

**ARCADEA CIO**

**REPORT AND FINANCIAL STATEMENTS**

**For the year ended 31 March 2024**

**Charity number 1198416**

# ARCADEA CIO

## TRUSTEES ANNUAL REPORT

For the year ended 31 March 2024

The trustees are pleased to present their annual report together with financial statements of the charity for the year ended 31 March 2024.

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

### 1. Objectives and activities

#### In Loving Memory of Karen Sheader: Arcadeas Annual Review 2023/24

*"Disability equality means accepting that disabled people can not only be equally talented, entertaining, sexy and valuable as people but can also be equally bigoted, spiteful, self-serving and cruel.*

*We want to smash the idea that we're all saintly tragic beings who smile in the face of adversity and gamely try to overcome life's difficulties while gratefully accepting the handouts from the charity tins."*

Karen Sheader, 8<sup>th</sup> July 1960 – 1<sup>st</sup> August 2023

This year we were devastated by the sudden loss of our beloved board member Karen Sheader. Karen was a key member of not just the board, but also the disability arts movement in the North East and was instrumental in shaping and guiding the work we do for more than 30 years.

Karen co-founded the Fugertivs, a trash/punk band known for her defiant lyrics, channeling a collective anger at the oppression faced by disabled people, the meddling in their lives by outside agencies and intrusive sympathetic strangers. With 'Bar-room Bollocks' becoming an anthem of its time, that literally stopped traffic in Newcastle City Centre during a 2001 protest for the Disabled Peoples Direct Action Network.

*'You reckon that you're our champion  
Defender of all poor crips  
Well I just can't believe the crap that I've heard  
That comes pouring out of your lips  
You like to keep us where you think we belong  
With sentiment and prejudice  
Well I hope that some tosspot talks shite about you  
Next time you go out on the piss!  
Bollocks to you, and Bollocks to you, and Bollocks to you  
And Bollocks to you....*

Bar Room Bollocks, the Fugertivs

After the Fugertivs broke up Karen went on to form the Karen Sheader band, whose lyrics in songs like 'No Place Like Home' inspired by the horrific events at Cawston Park, continued to raise awareness, give voice to those so often unheard, tell their stories and challenge the

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### **TRUSTEES ANNUAL REPORT**

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listener to think about the experience of disabled people in this world, for what it is and what it should be.

Karen was also a founding member of Shoot Your Mouth Off Films in Hartlepool, who make award winning films about the unvarnished and unfiltered lives and experiences of learning disabled people.

A fiercely intelligent woman, a talented writer, performer and a tireless campaigner for disability rights, no words can do this inspirational woman justice. As a true great of the Disability Arts Movement who gave so much to the cause, her loss will be felt far and wide.

Thank you for everything Karen, another gone far too soon, with so much still undone. Your tireless work to improve the lives of disabled people will be greatly missed, but your influence will live on in the work that we do.

“Learning disabled and neurodiverse individuals experience, process, and interpret the world in unique ways. These abilities, valued in professional artists, are fundamental to making remarkable contemporary art. It is our aim to ensure Arcadea artists’ work is seen and enjoyed publicly and that opportunities are created and available for diverse artists.”

**Katy Saunderson**  
**Chief Executive**

### **Chair Report**

With last year being dominated by the idea of living with COVID, this year is the year that we began to get a glimpse of what life after covid will look like.

A picture is beginning to emerge of the impact the last three years have had on the learning disabled community that makes up our membership. With more isolating habits and challenging behaviours being observed, as well as an increase in low mood and other mental health concerns being reported.

With long waiting times for specialist support and several members with an urgent need for further support, we decided to take action and pilot Creative Mindfulness sessions. Members have engaged well with this new service and it has quickly become a highly valued aspect of the HUB offer.

Alongside this we have continued our increase engagement of members with the wider community through trips and exhibitions. Our members have also started their own HUB Radio Show, which is broadcast every Sunday on NOVA radio, further amplifying the voices of disabled people in the region.

This year we also completed the conversion from an unincorporated to an incorporated charity, resulting in a new charity number, as well as the name Arcadea CIO.

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For the year ended 31 March 2024

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Unfortunately, the backdrop to all this good work were serious issues surrounding the lift function and accessibility of our Kelburn House Studio base. This eventually became untenable and resulted in a permanent move of the HUB Studio away from this venue with solicitors instructed. Unfortunately, the additional work surrounding these issues dominated our time and energy for much of the year.

