

# SAXMUNDHAM ART STATION

England & Wales · Charity number 1197450

## Details

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**Other names** SAXMUNDHAM ART STATION LTD, THE ART STATION

**Status** Registered

**Legal form** Charitable company

**Company number** [10227051](#)

**Registered** 2022-01-11

**Register** [View on the Charity Commission register](#)

## Contact

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Saxmundham  
IP17 1AB

**Phone** 07927770421

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**Website** [www.theartstation.uk](http://www.theartstation.uk)

## Activities

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**Objects:** THE CHARITY'S OBJECTS ("OBJECTS") ARE SPECIFICALLY RESTRICTED TO THE FOLLOWING:(A) TO ADVANCE THE ARTS AND CULTURE FOR THE BENEFIT OF THE PUBLIC, PARTICULARLY BUT NOT EXCLUSIVELY, BY PROMOTING AND FACILITATING ACCESS TO, CREATION OF AND EXHIBITIONS OF THE VISUAL ARTS AND OTHER ART FORMS;(B) TO ADVANCE EDUCATION FOR THE PUBLIC BENEFIT, PARTICULARLY (BUT NOT EXCLUSIVELY) IN RELATION TO THE VISUAL ARTS; (C) TO PROVIDE FOR THE RECREATION OF CHILDREN, YOUNG PEOPLE AND ADULTS FOR THE BENEFIT OF THE PUBLIC BY PROVIDING FACILITIES, SPACE AND SERVICES TO THEM IN THE INTEREST OF SOCIAL WELFARE WITH THE OBJECT OF IMPROVING THEIR CONDITIONS OF LIFE; AND(D) TO PROMOTE SOCIAL INCLUSION FOR THE PUBLIC BENEFIT BY PREVENTING PEOPLE FROM BECOMING SOCIALLY EXCLUDED, RELIEVING THE NEEDS OF THOSE PEOPLE WHO ARE SOCIALLY EXCLUDED AND PROVIDING ACTIVITIES TO ASSIST THEIR INTEGRATION INTO SOCIETY.FOR THE PURPOSE OF THIS CLAUSE 'SOCIALLY EXCLUDED' MEANS BEING EXCLUDED FROM SOCIETY, OR PART OF SOCIETY, AS A RESULT OF ONE OR MORE OF THE FOLLOWING: ILL HEALTH (MENTAL OR PHYSICAL); DISABILITY; UNEMPLOYMENT; FINANCIAL HARDSHIP; POOR EDUCATIONAL OR SKILLS ATTAINMENT.

**Activities:** The Art Station is a dynamic, inclusive, arts charity, offering a free Art and Learning Programme - exhibitions, events, talks, screenings, creative sessions for all ages. Our activities bring people together around enjoyable creative experiences and access to recreation, local facilities and cultural opportunities, also providing volunteering, work placements, work experience and internships.

## Classification

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- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, Arts/culture/heritage/science, Recreation
- **Who:** Children/young People, The General Public/mankind

## Geography

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- Suffolk

## Finances

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| Period end | Income   | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-06-30 | £248,251 | £231,520    | -      | -         |
| 2024-06-30 | £217,717 | £218,012    | -      | -         |
| 2023-06-30 | £216,970 | £219,130    | -      | -         |

## Trustees

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| Name             | Role | Appointed  |
|------------------|------|------------|
| Camilla Nicholls |      | 2026-04-27 |
| Catherine Thorpe |      | 2023-03-06 |
| Faye Gosling     |      | 2025-02-10 |
| Paul Richards    |      | 2016-06-11 |
| Robert Gibbon    |      | 2026-04-27 |

**SAXMUNDHAM ART STATION**

England & Wales - Charity number 1197450

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# Accounts

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**Company registration number: 10227051**

**Charity registration number: 1197450**

# **Saxmundham Art Station**

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 30 June 2025

Triple Bottom Line Accounting (TBLA)

The Enterprise Centre, University of East Anglia, Norwich, NR4 7TJ

# Saxmundham Art Station

## Contents

|                                      |          |
|--------------------------------------|----------|
| Reference and Administrative Details | 3        |
| Trustees' Report                     | 4 to 13  |
| Independent Examiner's Report        | 14       |
| Statement of Financial Activities    | 15       |
| Balance Sheet                        | 16       |
| Notes to the Financial Statements    | 17 to 26 |

# Saxmundham Art Station

## Reference and Administrative Details

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 30th June 2025.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and 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 published in October 2019.

Saxmundham Art Station is governed by its Memorandum and Articles of Association incorporated 11<sup>th</sup> June 2016, as amended by a special resolution registered at Companies House on 18th December 2021.

### **Reference and administrative details**

|                             |   |
|-----------------------------|---|
| Registered charity name     | Saxmundham Art Station                        |
| Charity registration number | 1197450                                       |
| Company registration number | 1022 7051                                     |
| Principal office            | 48 High Street, Saxmundham, Suffolk, IP17 1AB |
| Registered office           | 48 High Street, Saxmundham, Suffolk, IP17 1AB |

### **Trustees**

The trustees who served us during the year and at the date of approval were as follows:

Susan Barnet

Lucy Holmes (Resigned 26<sup>th</sup> October 2024)

Paul Richards

Catherine Thorpe

Faye Gosling (appointed 1<sup>st</sup> March 2025)

Established by Deed

### **Senior Management**

Clare Palmier, Director

Victoria Cooke, Programme Manager

### **Bank**

Triodos Bank, Deanery Road, Bristol, BS1 5AS

### **Independent Examiner**

Triple Bottom Line Accounting, The Enterprise Centre, University of East Anglia, Norwich, Norfolk, NR4 7TJ

# Saxmundham Art Station

## TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2025

### **Objectives and Activities**

The charity's objectives ("Objects") are specifically restricted to the following:

1. To advance the arts and culture for the benefit of the public, particularly but not exclusively, by promoting and facilitating access to, creation of and exhibitions of the visual arts and other art forms;
2. To advance education for the public benefit, particularly (but not exclusively) in relation to the visual arts
3. To provide for the recreation of children, young people and adults for the benefit of the public by providing facilities, space and services to them in the interest of social welfare with the object of improving their conditions of life; and
4. To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and providing activities to assist their integration into society.

For the purpose of this clause 'socially excluded' means being excluded from society, or part of society, as a result of one or more of the following: ill health (mental or physical); disability; unemployment; financial hardship; poor educational or skills attainment.

### **About Saxmundham Art Station (known as The Art Station)**

The Art Station is a dynamic, inclusive, arts organisation, offering an engaging free high-quality Art and Learning Programme - exhibitions, events, talks, screenings, tours and creative sessions and workshops for all ages in our community. Our activities bring people together around creativity, offering enjoyable new creative experiences; providing volunteering, work placements, work experience for a community that has little access to recreation, local facilities or cultural opportunities.

Our presence and activities increase the development of the creative industries and the cultural and creative economy locally and supports access to creative careers for young people.

We are developing a supportive network that pioneers creative excellence and develops creative practice. We support sustainable careers for creatives through offering affordable workspace, an engaging art and learning programme which gives access to and encourages discourse about contemporary practice, creative mentoring, local freelance employment, careers support, peer crits, and support in making applications. Our programme supports the development of creative digital technology and making this accessible to audiences and participants.

We offer activity in our base at the telephone exchange, our new ground floor space at the old bank and in other venues locally in the town and in other venues across East Suffolk as appropriate to the programme.

We work with partner organisations to ensure the impact of our work is effective and that we reach people who might experience more challenges to accessing culture and creativity.

### **Public Benefit**

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on Public Benefit including, The Public Benefit Requirement (PB1), Running a Charity (PB2) and Reporting (PB3).

# Saxmundham Art Station

TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2025

## Trustees' Report

The Art Station has continued to develop and grow, delivering our Art and Learning programme in Saxmundham and East Suffolk; engaging our audience, community and visitors in a high-quality cultural experience which offers innovative practice, connection to means of expression, and development and exploration of materials, meaning, ideas and contexts. Our programme creates a destination for visitors and is a key part of the local cultural economy at the same time characterising the town and area; where exciting and enjoyable cultural things are happening. We believe in culture and creativity as an opportunity for everyone.

We are supporting creatives through our affordable spaces, mentoring, freelance employment and opportunities to develop their work in new ways. Art Station continues to provide a strong supportive network for creatives, and acts as a catalyst for discussion about practice, for artists to meet each other and audience, community and curators to connect with artists and their work.

This year we have increased our reach across East Suffolk and linked key towns through our exhibitions. Thread Count 2 in Framlingham took place in July 2024 and was the second part of the exciting Thread Count exhibition that ran from June to August 2024 co-curated with artist Prof Freddie Robins – Royal College of Art Textiles – linking our two market towns and communities. The first stage in our project Port to Port which will connect the port communities Lowestoft, Ipswich and Felixstowe across East Suffolk from 2025 to 2026 was located in Lowestoft in June 2025.

Our exhibition stand I Never Promised You at Rose Garden took brilliant works by Suffolk artists to London for The London Art Fair to connect with new audiences and to profile and highlight the exciting work being made here in Suffolk; offering a clear signal and welcome for visitors to Suffolk over the coming year as to what The Art Station is and the quality of the programme that they will find in this small market town; as part of growing our profile and audience both regionally and nationally.

Poor Form, our large exhibition of fascinating and playful ceramics by award-winning artist Karen Densham was her largest solo exhibition so far, and delighted a wide range of visitors, connecting us to the new entity Clay 1A in Ipswich through an In Conversation talk between Karen Densham, Crispin Kelly – Clay 1A founder and academic Tessa Peters who leads research at the Ceramics Research Centre, University of Westminster.

This year we decided not to offer Sax Arts Fest which demands a high level of resource - in order to focus on our regional Port to Port project which began its journey in June 2025 as part of First Light Festival in Lowestoft and was located in The Battery – the experimental space – a giant disused Tesco store – inhabited by First Light Festival in order to develop cultural opportunities ahead of the new large scale cultural quarter which will open in 2028.

Our activities support the aims and policies of East Suffolk Council and Suffolk County Council around cultural and visitor economy and support the Investment Principles of Arts Council England. Our Creative Health activities create and develop activities to meet the current and growing needs of our community around physical and mental wellbeing identified by East Suffolk Community Partnerships, Integrated Care Boards and Suffolk County Council and Suffolk Mind. From the Marmot Reviews published over the years and The Creative Health Review, recently published by the All-Party Parliamentary Group on Arts, Health and Wellbeing, amongst other research that has taken place, there is increasing evidence on the vital role cultural and creativity activity plays in developing and maintaining wellbeing and building a cohesive, well connected community and society. We continue to offer our hands on activities in other venues/sites – Saxmundham market hall, Fromus Green, Fromus Centre, Saxmundham Community Fridge, The Old Theatre in Framlingham and this enables us to connect with people in different spaces and to make them aware of the activities across Art Station's programme.

The need to secure consistent and long-term funding as well as making our buildings fit for purpose remains a constant demand and challenge. To meet these challenges The Art Station will work with consultants over the next year to put in place a long-term organisational strategy and clear messaging and to develop an achievable fundraising strategy. With support, the organisation can review and explore long-term options regarding the buildings it inhabits as a base for its organisation, team and activities. Negotiations continue on a twenty-year extension of the lease at First Floor, 48 High Street which would give the organisation long term security there and enable capital fundraising for a lift – making both spaces accessible.

Art Station has occupied the ground floor space at the Old Bank since April 2024 and has access to a large and

# Saxmundham Art Station

## TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2025

wonderful riverside garden enabling us to offer fully accessible activities at ground floor level and this has really enriched our programme as activities have become more focused around the garden and our natural heritage and environment. 2025 will be another year in which artist gardener Jevan Watkins Jones leads volunteers and our community groups to engage in the development of the garden – increasing biodiverse habitats, enjoying creative activities and being outside in nature while making lasting social connections.

The Art Station has delivered a high-quality programme this year and receives positive feedback from our community, participants, creatives and visitors/audience. Art Station is associated strongly with a much more and increasing positive characterisation of Saxmundham and this rural area in East Suffolk as somewhere that interesting cultural activities are taking place and therefore a good place to visit, work and live. The strength and benefits of strong and positive placemaking are needed to support the town's identity and community wellbeing through the fast-approaching extended period of construction of local power station Sizewell C and potentially other large scale infrastructure projects, currently proposed.

We really appreciate the hard work of all the team and understand the challenges of running a busy programme while being under resourced. Recruiting another part-time role to support general management and day-to-day accounting as well as having a permanent programme co-ordinator in place will really benefit the team and allow more time for strategic work and long-term planning.

We are grateful to all our funders who have invested in our activities during this year, some for the first time, and acknowledge their vital support and recognition. Securing longer term and multi-year core funding remains a priority. Core funding in tandem with increasing potential income streams and developing new partnerships over the next year could enable us to grow our programme and offer more to our community. Increasing our reserves remains a long-term aim once regular core funding is achieved.

### Director's Report

What an energetic and successful year we've had! Art Station has delivered a lively and culturally invigorating programme of activities across the year. Working with new partners, The Art Station has engaged with our community, strengthening our profile and extending our reach to audience regionally; with **6043 people engaged in our programme** this year. Our activities create a positive impact through creative opportunities; people of all ages here in rural Suffolk engaging with interesting high quality visual art and other arts including music; opportunities for creatives to exhibit, work within our programme, receive mentoring and become part of a dynamic and connected network, people taking part in creative activities that support their wellbeing.

In July 2024 **Thread Count 2** offered artist **Sophie Giller** the opportunity to develop a large-scale textile work and for The Art Station to present **this site-specific work which filled The Old Theatre Framlingham**. Here we offered an In Conversation between Woo Jin Joo, Freddie Robins, Clare Palmier and Sophie Giller to talk about all the works shown across Thread Count's two exhibitions. As part of our ethos and mission we support artists to develop their work and career and this large-scale work was the catalyst for a new opportunity for Sophie and The Art Station to work together with partners to create a regional touring project, a large-scale installation, Port to Port in 2025.

**Hedging Around Our Heritage** in October 2024 also located in The Old Theatre Framlingham was an opportunity to showcase and profile **the unknown work and underrepresented creative voice of William Wallace**, whose unique life journey within the traditions of leather workers, Romany culture and the world of horses, dogs, plus many close encounters with rock n roll, has resulted in an original way of seeing, making, while remaining staunchly on the outside of everyday life. William's incredible enclosure took five years to make, and was a feat of many skills – joinery, leatherwork, textiles, metalwork, painting and his imagination. This installation captured the audience's imagination and we celebrated the work. We also acknowledged the genocide the work alluded to with a candlelit vigil that included soulful music created on cello, saxophone and flute by live musicians. A documentary about William Wallace was also screened across the road in St Michael's Community Centre and it was a welcome opportunity to use this adjacent space for the first time and connect with people who popped in from the street.

## Saxmundham Art Station

### Feedback on Hedging Around Our Heritage:

“Interesting and unique.” “Love the embroidery skeletons and all, amazing.”

“Fabulous show, thank you!”

“After hearing about the installation, I’m very happy to have seen it, a very powerful piece.”

“Interesting views on life/death and loving it in general.”

“Very interesting, thought-provoking, and the work scales so well in this space.”

In November we partnered with First Light Festival to offer **two large scale digital installations** by artists’ **Emily Richardson and Henry Driver at The Battery of Ideas** – a new experimental space introducing the audience to cultural experiences and creative interventions as a precursor to and engagement with the new cultural quarter being built in Lowestoft. Two large scale moving image projections filled the huge purpose-built screens, creating their own environments. The soundtrack was available on blue tooth headphones so that audience could both listen and retreat into the work This project is in line with The Art Station’s commitment to developing and supporting creative digital across Suffolk and bringing this innovative work to audiences.

