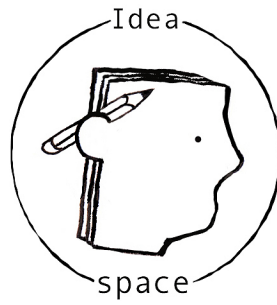


Idea Space



Idea Space
registered Charity Number 1193873

Annual Report for the 12 months and 11 days from
20 March 2021 to 31 March 2022

Annual Report for the 12 months and 11 days from
20 March 2021 to 31 March 2022

Trustees Report

Structure, governance and management

Trustees are appointed by invitation, potential trustees being approached by the board on the basis of their qualifications for furthering Idea Space's objectives. The names of the trustees are set out on page 3.

Idea Space's governing body is a board of Trustees which meets approximately three times a year. At each meeting, the Director reports to the Trustees on her activities in furthering the aims and objectives of Idea Space. Individual or small groups of Trustees may also work on specific A+C projects approved by the board; again, these projects are reviewed by the board at their regular meetings.

The Trustees review the risks faced by Idea Space; the main risk faced by the CIO is financial. The Trustees control this risk by ensuring that the cost of specific projects will be covered out of specific funding. Where fundraising requests are made for specific projects any grants received are allocated to those projects. Any surplus for the year in Idea Space's general funds is carried forward to meet future administrative or support costs. The trustees aim to build up reserves over the next 12 months to cover the equivalent of three months' running costs.

Idea Space holds policies relating to equalities and adult and child safeguarding which are available upon request.

Aims and objectives

The Trust's aims and objectives, as set out in its constitution, are as follows:

To advance education in the visual arts for the public benefit by delivering community art projects.

In furtherance of those aims, Idea Space focuses on the following objectives:

- Idea Space is an arts education and community charity based in Leytonstone. We deliver creative outreach projects with public, community participation and learning.
- Our work is developed for community settings and with the community's needs as a priority.
- Each project is developed with the core interests and needs of its residents and community groups and cultivate meaningful relationships within our communities.

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Achievements and performance

Projects

Phone to Film

Idea Space ran workshops in digital drawing, animation, phone photography and DSLR photography, sound and voice training, writing and film making. These included two artist talks, one on Zoom, one on Instagram Live and 22 that were artist led in person.

The activities took place in Cann Hall Park, Langthorne Park Pavilion and Cann Hall Baptist Church hall, all in Leytonstone. Resources in photography, writing and sound were produced as activities that could be done at home.

The outcomes included two films – one an animation and the other filmed spoken-word pieces – photography and digitally drawn art works. We worked with ten artists and four partners: The Man Den, Box for Life, Waltham Forest Young Advisers and The Royal Court Theatre outreach team. The local photographer Jake Green mentored a boys' group and a writing workshop lead by Ellie Fulcher and the film-maker Adekemi Roluga.

We employed two young people to help on the project: Faith Agba-Butler from Waltham Forest Young Advisers and another, working remotely, Katy Thompson.

Although the project was affected by covid restrictions the use of online working allowed for participants to join from home.

The project was successful in engaging local young people in relevant skills-based art and has enabled them to grow in confidence in a supportive environment, and connecting to the wider community and its cohesion. They have been taught useful transferable skills, informing their career paths choices, and were helped to forge connections with local industry professionals and community leaders.

Connect

This project delivered a course of women's writing workshops for the Cann Hall Womens' Group over Zoom during covid restrictions. 12 women took part in the workshops and then showcased their work to approx. 100 of their personal contacts on social media platforms.

The course also included an introduction to drawing and painting with 18 people coming along each week, many of whom were elderly residents. These sessions brought people together and built up their artistic skills in a supportive social environment.

Idea Space also worked with around 20 young people in the Leytonstone area with iPads in music and soundscape workshops. They produced a collaborative work and showcased to their families at the end of the session.