Our previous years work to get members 'out and about' to different venues, along with a strong staff team, helped to both prepare and shield our members from most of the difficulties experienced behind the scenes. With an initial move to MEA House and then another to Carr-Ellison House, we now have plans in motion to return the charity to a long-term venue back in the city-centre.

The ICEbox Youth Club has continued to provide a specialist space for disabled and autistic young people in the city. Unfortunately, we did not have the resources to offer dedicated ICEbox camps during term breaks camps. However, not wanting to leave this group without provision we were able to offer HUB Holiday sessions instead, giving members a place in the HUB Studio during term breaks at a subsidised rate to ease the financial burden on families as the cost of living continues to rise.

The Sensation Studios are now up and running with 4 of the 6 available places filled. Unfortunately delays in the promised refurbishment of the lift and subsequent accessibility issues have led to a pause in the drive for new members whilst the future location of the Studios is under review.

Unfortunately, the resources taken up by the accessibility issues detailed above, both financially (due to the cost of moves and room hire etc.) and in staff time has limited our ability to drive forward existing as well as take on new projects as we would have liked to.

Despite these set-backs and the ongoing cost of living crisis, the charity has managed to retain the majority of its membership, develop essential services and continue its core activities. We are now able to put this difficult period behind us and are in a much stronger position where we can begin to recover financial losses and again dedicate staff resources to future planning & projects.

We are very grateful to have secured funding from the Community Foundation to help with emergency rent and moving costs, the Newcastle Culture Investment Fund towards our Core Costs, the Scholefield Trust for a Youth Club Podcast and National Highways for much needed specialist furniture. We are also grateful for our successful application to Avire Charity Lettings to secure a place in Carr-Ellison House on a charitable rent free scheme. This essential support has given us the ability to not just weather the above storms but to dedicate staff resources to the future planning and projects that have ensured the charity ends the year in a strong position. This breathing space afforded has given us the ability to plan towards a more stable, long-term future back in the city centre, with an ideal fully accessible ground floor venue identified and a 15 year tenancy agreement negotiated with the council.

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On behalf of the board, we would like to thank our wonderful staff team for their hard work and dedication to Arcadea's mission, as well as the parents, carers, funders, professional teams and of course our wonderful members, who make the work we do possible.

Eddie Galvin  
Chair

#### **About Arcadea**

Formerly the Northern Disability Arts Forum (NORDAF), Arcadea was founded by disabled people to address the inequality of disabled people in arts and culture. Arcadea was registered as a charity in 1995 and converted to Arcadea CIO in 2023.

We are based in Newcastle upon Tyne and work to create equality of opportunity in arts and culture for disabled people in the North East of England. We do this by supporting and promoting the work of disabled artists, by enabling and facilitating disabled people to access all aspects of the arts, by assisting cultural venues to become inclusive and by presenting a programme of arts and cultural activity.

#### **Our Vision**

Disabled People's contribution to and participation in arts and culture is promoted, is valued and is inclusive.

#### **Our Mission**

To challenge commonly held preconceptions of disabled people's ability to make great art and to participate in the arts.

#### **Our Aims**

To create and provide the best opportunities for disabled people to participate in arts and culture.

To challenge where possible and to remove barriers to participation of disabled people in the arts.

To support disabled artists to take risks, innovate, learn and aspire to excellence in everything they do.

To be continually improving our understanding of the needs of disabled people, the cultural environment and our work.

#### **Our Values**

Above all else we value the individual, creativity of and creative potential within.

We respect the diverse nature of disabled people and value the benefits of difference.

We value excellence and quality and those that work towards both.

We value our right to challenge discriminatory, poor or neglectful practice where we encounter it.

## **2. Achievements and performance**

### **Arcadea Projects**

The HUB Studio  
ICEbox Youth Club  
Sensation Studios

### **The HUB Studio**

Twelve years ago Arcadea set out to redefine the understanding of learning disabled people as visual artists by establishing the HUB Studio. Where professional artists work alongside learning disabled people to identify potential excellence, nurture it and bring it forward.

This year has been a continuation of our work to put the isolating practices of Covid restrictions behind us and help our members to navigate the emerging new normal. The anxieties around sharing spaces and resources has been apparent with this sudden shift of direction as well as other behavioural and mental health issues negatively impacting attendance and coming to the forefront of the challenges our members face. To help combat this we have developed creative mindfulness sessions to help those most in need to overcome these new barriers to participation and improve their attendance.

Sadly, one full-time member has left the service this year, resulting in a loss of five spaces. This was a significant financial hit at the time, however, we were able to attract 3 new members to the Studio, filling 4 spaces which has helped to recover the majority of this lost income.

