



Report and Financial Statements
for the year ended 31 March 2023
for
Ucan Productions

Company registration number 05537893
Charity number 1201369



Ucan Productions

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Ucan Productions
Charity Information
for the year ended 31 March 2023

Directors and Trustees	D Brunt (Chair) J Blackmore A Rees J Sanders O Williams M Woodhouse J Worsey
Charity Number	1201369
Company Number	5537893
Registered Office	65 Severn Grove Pontcanna Cardiff CF11 9EP
Accountants and Independent Examiners	Arian Accountants Limited 19 Sundew Close Cardiff CF5 2SE

Ucan Productions

Report of the Trustees for the year ended 31 March 2023

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31 March 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes. The financial statements comply with the Charities Act 2011, the Companies Act 2006, 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 in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Objectives and activities

Objectives

The promotion of social inclusion particularly, but not exclusively, in Wales among young people with visual impairment and additional needs who are excluded from society, or parts of society, due to their disability.

To provide opportunities to participate in activities, events and experiences which encourage the building of confidence, self-esteem, new friendships and support networks together with the development of new skills which will help to prevent social isolation, preserve and protect good mental health and wellbeing and assist their integration into society.

To advance in life and help young people particularly, but not exclusively, in Wales, through: the provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life; and providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.

Activities

The charity is based at Cardiff University's School of Optometry and Vision Sciences, where regular activities are held. In addition, UCAN Productions provides services to blind and partially sighted children and young people across a variety of other locations in Wales including Torfaen, Neath Port Talbot, Bridgend and Carmarthen, as well as occasionally in England and abroad.

The charity runs a wide variety of creative workshops which are aimed at improving both physical and vocal confidence and the overall wellbeing of its participants. Workshop themes include drama, sound technology and music as well as Maggie's Club which is for vision impaired children and young people with additional needs. UCAN Productions also delivers Arts Awards and has held the title of Arts Awards Champion Centre for the past two years. The charity also supports the Vision Impaired Sector by providing theme-based performances for the Welsh Government Eye Care Conference and, on occasion, providing vision awareness training and demonstration lectures for medical and optometry students. UCAN Productions also supports other arts organisations by running regular consultations sessions on the impact of blindness.

The charity relies on grants, earned income and donations to cover its operating costs.

The trustees endeavour to encourage all members of the vision impaired community and support sector to engage in our activities and programmes, therefore improving the lives of those we serve.

Achievements

Achievements and highlights of the year for UCAN Productions include:

- For the first time UCAN delivered a number of very successful creative Forest Days
- As an Arts Award Champion Centre we delivered over 60 Arts Awards to young people with sight loss
- Held an annual UCAN Perform festival at the Wales Millennium Centre

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Report of the Trustees (continued)

- Members of our SASI (Self Advocacy for the Sight Impaired) group performed at the annual Welsh Assembly Eye Care Conference
- The Creative Learning Director and a UCAN member travelled to America and presented at the Leadership Exchange in Arts and Disability at the Kennedy Centre
- Our Peer to Peer Engagement Officer supported the VICTA Family Weekend
- UCAN hosted a residential TIP (Theatre as an Inclusive Practice) blended learning event attended by 35 participants and staff from Wales, Bulgaria and Slovenia at the University of South Wales
- We held a conference at University of South Wales to present the finding of our Erasmus Plus project TIP

Financial review

Members of the Board meet half yearly to review the financial position of the charity. As a result of this information, they are confident in realistically reviewing and adjusting budgets. During the year funding continued to be received for the charity's main activities. Children in Need continued to support the charity with a grant of £32,066. The National Lottery gave a grant of £64,842 to facilitate the peer network programme and Erasmus funding of £33,300 was given during the year. The charity also received a number of other grants and donations.

It is the policy of the charity that unrestricted liquid reserves held by the charity should be at least £80,000. At this level the trustees consider that they would be able to accommodate any fundamental funding changes. At the balance sheet date the charity's unrestricted general income fund reserves exceeded that amount, at £82,292. As always, future funding of Ucan Productions is an ongoing dialogue with all our funders.

Structure, governance and management

The charity is constituted as a company limited by guarantee and became a registered charity on 16 December 2022. The directors serve also as the trustees of the charity. Reference and administrative details are shown in the company information page. The directors have the power to appoint additional trustees.

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Ucan Productions for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing the 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 and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and

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Report of the Trustees (continued)

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

In so far as the trustees are aware:

- there is no relevant information of which the charity's Independent Examiner is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the Independent Examiner is aware of that information.