In addition Idea Space worked with a local writer to collaborate on making a stories about the Cann Hall area making activity sheet for families and children, we distributed over 200 in cafes and local venues and the local school used it in KS2 class with over 500 children. We mirrored this work

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around stories and places to read, working with a local illustrator to make designs for a reading tent in the Jenny Hammond Primary School playground. Childrens' designs were incorporated into the final design, which was painted onto the teepee and is on display to children to sit in and in view of people walking past the school.

The project also delivered a colour theory home resource for families with print out templates and guided lessons over lockdown. These were distributed to over 700 families. It also this has been used in school by teachers who have had little training in arts.

Forthcoming projects

Adult learning, short course

This project will bring high-quality arts provision to the Cann Hall Road community in E11, offering adults a learning experience that was inclusive and creative. It will offer practical skills in digital art which can be applied to work opportunities, further education and vocational courses.

Art for all, short course for vulnerable adults

'Art for All' workshops in drawing, painting and print-making will provide a service to older residents in a part of the Waltham Forest where there is currently very little provision locally. The people that Idea Space has worked with recently have come from diverse ethnic heritages, migrant communities, those experiencing financial hardship and many who have suffered severe isolation since the outbreak of covid-19.

Partners

Idea Space has worked with a number of partners including:

The Man Den

Box for Life

The Royal Court Theatre outreach team

London Borough of Waltham Forest

Cann Hall Road Baptist Church

Foundation for Future London/Westfield

Waltham Forest Young Advisers

The Farm Community Kitchen

Jenny Hammond Primary School

Cann Hall Womens' Group

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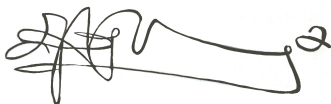
Financial review

The Trust received income during the financial period of £27,955 against total expenditure of £23,981. Unspent grants from completed projects totalling £4,062 were transferred from restricted funds to unrestricted funds and this meant that the Trust saw a surplus of £1,404 after transfers on unrestricted funds for the period. Restricted funds ended the year with a balance of £10,640 being funds received for projects not yet commenced.

Details of the results for the year are set out in the accounts on page 6-8.

At the balance sheet date the Trust had total funds of £12,044. The Director and Trustees continue to make concerted efforts to secure funding for its projects and programmes while also inviting support from individual donors. The charity aims to have unrestricted reserves of 3 months of unrestricted expenditure which would be around £2-3k.

This report was approved by the Trustees on 9 September 2022 and signed on their behalf by:



Heidi Agbenyo-Kwao, Chair of Trustees

Trustees:

Heidi Agbenyo-Kwao, Chair
Kate Carvill
Kerrie McFarlane-Green
Joanne Moss

Director:

Vicky Coffey

Address:

13 Kingsdown Road
London E11 3LW

Bankers:

Barclays Bank plc

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Independent examiner:

Derek Rodwell

Impact the Future

Bennet Verby

7 St Petersgate

Stockport

Cheshire SK1 1EB

Independent Examiner's Report to the trustees of Idea Space

I report on the accounts for the period ended 31st March 2022 that are set out on pages 7 to 9.

Responsibilities and basis of report

As the charity's trustees 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 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 that in any material respect:

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.

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: Derek Rodwell FCCA

(Fellow of The Chartered Association of Certified Accountants)