We were also able to offer an individual a fully subsidised space at the HUB whilst they agreed their financial package with their social work team. This individual had approached the organisation reporting that they had gone more than a year without services and were struggling with social isolation. On this occasion it did not lead to a paid place being taken up, with them instead electing a return to college.

We are grateful to have our grant application accepted by National Highways who are funding much needed new furniture for the HUB Studio and specialist chairs for our members. These purchases will be made in the coming year when the funds are released.

### **Late Shows Exhibition**

Light of My Life. As another step towards letting go of restrictive practices we transformed the screens that separated us into an immersive exhibition of glowing silk paintings by our HUB members.

Each member's artwork featured something that they had missed and were now able to return to, such as drinks with friends, or eating out. These beautiful artworks were mounted on the screens and backlit turning from a dividing presence into a positive, collaborative shared space.

The exhibition was visited by 105 members of the public, with £100 raised towards the Sensation Studios through the sale of small member artworks.

#### **Social Events**

This years Summer BBQ was held at Bensham Community Centre. Everyone enjoyed the beautiful garden and history on show throughout this wonderful venue. With the weather just right for garden games and creative activities the event was well attended.

Due to the catastrophic failure of the lift on the run-up to Halloween we were unable to go ahead with our annual party for members, friends and family. Instead we ran a week of Halloween games, activities and celebrations for each daily group at our temporary venue in MEA House. Although it was disappointing that members did not get to see the installation of their artworks and decorations, we will be able to reuse these next year.

The auditorium at MEA House was also the setting for our Christmas event, where we were able to bring together all our members from all our projects, with their friends, family and carers. This event was well attended and members enjoyed sharing their artwork and celebrating their achievements together.

#### **HUB Show on NOVA Radio**

Always looking for opportunities for our members to engage with more public facing work we have begun a new Radio Show, which is broadcast every Sunday on Nova Community Radio Station. This is a project that all members have been able to engage with as presenters, editors, interviewers, or even by selecting a song. This has been a wonderful way to promote more collaborative ways of working together and improve confidence. Members are excited to hear themselves on the radio and share the broadcast with their loved ones.

As the project develops we will look for opportunities to collaborate with other disability organisations and feature their work on the show.

#### **Mindfulness Sessions**

Since the return of in-studio provision following covid we have identified an increasing number of members who are struggling with anxiety and depression. Unfortunately, this has coincided with record waiting times for mental health services with most unable to access critical interventions when they are most needed.

Learning disabled people have always experienced additional barriers to having healthy and meaningful systems in place to help them, including complex communication needs, social isolation, limited choices, poor finances and lack of access to specialist support.

With many Hub Studio members referred by social services experiencing issues such as social isolation, we have experience of the enormous positive changes in wellbeing that can take place when the correct support and environment is provided.

To address this urgent need we are piloting a creative mindfulness project where identified members each receive an hour of 1:1 specialist support each week from a counsellor, who uses the arts as vehicle to help them explore their feelings and process their emotions in a way that is accessible to them. With the photographs used and artworks created being collated into a book of happy memories that they can continue to fill on an ongoing basis as they look to the future.

This time to talk and reflect has had an almost immediate positive impact on the pilot individuals, improving their wellbeing, as demonstrated by observations of a noticeable lift in mood, greater willingness to communicate in the larger group setting, a return to regular attendance, more positive interactions with peers and fewer instances of spontaneous upset/crying.

#### **Tyne Rivers' Trust**

Working with the Tyne Rivers Trust and our artist Katie Watson, HUB members made a series of wildlife illustrations Primrose area of Jarrow. The work is inspired by the natural redevelopment of the river Don runs through the site before it meets the Tyne. Members created 9 images portraying what they would expect to see in a healthy river setting as inspiration for the rewilding. Images were used by the trust to promote the project and their wider ecology work in leaflets and on planters. The HUB will be involved in an outdoor project at the site once the improvements are underway.

#### **Moving Parts**

Puppeteers from Moving Parts Puppetry festival attended the Hub Studio to demonstrate a kittiwake puppet with flapping wings. Each of the members present then made their own kittiwake puppet using cardboard and string. The puppets were painted up, dried and then then members learned to manipulate and move the entire flock. Some puppets were taken home by members and other went on to be part of the Moving Parts festival parade.

#### **The ICEbox Youth Club**

Include, Create, Engage. Organised by Arcadea and staffed by professional artists and specialist support workers, the ICEBOX was successfully launched in 2015.