In January we took Suffolk artists’ work to London to showcase and profile the brilliant art being created here at The London Art Fair on our exhibition stand **I Never Promised You a Rose Garden**. This was the only charity stand in the whole fair so we were very pleased to be selected. There was a positive response from the audience and it was a great opportunity to introduce people to the art, artists and The Art Station. Our stand was praised by one visitor as being what you might expect to see at The Armory show in New York! It was also exciting to be part of a strong East Anglian presence – Sainsbury Centre and Caroline Fisher projects. As a group we profiled the interesting and innovative work happening here and the strong cultural network which is developing and that provides new opportunities for audience and creatives.

In February we showed an exhibition of Rebecca Riess’ paintings – **Scenes From a Place Called World** – 75 paintings filled our lobby salon style from floor to ceiling – in an exhibition that was arresting in its exploration of psychological states and memory. An In Conversation between Rebecca and Dr Susan Barnet which we live streamed offered access to the artist/ practice and process, thoughts and ideas.

In May– we offered **Poor Form** the largest exhibition of ceramic work by **artist and ceramicist Karen Densham**, who lives and works in Ipswich. The audience was delighted with this intriguing body of work – over 100 works which pushed the boundaries of what is possible to make and communicate through clay – all with a wry observant humour and irony. Karen was awarded a **Henry Moore Foundation award** in recognition of this excellent exhibition. The live **In Conversation** talk, also live streamed between Karen, Crispin Kelly, collector and founder of Clay 1A in Ipswich and Tessa Peters, Senior Lecturer, Ceramics Research, University of Westminster was an opportunity to explore the context for making ceramics in the 21<sup>st</sup> century and its history and to connect with both Clay 1A and CREAM and for our audience to be part of this conversation both live and digitally. The impact of livestreaming an interesting and engaging cultural conversation is to offer a wider reach across the UK and internationally and we often have several hundred people who join online.

Integral to all our exhibitions are many hands-on artist-led sessions that we offer to the groups we work with regularly in order to give direct experience of different practices, different materials and approaches and to introduce our community and audience to the artists, their ideas and motivations.

Our **Art Station Bus Tour** connected people to artists and three different contemporary art venues across Suffolk – Asylum Studios in Bentwaters, The Art Station and Graham Crowley’s annual group exhibition Silent Disco at his large studio in Wickham Market. This personalised tour gave our audience the opportunity to meet and hear from artists first hand.

In June 2025 we partnered with First Light Festival and supported artist Sophie Giller to create her largest work yet – **Port To Port** – an installation consisting of 5 huge printed patchwork sails supported on boat like curved hardwood benches – located in The Battery of Ideas in Lowestoft. **Community workshops engaged 60 people from the port communities** both Lowestoft and Ipswich who brought their personal objects, memories and photos and printed images of these into the fabric that became the patchwork sails and painted tiles embedded in the benches. We worked with asylum seekers and refugees, women and children from Syria, The Ukraine, Afghanistan, Sudan, supported by Suffolk Refugee Support who were enthusiastic and excited to be

# Saxmundham Art Station

## TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2025

part of the project. The project team and community participants also took part in a day sail on the good ship Excelsior- the last boat left in the former herring fleet which really brought everyone together in a wonderful celebration of the project and voyages taken.

Our **Creative Health activities** have developed around **our large riverside garden**, creating opportunities for people of all ages to take part in artist-led activity outside and engaging community in enjoying and understanding our local natural heritage especially the Fromus Valley area and National Landscapes coastal area – both local areas supporting rare and precious habitats, flora and fauna.

We've engaged people of all ages in our **River Walks** alongside creative activities and different experts and local people sharing knowledge. Our short 15 min film about tracing the journey of the River Fromus has now been screened at different talks and used by the local biodiversity groups to raise awareness. Having taken part, people now know more about their local natural heritage, the role the river plays in the landscape, and what the river offers as a habitat.

*"I had heard of the River Fromus, but I didn't realise how far it went, and how far across the fields it would go as well."*

*"I've enjoyed all of it. I think it's really interesting to find different places, even if you live in an area, find different places that you wouldn't naturally come to, and explore. Sometimes I think we get stuck in a rut, where you're going to go for a walk but always go to the same place, so this has been fascinating."*

*"So well organised, informative and fun. A great opportunity to find out more about the river, and the work to prevent flooding while creating spaces for nature to thrive."*

Our **Welcome Walks** invited participants supported by Suffolk Refugee Support – women from The Ukraine many who have found themselves quite isolated in Suffolk. Max Clements who has undertaken Beach Workshop training led the Welcome Walks within the National Landscapes coastal area and it was a moving opportunity for these women to reconnect with nature, each other and their culture.

**Artist gardener Jevan Watkins Jones** has been leading the development of **The Art Station garden** with a group of committed volunteers who work across the seasons. The garden has transformed over the last three years into a creative space supporting many habitats and increased biodiversity through careful planting and the creation of turf and dry walls, insect pyramids and allowing areas of grass to grow which in itself provides a more biodiverse habitat for invertebrates, small mammals, amphibians and seed for birds. People of all ages really enjoy seeing the seasonal changes and being part of developing the garden as well as gaining new understanding and knowledge about biodiversity.

*'So lovely to see children using the garden. It's a beautiful, natural, safe green space in the town's centre. They can tell that the garden is being look after and loved. Often we're totally unaware of what's living around us and here in the garden we can see it and experience it.'*

Our volunteers, some of whom have a wide knowledge of local wildlife and plant life have carried out plant and grass surveys - 40 wild plant species have been noted. In July 2024 we carried out a moth count with a group of children as part of our holiday activities – all of whom had never touched or seen a beautiful moth up close. The impact of this extraordinary experience has stayed with these children and with it a greater understanding of how preserving habitats will also protect these creatures.

*"The moth trap at Old Bank Garden was set in order to demonstrate to the local community the huge variety of night-flying moths living and feeding in an urban garden, in particular to inspire children with the colours, forms and habits of these rarely observed creatures. Those attending the workshop were able to handle large Elephant Hawkmoths, Oak Eggars and Ruby Tigers, among many others, and to locate them all within the confines of this historic community garden."*

# Saxmundham Art Station

## TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2025

We worked with Benhall Primary School to plant a **mini orchard which is now flourishing** and the volunteer gardeners have espaliered fruit trees along the garden wall. Blossom and fruit will provide both habitats and enjoyable engagement as the trees continue to grow and start to bear fruit. During the year we have also welcomed many others to the garden including: Saxmundham Primary School, Easton Primary, Lowestoft College, Top Time – a group of women aged 70-95, Suffolk Poverty Action Group, Leading Lives – a group supporting adults with disabilities. The garden has become the key location for our holiday activities, offering space to run, play and hide, surrounded by nature.

*“Really enjoyed the hands-on workshop, I don't get the chance to work with clay and get messy at school.”*

*“Had fun exploring the garden, discovering insects, spiders, and bits of broken pottery.”*

*“Loved creating small clay medals and using natural, found materials to make things.”*

*“Enjoyed being surrounded by nature and seeing all the plants.”*

*“Walking and playing in the garden was a highlight.”*

*“Would love to return for more activities, especially gardening!”*

After all this amazing hard graft to develop the garden we're very much looking forward to welcoming our community and audience to **LAND** in July 2025 which will be our first exhibition to include the garden as a focus and location for art and making art and this feels like a significant milestone.

Our first **Creative Environment Event** – the first in a series of three events across our market towns bringing together creatives, environmentalists and community, exploring how to engage people in our local environment. The first session focused on young people and their interaction with nature and took place as a workshop at **CYDS – a youth organisation in Leiston** and also **The Longshop Museum**, with artist **Henry Driver** introducing the young people to his digital work that focuses on the environment and **Cambridge Curiosity and Imagination** offering insight into their experience and approach working with children and young people. This was a poignant opportunity to hear from young voices and to initiate new productive relationships with local and regional organisations.

We've supported **20 volunteers** across the year who have become valued members of the team – with different levels of commitment from one or two days a week to occasional volunteering with an age range from early 20s to people in their mid to late 70s. Volunteers have opportunities to focus on specific areas like the garden, marketing, strategy, fundraising, event delivery or building maintenance and to also learn new skills including presentation, IT and software. Everyone has enjoyed being part of delivering the programme either supporting the hands-on activity or learning more about the many creative approaches and artist's motivation and practice. Younger volunteers have benefited from support around cvs and interview preparation in order to transition into paid employment and its rewarding for the team to be part of that journey.

*“There was daily support, learning different things every day and a wide variety of work which made volunteering interesting and educational. The Art Station gave good access to Skill Share and the team were always on hand for guidance. It's led to employment! I wasn't expecting for this to happen so soon! Thank you for all your support in helping me get this job.”*

**Art Station Film** curated by film-maker Emily Richardson continued to introduce our audience to artist' film from archives and collections, films that wouldn't be screened in mainstream local cinemas. The work of Rhea Storr, a black film-maker who grew up in Norfolk, who explores her world through carnival, is both entrancing and intriguing – and work still relatively unknown. In June 2025 Emily curated a **special Art Station Film at Seagull Theatre in Lowestoft** in parallel with Port To Port. The programme of films included **Oysterland by Matthew Harrison**, a beautifully observed documentary about the oyster farmers of Mersea Island in Essex.

**PhotoShed**, our wonderful community group of local people who walk and photograph together continues led by **The Suffolk Project, photographer Richard Allenby-Pratt**. This group has formed its own close and supportive community – mainly of people 50 – 75 years old, many of whom have been previously isolated and we're trying hard to find multiple year funding to support its continuation.

# Saxmundham Art Station

## TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2025

Our afterschool activities in Saxmundham library were relocated to Benhall primary school in order to create a close relationship with the children and school team and Max Clements, our Community Co-ordinator has worked closely with Neil Hanger an experienced art lead to create a series of enjoyable innovative creative sessions. We're working with the staff team to explore how they can fund a longer-term project embedding creativity in their curriculum. Our **creative holiday activities** for children which are regularly oversubscribed received 100% from all the East Suffolk Council external assessors and continue to offer a full day's activity with a freshly cooked meal which the children help to prepare. We also offered **the Art Tent** at the **annual Sax Music Fest**, engaging 60 children in enjoyable activities focusing on insects and biodiversity.

We continue to support our 8 creatives in their **affordable workspace studios** and have created **a new studio in the Old Bank overlooking the garden**. Monthly community breakfasts have become a regular feature, supporting all the creatives, volunteers and The Art Station team to feel connected.

We need long term core funding going forwards to ensure the organisation can continue to grow and thrive and that the team and venue is adequately resourced. We need our buildings to be fit for purpose so we're no longer perching in them and making do. We need renewable energy sources for our power and heating. We've established a great inclusive programme and profile and a strong team of people with a supportive committed board of trustees. We're now at a good point to develop and plan for the future of the organisation and to seek external support to put plans in place and develop a fundraising strategy that will ensure the organisation carries on into the future.

I would like to thank all our brilliant staff, trustees, freelance artist educators, volunteers, community, audience, participants, partners and our funders. Art Station happens because of everyone's contribution. Together we can create enjoyable inclusive, positive cultural experiences that bring people together, great moments that enhance our life, new friendships that form, volunteering and employment, opportunities for new skills and learning and a celebration of curiosity and the means of expression about what it means to be human, in our world, and at this time.



**Clare Palmier, Director**

# Saxmundham Art Station

## TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2025

### ACHIEVEMENTS & PERFORMANCE

#### Art and Learning Programme Participation Numbers Year End June 2025 – summary

**Overall Engagement across the programme: 6043 people**

#### Breakdown:

Exhibitions: Audience/visitors 5102  
PhotoShed: 122 people x 30 sessions across the year  
Holiday Activities: 120 children  
Welcome Walks: 40 people x 2 walks  
River Walks: 60 people x 3 walks  
School Visits: 90 children x 8 visits  
Art Station Film: 60 people x 3 screenings  
Risograph Workshops: 10 people x 2 workshops  
Creative Environment Series: 20 people x 1 event  
Garden Visits: 254 people  
Sax Music Fest: 60 children over 2 days  
Creative Workshops: 60 people x 6 sessions  
After School Activities: 25 children x 30 weeks  
Volunteers: 20 across the year  
Freelancers Employed: 52 across the year

### FINANCIAL REVIEW

The trustees are able to report that Saxmundham Art Station is a going concern.

Income received was £248,251 (2024: £217,717). This includes £190,044 of restricted and unrestricted grant income and donations this financial year.

The Statement of Financial Activities records a surplus in the year of £16,731 (2024: £669 surplus restated); net assets and total funds have increased by this amount on the Balance Sheet. This balance is made up of £20,899 in restricted funds and a small deficit of £4,168 in unrestricted funds.

#### Balance Sheet

Current assets have increased over the year by £46,715 and stand at £117,873, and net assets have increased by £16,731 to £93,936.

The reserve of unrestricted funding stands at £30,601.

#### Statement of Financial Activities

Turnover on charitable activities was £224,978 (2024: £200,685).

Income from space hire and licence fees of £34,934 was up on last year (2024: £27,954), while direct expenditure decreased by £7,156.

Overheads had increased this year by £21,628 to £102,462 compared with £80,834 (restated) in 2024.

# Saxmundham Art Station

## TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2025

### **Reserves Policy**

The Trustees' policy is to build adequate reserves in 2025/2026 in order to cover three to six months' unrestricted expenditure. Because of the wider context of increased competition for funding and decreased amounts of funding and our lack of core funding – gathering reserves has proved too difficult since our relaunch in 2021.

### REVIEW OF ACCOUNTS AND ACCOUNTING PRACTICES

The trustees review Art Station's finances at quarterly board meetings. Senior management were supported by external accountants Triple Bottom Line Accounting to manage day to day accounting. The board will prioritise in 2025/2026 recruiting a trustee with accountancy and finance skills to support the board and the Director.

### **Prior Year Correction**

The Trustees recognise that there are two corrections to the prior year. The amount of loan interest accrued had been over-estimated, and the restricted fund balance had not been carried forward in the brought forward funds. These corrections have been made to the accounts and re-stated.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

Saxmundham Art Station is a charitable company limited by guarantee incorporated on 11th June 2016 and registered as a charity on 11th January 2022. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association amended by special resolution on 18th December 2021. In the event of the company being wound up members are required to contribute an amount not exceeding £5.

The Trustees of the company are also directors for the purposes of company law. Under the Memorandum and Articles of Association the Trustees are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. The Trustees of the charitable company during the year are as described on the reference and administration details page of these financial statements.

### PRINCIPAL FUNDING SOURCES

The main sources of income for the charity are from trading income: studio licence fees, space hire, and co-working fees and from grants from national organisations, local authorities and trusts and foundations. The charity currently has no investments.

### ORGANISATION STRUCTURE

The Trustee Board comprises of five members who meet quarterly and are responsible for overall governance and policy of the charity. The Trustees are from a variety of backgrounds relevant to the work of the charity.

The Board is supported by the Director, who leads and manages the organisation day-to-day and plans strategic direction, programming, fundraising and a Programme Manager and Programme Co-ordinator who supports delivery of the programme.

Trustees are recruited through an open recruitment process and formal interview. The process includes an outline of the Trustees' roles and responsibilities. Training will be offered as required for each Trustee and may include training for specialist roles such as the Trustee safeguarding lead.

### **Pay and Remuneration**

The pay of the senior staff is reviewed annually by the Trustees and where relevant normally increased in accordance with average inflationary increases for similar roles, in the same sector, in the locality.

# Saxmundham Art Station

TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2025

## **Small company provisions**

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006

The trustees' annual report was approved on 30th March 2026 and signed on behalf of the board of Trustees by



.....  
Paul Richards (Trustee)

# Saxmundham Art Station

## Independent Examiner's Report to the trustees of Saxmundham Art Station

I report on the accounts of the charity for the year ended 30 June 2025 which are set out on pages 15 to 26.

### Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....  
Claire Atkinson ACMA CGMA  
Date: 30<sup>th</sup> March 2026

On behalf of:  
Triple Bottom Line Accounting  
The Enterprise Centre  
University of East Anglia  
Norwich  
NR4 7TJ

## Saxmundham Art Station

### Statement of Financial Activities for the Year Ended 30 June 2025

|                                    | Notes | Unrestricted<br>General<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>2025<br>£ | Total<br>2024R<br>£ |
|------------------------------------|-------|---------------------------------------|--------------------------|--------------------|---------------------|
| <b>Income and Endowments from:</b> |       |                                       |                          |                    |                     |
| Grants & Donations                 | 3     | 81,824                                | 108,220                  | 190,044            | 172,731             |
| Interest Received                  |       | 59                                    | -                        | 59                 | 40                  |
| Charitable activities              | 4     | 34,934                                | -                        | 34,934             | 27,954              |
| MGETR                              |       | 23,214                                | -                        | 23,214             | 16,992              |
| Total Income                       |       | <u>140,031</u>                        | <u>108,220</u>           | <u>248,251</u>     | <u>217,717</u>      |
| <b>Expenditure on:</b>             |       |                                       |                          |                    |                     |
| Charitable activities              | 5     | 51,552                                | 90,183                   | 141,735            | 101,645             |
| Support costs                      | 6     | 49,710                                | 38,875                   | 88,585             | 114,203             |
| Governance costs                   | 7     | 1,200                                 | -                        | 1,200              | 1,200               |
| Total Expenditure                  |       | <u>102,462</u>                        | <u>129,058</u>           | <u>231,520</u>     | <u>217,048</u>      |
| Net income/(expenditure)           |       | <u>37,569</u>                         | <u>(20,838)</u>          | <u>16,731</u>      | <u>669</u>          |
| Transfers                          |       | (41,737)                              | 41,737                   | -                  | -                   |
| Net movement in funds              |       | <u>(4,168)</u>                        | <u>20,899</u>            | <u>16,731</u>      | <u>669</u>          |
| <b>Reconciliation of funds</b>     |       |                                       |                          |                    |                     |
| Total funds brought forward        | 14    | <u>34,769</u>                         | <u>42,436</u>            | <u>77,205</u>      | <u>76,536</u>       |
| Total funds carried forward        | 14    | <u>30,601</u>                         | <u>63,335</u>            | <u>93,936</u>      | <u>77,205</u>       |

All of the Charity's activities are classed as continuing.

The Charity has no recognised gains or losses other than those shown above.

The notes on pages 17 to 26 form part of these accounts.

## Saxmundham Art Station

### Balance Sheet as at 30 June 2025 Registered Number 10227051

|   | Note | 2025<br>£ | 2024 Restated<br>£ |
|---|------|-----------|--------------------|
| <b>Fixed assets</b>                                   |      |           |                    |
| Tangible Assets                                       | 13   | 63,697    | 71,634             |
|   |      | 63,697    | 71,634             |
| <b>Current assets</b>                                 |      |           |                    |
| Debtors   | 10   | 34,048    | 28,861             |
| Cash at bank and in hand                              |      | 83,825    | 42,297             |
|   |      | 117,873   | 71,158             |
| <b>Creditors: Amounts falling due within one year</b> | 11   | (46,648)  | (50,097)           |
| <b>Net Current Asset</b>                              |      | 71,225    | 21,061             |
| <b>Creditors: Amounts falling due after one year</b>  | 12   | (40,986)  | (15,490)           |
| <b>Net assets</b>                                     |      | 93,936    | 77,205             |
| <b>Funds of the charity:</b>                          |      |           |                    |
| <b>Restricted Funds</b>                               |      | 63,335    | 42,436             |
| <b>Unrestricted General Funds</b>                     |      | 30,601    | 34,769             |
| <b>Total funds</b>                                    |      | 93,936    | 77,205             |

For the financial year ending 30 June 2025, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 15 to 26 were approved by the trustees, and authorised for issue on 30th March 2026 and signed on their behalf by:



.....  
Paul Richards (Trustee)

# Saxmundham Art Station

## Notes to the Financial Statements for the Year Ended 30 June 2025

### 1 Charity status

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £5 towards the assets of the charity in the event of liquidation.

### 2 Accounting policies

#### Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### Statement of compliance

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

#### Basis of preparation

Saxmundham Art Station 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 notes.

#### Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity. The financial statements have therefore been prepared on a going concern basis.

#### Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements

#### Judgements

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

#### Income and endowments

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

#### Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

#### Grants receivable

Grants are recognised when the charity has an entitlement to the funds. Where performance conditions are attached to the grant and are yet to be met, the income is recognised unless it is deemed that the conditions will not be met.

#### Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement

## Saxmundham Art Station

is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources. Where expenditure is eligible to be claimed on a future grant claim which is certain to be received, it is deferred and matched to the receipt of funds when received.

### **Charitable activities**

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.

### **Support costs**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources on a reasonable, justifiable and consistent basis.

### **Governance costs**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees' meetings and reimbursed expenses.

### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

### **Trade debtors**

Trade debtors are amounts due from customers for services performed in the ordinary course of business. Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

### **Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities. Trade creditors are recognized initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity. Designated funds are unrestricted funds earmarked by the trustees for particular future projects or commitment. Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal and fall into one of two sub-classes: restricted income funds or endowment funds.

## Saxmundham Art Station

### 3. Income from donations and legacies

|              | Unrestricted<br>General Funds | Restricted<br>funds | Total 2025     | Total 2024     |
|--------------|-------------------------------|---------------------|----------------|----------------|
|              | £                             | £                   | £              | £              |
| Donations    | 81,824                        | -                   | 81,824         | 81,698         |
| Grant Income | -                             | 108,220             | 108,220        | 91,033         |
|              | <b>81,824</b>                 | <b>108,220</b>      | <b>190,044</b> | <b>172,731</b> |

### 4 Income from charitable activities

|                             | Unrestricted<br>General Funds | Restricted<br>funds | Total 2025    | Total 2024    |
|-----------------------------|-------------------------------|---------------------|---------------|---------------|
|                             | £                             | £                   | £             | £             |
| Space Hire and Licence Fees | 34,934                        | -                   | 34,934        | 27,954        |
|                             | <b>34,934</b>                 | <b>-</b>            | <b>34,934</b> | <b>27,954</b> |

## Saxmundham Art Station

### 5. Expenditure on charitable activities

|                                 | Unrestricted<br>General<br>Funds | Restricted<br>Funds | Total 2025     | 2024 Restated  |
|---------------------------------|----------------------------------|---------------------|----------------|----------------|
|                                 | £                                | £                   | £              | £              |
| Art and Learning Programme      | -                                | 90,183              | 90,183         | 59,275         |
| Bank Charges & Interest Payable | 930                              | -                   | 930            | 1,525          |
| Utilities                       | 7,187                            | -                   | 7,187          | 2,183          |
| Repairs and Maintenance         | 7,231                            | -                   | 7,231          | 6,779          |
| Insurance                       | 2,280                            | -                   | 2,280          | 2,463          |
| Telephone & Communications      | 7,457                            | -                   | 7,457          | 9,345          |
| Depreciation                    | 8,350                            | -                   | 8,350          | 7,550          |
| Advertising & Fundraising       | 2,947                            | -                   | 2,947          | 2,650          |
| Subscriptions                   | 1,016                            | -                   | 1,016          | 1,306          |
| Travel & Subsistence            | 3,727                            | -                   | 3,727          | 2,342          |
| Other Expenses                  | 10,427                           | -                   | 10,427         | 6,227          |
|                                 | <b>51,552</b>                    | <b>90,183</b>       | <b>141,735</b> | <b>101,645</b> |

Prior Year adjustment

Interest payable has been reduced by £964 which had been over-accrued.

### 6. Support Costs

|                              | Unrestricted<br>General Funds | Restricted<br>Funds | Total<br>2025 | Total<br>2024  |
|------------------------------|-------------------------------|---------------------|---------------|----------------|
|                              | £                             | £                   |               | £              |
| Salary costs                 | 38,902                        | 38,875              | 77,777        | 102,585        |
| Legal and professional costs | 7,645                         | -                   | 7,645         | 9,297          |
| Other support costs          | 3,163                         | -                   | 3,163         | 2,321          |
|                              | <b>49,710</b>                 | <b>38,875</b>       | <b>88,585</b> | <b>114,203</b> |

## Saxmundham Art Station

### 7. Governance Costs

|   | <b>Unrestricted<br/>General Funds</b> | <b>Total 2025</b> | <b>Total 2024</b> |
|---|---------------------------------------|-------------------|-------------------|
|   | <b>£</b>                              | <b>£</b>          | <b>£</b>          |
| Independent examiner fees               | 1,200                                 | 1,200             | 1,200             |
| Examination of the financial statements | 1,200                                 | 1,200             | 1,200             |
|   | <b>1,200</b>                          | <b>1,200</b>      | <b>1,200</b>      |

### 8. Staff Costs

|                    | <b>2025</b> | <b>2024</b> |
|--------------------|-------------|-------------|
|                    | <b>£</b>    | <b>£</b>    |
| Wages and Salaries | 77,777      | 102,585     |
|                    | 77,777      | 102,585     |
|                    | <b>2025</b> | <b>2024</b> |
| Number of staff    | 3           | 5           |
|                    | 3           | 5           |

### 9. Taxation

The charity is a registered charity and is therefore exempt from taxation

### 10. Debtors

|                | <b>2025</b> | <b>2024</b> |
|----------------|-------------|-------------|
|                | <b>£</b>    | <b>£</b>    |
| Trade debtors  | 5,907       | 987         |
| Prepayments    | 2,918       | 4,069       |
| Accrued Income | 23,214      | 17,009      |
| Other Debtors  | 2,009       | 6,796       |
|                | 34,048      | 28,861      |

## Saxmundham Art Station

### 11.Creditors: amounts falling due within one year

|                              | <b>2025</b>   | <b>2024</b>   |
|------------------------------|---------------|---------------|
|                              | <b>£</b>      | <b>£</b>      |
| Trade Creditors              | 25,542        | 34,281        |
| Taxes and social security    | 3,060         | 4,827         |
| Accruals and Deferred income | 10,300        | 300           |
| Other creditors              | 7,746         | 10,689        |
|                              | <u>46,648</u> | <u>50,097</u> |

### 12.Creditors: amounts falling due after one year

|                 | <b>2025</b>   | <b>2024 Restated</b> |
|-----------------|---------------|----------------------|
|                 | <b>£</b>      | <b>£</b>             |
| Other creditors | 40,986        | 15,490               |
|                 | <u>40,986</u> | <u>15,490</u>        |

#### Prior Year adjustment

Long term creditors have been adjusted by £964 to correct the loan interest calculated in the prior year.

## Saxmundham Art Station

### 13. Tangible Assets

|                               | Leasehold<br>Improvements | Fixtures &<br>Fittings | Office<br>Equipment | Total   |
|-------------------------------|---------------------------|------------------------|---------------------|---------|
|                               | £                         | £                      | £                   | £       |
| <b>Cost</b>                   |                           |                        |                     |         |
| As at 1 July 2024             | 75,296                    | 15,732                 | 8,669               | 99,697  |
| Additions                     | -                         | -                      | 413                 | 413     |
| Less Grants                   | -                         | -                      | -                   | -       |
| <br>                          |                           |                        |                     |         |
| As at 30 June 2025            | 75,296                    | 15,732                 | 9,082               | 100,110 |
| <br><b>Depreciation</b>       |                           |                        |                     |         |
| As at 1 July 2024             | 15,526                    | 8,042                  | 4,495               | 28,063  |
| Provided during the<br>period | 5,977                     | 1,538                  | 835                 | 8,350   |
| <br>                          |                           |                        |                     |         |
| As at 30 June 2025            | 21,503                    | 9,580                  | 5,330               | 36,413  |
| <br><b>Net Book Value</b>     |                           |                        |                     |         |
| As at 30 June 2025            | 53,793                    | 6,152                  | 3,752               | 63,697  |
| <br>                          |                           |                        |                     |         |
| As at 1 July 2024             | 59,770                    | 7,690                  | 4,174               | 71,634  |

## Saxmundham Art Station

### 14.Funds

|                           | Balance at<br>01-Jul-24R<br>£ | Transfer<br>between funds<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Balance at<br>30-Jun-25 |
|---------------------------|-------------------------------|--------------------------------|----------------------------|----------------------------|-------------------------|
| <b>Unrestricted funds</b> |                               |                                |                            |                            |                         |
| <i>General</i>            |                               |                                |                            |                            |                         |
| General funds             | 34,769                        | (41,737)                       | 140,031                    | (102,462)                  | <b>30,601</b>           |
| <b>Restricted funds</b>   | 42,436                        | 41,737                         | 108,220                    | (129,058)                  | <b>63,335</b>           |
| <b>Total funds</b>        | <b>77,205</b>                 | -                              | 248,251                    | (231,520)                  | <b>93,936</b>           |

|                           | Balance at<br>01-Jul-23<br>£ | Transfer<br>between funds | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Balance at<br>30-Jun-24R |
|---------------------------|------------------------------|---------------------------|----------------------------|----------------------------|--------------------------|
| <b>Unrestricted funds</b> |                              |                           |                            |                            |                          |
| <i>General</i>            |                              |                           |                            |                            |                          |
| General funds             | 76,536                       | (46,867)                  | 130,934                    | (80,834)                   | <b>34,769</b>            |
| <b>Restricted funds</b>   | 45,000                       | 46,867                    | 86,783                     | (136,214)                  | <b>42,436</b>            |
| <b>Total funds</b>        | <b>76,536</b>                | -                         | 217,717                    | (217,048)                  | <b>77,205</b>            |

## Saxmundham Art Station

### 15 Breakdown of Grants and Donations Received

|   | Unrestricted  | Restricted     | 2025           | 2024          |
|---|---------------|----------------|----------------|---------------|
|   | £             | £              | £              | £             |
| East Suffolk Council*                       | -             | 16,948         | 16,948         | 21,419        |
| National Heritage Lottery Fund              | -             | -              | -              | 20,000        |
| Suffolk County Council*                     | -             | 2,000          | 2,000          | 2,000         |
| Arts Council Grant*                         | -             | 32,618         | 32,618         | 29,286        |
| Suffolk Community Foundation                | -             | 43,132         | 43,132         | 3,503         |
| Groundwork UK                               | -             | 500            | 500            | 375           |
| First Light Festival                        | -             | 5,022          | 5,022          | -             |
| Foyle Foundation                            | 10,000        | -              | 10,000         | -             |
| Forester Family Trust                       | -             | 4,000          | 4,000          | -             |
| The Big Give Trust                          | 25,262        | -              | 25,262         | -             |
| The Grocers Charity                         | -             | 4,000          | 4,000          | -             |
| John Lewis                                  | 1,475         | -              | 1,475          | -             |
| Elizabeth Frankland Moore & Star Foundation | -             | -              | -              | 1,000         |
| Alpkit Foundation                           | -             | -              | -              | 200           |
| Scarfe Charitable Trust                     | -             | -              | -              | 750           |
| Local Trust                                 | -             | -              | -              | 1,000         |
| Saxmundham Town Council*                    | -             | -              | -              | 1,500         |
| National Lottery Community Fund             | -             | -              | -              | 20,000        |
|   | <u>36,737</u> | <u>108,220</u> | <u>144,957</u> | <u>91,033</u> |

Grants and donations marked \* are government grant income.

Income is only recognised where the income recognition criteria set out in the accounting policies are met. Unrestricted grant income of £10,000 has been deferred to the next financial year.

### 16. Related parties

There are no related party transactions.

