't Sit Still Ltd	28,600	17,291	45,891
Other donations	4	258	263
	<hr/> 28,604	<hr/> 17,550	<hr/> 46,154

	2021 Unrestricted £	2021 Restricted £	2021 Total £
[3] <u>Income from charitable activities</u>			
<u>Grants:</u>			
Arts Council of England	906	15,000	15,906
West of England Combined Authority	-	8,000	8,000
South Gloucestershire Council	10,736	-	10,736
National Health Service	-	14,531	14,531
Barnwood Trust	-	2,000	2,000
Quartet Community Foundation	-	4,000	4,000
Gloucestershire Community Foundation	-	2,000	2,000
Total grants	<hr/> 11,642	<hr/> 45,531	<hr/> 57,173
Commissions	280	2,375	2,655
Consultancy	790	-	790
Performance fees	-	4,750	4,750
Sales	-	222	222
Theatre Tax Relief	5,498	-	5,498
Total income from charitable activities	<hr/> 18,210	<hr/> 52,878	<hr/> 71,087

The charity received government grants totalling £37,531 during the year. This comprised funding from the Arts Council of England, the West of England Combined Authority, South Gloucestershire Council and the National Health Service.

Can't Sit Still CIO

Notes to the Accounts (continued)

22nd September 2020 to 31st August 2021

[4] Analysis of expenditure on charitable activities

<u>Direct costs</u>	£
Production fees	34,467
Evaluation	660
Royalties	891
Production materials	3,231
Travel, accommodation & subsistence	1,049
Marketing	2,992
Room hire	628
	<hr/>
Total direct costs	43,917
 <u>Support costs</u>	
Salaries	9,669
Employer pensions	121
Fees for administration	3,293
Other fees	13,175
Training	40
Admin travel	100
Bank charges	91
Insurance	30
Post & stationery	59
Subscriptions	800
Advertising and publicity	1,176
Rent	1,124
Telephone	59
Accountancy	336
Fee for Independent Examination	240
Sundry expenditure	100
Depreciation	25
	<hr/>
Total support costs	30,437
	<hr/>
Total charitable expenditure	74,354

As the charity only undertakes one kind of activity, support costs have not been apportioned.

[5] <u>Tangible Fixed Assets</u>	Furniture & fittings 2021 £	Furniture & fittings 2020 £
<u>Cost</u>		
Balance brought forward	-	-
Additions during the year	101	-
	<hr/>	<hr/>
	101	-
 <u>Depreciation</u>		
Balance brought forward	-	-
Charge for the year	25	-
	<hr/>	<hr/>
	25	-
	<hr/>	<hr/>
Net Book Value	76	-

Can't Sit Still CIO

Notes to the Accounts (continued)

22nd September 2020 to 31st August 2021

[6] <u>Debtors and prepayments</u>	2021
	£
Trade debtors	-
Prepayments	511
Other debtors	5,683
	<hr/>
	6,194

[7] <u>Creditors</u>	2021
	£
Amounts due within 12 months:	
Trade creditors	1,141
Pension liability	66
Accruals	540
	<hr/>
	1,747

[8] <u>Movements in funds</u>	Balance at 22/09/2020	Income	Expenditure	Transfers between funds	Balance at 31/08/2021
<u>Restricted Funds:</u>					
Invisible Thread	-	53,336	(50,776)	-	2,560
My Place	-	132	(132)	-	-
Oh No George Digital	-	8,000	-	-	8,000
Plink & Boo	-	80	(80)	-	-
Play-Along Plink & Boo	-	8,879	(8,699)	-	180
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Restricted Funds:	-	70,427	(59,687)	-	10,740
<u>Unrestricted Funds:</u>					
<u>Designated Funds:</u>					
Forgotten Landscape	-	4,317	(1,703)	-	2,614
Contingency Fund	-	-	-	12,000	12,000
Fixed asset reserve	-	-	-	76	76
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Designated Funds:	-	4,317	(1,703)	12,076	14,690
<u>General Funds</u>	-	42,503	(12,964)	(12,076)	17,463
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Unrestricted Funds:	-	46,820	(14,667)	-	32,153
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Funds:	-	117,247	(74,354)	-	42,893

Purposes of funds

The Invisible Thread fund supports a maternal mental health project to improve wellbeing of mothers with very young children through arts and creativity.

The My Place fund is to develop and test methods of creative engagement in architecture and place, and champion the culture and creativity of young children and their families.

The Oh No George Digital fund is to create an interactive digital version of the theatre show 'Oh No, George!', suitable for primary school pupils.

The Plink & Boo fund is for a live circus theatre show using acrobatics, live music and mountains of toys to encourage audiences to think outside the box.

The Play-Along Plink & Boo fund is for a digital circus theatre adventure aimed at 2-7 year olds and their families, exploring what happens when people don't fit into boxes.

The Forgotten Landscape fund enables socially engaged cocreation of art work with communities in Severn Beach.

Can't Sit Still CIO

Notes to the Accounts (continued)

22nd September 2020 to 31st August 2021

[9] Payments to trustees and related party transactions

No trustees received remuneration during the year. No trustees received expense payments during the year.

There were no other related party transactions during the year, other than the transfer of the residual funds of Can't Sit Still Ltd when the CIO took over its charitable activities.

[10] <u>Staff costs</u>	2021
	£
Wages and salaries	9,669
Employer pension contributions	121
	<hr/>
	9,790

The average number of staff employed during the year was 0.8 (2020 nil) and the average full time equivalent number of posts was 0.4 (2020 nil). No employee earned over £60,000 per annum during the year.

The key management personnel of the charity during the year comprised the trustees.