Open every Wednesday and operating on a drop-in basis for young disabled and autistic people from 16 up to 25 years of age in Newcastle. The ICEbox offers a range of cultural activities and a safe space for young people to build confidence, make friends and relax with like-minded peers.

When members reach the upper age limit of 26 they are offered the opportunity to volunteer for 6 months to aid with their transition out of the service. The core membership of ICEbox remains with 10 members and 1 volunteer.

Following the positive impact of last years 'out & about' work with the HUB Studio, we explored ways to bring this to the ICEbox service. With a grant from the Schofield Trust members were able to plan two local outings (bowling & escape rooms), considering what they might encounter as disabled people and reflecting on their experiences to think about



what could have made the experience more accessible for them. This led to the creation of a podcast, with members gaining experience in planning, interviewing, collecting soundscapes and editing. The final piece was broadcast on NOVA Radio.

#### **Sensation Studios**

Sensation is an art studio project for disabled & autistic young women. The project aims to bridge the gap in provision for young women leaving creative education courses who display as high functioning and unsuitable for traditional LD day care, but nevertheless require a clear pathway and safe environment to continue their art.

Following a successful drive to attract new members, which included advertising in the Crack Magazine, NE Volume, contacting colleges, universities and social work teams, 4 of the 6 available spaces were soon filled. However, with accessibility issues surrounding the lift and its scheduled refurbishment not taking place as advised, the decision was made to pause efforts to attract new members.

Whilst the accessibility needs of the HUB necessitated a move from the venue, the current cohort of Sensation members prefer to utilise the Studios in situ whilst the future location is under review.

Members have enjoyed creative workshop sessions with Artists, where they are challenged to experiment with new materials and processes that can help develop their creative practices.

#### **VARC**

Sensation Artists were invited to Visual Arts in Rural Communities base in Tarsset Northumberland to work with artist Christy Burdock in her residency studio. During the trip the young women explored the environment on foot, then drew and painted from photos and natural objects they found. They then took part in an abstract mosaic workshop. The resulting tiled pieces reflected the array of natural colours found at the site and were brought back to Sensation to feature on the studio wall.

#### **Venue: Kelburn House**

It has been a difficult year, with frequent instances of the lift at Kelburn House malfunctioning or becoming completely inoperable. On several occasions we have discovered the need to find a new venue upon arriving at work and became unfortunately adept at relocating an entire day's activity with less than an hour's notice. This is no small task, with the workload to not only coordinate these changes, but also to help our members process them, being huge.

Although the landlord had committed to writing that the lift would be refurbished with the timeline outlined, this never materialised. We instructed a solicitor to request we be released from our tenancy agreement, which was refused.

Eventually the lift suffered a catastrophic breakdown with two members of staff becoming trapped after hours. At this point the lift was turned off by the landlord, with only a partial

release from the tenancy agreement offered. We were advised to instruct a barrister at this point to request a full release from the tenancy agreement, which was again refused with a threat to rescind the partial release if we pursued this further. Given we were able to enact our 6 month release clause at this time, we were advised that further legal action could cost more than the remaining rent and so the decision was taken to protect the charities remaining assets and not pursue this further.

Unfortunately, the strain these events put on the charity and resources that were dedicated to it for much of this year has restricted our ability to pursue projects and grow our services as planned. However, the resilience and commitment of the staff team to navigate this difficult period is something we can be very proud of.

We were very grateful to receive an emergency grant from the Community Foundation during this time to help with rent and moving costs.

#### **Venue: MEA House**

During this period MEA House became our preferred temporary venue and we began enquiries into an available suite. We were unable to secure a permanent move due to its sale, however, we were able to negotiate a favourable rate on a short-term lease whilst we sought a more suitable venue and for the period that existing tenants were still in occupancy. We are very grateful to the MEA House Trust for their support at this time.

Our frequent use of MEA House during times necessitated by the Kelburn lift had the unintended benefit of gradually introducing and familiarising our members with the venue. This eased the process of our temporary relocation, reducing the anxiety that can often accompany change for those we work with.

#### **Venue: Carr-Ellison House**

Our work to find a suitable venue led us to AVIRE, who specialise in charity lettings of unoccupied buildings. With a large ground floor space becoming immediately available in Carr-Ellison House we were delighted that our application to take on this space was successful.

Whilst a move outside of the city centre is not ideal for our service, the huge space available, flexible terms and rent relief offered us the breathing space needed to recover some of our financial losses as well as the time to carefully seek our next long-term venue.