## Saxmundham Art Station

### Statement of Financial Activities for the Year Ended 30 June 2024 - Restated

|                                    | Notes | Unrestricted<br>General<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>2024<br>£ | Total<br>2023<br>£ |
|------------------------------------|-------|---------------------------------------|--------------------------|--------------------|--------------------|
| <b>Income and Endowments from:</b> |       |                                       |                          |                    |                    |
| Grants & Donations                 | 3     | 85,948                                | 86,783                   | 172,731            | 184,292            |
| Interest Received                  |       | 40                                    | -                        | 40                 | 24                 |
| Charitable activities              | 4     | 27,954                                | -                        | 27,954             | 28,681             |
| MGETR                              |       | 16,992                                | -                        | 16,992             | 29,438             |
| <b>Total Income</b>                |       | <b>130,934</b>                        | <b>86,783</b>            | <b>217,717</b>     | <b>242,435</b>     |
| <b>Expenditure on:</b>             |       |                                       |                          |                    |                    |
| Charitable activities              | 5     | 42,370                                | 59,275                   | 101,645            | 127,864            |
| Support costs                      | 6     | 37,264                                | 76,939                   | 114,203            | 90,066             |
| Governance costs                   | 7     | 1,200                                 | -                        | 1,200              | 1,200              |
| <b>Total Expenditure</b>           |       | <b>80,834</b>                         | <b>136,214</b>           | <b>217,048</b>     | <b>219,130</b>     |
| <b>Net income/(expenditure)</b>    |       | <b>50,100</b>                         | <b>(49,431)</b>          | <b>669</b>         | <b>23,305</b>      |
| Transfers                          |       | (46,867)                              | 46,867                   | -                  | -                  |
| <b>Net movement in funds</b>       |       | <b>3,233</b>                          | <b>(2,564)</b>           | <b>669</b>         | <b>23,0305</b>     |
| <b>Reconciliation of funds</b>     |       |                                       |                          |                    |                    |
| Total funds brought forward        | 14    | 31,536                                | 45,000                   | 76,536             | 53,231             |
| Total funds carried forward        | 14    | 34,769                                | 42,436                   | 77,205             | 76,536             |

**SAXMUNDHAM ART STATION**

England & Wales - Charity number 1197450

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# Accounts

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**Company registration number: 10227051**

**Charity registration number: 1197450**

# **Saxmundham Art Station**

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 30 June 2024

Triple Bottom Line Accounting (TBLA)

The Enterprise Centre, University of East Anglia, Norwich, NR4 7T

# Saxmundham Art Station

## Contents

|                                      |          |
|--------------------------------------|----------|
| Reference and Administrative Details | 3        |
| Trustees' Report                     | 4 to 12  |
| Independent Examiner's Report        | 13       |
| Statement of Financial Activities    | 14       |
| Balance Sheet                        | 15       |
| Notes to the Financial Statements    | 16 to 24 |

# Saxmundham Art Station

## Reference and Administrative Details

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 30th June 2024.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and 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 published in October 2019.

Saxmundham Art Station is governed by its Memorandum and Articles of Association incorporated 11<sup>th</sup> June 2016, as amended by a special resolution registered at Companies House on 18th December 2021.

### **Reference and administrative details**

|                             |   |
|-----------------------------|---|
| Registered charity name     | Saxmundham Art Station                        |
| Charity registration number | 1197450                                       |
| Company registration number | 1022 7051                                     |
| Principal office            | 48 High Street, Saxmundham, Suffolk, IP17 1AB |
| Registered office           | 48 High Street, Saxmundham, Suffolk, IP17 1AB |

### **Trustees**

The trustees who served us during the year and at the date of approval were as follows:

Susan Barnet

Lucy Holmes (appointed 4<sup>th</sup> September 2023)

Paul Richards

Amy Stein (resigned 29<sup>th</sup> March 2024)

Catherine Thorpe

Established by Deed

### **Senior Management**

Clare Palmier, Director

Emily Cannell Programme Manager

### **Bank**

Triodos Bank, Deanery Road, Bristol, BS1 5AS

### **Independent Examiner**

Triple Bottom Line Accounting, The Enterprise Centre, University of East Anglia, Norwich, Norfolk, NR4 7TJ

# Saxmundham Art Station

## TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2024

### **Objectives and Activities**

The charity's objectives ("Objects") are specifically restricted to the following:

1. To advance the arts and culture for the benefit of the public, particularly but not exclusively, by promoting and facilitating access to, creation of and exhibitions of the visual arts and other art forms;
2. To advance education for the public benefit, particularly (but not exclusively) in relation to the visual arts
3. To provide for the recreation of children, young people and adults for the benefit of the public by providing facilities, space and services to them in the interest of social welfare with the object of improving their conditions of life; and
4. To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and providing activities to assist their integration into society.

For the purpose of this clause 'socially excluded' means being excluded from society, or part of society, as a result of one or more of the following: ill health (mental or physical); disability; unemployment; financial hardship; poor educational or skills attainment.

### **About Saxmundham Art Station (known as The Art Station)**

The Art Station is a dynamic, inclusive, arts organisation, offering an engaging free high-quality Art and Learning Programme - exhibitions, events, talks, screenings, tours and creative sessions and workshops for all ages in our community. Our activities bring people together around creativity, offering enjoyable new creative experiences; providing volunteering, work placements, work experience for a community that has little access to recreation, local facilities or cultural opportunities.

Our presence and activities increase the development of the creative industries and the cultural and creative economy locally and supports access to creative careers for young people.

We are developing a supportive network that pioneers creative excellence and develops creative practice. We support sustainable careers for creatives through offering affordable workspace, an engaging art and learning programme which gives access to and encourages discourse about contemporary practice, creative mentoring, local freelance employment, careers support, peer crits, and support in making applications. Our programme supports the development of creative digital technology and making this accessible to audiences and participants.

We offer activity in our base at the telephone exchange, our new ground floor space at the old bank and in other venues locally in the town and in other venues across East Suffolk as appropriate to the programme.

We work with partner organisations to ensure the impact of our work is effective and that we reach people who might experience more challenges to accessing culture and creativity.

### **Public Benefit**

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on Public Benefit including, The Public Benefit Requirement (PB1), Running a Charity (PB2) and Reporting (PB3).

# Saxmundham Art Station

TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2024

## Trustees' Report

The Art Station has continued to develop our organisation, presence and Art and Learning programme in Saxmundham and East Suffolk. This year we have increased both our reach and audience. Our Winter celebration in December 2023 welcomed audience and visitors into the telephone exchange for open studios and our new ground floor space at The Old Bank for performances by Edgefield Dance and Wonderful Beast and a mesmerising installation work exploring ancient woodland by artist Emily Richardson. A huge immersive digital installation Water Portals by Henry Driver in the car wash captivated and intrigued our audience. We offered the second Sax Arts Fest in June 2024 which was another great success – over 7500 people came into town that day, with activities happening across the town, the high street and Fromus Green and this year a new Word Space in St John's Church which achieved a packed out audience through successful programming and collaboration with Shake Festival and other brilliant writers and poets. We hope that Sax Arts Fest will become an annual event as we were overwhelmed with positive feedback from the audience.

The financial challenges for all small charities including The Art Station have continued this year with our lack of core funding a consistent and very difficult challenge for the team resulting in ongoing lack of resource and the team being overstretched. Core funding remains much more difficult to achieve as the majority of funders will only fund project costs and funding has become increasingly competitive each year because of the wider economical context in the UK. Despite this The Art Station has delivered a high-quality programme this year and receives positive feedback from our community, participants and visitors/audience. Art Station is associated strongly by the community with a positive characterisation of Saxmundham and this rural area in East Suffolk as somewhere that interesting cultural activities are taking place and therefore a good place to visit, work and live. Our activities support the aims and policies of East Suffolk Council and Suffolk County Council around cultural and visitor economy and support the Investment Principles of Arts Council England.

Art Station continues to provide a strong supportive network for creatives, and acts as a catalyst for discussion about practice, for artists to meet each other and curators to connect with artists and their work.

We are grateful to all our funders who have invested in our activities during this year, some for the first time and acknowledge their vital support and recognition. Securing longer term and multi-year core funding remains a priority. Core funding in tandem with increasing potential income streams and developing new partnerships over the next year could enable us to grow our programme and offer more to our community. Increasing our reserves remains a long-term aim once regular core funding is achieved.

Art Station now has a licence to occupy the ground floor space at the Old Bank and access to a large and wonderful riverside garden enabling us to offer fully accessible activities at ground floor level. This has been a long-term aim and after several long negotiations during the last four years to try and secure ground floor space, it's a huge milestone to now finally have access to the Old Bank ground floor space and the large riverside garden. The organisation needs to decide on our long-term options regarding this asset. Negotiations continue on a twenty-year extension of the lease at First Floor, 48 High Street which would give the organisation long term security and enable capital fundraising for a lift – making all our spaces accessible.

We continue to offer activities in other venues/sites – Saxmundham market hall, Fromus Green, Fromus Centre, Saxmundham Community Fridge, The Old Theatre in Framlingham and this enables us to connect with people in different spaces and to make them aware of the activities across Art Station's programme.

# Saxmundham Art Station

## TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2024

### Director's Report

Art Station has delivered another exciting programme across the year, working with our partner organisations, engaging with our community and extending our reach to audience – over 13,000 people engaged with this year.

We've supported two paid work placements and an intern within our team who have been a great asset and who've enjoyed and gained from their experience. All three young people received training and support over six months and transitioned to other employment and our aim is to support young people in paid work placements every year.

Heads and Tails exhibition – a huge solo show of works by Abigail Lane continued until September 2023 and visitors from across the UK and Europe came to see what our audience described as a museum standard exhibition, increasing our profile to the UK art audience. We received funding for the first time from Henry Moore Foundation which was an acknowledgement of the quality of this exhibition. An In Conversation between Freddie Robins and Julia Blackburn – author of "Threads, The delicate life of John Craske", welcomed both art and literary audience into the world of textiles.

Thread Count – an exhibition of contemporary practice using textiles was co-curated with Professor Freddie Robins. This was a hugely successful exhibition of a diverse and international curation of artists and was very popular with our audience and received over 2000 visitors. As part of this curation we loaned works by artist John Craske from Britten Pears Red House and it was a wonderful opportunity to connect the audience to these works. Thread Count 2 presented a large-scale installation by Sophie Giller in The Old Theatre Framlingham offering another opportunity for The Art Station to present work to this scale. Here also we offered an In Conversation between Woo Jin Joo, Freddie Robins, Clare Palmier and Sophie Giller to talk about all the works shown across Thread Count's two exhibitions.

#### **Feedback Thread Count exhibition:**

*"Such an interesting exhibition. Not sure I understood all of the exhibits, but came away feeling happy?"*

*"Just wow! Beautiful and incredible- Tate Modern eat your heart out!"*

*"Fantastic array of incredible work. It's really wonderful to have this exciting venue in Saxmundham. Thank you."*

*"Fantastic work, great to see in Sax! Thank you for all of your efforts, Art Station Team!"*

*"Lovely art display- from the window I thought I saw a large black octopus creature."*

In October 2023 we were delighted to present Tilt by artist Emily Cannell, located at The Old Theatre in Framlingham – a huge installation created using a military parachute used to transport tanks. This was a significant development for the artist to develop her work to a large scale and audience were intrigued. It was a great chance to again engage with the audience in our neighbouring market town.

Art Station continues to provide access to our exhibitions for inspiration and aligned creative activities for all ages. We have welcomed a number of primary schools including Snape, Easton, Saxmundham to visit exhibitions and creative sessions. We also offered sessions to Top Time, older women of 70 to 95 years and Leading Lives, adults with learning differences. Our holiday activities for children 7 – 12 years old received a very positive recommendation from East Suffolk Communities Team. Wiggly Weds, free after school session (weekly) led by Max Clements continued to engage inclusively and develop relationships with children and families at Saxmundham Library.

Our Art Station Art Tour by bus connected four contemporary art venues and for the first time we took the Art Bus to Spirit Studios – our new contemporary art neighbour in Benhall.

# Saxmundham Art Station

## TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2024

We have continued to develop our partnerships with Saxmundham Museum, Saxmundham Library, Community Fridge, Britten Pears Arts, First Light Festival. Sax Arts Fest brought activities from these organisations together to deliver a very successful event with over 7500 visitors to the town on that day. Word Space at Sax Arts Fest located in St John's church enabled our relationship with the generous church team and was a brilliant opportunity to welcome the literary audience to the town and to work with Shake Festival and actors and local writers and poets including Melissa Harrison and Rebecca Goss. We also offered storytelling and readings from childrens' writers in Saxmundham library including the award-winning Ashley Hickson-Lovence. The free creative workshops across town were really popular offering an opportunity to participants to try out creative approaches for the first time. An evening performance by musicians Perhaps Contraption was an amazing success in Saxmundham Market Hall and a lot of people were on their feet dancing for this festival finale.

Art Station continues to support young and emerging artists and in April 2024 hosted the Art Station Graduate Award, a paid residency for three young graduates from University of Suffolk; Alice Crane, Morag Darke, and Emmalene Maguire, which included an exhibition Scenaria showing the work made during the residency alongside the work of their artist mentors. The young artists were selected from their degree show and this was an opportunity to work professionally and show outside of further education and to a new audience.

**Feedback:** *The residency has really helped me establish myself as an artist and provided a supportive stepping stone from being a student at university to an exhibiting artist. I've had use of an amazing big space and had regular mentoring with an artist as well as the Art Station team. From an accessibility point of view, it's been easy to manoeuvre around the spaces which has made making work the primary focus.*

Our focus on the environment and our local natural heritage has engaged many different groups of people, through nature walks with artists and creatives both locally in and around Saxmundham and through bringing people into the AONB area from Ipswich and from other towns; improving access by increasing people's confidence with walking and a familiarity and ownership of our natural heritage. Through supporting contact with nature and creativity, we are offering inclusive recreation and social connection for local people and including the black community from more urban centres who might have less access to the coast. An environmental survey led by artists Emily Knock and Liz Waugh mapped species along the path of the River Fromus – with support from artists Anna Ilsley and Jevan Watkins Jones leading nature walks and participants. Our aim is to increase our focus on creativity and our local natural heritage – in order to provide further opportunities for community recreation, social connections and engage our community in both enjoying and preserving habitats and species and acknowledging the presence and historical relevance of River Fromus. In March 2024 artist and gardener Jevan Watkins Jones started a research and development period in our riverside garden, welcoming different groups and volunteers to take part in activities that increase biodiversity and increase engagement.

**Feedback Nature Walks:** *A wonderful opportunity to explore nature outside in a friendly and warm environment. Lovely to have something local and run by passionate specialists.*

Our regular artist film screening Art Station Film (monthly) curated by Emily Richardson offered our audience the opportunity to see rare and archive film and also to engage with artist filmmakers and their practice through inviting guest artists.

We continue to support our 8 creatives in their affordable workspace studios. Artists were pleased to be able to offer open studios at both our annual events which introduced new audience and buyers to their work.

We were all incredibly sad to learn of the death of young artist Lily Clayton in June 2024 who had a studio with us for a year up to January 2024. All our staff and work placements have received Suffolk Mind mental health training to best support everyone in our team with their own wellbeing. Our artist educators who work directly with community have now received more advanced mental health training in order to be able to support participants appropriately if they present mental health needs.

Working in partnership with Suffolk Refugee Support, Volunteering Matters with free train travel provided by Greater Anglia, we have welcomed asylum seekers and refugees, both families and single men to our beautiful landscape for artist-led creative walks and to take part in our festival events.

# Saxmundham Art Station

## TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2024

We need long term core funding going forwards to ensure the organisation can continue to grow and thrive and that the team and venue is adequately resourced.

Our profile and presence continues to grow because of the consistent high quality of our programme, through effective use of our website and social media channels, promoting through partner networks as well as ensuring that hard copy assets are used as appropriate for our community. We are also focused on moving towards Net Zero around our energy needs and securing a long term lease is an essential step towards the capital funding to achieve renewable energy sources for our buildings.