Approval by order of the board of trustees

D Brunt

Director

Independent Examiner's Report to the Trustees of Ucan Productions ("the Company")

I report to the charity trustees on my examination of the accounts of Ucan Productions for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also it's directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- (1) accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for Accounting and Reporting by Charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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

Andrea L Davies ACA

Chartered Accountant

**Arian Accountants Limited
19 Sundew Close
Cardiff
CF5 2SE**

4 December 2023

Ucan Productions

Statement of Financial Activities (incorporating the income and expenditure account) for the year ended 31 March 2023

	<u>Note</u>	Restricted Funds	Unrestricted Funds	2023 Total	2022 Total
		£	£	£	£
Income					
Donations and legacies	3	-	400	400	225
<i>Income from charitable activities:</i>					
Ucan Productions operations	4	149,213	80,696	229,909	148,771
Investment income		-	229	229	14
Total income		<u>149,213</u>	<u>81,325</u>	<u>230,538</u>	<u>149,010</u>
Expenditure					
<i>Expenditure on charitable activities:</i>					
Ucan Productions operations	5	123,777	31,828	155,605	142,733
Total expenditure		<u>123,777</u>	<u>31,828</u>	<u>155,605</u>	<u>142,733</u>
Net income and net movement in funds for the year		25,436	49,497	74,933	6,277
Reconciliation of funds					
Total funds brought forward		-	82,292	82,292	76,015
Transfer between funds		-	-	-	-
Total funds carried forward		<u>25,436</u>	<u>131,789</u>	<u>157,225</u>	<u>82,292</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All income and expenditure derive from continuing activities.

The notes on pages 8 to 12 form part of these financial statements

Ucan Productions

Balance Sheet As at 31 March 2023

	Note	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	8		2		2
Current assets					
Debtors	9	6,650		1,972	
Cash at Bank and in hand		<u>155,507</u>		<u>225,604</u>	
		162,157		227,576	
Current Liabilities					
Creditors: Amounts falling due within one year	10	<u>(4,934)</u>		<u>(145,286)</u>	
Net current assets			157,223		82,290
Net assets			<u>157,225</u>		<u>82,292</u>
		£	£	£	£
The funds of the charity:					
Unrestricted income funds:					
General income fund	11	82,292		82,292	
Designated funds	12	<u>49,497</u>		<u>-</u>	
			131,789		82,292
Restricted income funds	14		25,436		-
Total charity funds			<u>157,225</u>		<u>82,292</u>

The directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of s.477 of the Companies Act 2006. Members have not required the company, under s.476 of the Companies Act 2006, to obtain an audit for the year ended 31 March 2023.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 & 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of the affairs of the company as at 31 March 2023 and of its surplus or deficit for the year then ended in accordance with the requirements of ss.394 & 395, and which otherwise comply with the requirements of the Act, relating to the financial statements, so far as applicable to the company.

These financial statements, which have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 applicable to small companies were approved by the Trustees on 4 December 2023 and signed on its behalf.

D Brunt

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D Brunt

Director

The notes on pages 8 to 12 form part of these financial statements

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Notes to the financial statements for the year ended 31 March 2023

1 Accounting policies

Basis of preparation

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 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

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

Income

(i) donations and similar income

Donations and similar income is recognised when received.

(ii) revenue grants

Revenue grants are generally recognised in the period in which they are received.

(iii) capital grants

Capital grants are recognised as the corresponding expense is incurred.

(iv) other income

All other income is recognised in the period to which it relates.

Expenditure and irrecoverable VAT

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- 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.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the accountancy fees and costs linked to the strategic management of the charity.

Tangible fixed assets

Fixed assets are stated in the balance sheet at cost less depreciation.

Depreciation is provided in order to write off the cost of fixed assets over their estimated useful lives in equal annual instalments, as follows :

Computer equipment	25% on cost
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Pension costs

The company operates a defined contribution scheme for the benefit of its employees. Contributions payable are recognised in the statement of financial activities when due.

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Notes to the financial statements (continued) for the year ended 31 March 2023

1 Accounting policies cont'd

Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity. Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

2 Legal status

Ucan Productions is a company limited by guarantee and has no share capital. It obtained charitable status on 16 December 2022.

3 Donations and legacies

	Restricted £	Unrestricted £	2023 £	2022 £
Cash Donations	-	400	400	225
	<u>-</u>	<u>400</u>	<u>400</u>	<u>225</u>

4 Income from charitable activities

	Restricted £	Unrestricted £	2023 £	2022 £
<i>Fees and other income</i>				
Commissioned fees & reimbursed project outgoings	3,890	4,216	8,106	2,445
	<u>3,890</u>	<u>4,216</u>	<u>8,106</u>	<u>2,445</u>
<i>Support from sponsors and local authorities:</i>				
Children in Need	32,066	-	32,066	61,674
WCVA	-	-	-	19,720
TIP Erasmus	33,300	-	33,300	14,821
Comic Relief	-	-	-	3,324
Sir Ian McKellan	-	40,000	40,000	-
Atsain Fund	6,300	-	6,300	-
National Lottery	64,842	-	64,842	-
Other grants	8,815	36,480	45,295	46,787
	<u>149,213</u>	<u>80,696</u>	<u>229,909</u>	<u>148,771</u>