Address: Bennett Verby
7 St Petersgate, Stockport
Cheshire
SK1 1EB

Date: 7th October 2022

Idea Space
Receipts and payments accounts
For the period ended 31st March 2022

	Notes	2021-22 Unrestricted	2021-22 Restricted Phone to Film	2021-22 Restricted Connect	2021-22 Restricted Adult Learning	2021-22 Restricted Vulnerable Adults	2021-22 Restricted	2021-22 Totals
Income								
Local Government Grants			9,000	4,985	660	9,980	24,625	24,625
Other grants			3,000				3,000	3,000
Sale of resources				330			330	330
Income totals		0	12,000	5,315	660	9,980	27,955	27,955
Expenditure								
Art Workshop expenses		0	1,629	543		0	2,172	2,172
Administration assistant		56	463	0		0	463	519
Art resources		0	186	1,244		0	1,430	1,430
Equipment		2,766	1,979	289		0	2,269	5,035
Insurance		0	904	0		0	904	904
Office supplies including printing, stationery etc		0	88	153		0	240	240
Digital costs		0	4	66		0	70	70
Project Management		0	6,000	4,500		0	10,500	10,500
Hall Hire		0	720	0		0	720	720
Editing Costs		0	392	1,000		0	1,392	1,392
Professional Fees		0	1,000	0		0	1,000	1,000
Expenditure Grand totals		2,822	13,364	7,795	0	0	21,159	23,981
Net movement in bank accounts		(2,822)	(1,364)	(2,480)	660	9,980	6,796	3,974
Opening balance in bank		164	3,921	3,985	0	0	7,906	8,069
Transfers		4,062	(2,557)	(1,505)	0	0	(4,062)	0
Closing balance in bank		1,404	(0)	0	660	9,980	10,640	12,044

Note re accounting period

These accounts are for the period from CIO registration (20th March 2021) to the 31st March 2022.

Idea Space
Statement of assets and liabilities
For the period ended 31st March 2022

	2021-22 Unrestricted	2021-22 Restricted Phone to Film	2021-22 Restricted Connect	2021-22 Adult Learning	2021-22 Restricted Vulnerable Adults	2021-22 Total Restricted	2021-22 Total
Current Account	1,404	(0)	0	660	9,980	10,640	12,044
Total	<u>1,404</u>	<u>(0)</u>	<u>0</u>	<u>660</u>	<u>9,980</u>	<u>10,640</u>	<u>12,044</u>

Total

Creditors at Year End

Independent Examiner's Fee	(750)
Administration	(281)
	<u>0</u>
Total	(1,031)

Fixed assets at year end

Assets were purchased between 2020 and March 22 and are listed at cost as follows:

Laptop and 2 Ipads from John Lewis	2,097
Ipads from John Lewis	3,381
Camera's	<u>519</u>
	5,997

Idea Space
Notes to the accounts
For the period ended 31st March 2022

1. Movement on Funds

	20th March 2021 opening balance	2021-22 income	2021-22 Spend	2021-22 transfers	31st March Closing balance
Unrestricted	164	0	(2,822)	4,062	1,404
Phone to Film Project	3,921	12,000	(13,364)	(2,557)	(0)
Connect	3,985	5,315	(7,795)	(1,505)	0
Adult Learning	0	660	0	0	660
Vulnerable Adults	0	9,980	0	0	9,980
Total Restricted	7,906	27,955	(21,159)	(4,062)	10,640
	<u>8,070</u>	<u>27,955</u>	<u>(23,981)</u>	<u>0</u>	<u>12,044</u>

For details of projects, please refer to the annual report

Note re support costs

The Phone to Film and Connect projects were both completed in the financial year ending 31st March 2022 and the funders were all very happy with the results. There was a balance on both projects of unspent funds which have been allocated against some support costs. These weren't directly outlined in the funding agreements but as they were necessary for the projects to be completed it was thought appropriate that these should be shown as a transfer from restricted funds.

2. Related parties

The husband of one trustee (Kerrie McFarlane-Green) was paid £800 for services on the Phone to Film project

3. Assets and liabilities. Apart from the amounts described in the statement of assets and liabilities the Idea Space had no further material assets at the 31st March 2022

4. Accounting Policies

Basis of Preparation

The financial statements have been prepared as receipts and payments accounts as allowed by s.133 of the 2011 Charities Act for non-company charities with an income under £250,000.

Assets and liabilities are recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

Funds

General funds represent the funds of the trust that are not subject to any restrictions regarding their use and are available for application on the general purposes of the trust activities. Restricted funds are those donated for specific purposes.

Accounting period

Idea Space was registered as a Charitable Incorporated Organisation (CIO) on the 20th March 2021. These accounts include all the transactions for the period from 20th March 2021 to 31st March 2022