Our impact in offering inclusive access to creativity this year has increased through our growing reach within our community and increase in participation as our profile has grown. We have increased our overall audience through offering a high-quality programme which has brought in a significant number of new audience and visitors who in turn have increased spend on the high street, a positive and essential impact of the cultural economy in East Suffolk. We have supported access to innovative practice enabling creative practice to thrive and develop here. Next year we would like to offer free sessions that focus on creative digital skills for the community including children and young people.

Our community often comments on the warm welcome they receive and our inclusive and open approach. Our free, exciting programme has introduced people to new ideas, art, artists and creatives, right here in Saxmundham, in rural Suffolk. Consistent evaluation and monitoring supports our ability to understand our audience and participants and our programme and how to best develop activities that excite, engage and inform and act as an agent for discovery while also pioneering creative excellence. Further development of our digital and online engagement will increase our reach and communication to a wider audience.

I would like to thank all our brilliant staff, trustees, freelance artist educators, volunteers, audience and participants and our funders. Art Station happens because of everyone's contribution and together we can create positive cultural experiences for our community here in East Suffolk.

**Clare Palmier**

# Saxmundham Art Station

## TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2024

### ACHIEVEMENTS & PERFORMANCE

#### Art and Learning Programme Participation Numbers Year End June 2024 – summary

**Overall audience/participation 13,552**

#### Breakdown:

Exhibitions: 3550  
Creative workshops/sessions: 120 people  
PhotoShed 60 people  
Wiggly Weds after school for children and families: 60 ( 30 sessions)  
Nature Walks: 120 people (children and families)  
Holiday sessions for children: 80 children ( 12 days of activities)  
Volunteers: 15 (50 person days)  
Work experience students 3  
Summer Art Tour: 25 participants  
Talks live: 85 people  
Online audience – video and website participation: 600 interactions of significant duration  
Art Station Film: 250 participants  
Mentoring sessions: 10 artists mentored  
Supported creatives in workspaces: 8  
Annual festivals not including exhibition audience: 8500  
Freelancers employed 66

#### Art Station achievements Year End June 2024

##### Children and young people

**After School Sessions:** We've run 30 free creative after school weekly **Wiggly Wednesdays** sessions for children 4 - 11 and their families at Saxmundham Library. These free inclusive sessions bring together local children and families for enjoyment and creative learning with professional artists.

We've provided 12 creative activity days during **Easter, Summer, and Half-term Holidays** for children 7-13 with a packed schedule of fun activities and a cooked healthy lunch provided. It's really important that people can access free activities as families have no budget at all for extras and this is an effective way of including families who have socio-economic challenges.

##### Young people, training and work

We offered support to three work experience students across the summer for 1 and 2 week periods. We've supported two paid work placements and one paid intern from September 2023 for six months. We supported 15 volunteers and offered advice with careers and job applications. This is crucial support which enables young people to access new skills and experience for their CVS and gives them confidence and aspiration for their future as well as practical skills. They have direct contact with people working in the creative industries and also gain transferable skills needed across sectors. We welcome students from local primary schools, secondary schools and University of Suffolk to our exhibitions, to take part in workshops – and to meet artists and creatives.

**Feedback Paid Work Placement:** *The work placement at the Art Station has offered me a multitude of opportunities that have significantly contributed to my personal and professional development. One of the most impactful opportunities has been the chance to engage directly with the community through our workshops and events. This experience has taught me how to effectively communicate and interact with people of all ages, making them feel heard and valued.*

## Saxmundham Art Station

### TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2024

**Feedback Suffolk New College:** *We always have a great time coming to the art station. The staff are amazing, friendly and are able to help students access some challenging concepts, while talking to them like adults. Henry Driver was knowledgeable, engaging and energetic. He explained his amazing project and guided the students through his project. I could see how pleased they were when he was giving feedback on his game.*

**Volunteers** of all ages enjoy being part of the team, meeting new people, and using their life skills and experience to support our programme and learning new skills. Maxine Clements role is now Volunteer and Community Co-ordinator and with our volunteers she is developing the best volunteer journey at The Art Station and also taking training around best practice models for volunteering.

**Creative health and environment activities:** Our artist-led nature walks for families, children and adults have engaged people with local natural heritage, local species and our nearest natural waterway the River Fromus. All our staff have now trained with Suffolk Mind to understand mental health issues better. Our aim is to focus more on the environment and providing access and support to engage with nature – which research now highlights as being crucial to health and wellbeing and an effective pathway to improved wellbeing. Jevan Watkins Jones will continue to develop the Riverside garden with our aim to make this a permanent site for both engagement and bio-diversity.

**PhotoShed**, a walking and photography group was offered across the year following two previous pilots. Led by photographer, Richard Allenby-Pratt, PhotoShed is continuing across 2024 and is very successful, with a wide group of people with different abilities taking part, learning new skills and connecting socially, with some people having previously been experiencing loneliness and isolation.

**PhotoShed feedback:** *"It's pretty much my entire social life. I'm a recluse pretty much, I do a lot of things at home and don't go out very much, and this is where I get to meet and talk to people!"*

*"My wife says I come back glowing because I'm happy and more relaxed because I've interacted with other people."*

*"I can take a picture on a technical level but I can't see the creative side and so I'm learning a great deal. It's getting me out, I do a lot more walking nowadays and it's very important, absolutely."*

# Saxmundham Art Station

## FINANCIAL REVIEW

The trustees are able to report that Saxmundham Art Station is a going concern.

Turnover was £217,717 (2023: £242,435). This includes £172,731 of restricted and unrestricted grant income this financial year.

The Statement of Financial Activities records a small deficit in the year of £295 (2023: £23,305 surplus due to carried forward restricted funds): net assets and total funds have decreased by this amount on the Balance Sheet.

## REVIEW OF ACCOUNTS AND ACCOUNTING PRACTICES

The trustees review Art Station's finances at quarterly board meetings. Senior management were supported by external accountants Triple Bottom Line Accounting to manage day to day accounting. The board will prioritise in 2024/2025 recruiting a trustee with accountancy and finance skills to support the board and the Director.

### **Prior Year Correction**

The Trustees recognise that there are two corrections to the prior year. The amount that was able to be reclaimed in Museum and Galleries tax relief had been over-estimated, and a restricted fund had not been carried forward in the brought forward funds. These corrections have been made to the accounts and re-stated.

### **Reserves Policy**

The Trustees' policy is to build adequate reserves in 2024/2025 in order to cover three to six months' unrestricted expenditure. Because of the wider context of increased competition for funding and decreased amounts of funding and our lack of core funding – gathering reserves has proved too difficult since our relaunch in 2021.

## **Financial performance**

### **Balance Sheet**

Current assets have increased over the year by £9,244 and stand at £71,158, and net assets have fallen by £295 to £76,241.

The reserve of unrestricted funding stands at £76,241.

### **Statement of Financial Activities**

Turnover on charitable activities was £200,685 (2023: £212,973).

Income from space hire and licence fees of £27,954 was down on last year (2023: £28,681), while direct expenditure decreased by £4,302.

Overheads had increased this year by £3,183 to £81,797 compared with £78,614 in 2023.

# Saxmundham Art Station

## STRUCTURE, GOVERNANCE AND MANAGEMENT

Saxmundham Art Station is a charitable company limited by guarantee incorporated on 11th June 2016 and registered as a charity on 11th January 2022. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association amended by special resolution on 18th December 2021. In the event of the company being wound up members are required to contribute an amount not exceeding £5.

The Trustees of the company are also directors for the purposes of company law. Under the Memorandum and Articles of Association the Trustees are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. The Trustees of the charitable company during the year are as described on the reference and administration details page of these financial statements.

## PRINCIPAL FUNDING SOURCES

The main sources of income for the charity are from trading income: studio licence fees, space hire, and co-working fees and from grants from national organisations, local authorities and trusts and foundations. The charity currently has no investments.

## ORGANISATION STRUCTURE

The Trustee Board comprises of five members who meet quarterly and are responsible for overall governance and policy of the charity. The Trustees are from a variety of backgrounds relevant to the work of the charity.

The Board is supported by the Director, who leads and manages the organisation day-to-day and plans strategic direction, programming, fundraising and a Programme Manager and Programme Co-ordinator who supports delivery of the programme.

Trustees are recruited through an open recruitment process and formal interview. The process includes an outline of the Trustees' roles and responsibilities. Training will be offered as required for each Trustee and may include training for specialist roles such as the Trustee safeguarding lead.

### **Pay and Remuneration**

The pay of the senior staff is reviewed annually by the Trustees and where relevant normally increased in accordance with average inflationary increases for similar roles, in the same sector, in the locality.

### **Small company provisions**

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006

The trustees' annual report was approved on 20th March 2025 and signed on behalf of the board of Trustees by



.....  
Paul Richards (Trustee)

# Saxmundham Art Station

## Independent Examiner's Report to the trustees of Saxmundham Art Station

I report on the accounts of the charity for the year ended 30 June 2024 which are set out on pages 14 to 24.

### Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....  
Dr Peter Ellington  
FAIA Independent Examiner  
Triple Bottom Line Accounting  
The Enterprise Centre  
University of East Anglia  
Norwich  
NR4 7TJ

## Saxmundham Art Station

### Statement of Financial Activities for the Year Ended 30 June 2024

|                                    | Notes | Unrestricted<br>General<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>2024<br>£ | Total<br>2023<br>£ |
|------------------------------------|-------|---------------------------------------|--------------------------|--------------------|--------------------|
| <b>Income and Endowments from:</b> |       |                                       |                          |                    |                    |
| Grants & Donations                 | 3     | 85,948                                | 86,783                   | 172,731            | 184,292            |
| Interest Received                  |       | 40                                    | -                        | 40                 | 24                 |
| Charitable activities              | 4     | 27,954                                | -                        | 27,954             | 28,681             |
| MGETR                              |       | 16,992                                | -                        | 16,992             | 29,438             |
| <b>Total Income</b>                |       | <b>130,934</b>                        | <b>86,783</b>            | <b>217,717</b>     | <b>242,435</b>     |
| <b>Expenditure on:</b>             |       |                                       |                          |                    |                    |
| Charitable activities              | 5     | 43,334                                | 59,275                   | 102,609            | 127,864            |
| Support costs                      | 6     | 37,264                                | 76,939                   | 114,203            | 90,066             |
| Governance costs                   | 7     | 1,200                                 | -                        | 1,200              | 1,200              |
| <b>Total Expenditure</b>           |       | <b>81,798</b>                         | <b>136,214</b>           | <b>218,012</b>     | <b>219,130</b>     |
| <b>Net income/(expenditure)</b>    |       | <b>49,136</b>                         | <b>(49,431)</b>          | <b>(295)</b>       | <b>23,305</b>      |
| Transfers                          |       | (4,431)                               | 4,431                    | -                  | -                  |
| <b>Net movement in funds</b>       |       | <b>44,705</b>                         | <b>(45,000)</b>          | <b>(295)</b>       | <b>23,0305</b>     |
| <b>Reconciliation of funds</b>     |       |                                       |                          |                    |                    |
| Total funds brought forward        | 14    | 31,536                                | 45,000                   | 76,536             | 53,231             |
| Total funds carried forward        | 14    | 76,241                                | -                        | 76,241             | 76,536             |

All of the Charity's activities are classed as continuing.

The Charity has no recognised gains or losses other than those shown above.

The notes on pages 16 to 24 form part of these accounts.

## Saxmundham Art Station

### Balance Sheet as at 30 June 2024 Registered Number 10227051

|   | Note | 2024<br>£ | 2023<br>£ |
|---|------|-----------|-----------|
| <b>Fixed assets</b>                                   |      |           |           |
| Tangible Assets                                       | 13   | 71,634    | 60,840    |
|   |      | 71,634    | 60,840    |
| <b>Current assets</b>                                 |      |           |           |
| Debtors   | 10   | 28,861    | 34,316    |
| Cash at bank and in hand                              |      | 42,297    | 27,598    |
|   |      | 71,158    | 61,914    |
| <b>Creditors: Amounts falling due within one year</b> | 11   | (50,097)  | (32,132)  |
| <b>Net Current Asset</b>                              |      | 21,061    | 29,782    |
| <b>Creditors: Amounts falling due after one year</b>  | 12   | (16,454)  | (14,086)  |
| <b>Net assets</b>                                     |      | 76,241    | 76,536    |
| <b>Funds of the charity:</b>                          |      |           |           |
| <b>Restricted Funds</b>                               |      | -         | 45,000    |
| <b>Unrestricted General Funds</b>                     |      | 76,241    | 31,536    |
| <b>Total funds</b>                                    |      | 76,241    | 76,536    |

For the financial year ending 30 June 2024, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 14 to 24 were approved by the trustees, and authorised for issue on 27th March 2025 and signed on their behalf by:



.....  
Paul Richards (Trustee)

# Saxmundham Art Station

## Notes to the Financial Statements for the Year Ended 30 June 2024

### 1 Charity status

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £5 towards the assets of the charity in the event of liquidation.

### 2 Accounting policies

#### Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### Statement of compliance

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

#### Basis of preparation

Saxmundham Art Station 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 notes.

#### Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity. The financial statements have therefore been prepared on a going concern basis.

#### Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements

#### Judgements

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

#### Income and endowments

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

#### Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

#### Grants receivable

Grants are recognised when the charity has an entitlement to the funds. Where performance conditions are attached to the grant and are yet to be met, the income is recognised unless it is deemed that the conditions will not be met.

#### Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement

## Saxmundham Art Station

is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources. Where expenditure is eligible to be claimed on a future grant claim which is certain to be received, it is deferred and matched to the receipt of funds when received.

### **Charitable activities**

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.

### **Support costs**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources on a reasonable, justifiable and consistent basis.

### **Governance costs**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees' meetings and reimbursed expenses.

### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

### **Trade debtors**

Trade debtors are amounts due from customers for services performed in the ordinary course of business. Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

### **Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities. Trade creditors are recognized initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity. Designated funds are unrestricted funds earmarked by the trustees for particular future projects or commitment. Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal and fall into one of two sub-classes: restricted income funds or endowment funds.