5 Analysis of expenditure on charitable activities

	Restricted £	Unrestricted £	2023 £	2022 £
<i>On charitable activities:</i>				
Purchases and other direct costs	72,675	2,743	75,418	61,820
Employee costs	37,934	17,689	55,623	62,182
Premises costs	7,223	948	8,171	3,554
General office expenses	3,859	2,184	6,043	7,556
	<u>121,691</u>	<u>23,564</u>	<u>145,255</u>	<u>135,112</u>
<i>On governance costs:</i>				
Accountancy fees	-	1,750	1,750	725
Other professional costs	2,086	6,514	8,600	6,896
	<u>123,777</u>	<u>31,828</u>	<u>155,605</u>	<u>142,733</u>

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Notes to the financial statements (continued) for the year ended 31 March 2023

6 Net income for the year

The net income for the year is stated after charging:

	2023	2022
	£	£
Depreciation of tangible fixed assets: owned by the charity	-	-
Accountancy fees	1,750	725

7 Staffing and trustee remuneration

	2023	2022
	£	£
<i>Staff costs</i>		
Wages and salaries	54,649	55,526
Social Security costs	306	1,528
Pension costs	488	2,120
	<u>55,443</u>	<u>59,174</u>

During the year the average number of employees was 2 (2022: 2). No employee received employee benefits in excess of £60,000 (2022: Nil).

No remuneration was paid to any trustee during the year, nor any expenses reimbursed, apart from an amount of £9,600 in respect of administration and project support, between Mrs J Worsey (trustee) and the charity. The relevant amount for the 2022 year was £6,895.

8 Tangible fixed assets

	Computer equipment	Total
	£	£
COST		
As at 1 April 2022	1,286	1,286
Additions	-	-
Disposals	-	-
At 31 March 2023	<u>1,286</u>	<u>1,286</u>
DEPRECIATION		
As at 1 April 2022	1,284	1,284
Charge for period	-	-
On Disposals	-	-
At 31 March 2023	<u>1,284</u>	<u>1,284</u>
NET BOOK VALUE		
At 31 March 2023	<u>2</u>	<u>2</u>
At 31 March 2022	<u>2</u>	<u>2</u>

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Notes to the financial statements (continued) for the year ended 31 March 2023

9 Debtors

	2023 £	2022 £
Grants receivable	6,650	1,972
Other debtors and prepayments	-	-
	<u>6,650</u>	<u>1,972</u>

10 Creditors: amounts falling due within one year

	2023 £	2022 £
Taxes and social security	2,294	3,285
Other creditors	90	38,081
Accruals & deferred income	2,550	103,920
	<u>4,934</u>	<u>145,286</u>

11 Unrestricted funds

	Balance at beginning of year £	Income £	Expenses £	Transfer to/ from other funds £	Balance at end of year £
Unrestricted income funds	<u>82,292</u>	<u>31,175</u>	<u>(31,175)</u>	<u>-</u>	<u>82,292</u>

12 Designated funds

	Balance at beginning of year £	New designations £	Utilised/ released £	Transfer to/ from other funds £	Balance at end of year £
Development Fund	-	10,150	-	-	10,150
Sir Ian McKellan Fund	-	40,000	(653)	-	39,347
	<u>-</u>	<u>50,150</u>	<u>(653)</u>	<u>-</u>	<u>49,497</u>

13 Analysis of net assets between funds

		Tangible fixed assets £	Net current assets £	Long term liabilities £	Total £
Unrestricted funds					
	General income fund	2	82,290	-	82,292
	Designated Fund	-	49,497	-	49,497
Restricted income funds		-	25,436	-	25,436
Total funds		<u>2</u>	<u>157,223</u>	<u>-</u>	<u>157,225</u>

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Notes to the financial statements (continued) for the year ended 31 March 2023

14 Restricted income funds

	Balance at beginning of year £	Income in year £	Expenditure in year £	Transfer to/ from other funds £	Balance at end of year £
Atsain Fund	-	6,300	-	-	6,300
Awards for All: National Lottery Fund	-	9,930	-	-	9,930
Children in Need Fund	-	32,066	32,066	-	-
Erasmus Plus Fund	-	37,190	37,160	-	30
National LotteryCommunity Fund	-	54,912	48,608	-	6,304
SASI Cardiff	-	250	250	-	-
Sportslot Bridgend	-	965	965	-	-
Summer of Fun Fund	-	7,600	4,728	-	2,872
Total funds	-	149,213	123,777	-	25,436

Name of Fund

Description of Fund

Atsain Fund	To improve the confidence of blind and partially sighted children and young people through sound and music.
Awards for All: National Lottery Fund	To expand our creative activities and provide more opportunities for Arts Awards.
Children in Need Fund	To provide peer to peer support through the creative arts for children under the age of 18.
Erasmus Plus Fund	To develop new ways of working by designing theatre with embedded inclusive practice.
National Lottery Community Fund (including SASI Cardiff)	To develop a creative peer network of young people over the age of 18.
Sportslot Bridgend	Creative activities for blind and partially sighted children in the Bridgend area.
Summer of Fun Fund	Additional post covid creative activities in the school summer holidays.