Carr-Ellison House is up for sale and in the event it is sold we will be asked to vacate with 6 months notice, so this move cannot be treated as a permanent solution and is instead an opportunity to plan for our long-term future without the time pressures we have previously experienced.

### **3. Public benefit**

The Board of Trustees has referred to the Charity Commission's guidance on public benefit when reviewing the charity's objectives and planning its future activities. This annual report

will aim to demonstrate the link between our charitable activity and how this benefits our service users.

### **4. Financial review**

Arcadea is funded by a variety of income. The total income for the year was £339,103 (2023: £320,934). This income is allocated across respective funds on the Statement of Financial Activities in accordance with the Statement of Recommended Practice.

The Statement of Financial Activities for the year ended 31 March 2024, shows a net surplus across all funds of £8,710 (2023: £12,669).

The Balance Sheet at 31 March 2024 shows total funds carried forward of £56,878 of which there are no restricted funds, the unrestricted reserves are £56,878.

#### Reserves policy

The Board of Trustees has examined the charities requirements for reserves in light of the major risks to the organisation. The established policy is for unrestricted funds held by the charity to be set at 5 months of the expenditure plus estimated redundancy and close down costs; the fund for the year is £56,878, this is two months running costs and falls short of the target, the trustees are aware of this and have put plans in place to build the reserves. The reserves are needed to maintain the current activities of the charity in the event of a significant drop in funding. The reserves are also needed to cover the costs of potential redundancies.

### **5. Plans for future periods**

#### **Becoming Incorporated**

Arcadea (1046912) has now completed the process of converting to a Charitable Incorporated Organisation (CIO) and has wound down Arcadea (1046912) in its current format, at the beginning of the financial year we began operating as the new legal entity; Arcadea CIO (1198416). The assets from Arcadea (1046912) were all transferred to Arcadea CIO (1198416) on the 1<sup>st</sup> June 2023.

#### **Looking to the Future**

Moving between three venues in a single year is an unprecedented and expensive undertaking. Additionally, the frequent need for extra staff to navigate our members through the disruption of lift breakdowns, venue changes, as well as increased transport costs for members to travel beyond the city centre are all expenses the charity has had to absorb in order to minimise the negative impact of these events on those in our care. However, against all the odds, the charity is ending the year in a stronger position than we started, with plenty to build upon and to look forward to in the coming year.

After much hard work and with the support of Creative Central Newcastle and Newcastle Property Services we have identified a suitable long-term venue for the charity.

This former restaurant premises in the heart of the Creative Cultural Zone (CCZ) will provide a public face for disability arts in this area, complimenting neighbouring cultural work as well as giving greater visibility to our work supporting and promoting disabled artists.

We are very excited by the organic opportunities this location presents for enabling and facilitating disabled people to access all aspects of the local arts scene, as well assisting cultural venues to become more inclusive through partnership working. We strongly feel that such a visible presence in this part of the CCZ will raise the profile of disabled peoples' contribution to and participation in arts and culture.

We have taken care to ensure this is a ground floor property, with close links to local transport services and a safe drop-off point for taxis. The site does require a complete refurbishment; however, we are seeing this as an opportunity to ensure all of our accessibility needs are satisfied.

We are delighted that our proposal for the site was successful and with a 15 year tenancy agreement agreed in principle, we are now in the process of agreeing terms. Having the council as our landlord adds an additional layer of security for the charity.

Securing this move will allow us to get back to doing what we do best – find new and exciting way to engage disabled people with the arts, promote their ability to make great art, challenge preconceptions, valuing and recognising their status as artists.

## ARCADEA CIO

### TRUSTEES ANNUAL REPORT

For the year ended 31 March 2024

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#### 6. Reference and administrative details of the charity, its trustees and advisors

Charity Name	Arcadea CIO		
Registered Charity Number	1198416		
Trustees	Pauline Heath Katrin Auld Edward Galvin Ben Dixon	Chair Appointed 29/01/2024	
Registered Office	4/5 <sup>th</sup> Floor, Kelburn House 7-19 Mosley Street Newcastle NE1 1YE		
Independent Examiner	Michelle Wright MW Accounting Services Woodgate House 5c Wood Street Gateshead NE11 9NP		
Bankers	The Co-operative Bank PLC Norfolk House, 84/86 Grey St, Newcastle upon Tyne, NE1 6BZ		

## **7. Structure, governance and management**

### Governing documents

The organisation is a charitable incorporated organisation the constitution was adopted 29 March 2022. The financial statements comply with current statutory requirements, the organisations memorandum and articles of association and the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in January 2015 (SORP 2016)'.