## Saxmundham Art Station

### 3. Income from donations and legacies

|              | Unrestricted<br>General Funds | Restricted<br>funds | Total 2024     | Total 2023<br>Restated |
|--------------|-------------------------------|---------------------|----------------|------------------------|
|              | £                             | £                   | £              | £                      |
| Donations    | 81,698                        | -                   | 81,698         | 12,148                 |
| Grant Income | 4,250                         | 86,783              | 91,033         | 172,144                |
|              | <b>85,948</b>                 | <b>86,783</b>       | <b>172,731</b> | <b>184,292</b>         |

Restricted funds have been restated for 2023 to include an additional £45,000 which had been deferred in error

### 4 Income from charitable activities

|                             | Unrestricted<br>General Funds | Restricted<br>funds | Total 2024    | Total 2023    |
|-----------------------------|-------------------------------|---------------------|---------------|---------------|
|                             | £                             | £                   | £             | £             |
| Space Hire and Licence Fees | 27,954                        | -                   | 27,954        | 28,681        |
|                             | <b>27,954</b>                 | <b>-</b>            | <b>27,954</b> | <b>28,681</b> |

## Saxmundham Art Station

### 5. Expenditure on charitable activities

|                                 | Unrestricted<br>General<br>Funds | Restricted<br>Funds | Total 2024     | 2023           |
|---------------------------------|----------------------------------|---------------------|----------------|----------------|
|                                 | £                                | £                   | £              | £              |
| Art and Learning Programme      | -                                | 59,275              | 59,275         | 79,643         |
| Bank Charges & Interest Payable | 2,489                            | -                   | 2,489          | 1,403          |
| Utilities                       | 2,183                            | -                   | 2,183          | 6,659          |
| Repairs and Maintenance         | 6,779                            | -                   | 6,779          | 7,818          |
| Insurance                       | 2,463                            | -                   | 2,463          | 2,520          |
| Telephone & Communications      | 9,345                            | -                   | 9,345          | 8,765          |
| Depreciation                    | 7,550                            | -                   | 7,550          | 8,764          |
| Advertising & Fundraising       | 2,650                            | -                   | 2,650          | 1,971          |
| Subscriptions                   | 1,306                            | -                   | 1,306          | 951            |
| Travel & Subsistence            | 2,342                            | -                   | 2,342          | 5,472          |
| Other Expenses                  | 6,227                            | -                   | 6,227          | 3,898          |
|                                 | <b>43,334</b>                    | <b>59,275</b>       | <b>102,609</b> | <b>127,864</b> |

### 6. Support Costs

|                              | Unrestricted<br>General Funds | Restricted<br>Funds | Total<br>2024  | Total<br>2023 |
|------------------------------|-------------------------------|---------------------|----------------|---------------|
|                              | £                             | £                   |                | £             |
| Salary costs                 | 25,646                        | 76,939              | 102,585        | 81,164        |
| Legal and professional costs | 9,297                         | -                   | 9,297          | 8,201         |
| Other support costs          | 2,321                         | -                   | 2,321          | 701           |
|                              | <b>37,264</b>                 | <b>76,939</b>       | <b>114,203</b> | <b>90,066</b> |

## Saxmundham Art Station

### 7. Governance Costs

|   | <b>Unrestricted<br/>General Funds</b> | <b>Total 2024</b> | <b>Total 2023</b> |
|---|---------------------------------------|-------------------|-------------------|
|   | £                                     | £                 | £                 |
| Independent examiner fees               |                                       |                   |                   |
| Examination of the financial statements | 1,200                                 | 1,200             | 1,200             |
|   | <b>1,200</b>                          | <b>1,200</b>      | <b>1,200</b>      |

### 8. Staff Costs

|                    | <b>2024</b> | <b>2023</b> |
|--------------------|-------------|-------------|
|                    | £           | £           |
| Wages and Salaries | 102,585     | 81,164      |
|                    | 102,585     | 81,164      |
|                    | <b>2024</b> | <b>2023</b> |
| Number of staff    | 5           | 3           |

### 9. Taxation

The charity is a registered charity and is therefore exempt from taxation

### 10. Debtors

|                | <b>2024</b> | <b>2023 Restated</b> |
|----------------|-------------|----------------------|
|                | £           | £                    |
| Trade debtors  | 987         | 825                  |
| Prepayments    | 4,069       | 1,750                |
| Accrued Income | 17,009      | 29,448               |
| Other Debtors  | 6,796       | 2,293                |
|                | 28,861      | 34,316               |

Accrued income has been re-stated to reflect the amount of Museums and Galleries Tax Relief which was actually claimed

## Saxmundham Art Station

### 11.Creditors: amounts falling due within one year

|                              | <b>2024</b> | <b>2023 Restated</b> |
|------------------------------|-------------|----------------------|
|                              | <b>£</b>    | <b>£</b>             |
| Trade Creditors              | 34,281      | 11,987               |
| Taxes and social security    | 4,827       | 6,492                |
| Accruals and Deferred income | 300         | 600                  |
| Other creditors              | 10,689      | 13,053               |
|                              | <hr/>       | <hr/>                |
|                              | 50,097      | 32,132               |

Deferred income has been re-stated as this grant should have been recognised in the brought forward restricted funds.

### 12.Creditors: amounts falling due after one year

|                 | <b>2024</b> | <b>2023</b> |
|-----------------|-------------|-------------|
|                 | <b>£</b>    | <b>£</b>    |
| Other creditors | 16,454      | 14,086      |
|                 | <hr/>       | <hr/>       |
|                 | 16,454      | 14,086      |

## Saxmundham Art Station

### 13. Tangible Assets

|                               | Leasehold<br>Improvements | Fixtures &<br>Fittings | Office<br>Equipment | Total  |
|-------------------------------|---------------------------|------------------------|---------------------|--------|
|                               | £                         | £                      | £                   | £      |
| <b>Cost</b>                   |                           |                        |                     |        |
| As at 1 July 2023             | 57,292                    | 15,391                 | 8,669               | 81,352 |
| Additions                     | 18,004                    | 341                    | -                   | 18,345 |
| Less Grants                   | -                         | -                      | -                   | -      |
| <br>                          |                           |                        |                     |        |
| As at 30 June 2024            | 75,296                    | 15,732                 | 8,669               | 99,697 |
| <br><b>Depreciation</b>       |                           |                        |                     |        |
| As at 1 July 2023             | 10,885                    | 6,176                  | 3,451               | 20,512 |
| Provided during the<br>period | 4,641                     | 1,866                  | 1,044               | 7,551  |
| <br>                          |                           |                        |                     |        |
| As at 30 June 2024            | 15,526                    | 8,042                  | 4,495               | 28,063 |
| <br><b>Net Book Value</b>     |                           |                        |                     |        |
| As at 30 June 2024            | 59,770                    | 7,690                  | 4,174               | 71,634 |
| <br>                          |                           |                        |                     |        |
| As at 1 July 2023             | 46,407                    | 9,215                  | 5,218               | 60,840 |

## Saxmundham Art Station

### 14.Funds

|                           | Balance at<br>01-Jul-23<br>£ | Transfer<br>between funds<br>£ | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Balance at<br>30-Jun-24 |
|---------------------------|------------------------------|--------------------------------|----------------------------|----------------------------|-------------------------|
| <b>Unrestricted funds</b> |                              |                                |                            |                            |                         |
| <i>General</i>            |                              |                                |                            |                            |                         |
| General funds             | 31,536                       | (4,431)                        | 130,934                    | (81,798)                   | <b>76,241</b>           |
| <b>Restricted funds</b>   | 45,000                       | 4,431                          | 86,783                     | (136,214)                  | -                       |
| <b>Total funds</b>        | <b>76,536</b>                | -                              | 217,717                    | (218,012)                  | <b>76,241</b>           |

|                           | Balance at<br>01-Jul-22<br>£ | Transfer<br>between funds | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Balance at<br>30-Jun-23 |
|---------------------------|------------------------------|---------------------------|----------------------------|----------------------------|-------------------------|
| <b>Unrestricted funds</b> |                              |                           |                            |                            |                         |
| <i>General</i>            |                              |                           |                            |                            |                         |
| General funds             | 53,231                       | (84,406)                  | 141,325                    | (78,614)                   | <b>31,536</b>           |
| <b>Restricted funds</b>   | -                            | 84,406                    | 101,110                    | (140,516)                  | 45,000                  |
| <b>Total funds</b>        | <b>53,231</b>                | -                         | 242,435                    | (219,130)                  | <b>76,536</b>           |

## Saxmundham Art Station

### 15 Breakdown of Grants Received

|   | Unrestricted | Restricted | 2024   | 2023    |
|---|--------------|------------|--------|---------|
|   | £            | £          | £      | £       |
| East Suffolk Council*                       | -            | 21,419     | 21,416 | 13,929  |
| East Anglian Art Fund                       | -            | -          | -      | 1,000   |
| National Heritage Lottery Fund              | -            | 20,000     | 20,000 | -       |
| Suffolk County Council*                     | -            | 2,000      | 2,000  | 700     |
| Kickstart Work Placement                    | -            | -          | -      | 1,493   |
| Arts Council Grant*                         | -            | 29,286     | 29,286 | 30,000  |
| Suffolk Community Foundation                | -            | 3,503      | 3,503  | 4,320   |
| Groundwork UK                               | -            | 375        | 375    | 1,125   |
| Elizabeth Frankland Moore & Star Foundation | 1,000        | -          | 1,000  | -       |
| Alpkit Foundation                           | -            | 200        | 200    | -       |
| Scarfe Charitable Trust                     | 750          | -          | 750    | -       |
| Local Trust                                 | 1,000        | -          | 1,000  | -       |
| Foyle Foundation                            | -            | -          | -      | 15,000  |
| The D'Oyly Carte Charitable Trust           | -            | -          | -      | 3,000   |
| Magnox Funding                              | -            | -          | -      | 45,000  |
| Adrian Swire Charitable Trust               | -            | -          | -      | 12,000  |
| Simon Gibson Charitable Trust               | -            | -          | -      | 3,000   |
| Henry Moore Foundation                      | -            | -          | -      | 4,000   |
| Postcode Places Trust                       | -            | -          | -      | 24,900  |
| Waitrose Community Fund                     | -            | -          | -      | 428     |
| Saxmundham Town Council*                    | 1,500        | -          | 1,500  | 2,250   |
| National Lottery Community Fund             | -            | 20,000     | 20,000 | 10,000  |
|   | 4,250        | 86,783     | 91,033 | 172,145 |

Grants and donations marked \* are government grant income. Income is only recognised where the income recognition criteria set out in the accounting policies are met.

### 16. Related parties

There are no related party transactions.

**SAXMUNDHAM ART STATION**

England & Wales - Charity number 1197450

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# Accounts

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Saxmundham Art Station

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REGISTERED NUMBER 10227051  
CHARITY NUMBER 1197450

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STATEMENT OF ACCOUNTS  
AMENDED

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For the year ended 30 June 2023

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Saxmundham Art Station

ESTABLISHED BY DEED

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

Registered Address: 48 High Street  
Saxmundham  
Suffolk  
IP17 1AB

Trustees: Paul Richards  
Susan Barnet  
Lucy Holmes  
Amy Stein  
Catherine Thorpe

Independent Examiners: Triple Bottom Line Accounting Ltd  
The Enterprise Centre  
University of East Anglia  
Norfolk  
NR4 7JT

Saxmundham Art Station

REGISTERED NUMBER 10227051  
CHARITY NUMBER 1197450

STATEMENT OF ACCOUNTS

For the year ended 30 June 2023

INDEX

|                                   | Page     |
|-----------------------------------|----------|
| TRUSTEE'S REPORT                  | 1 to 13  |
| INDEPENDENT EXAMINER'S REPORT     | 14 to 15 |
| STATEMENT OF FINANCIAL ACTIVITIES | 16       |
| BALANCE SHEET                     | 17 to 18 |
| NOTES TO THE ACCOUNTS             | 19 to 24 |

## Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

### TRUSTEE'S REPORT FOR THE YEAR ENDED 30 June 2023

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 30th June 2023.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and 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 published in October 2019.

Saxmundham Art Station is governed by its Memorandum and Articles of Association incorporated 11<sup>th</sup> June 2016, as amended by a special resolution registered at Companies House on 18th December 2021.

#### **Reference and administrative details**

|                             |   |
|-----------------------------|---|
| Registered charity name     | Saxmundham Art Station                        |
| Charity registration number | 1197450                                       |
| Company registration number | 1022 7051                                     |
| Principal office            | 48 High Street, Saxmundham, Suffolk, IP17 1AB |
| Registered office           | 48 High Street, Saxmundham, Suffolk, IP17 1AB |

#### **Trustees**

The trustees who served us during the year and at the date of approval were as follows:

Susan Barnet

Laurence Edwards (resigned 5<sup>th</sup> December 2023)

Lucy Holmes (appointed 4<sup>th</sup> September 2023)

Paul Richards

Amy Stein (appointed 5<sup>th</sup> December 2023)

Catherine Thorpe (appointed 6<sup>th</sup> March 2023)

Established by Deed

#### **Senior Management**

Clare Palmier, Director

Verity Slade, Programme Manager until 13<sup>th</sup> December 2023

Emily Cannell Programme Manager from 1<sup>st</sup> February 2023

#### **Bank**

Triodos Bank, Deanery Road, Bristol, BS1 5AS

#### **Independent Examiner**

Peter Ellington, Triple Bottom Line Accounting, The Enterprise Centre, University of East Anglia, Norwich, Norfolk, NR4 7TJ

## Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

TRUSTEE'S REPORT FOR THE YEAR ENDED 30 June 2023

### **Objectives and Activities**

The charity's objectives ("Objects") are specifically restricted to the following:

1. To advance the arts and culture for the benefit of the public, particularly but not exclusively, by promoting and facilitating access to, creation of and exhibitions of the visual arts and other art forms;
2. To advance education for the public benefit, particularly (but not exclusively) in relation to the visual arts
3. To provide for the recreation of children, young people and adults for the benefit of the public by providing facilities, space and services to them in the interest of social welfare with the object of improving their conditions of life; and
4. To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and providing activities to assist their integration into society.

For the purpose of this clause 'socially excluded' means being excluded from society, or part of society, as a result of one or more of the following: ill health (mental or physical); disability; unemployment; financial hardship; poor educational or skills attainment.

### **About Saxmundham Art Station (known as The Art Station)**

The Art Station is a dynamic, inclusive, arts organisation, offering an engaging free high-quality Art and Learning Programme - exhibitions, events, talks, screenings, tours and creative sessions and workshops for all ages in our community. Our activities bring people together around creativity, offering enjoyable new creative experiences; providing volunteering, work placements, work experience for a community that has little access to recreation, local facilities or cultural opportunities.

Our presence and activities increase the development of the creative industries and the cultural and creative economy locally and supports access to creative careers for young people.

We are developing a supportive network that develops creative practice as well as sustainable careers through offering affordable workspace, an engaging art and learning programme which gives access to and encourages discourse about contemporary practice, creative mentoring, local freelance employment, careers support, peer crits, and support in making applications. Our programme supports the development of creative digital technology and making this accessible to audiences and participants.

## Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

### TRUSTEE'S REPORT FOR THE YEAR ENDED 30 June 2023

We offer activity in our base at the telephone exchange, our new space at the old bank and in other venues locally in the town and in other venues as appropriate to the programme.

We work with partner organisations to insure the impact of our work is effective and that we reach people who might experience more challenges to accessing culture and creativity.

#### **Public Benefit**

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on Public Benefit including, The Public Benefit Requirement (PB1), Running a Charity (PB2) and Reporting (PB3).

#### **Trustees Report**

The Art Station's work over the last year has grown and developed as we continue to develop our programme and presence in Saxmundham and East Suffolk. Our organisation and activities are a valued and appreciated feature of the local cultural ecology and our impact is being acknowledged by partner organisations, funders and our community and our work acknowledged and highlighted in East Suffolk's new cultural strategy – (Feb 2023). Art Station launched the new Sax Arts Fest in June 2023 which was a great success and will now become an annual event – bringing in over 2500 people into town – local community and new visitors – creating a warm and welcoming atmosphere and launching the museum quality exhibition Heads and Tails which brought audience from across the UK and visitors from Europe. Art Station continues to champion our local creatives and cultural community as well as bringing artists from across the UK and this year from other countries across the world so there is an opportunity for people in Suffolk to see high quality work from a wide range of both emerging and established artists.

The financial challenges for small charities including The Art Station have continued this year with the continuing Ukraine war, energy crisis, inflation, cost of living increases and across the charity sector there has been much doom and gloom. Despite this challenge Art Station is engaging its communities and growing its audience and participants by delivering a high-quality programme. We are grateful to all our funders who have invested in our activities during this year, some for the first time and acknowledge their vital support and recognition. Securing longer term and multi-year funding remains a priority. Increasing potential income streams and developing new partnerships over the next year will enable us to grow our programme and offer more to our community and to achieve some financial security and build necessary reserves.

Negotiations securing ground floor space for our programme remains a priority. Meanwhile we have been offering activities in other venues and at partner sites to ensure accessibility and this has offered an opportunity and an advantage, enabling us to connect with people in other buildings who might not venture into the Art Station.

## Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

TRUSTEE'S REPORT FOR THE YEAR ENDED 30 June 2023

### **Director's Report (Clare Palmier)**

What a brilliant year we've had! Art Station has built on the work achieved since we relaunched our programme in May 2021 and delivered another exciting programme across the year, working with new partner organisations, engaging with our community and extending the reach of our audience and participants and further increasing our profile. The team has developed skills and experience together in order to effectively plan, develop and deliver the programme and we've been delighted to welcome Emily Cannell to the team in Feb 2023. We've supported volunteers and work experience students within our team who have been a great asset and who've enjoyed and gained from their experience. We have developed our initial partnerships with Saxmundham Museum, Saxmundham Library, Community Fridge, Britten Pears Arts, First Light Festival and Saxmundham Town Council in order that we can most effectively deliver our programme and increase our impact.

Our Flag Project began the year with a display of community and artist flags along the high street transforming the town with their colour and vibrance. When they came down it was clear how naked and bare the street looked! Our Flag Project exhibition showed work by local and established artists including a beautiful archive video work "Here is a Gale Warning" by the late Rose Finn-Kelcey.

Our programme has included two high profile exhibitions: Dirty Work Part One and Part Two co-curated with William Cobbing, a UK ceramicist showing internationally and Heads and Tales, our first big solo show, by artist Abigail Lane. Dirty Work was our first experience of working with high profile artists showing internationally and importing work from Europe. Thanks go to Mtec for their support with this complicated post-Brexit process and for the kind donation from their corporate trust. Heads and Tails was a huge show of an extensive body of work. Both these shows brought in audience from Europe, cities across the UK and were an opportunity to show museum-quality work here in Saxmundham for our local community.

With both Dirty Work and Heads & Tails, the Art Station approach has been integral – how can we offer communication of the ideas and preoccupations of the work through other related activities which expand, enhance, and offer access to the work. We offered talks with the artists – Clare Twomey in conversation with William Cobbing; or with other connected creatives as with the Julia Blackburn conversation with Professor Freddie Robins in relation to Heads and Tails, embroidery, and Julia's book on John Craske. We also offered creative ceramics sessions (Dirty Work) and bird-making sessions (Heads & Tails) for different age groups – adults with learning disabilities, children and families, secondary school students, older women.

We supported digital work and younger artists through the exhibition Player Piano – curated by Bob Bicknell-Knight. Work by six young artists: Kara Chin, Kumbirai Makumbe, Catinca Malaimare, Emily Mulenga, Petra Szemán and Rafał Zajko – all showing internationally, was curated in a show which offered our audience access to contemporary digital work and technology in a stunning, mesmerising work. It was fascinating and enriching to have this energetic work in our building offering audiences engagement in practice and ideas currently within creative technology.

Super awesome exhibition and innovative work to be shown in a rural space!  
Such an exciting range of work – the video pieces felt so immersive and hypnotic. Thank you!  
Fantastic and diverse work – great to see it in Saxmundham – Well done to everyone involved.  
Interesting and thought-provoking work...great to see challenging art works in East Suffolk.

## Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

### TRUSTEE'S REPORT FOR THE YEAR ENDED 30 June 2023

After an open submission and recruitment, we offered a residency to composer Theo Alexander in partnership with Britten Pears Arts. Theo worked at both sites and was supported with mentoring and tech help from across the two organisations. The new work in progress was installed and performed in the project space and offered as part of the Winter Celebration. An inspired composition and combination of old-style tape players and live music created a mesmerising and hypnotic experience. Through live performance we engaged audience in innovative work which develops art practice – here in Saxmundham.

We continued to offer weekly enrichment sessions for SET Saxmundham across the year (20 half day sessions) engaging a group of students Years 7 to 10 in different practices and ideas. This is an opportunity they don't have in school to work directly with professional creatives and to understand how they might progress to a career in the creative industries.

Development of the East Suffolk LCEP continued and a consultation focusing on secondary school students and teachers took place resulting in data which showed clearly the need for more creative activities for young people and CPD for art teachers locally and a supportive creative network for art teachers in a climate where the arts in many schools are felt to be devalued and budgets greatly reduced. The next step is to fund, recruit and support an LCEP co-ordinator to start putting in place activities and communications – the initial needs of the network.

Art Station is developing our support for younger and emerging artists. We hosted the first Art Station Graduate Award exhibition for two recent graduates Melisa Novotna and Patrisiya Banova from BA(Hons) Fine Art at University of Suffolk – in partnership with the University. The young artists were selected from their degree show and this was an opportunity to create their first professional show outside of further education and to a new audience.

Our focus on the environment and our local natural heritage has engaged many different groups of people, through nature walks with artists and creatives both locally in and around Saxmundham and through bringing people into the AONB area, improving access by increasing people's confidence with walking and a familiarity and ownership of our natural heritage. Through supporting contact with nature and creativity, we are offering inclusive recreation and social connection for local people. An environmental survey led by artists Emily Knock and Liz Waugh mapped species along the path of the River Fromus – with support from artists Anna Ilsley and Jevan Watkins Jones leading nature walks and participants. Our aim is to increase our focus on creativity and our local natural heritage – in order to provide further opportunities for community recreation, social connections and engage our community in both enjoying and preserving habitats and species and acknowledging the presence and historical relevance of River Fromus.

Our regular activities – Art Station Film (monthly) and Wiggly Weds (weekly) continue to engage inclusively and develop relationships with children and families and older people.

Art Station has been integral to the success of the Winter Celebration in December – delivered for a second time in Dec 2022. Both the performance by Theo Alexander and the opening of Animal, Vegetable, Mineral curated by Annabel Dover and Karen Densham were integral to the success of the event and offering engagement to a wide audience. Animal, Vegetable Mineral was a huge show of hundreds of artists' works and collected artefacts using the building and many cabinets. Many artists and groups from the community were included and the works were brought together in a skillful curation.

Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

TRUSTEE'S REPORT FOR THE YEAR ENDED 30 June 2023

In June 2023 we delivered the inaugural Sax Arts Fest – a day of art, music, food and free activities. We received unanimous positive feedback from the event which brought in over 2500 people and created a warm welcome to our community and visitors. These annual events really characterise Saxmundham as a creative, cultural, and exciting town where things happen and also introduce people to different sites and buildings in the town. They are also an opportunity to work with partner organisations across the town, creating a strong sense of community and enjoyable purpose.

We continue to support our 8 creatives in their affordable workspace studios and because of demand we have the ambition to take on more space to offer more studios, and studios of different sizes. Artists were pleased to be able to offer open studios at both our annual events, which introduced new people and buyers to their work. We have offered links to business advice which have led to funding and offered support on funding applications.

We need long-term core funding going forwards to ensure the organisation can continue to grow and thrive and that the team and venue is adequately resourced. Art Station is currently negotiating in order to take on permanent accessible ground floor space in Saxmundham to ensure we can offer a fully accessible programme here in our town.

Our profile and presence is growing through effective use of our website and social media channels, promoting through partner networks as well as ensuring that hard copy assets are used as appropriate for our community.

Our impact in offering inclusive access to creativity this year has increased through our growing reach within our community and increase in participation as our profile has grown. We have increased our overall audience through offering a high-quality programme which has brought in new audience and visitors who in turn have increased spend on the high street, a positive and essential impact of the cultural economy in East Suffolk. We have supported access to innovative practice enabling practice to thrive and develop here.

Our free, exciting programme has introduced people to new ideas, art, artists, and creatives, right here in Saxmundham.

I would like to thank all our brilliant staff, trustees, freelance artist educators, volunteers, audience and participants and our funders for making The Art Station happen in the best possible way and our combined forces for creating positive cultural experiences here in East Suffolk. Looking forward to our next year!

**Clare Palmier**

Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

TRUSTEE'S REPORT FOR THE YEAR ENDED 30 June 2023

## **Achievements & Performance**

### **Art and Learning Programme Participation Numbers Year End June 2023 – summary**

#### **Overall audience/participation 7088**

##### **Breakdown:**

Exhibitions: 3550

Enrichment sessions for young people; 60 students (20 half day sessions)

Creative workshops/sessions: 120 people

Wiggly Weds after school for children and families: 60 (30 sessions)

Nature Walks: 120 people (children and families)

Holiday sessions for children; 80 children (12 days of activities)

Volunteers: 15 (50 person days)

Summer Art Tour: 25 participants

Talks live: 45 people

Talks Online: 250

Online audience – video and website participation: 500 interactions of significant duration

Art Station Film: 250 participants

Mentoring Session: 10 artists mentored

Supported creatives in workspaces: 8

Annual festivals not including exhibition audience: 2000

Freelancers employed: 61

### **Art Station achievements Year End June 2023**

#### **Children and young people**

**After School Sessions:** We've run 30 free creative after school weekly Wiggly Wednesdays sessions for children 4 - 11 and their families at Saxmundham Library. These free inclusive sessions bring together local children and families for enjoyment and creative learning with professional artists.

We've provided 12 creative activity days during Easter, Summer, and Half-term Holidays for children 8-13 with a packed schedule of fun activities and a cooked healthy lunch provided. It's really important that people can access free activities as families have no budget at all for extras and this is an effective way of including families who have socio-economic challenges.

## Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

TRUSTEE'S REPORT FOR THE YEAR ENDED 30 June 2023

### **Young people, training and work**

We offered support to six work experience students across the summer for 1 and 2 week periods. We're currently seeking funding to support two paid work placements and one paid intern from September 2023. We supported 10 volunteers and offered advice with careers and job applications. This is crucial support which enables young people to access new skills and experience for their CVs and gives them confidence and aspiration for their future as well as practical skills. They have direct contact with people working in the creative industries and also gain transferable skills needed across sectors.

### **Wellbeing and Creativity**

Our nature walks led by artists Jevan Watkins Jones and Anna Ilsley for families and children and adults have engaged people with local natural heritage, local species, and our nearest natural waterway the River Fromus. In partnership with Suffolk Mind, we promoted the adult walks to people who might be feeling isolated because of mental health issues. All our staff have now trained with Suffolk Mind to understand mental health issues better. Our aim is to focus more on the environment and providing access and support to engage with nature – which research now highlights as being crucial to health and wellbeing and an effective pathway to improved wellbeing.

Through our creative sessions with Leading Lives – a group of adults with learning disabilities and Top Times – a group of women aged 65 to 92 years old we are inclusive in our approach to creativity and a wider group of people have the opportunity to engage in creative learning and work with professional artists.

### **Feedback Leading Lives:**

*At the end of the session the participants are happier, sense of achievement proud and will talk about it with home, family, and other users during the week. One participant is so happy she laughs during the session and is so engaged where normally she would do her own thing.*

### **Exhibition and events highlights**

**In Conversation** – We continued our Art Station talks series – both face to face to a live audience and online both as audio and text and plan to launch these talks as a Podcast series in the next year engaging a wider audience digitally with contemporary practice and ideas.

**Summer 2022** we presented the Saxmundham Flags Project celebrating 750 years of the town and the Jubilee. A glorious project with flags by artists and the community lining the high street and within our building, enabling a collective celebration of Saxmundham, providing movement and colour to the high street over the summer months and to welcome visitors to the town and then transferring to East Point Pavilion, Lowestoft to offer a visual experience of the flags to that community.

**Art Station Art Tour** September 2022 Our second Art Tour – (this time by bus because of train strikes) around East Suffolk contemporary visual art venues led by Art Station team took a group to four venues – Dirty Work One at Art Station, Dirty Work Two at Old Theatre Framlingham, Laurence Edwards studio, Halesworth and Paul Dash showing at 303 projects in Lowestoft.

Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

TRUSTEE'S REPORT FOR THE YEAR ENDED 30 June 2023

**Feedback:** *Really helpful to create a community*

*Total surprise – no idea this all existed*

*Massive difference, I wouldn't have done it on my own*

*It's terrific and good to promote contemporary art in the area*

## **DIRTY WORK One and Two**

DIRTY WORK Part ONE presented a diverse range of ceramic works, from sculpture to video, which push the boundaries of the medium in a subversive way.

Curated by William Cobbing and featuring works by Salvatore Arancio, Caroline Achaintre, Anne Wenzel, Ryan Gander and Nicholas Pope. DIRTY WORK Part ONE presented a diverse range of ceramic works, from sculpture to video, which push the boundaries of the medium in a subversive way.

We located DIRTY WORK Part TWO at the Old Theatre Framlingham which gave us scope to offer a large-scale participatory work by Clare Twomey, a leading contemporary ceramicist with a high profile and showing internationally and to engage with a different audience out of Framlingham.

DIRTY WORK Part TWO artists drew the audience into various forms of intimacy either through direct interaction or unspoken dialogue. Featuring a new participatory work by Clare Twomey and ceramic works by Karen Densham, Ali Hewson, and Richard Oliver.

### ***Feedback from Dirty Work exhibition:***

*"FANTASTIC - THRILLING - TOTALLY YES YES YES YES -"*

*"I loved it - thank you, spilling art into the street."*

*"Strong work, great hanging + spacing- thank you art station."*

*"Excellent staff."*

*"Brilliant Show, wonderful to see in Sax."*

*"A joy to see some creative ceramics!"*

*"Amazing show + building, well done."*

*"Inspiring me to get working again - so many ideas."*

*"Really interesting, gorgeous building. My two boys were inspired."*

*"A really fresh, tactile and humorous perspective on ceramics - particularly loved the performance and video pieces!"*

Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

TRUSTEE'S REPORT FOR THE YEAR ENDED 30 June 2023

**Heads & Tails exhibition, artist Abigail Lane.**

A huge body of new fascinating works by Abigail Lane filled the Art Station's different spaces, featuring guest works by Glenn Brown, Gavin Turk, and Mathew Weir. This was the first solo exhibition of Lane's work in twenty years and therefore a significant opportunity to view this new, exciting, and beautiful work. This show has opened up new opportunities for Abigail. Art Station sees it as significant to be supporting women artists of all ages including artists whose caring responsibilities have created challenges to a viable career and opportunities in order to be authentically offering equality of opportunity.

**Heads & Tails feedback:**

*"Fabulous exhibition, very inspiring, thank you."*

*"Fantastic show- beautiful work!"*

*"Wonderful, loved it!"*

*"Lovely work- thought provoking!"*

*"Wonderful to see such a range of thoughtful works. Great show."*

*"Very enjoyable exhibition, well done."*

*"Thank you, really interesting show, great to see the work across the spaces."*

*"Great show, thanks!"*

*"Love the show, especially 'Doing Time'"*

*"Thank you so much for all your efforts."*

*"The centre of arts in Suffolk. Amazing, Thank you."*

*"Amazing exhibition- so thought provoking, thank you."*

Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

TRUSTEE'S REPORT FOR THE YEAR ENDED 30 June 2023

**Artist Residencies: We offered a composer residency in partnership with Britten Pears**

Theo Alexander is a young British- Malaysian composer living in Prague. Theo spent a month working between Art Station and Britten Pears Arts site at Snape Maltings and created a composition for installation and performance at the Art Station.

**Feedback from Theo:** My work has developed in many ways, but particularly in terms of being able to share my ideas with a wide range of people, incorporate diverse forms of feedback, and communicate my ideas more clearly to collaborators.

A regular, thorough working routine uninterrupted by the need to do everyday things. But beyond this, I am grateful for the many people I met and the exchanges that we had, and I will continue to learn from them in the future. My experience of working with The Art Station and Britten Pears was excellent, I felt very taken care of and everyone was so nice.

**Art Station Film**

Our popular monthly Art Station film screenings – curated by Emily Richardson continued this year - Her skillfully curated programme has garnered a growing loyal regular audience and also new visitors attracted by specific evenings. Emily draws on her own archive and her extensive knowledge and contacts within artist film.

**Artist Support**

We continue to support 8 creatives in their workspaces here in Saxmundham and have offered connection to small business funding and support. Our open studios have brought in a new audience and also new buyers for several of the artists' work. We have offered mentoring and advice around funding, artist statements and job applications.

## Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

### TRUSTEE'S REPORT FOR THE YEAR ENDED 30 June 2023

#### **Financial Review**

The trustees review Art Station's finances at quarterly board meetings. Senior management were supported by external accountants CRASL (30<sup>th</sup> May 2023) and Triple Bottom Line Accounting (from 1<sup>st</sup> June 2023) to manage day to day accounting. The board will prioritise in 2023/2024 recruiting a trustee with accountancy and finance skills to support the board and the Director.

#### **Reserves Policy**

The Trustees' policy is to build adequate reserves in 2023/2024 in order to cover three to six months' unrestricted expenditure. Because of the wider context of increased competition for funding and decreased amounts of funding – gathering reserves has proved too difficult since our relaunch in 2021.

#### **Structure, Governance and Management**

Saxmundham Art Station is a charitable company limited by guarantee incorporated on 11<sup>th</sup> June 2016 and registered as a charity on 11<sup>th</sup> January 2022. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association amended by special resolution on 18<sup>th</sup> December 2021. In the event of the company being wound up members are required to contribute an amount not exceeding £5.

The Trustees of the company are also directors for the purposes of company law. Under the Memorandum and Articles of Association the Trustees are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. The Trustees of the charitable company during the year are as described on the reference and administration details page of these financial statements.

#### **Principal Funding Sources**

The main sources of income for the charity are from trading income: studio licence fees, space hire, and co-working fees and from grants from national organisations, local authorities and trusts and foundations. The charity currently has no investments.

#### **Organisation Structure**

The Trustee Board comprises of five members who meet quarterly and are responsible for overall governance and policy of the charity. The Trustees are from a variety of backgrounds relevant to the work of the charity.

The Board is supported by the Director, who leads and manages the organisation day-to-day and plans strategic direction, programming, fundraising and a Programme Manager and Programme Co-ordinator who supports delivery of the programme.

Trustees are recruited through an open recruitment process and formal interview. The process includes an outline of the Trustees' roles and responsibilities. Training will be offered as required for each Trustee and may include training for specialist roles such as the Trustee safeguarding lead.

Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

TRUSTEE'S REPORT FOR THE YEAR ENDED 30 June 2023

**Pay and Remuneration**

The pay of the senior staff is reviewed annually by the Trustees and where relevant normally increased in accordance with average inflationary increases for similar roles, in the same sector, in the locality.

**Small company provisions**

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006

The trustees' annual report was approved on 21st March 2024 and signed on behalf of the board of Trustees by

*Paul Richards*

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Paul Richards (Trustee)

Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SAXMUNDHAM ART STATION

For year ended 30 June 2023

I report on the accounts of the charity for the year ended 30 June 2023, which are set out on pages 16 to 23.

#### RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (The 2011 Act) and that an independent examination is needed. It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act,
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act, and
- To state whether particular matters have come to my attention.

#### BASIS OF INDEPENDENT EXAMINER'S REPORT

Our examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SAXMUNDHAM ART STATION

For year ended 30 June 2023

INDEPENDENT EXAMINER'S STATEMENT

In connection with our examination, no matter has come to my attention:

- 1 which gives us reasonable cause to believe that, in any material respect, the requirements:
  - \* to keep accounting records in accordance with section 130 of the 2011 Act; and
  - \* to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

- 2 to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Peter Ellington

Triple Bottom Line Accounting  
Limited

Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 30 June 2023

|   | Note | Unrestricted<br>£ | Restricted<br>£ | 2023<br>Total<br>£ | 2022<br>Restated<br>Total<br>£ |
|---|------|-------------------|-----------------|--------------------|--------------------------------|
| <b>Income and endowments from</b>       |      |                   |                 |                    |                                |
| <i>Voluntary Income:</i>                |      |                   |                 |                    |                                |
| Grants & Donations                      | 3    | 83,182            | 56,110          | 139,292            | 162,964                        |
| <i>Activities for generating funds:</i> |      |                   |                 |                    |                                |
| Charitable activities                   | 4    | 28,705            | 0               | 28,705             | 23,359                         |
| MGETR                                   |      | 48,973            | 0               | 48,973             | 13,559                         |
| <b>Total income and endowments</b>      |      | <u>160,860</u>    | <u>56,110</u>   | <u>216,970</u>     | <u>199,882</u>                 |
| <b>Expenditure</b>                      |      |                   |                 |                    |                                |
| Cost of generating voluntary income     |      |                   |                 |                    |                                |
| Charitable activities                   | 5    | 78,614            | 140,516         | 219,130            | 211,999                        |
| <b>Total expenditure</b>                |      | <u>78,614</u>     | <u>140,516</u>  | <u>219,130</u>     | <u>211,999</u>                 |
| <b>Transfers between funds</b>          |      | (84,406)          | 84,406          |                    |                                |
| <b>Net movement in funds</b>            |      | (2,160)           | 0               | (2,160)            | (12,117)                       |
| Balances brought forward                |      | 53,231            | 0               | 53,231             | 65,348                         |
|   |      | <u>51,071</u>     | <u>0</u>        | <u>51,071</u>      | <u>53,231</u>                  |

All of the Charity's activities are classed as continuing.

The Charity has no recognised gains or losses other than those shown above.

The notes on pages 19 to 24 form part of these accounts.

Saxmundham Art Station

REGISTERED NUMBER 10227051  
CHARITY NUMBER 1197450

BALANCE SHEET  
As of 30 June 2023

|                                    |          | <b>2023</b>     | <b>2022</b>     |
|------------------------------------|----------|-----------------|-----------------|
|                                    |          | £               | Restated<br>£   |
| <b>Fixed Assets</b>                |          |                 |                 |
| Leasehold Improvements             |          | 46,407          | 51,563          |
| Fixtures & Fittings                | <b>6</b> | 9,215           | 11,349          |
| Office Equipment                   |          | 5,218           | 6,522           |
|                                    |          | <u>60,840</u>   | <u>69,434</u>   |
| <b>Current Assets</b>              |          |                 |                 |
| Debtors                            | <b>7</b> | 53,851          | 15,342          |
| Cash In Bank                       |          | 27,299          | 2,658           |
| Cash in hand                       |          | <u>299</u>      | <u>172</u>      |
|                                    |          | 81,449          | 18,172          |
| <b>Liabilities</b>                 |          |                 |                 |
| Amounts falling due in one year    | <b>8</b> | (77,132)        | (10,375)        |
| <b>Net current assets</b>          |          | <u>4,317</u>    | <u>7,797</u>    |
| <b>Liabilities</b>                 |          |                 |                 |
| Amounts falling due after one year | <b>9</b> | <u>(14,086)</u> | <u>(24,000)</u> |
| <b>Net assets</b>                  |          | <u>51,071</u>   | <u>53,231</u>   |
| <b>Funds</b>                       |          |                 |                 |
| Unrestricted Funds                 |          | 51,071          | 53,231          |
| Restricted Funds                   |          | <u>0</u>        | <u>0</u>        |
|                                    |          | <u>51,071</u>   | <u>53,231</u>   |

Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

BALANCE SHEET CONTINUED

As of 30 June 2023

For the financial year ending 30 June 2023 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year ending 30 June 2023 in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Board of Trustees on 21st March 2024 and signed on its behalf by:

*Paul Richards*

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Paul Richards (Trustee)

Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

NOTES TO THE ACCOUNTS

For the year ended 30 June 2023

**1. AMENDED BY REPLACEMENT**

The financial statements for the year ended 30 June 2023 have been amended.

These financial statements:

Replace the original financial statements;

Are now the statutory financial statements;

Have been prepared as at the date of the original financial statements, and not as at the date of the revision and accordingly do not deal with events between those dates.

A revision has been made to note 3 Donations and Grants to identify individual funders.

There are no significant amendments to the original accounts.

**2. ACCOUNTING POLICIES**

**Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice and in accordance with the Financial Reporting Standards for Smaller Entities (effective January 2015) and the Charities Act 2011. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note. The financial statements have been prepared to give and 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by the Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRSSE) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

**Preparation of accounts on a going concern basis**

The assessment of the trustees is that the charity is a going concern.

**Income**

All incoming resources are included on the Statement of Financial Activities when the charity has sufficient certainty that receipt of the income is probable, and the amount can be measured reliably.

Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

NOTES TO THE ACCOUNTS (CONTINUED)

**Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party. It has been classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings,

they have been allocated on a basis consistent with the use of resources. Grants offered subject to conditions which have not been met at the year-end date are noted as commitment but not accrued as expenditure.

**Voluntary Income**

All donated income is included in income on receipt where the donor requires that the sum is to be treated as income in future accounting periods.

Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

NOTES TO THE ACCOUNTS (CONTINUED)

For the year ended 30 June 2023

**Investment Income**

Interest received is included when receivable.

**Fixed Assets**

Depreciation is provided on fixed assets at rates calculated to write off the costs, less estimated residual value, or each asset over its expected useful life as follows: -

Furniture, Fixtures and Fittings - 20% on reducing balance

Leasehold Improvements - 10% on reducing balance

Office Equipment - 20% on reducing balance

**Stock**

Stock is valued at a lower of cost and net realisable value

Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

NOTES TO THE ACCOUNTS (CONTINUED)

For the year ended 30 June 2023

|                                       | Unrestricted  | Restricted     | 2023           | 2022R          |
|---------------------------------------|---------------|----------------|----------------|----------------|
|                                       | £             | £              | £              | £              |
| <b>3 Donations and Grants</b>         |               |                |                |                |
| East Suffolk Covid Grant              | 0             | 0              | 0              | 21,641         |
| East Anglian Art Fund                 | 0             | 1,000          | 1,000          | 0              |
| East Suffolk Council                  | 3,456         | 10,473         | 13,929         | 0              |
| Kickstart Work Placement              | 0             | 1,493          | 1,493          | 27,167         |
| Suffolk CC (Cultural Continuity Fund) | 0             | 0              | 0              | 21,568         |
| Arts Council Grant                    | 0             | 30,000         | 30,000         | 42,100         |
| Suffolk Community Foundation          | 0             | 4,320          | 4,320          | 0              |
| National Lottery Community Fund       | 10,000        | 0              | 10,000         | 0              |
| Foyle Foundation                      | 15,000        | 0              | 15,000         | 0              |
| The D'Oyly Carte Charitable Trust     | 0             | 3,000          | 3,000          | 0              |
| Other Grants                          | 42,578        | 5,824          | 48,102         | 28,393         |
| Donations                             | 12,148        | 0              | 12,148         | 22,094         |
|                                       | <u>83,182</u> | <u>56,110</u>  | <u>139,292</u> | <u>162,964</u> |
| <b>4 Charitable activities</b>        |               |                |                |                |
| Space Hire & License Fees             | 28,681        | 0              | 28,681         | 23,359         |
| Interest Received                     | 24            | 0              | 24             | 0              |
|                                       | <u>28,705</u> | <u>0</u>       | <u>28,705</u>  | <u>23,359</u>  |
| <b>5 Charitable activities</b>        |               |                |                |                |
| Bank Charges & Interest Payable       | 1,403         | 0              | 1,403          | 1,176          |
| Wages Costs                           | 20,291        | 60,873         | 81,164         | 99,413         |
| Utilities                             | 6,659         | 0              | 6,659          | 6,766          |
| Repairs & Maintenance                 | 7,818         | 0              | 7,818          | 5,769          |
| Insurance                             | 2,520         | 0              | 2,520          | 999            |
| Telephone and Communications          | 8,765         | 0              | 8,765          | 10,947         |
| Accountancy & Professional Services   | 9,401         | 0              | 9,401          | 8,327          |
| Depreciation                          | 8,764         | 0              | 8,764          | 10,457         |
| Advertising                           | 1,971         | 0              | 1,971          | 2,249          |
| Subscriptions                         | 951           | 0              | 951            | 3,932          |
| Art & Learning Programme              | 0             | 79,643         | 79,643         | 54,513         |
| Travel & Subsistence                  | 5,472         | 0              | 5,472          | 2,154          |
| Staffing Costs                        | 701           | 0              | 701            | 2,064          |
| Office Expenses                       | 2,783         | 0              | 2,783          | 2,217          |
| Small Equipment Purchased             | 953           | 0              | 953            | 1,016          |
| Donations                             | 162           | 0              | 162            | 0              |
|                                       | <u>78,614</u> | <u>140,516</u> | <u>219,130</u> | <u>211,999</u> |

Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

NOTES TO THE ACCOUNTS  
(CONTINUED)

For the year ended 30 June 2023

**6 Fixed Assets**

|                       | Leasehold<br>Improvements<br>£ | Fixtures &<br>Fittings<br>£ | Office<br>Equipment<br>£ | Total<br>£    |
|-----------------------|--------------------------------|-----------------------------|--------------------------|---------------|
| <b>Cost</b>           |                                |                             |                          |               |
| At 1 July 2022        | 57,292                         | 15,221                      | 8,669                    | 81,182        |
| Additions             | 0                              | 170                         | 0                        | 170           |
| Less: Grants          | 0                              | 0                           | 0                        | 0             |
| At 30 June 2023       | <u>57,292</u>                  | <u>15,391</u>               | <u>8,669</u>             | <u>81,352</u> |
| <b>Depreciation</b>   |                                |                             |                          |               |
| At 1 July 2022        | 5,729                          | 3,872                       | 2,147                    | 11,748        |
| Charge for the year   | 5,156                          | 2,304                       | 1,304                    | 8,764         |
| At 30 June 2023       | <u>10,885</u>                  | <u>6,176</u>                | <u>3,451</u>             | <u>20,512</u> |
| <b>Net book Value</b> |                                |                             |                          |               |
| At 30 June 2023       | <u>46,407</u>                  | <u>9,215</u>                | <u>5,218</u>             | <u>60,840</u> |
| At 1 July 2022        | <u>51,563</u>                  | <u>11,349</u>               | <u>6,522</u>             | <u>69,434</u> |

**7 Debtors and prepayments**

|                |               |
|----------------|---------------|
| Debtors        | 825           |
| Prepayments    | 1,750         |
| Accrued Income | 48,983        |
| Other Debtors  | <u>2,293</u>  |
|                | <u>53,851</u> |

**8 Liabilities: Amounts falling due within one year**

|                               |               |
|-------------------------------|---------------|
| Creditors                     | 11,987        |
| Other taxes & Social Security | 6,492         |
| Accruals and deferred income  | 45,600        |
| Other Creditors               | <u>13,053</u> |
|                               | <u>77,132</u> |

Saxmundham Art Station

REGISTERED NUMBER 10227051

CHARITY NUMBER 1197450

NOTES TO THE ACCOUNTS (CONTINUED)

For the year ended 30 June 2023

**9 Liabilities: Amounts falling due after one year**

|                 |               |
|-----------------|---------------|
| Other Creditors | <u>14,086</u> |
|                 | <u>14,086</u> |

**10 Grants received**

|                                 |                |
|---------------------------------|----------------|
| East Suffolk Council*           | 13,929         |
| Kickstart Work Placement        | 1,493          |
| Suffolk County Council*         | 700            |
| Arts Council Grant*             | 30,000         |
| D'Oyly Carte Charitable Trust   | 3,000          |
| Suffolk Community Foundation    | 4,320          |
| Groundwork UK                   | 1,125          |
| East Anglian Art Fund           | 1,000          |
| Henry Moore Foundation          | 4,000          |
| Postcode Places Trust           | 24,900         |
| Foyle Foundation                | 15,000         |
| Saxmundham Town Council*        | 2,250          |
| National Lottery Community Fund | 10,000         |
| Adrian Swire Charitable Trust   | 12,000         |
| Simon Gibson Charitable Trust   | 3,000          |
| Waitrose Community Fund         | <u>428</u>     |
|                                 | <u>127,145</u> |

Grants and donations marked \* are government grant income. Income is only recognised where the income recognition criteria set out in the accounting policies are met.

**11 Average number of employees**

The average number of employees during the year was 3 (2022: 5).

Amendments to note 3 have been approved by the Board of Trustees on 12th July 2024 and signed on its behalf by:

*Paul Richards*

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Paul Richards (Trustee)