### Appointment of Trustees

New trustees are appointed at any point during the year. Our aim is to appoint trustees with skills and experience relevant to the Third Sector and to the specialism of our service delivery. Trustees are recruited through personal recommendations from existing trustees, their contacts, and the staff team

### Organisation

The management board meets quarterly and deals with the administration of the charity encompassing the strategic vision, financial accountability and risk management. The operational management of the organisation is undertaken by the paid staff team.

### Risk management

The management committee has conducted its own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Significant external risks to funding have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and for ensuring the consistent quality of the delivery of all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

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**8. Trustees responsibilities in relation to the financial statement**

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees on ..... and signed on their behalf by:



Edward Peter Galvin (Jan 28, 2025 17:53 GMT)

Edward Galvin  
Chair

## ARCADEA CIO

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

For the year ended 31 March 2024

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I report on the financial statements of Arcadea CIO for the year ended 31 March 2024, which are set out on pages 16 to 26.

#### Respective responsibilities of trustees and examiner

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

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a Fellow of the Association of Charity Independent Examiners.

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

#### Basis of independent examiner's statement

My examination was carried out in accordance with 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.

#### Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

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

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

Michelle Wright  
MW Accounting Services  
Woodgate House  
5c Wood Street  
Gateshead  
NE11 9NP

*Michelle Wright*

Date: 29/01/2025



# ARCADEA CIO

## STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 March 2024

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>Income from:</b>					
Donations and legacies	6	480	-	480	-
Charitable activities					
Grants and contracts	7	322,295	17,000	339,295	320,934
<b>Total income</b>		<b>322,775</b>	<b>17,000</b>	<b>339,775</b>	<b>320,934</b>
<b>Expenditure on:</b>					
Charitable activities					
Operation of the charity	8	314,065	17,000	331,065	308,265
<b>Total expenditure</b>		<b>314,065</b>	<b>17,000</b>	<b>331,065</b>	<b>308,265</b>
<b>Net income/(expenditure) and net movement of funds</b>		<b>8,710</b>	<b>-</b>	<b>8,710</b>	<b>12,669</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		48,168	-	48,168	35,499
<b>Total funds carried forward</b>		<b>56,878</b>	<b>-</b>	<b>56,878</b>	<b>48,168</b>

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 18 to 26 form an integral part of these accounts.

**BALANCE SHEET**

As at 31 March 2024

	Notes	£	Total 2024 £	£	Total 2023 £
<b><u>Fixed assets</u></b>					
Tangible assets	15		-		41
<b><i>Total fixed assets</i></b>			<b>-</b>		<b>41</b>
<b><u>Current assets</u></b>					
Debtors	16	37,126		17,531	
Cash at bank and in hand	17	21,077		35,522	
<b><i>Total current assets</i></b>		<b>58,203</b>		<b>53,052</b>	
<b>Creditors:</b> amounts falling due within one year	18	<b>( 1,325 )</b>		<b>( 4,925 )</b>	
<b><i>Net current assets</i></b>			<b>56,878</b>		<b>48,127</b>
<b><i>Total assets less current liabilities</i></b>			<b>56,878</b>		<b>48,168</b>
<b><i>Total net assets or liabilities</i></b>			<b>56,878</b>		<b>48,168</b>
<b><u>Funds of the charity</u></b>					
Unrestricted income funds			56,878		48,168
Restricted income funds			-		-
<b><i>Total funds</i></b>			<b>56,878</b>		<b>48,168</b>

The notes on pages 18 to 26 form an integral part of these accounts.

These financial statements were approved by the Board on:

and are signed on its behalf by:

Eddie Galvin  
Chair

  
Edward Peter Galvin (Jan 28, 2025 17:53 GMT)

# ARCADEA CIO

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

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### 1 Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

### 2 Basis of accounting

#### 2.1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts 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 2019) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Arcadea CIO meets the definition of a public benefit entity under FRS 102.

#### 2.2 Preparation of the accounts on a going concern basis

The charity reported total unrestricted funds at the year end of £56,878 and has already secured a significant amount of funding for the current year. The trustees are of the view that the immediate future of the charity for the next 12 to 18 months is secure and that on this basis the charity is a going concern.

The financial statements have been prepared on a going concern basis. In making their assessment the trustees have reviewed and considered relevant information, including their annual budget and future cash flows. The trustees are of the view that the immediate future of the charity for the next 12 months is secure and that on this basis the charity is a going concern.

### 3 Income

#### 3.1 Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability

#### 3.2 Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

#### 3.3 Grants and donations

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

Income received in advance of the provision of a specified service is deferred until the criteria of income recognition are met.

## **ARCADEA CIO**

### **NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 March 2024

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#### **3.4 Volunteer help**

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

#### **3.5 Interest receivable**

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

#### **3.6 Income from membership subscriptions**

Membership subscriptions received in the nature of a gift are recognised in donations and legacies.

Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.

#### **3.7 Investment gains and losses**

This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

#### **3.8 Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the

### **4 Expenditure and liabilities**

#### **4.1 Liability recognition**

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

#### **4.2 Charitable activities**

Expenditure on charitable activities includes the costs of HUB Club and other activities undertaken to further the purposes of the charity and their associated support costs.

#### **4.3 Governance and support costs**

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

#### **4.4 Irrecoverable VAT**

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

## **ARCADEA CIO**

### **NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 March 2024

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#### **4.5 Creditors**

The charity has creditors which are measured at settlement amounts less any trade discounts.

#### **4.6 Provisions for liabilities**

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

### **5 Assets**

#### **5.1 Tangible fixed assets for use by the charity**

Individual fixed assets costing £500 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis, the charity does not currently have any tangible fixed assets:

Equipment	25% Straight line over four years
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## ARCADEA CIO

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

#### Analysis of income

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>6 Donations and legacies</b>				
Hub Club donations received	480	-	<b>480</b>	-
	<u>480</u>	<u>-</u>	<u><b>480</b></u>	<u>-</u>
<b>7 Charitable activities</b>				
<u>Income from grants and contracts</u>				
Hub Club earned income	312,778	-	<b>312,778</b>	267,052
ICEbox earned income	1,499	-	<b>1,499</b>	3,418
Creative companion earned income	-	-	<b>-</b>	1,426
Artist Studio earned income	1,590	-	<b>1,590</b>	19,142
Community Foundation Newcastle Culture Investment Fund	-	13,000	<b>13,000</b>	5,134
Community Foundation Emergency Fund	-	4,000	<b>4,000</b>	-
Other income	5,000	-	<b>5,000</b>	-
Other small grants	1,428	-	<b>1,428</b>	-
	<u>322,295</u>	<u>17,000</u>	<u><b>339,295</b></u>	<u>320,934</u>

Income was £339,775 (2023: £320,934) of which £322,775 was unrestricted or designated (2023: £307,934) and £17,000 was restricted (2023: £13,000)

# ARCADEA CIO

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

### Analysis of expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>8 Charitable activities</b>				
<u>Direct costs</u>				
Wages and salaries	198,542	-	<b>198,542</b>	189,163
Freelance costs	5,153	-	<b>5,153</b>	2,226
Marketing and promotion	803	-	<b>803</b>	44
Other project activities	10,536	-	<b>10,536</b>	12,422
Client transport costs	54,422	-	<b>54,422</b>	39,036
Volunteers	64	-	<b>64</b>	472
<u>Support costs</u>				
Rent and rates	25,466	17,000	<b>42,466</b>	44,400
Utilities	2,823	-	<b>2,823</b>	4,296
Insurance	327	-	<b>327</b>	1,217
Telephone and fax	1,272	-	<b>1,272</b>	418
Subscriptions and membership	882	-	<b>882</b>	1,148
Small office equipment	605	-	<b>605</b>	930
Repairs and maintenance	2,402	-	<b>2,402</b>	-
Depreciation	41	-	<b>41</b>	872
Staff travel	755	-	<b>755</b>	37
Staff Training & Conference	1,738	-	<b>1,738</b>	325
Professional fees	6,026	-	<b>6,026</b>	8,724
Cleaning & hygiene	1,065	-	<b>1,065</b>	1,439
Office expenses	543	-	<b>543</b>	895
<u>Governance costs</u>				
Independent examiner's fees for reporting on the accounts	600	-	<b>600</b>	200
	<u>314,065</u>	<u>17,000</u>	<u><b>331,065</b></u>	<u>308,265</u>

Expenditure on charitable activities was £331,065 (2023: £308,265) of which £314,065 was unrestricted or designated (2023: £295,265) and £17,000 was restricted (2023: £13,000)

### 9 Fees for examination of the accounts

	2024 £	2023 £
Independent examiner's fees for reporting on the accounts	<b>600</b>	200
	<u><b>600</b></u>	<u>200</u>

There were no other fees paid to the examiner (2023: £nil)

## ARCADEA CIO

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

#### 10 Analysis of staff costs and the cost of key management personnel

	2024 £	2023 £
Salaries and wages	181,919	172,191
Social security costs	13,363	13,563
Pension costs (defined contribution pension plan)	3,259	3,246
	<u>198,542</u>	<u>189,000</u>

No employee received remuneration above £60,000 (2023: nil)

The key management personnel of the charity, comprise the trustees and the charity manager. The total employee benefits of the key management personnel of the charity were £0 (2022: £0).

#### 11 Staff numbers

The average monthly head count was 10 staff (2023: 9 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

	2024 Number	2023 Number
The parts of the charity in which the employee's work		
Charitable activities	5.0	5.0
	<u>5.0</u>	<u>5.0</u>

#### 12 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

##### Trustees' expenses

No trustee expenses have been incurred in the year.

##### Transaction(s) with related parties

There have been no related party transactions in the reporting period.

#### 13 Defined contribution pension scheme

The charitable company contributes to individual private staff pension schemes. The employer's pension costs represent contributions payable by the charity.

#### 14 Corporation Taxation

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



# ARCADEA CIO

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

15 Tangible fixed assets	Equipment £	Total £
<b>Cost</b>		
Balance brought forward	3,490	3,490
Additions	-	-
Disposals	-	-
<b>Balance carried forward</b>	<b>3,490</b>	<b>3,490</b>
<b>Depreciation</b>		
Basis	SL	
Rate	25%	
Balance brought forward	3,449	3,449
Depreciation charge for year	41	41
Disposals	-	-
<b>Balance carried forward</b>	<b>3,490</b>	<b>3,490</b>
<b>Net book value</b>		
<b>Brought forward</b>	<b>41</b>	<b>41</b>
<b>Carried forward</b>	<b>-</b>	<b>-</b>

## 16 Debtors and prepayments (receivable within 1 year)

	2024 £	2023 £
Debtors	35,492	17,531
Prepayments	1,634	-
	<b>37,126</b>	<b>17,531</b>

## 17 Cash at bank and in hand

	2024 £	2023 £
Bank current account	21,077	35,522
	<b>21,077</b>	<b>35,522</b>

## 18 Creditors and accruals (payable within 1 year)

	2024 £	2023 £
PAYE & NI	-	4,648
Pension	725	76
Accruals		
Independent examination of accounts	600	200
	<b>1,325</b>	<b>4,925</b>

# ARCADEA CIO

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

### 19 Events after the end of the reporting period

No events (not requiring adjustment to the accounts) have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the reporting period.

### 20 Analysis of charitable funds

#### Analysis of movements in unrestricted funds

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
<b>Unrestricted funds</b>					
General unrestricted fund	48,168	322,775	( 314,065 )	-	56,878
<b>Totals</b>	<b>48,168</b>	<b>322,775</b>	<b>( 314,065 )</b>	<b>-</b>	<b>56,878</b>

#### Purpose of unrestricted funds

General unrestricted fund                      The 'free reserves' of the charity

#### Analysis of movement in restricted funds

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
<b>Restricted funds</b>					
Community Foundation Newcastle Cultural Investment Fund	-	13,000	( 13,000 )	-	-
Community Foundation Emergency Fund	-	4,000	( 4,000 )	-	-
<b>Totals</b>	<b>-</b>	<b>17,000</b>	<b>( 17,000 )</b>	<b>-</b>	<b>-</b>

#### Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

Community Foundation                      Core funding for use in Newcastle  
Newcastle Cultural Investment  
Fund

Community Foundation                      To contribute towards rent and moving costs  
Emergency Fund

### 21 Capital commitments

As at 31 March 2024, the charity had no capital commitments (2023 -£nil)

## ARCADEA CIO

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

#### 22 Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Tangible fixed assets	-	-	-	41
Cash at bank and in hand	21,077	-	21,077	35,522
Other net current assets/(liabilities)	35,801	-	35,801	12,606
	<u>56,878</u>	<u>-</u>	<u>56,878</u>	<u>48,168</u>

#### 23 Guarantee

There have been no guarantees given by the charity at 31 March 2024.

#### 24 Debt

There is no debt outstanding which is owed by the charity and which is secured by an excess charge on any of the assets of the charity at 31 March 2024.

#### 25 Governing document

The organisation is a Charitable Incorporated Organisation - Foundation registered on 29 March 2022 as a body corporate under part 11 of the Charities Act 2011.