

ARTEMIS STUDIOS PERFORMING ARTS SCHOOLS LIMITED

England & Wales · Charity number 1202547

Details

Other names ARTEMIS STUDIOS

Status Registered

Legal form Charitable company

Company number [09193813](#)

Registered 2023-03-29

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

Contact

Address Artemis Studios Performing Arts Sch
South Hill Park
Ringmead
Bracknell
RG12 7PA

Phone 01344429403

Email info@artemis-studios.co.uk

Website WWW.ARTEMIS-STUDIOS.CO.UK

Activities

Objects: TO ADVANCE EDUCATION FOR THE PUBLIC BENEFIT IN THE PERFORMING AND CREATIVE ARTS.

Activities: To advance education for the public benefit in the performing and creative arts. We make high-quality performing arts education more accessible and inclusive for children aged 3-13 years, young people aged 14-24 years and adults in our community. We offer classes in theatre, dance and cheerleading and via the Artemis sixth form college.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, Arts/culture/heritage/science, Other Charitable Purposes
- **Who:** Children/young People, People With Disabilities

Geography

- Bracknell Forest
- Reading
- Slough
- Surrey
- West Berkshire
- Windsor And Maidenhead
- Wokingham

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£732,418	£601,657	£293,245	12

Trustees

Name	Role	Appointed
Gemma Roch		2025-08-27
Jonathan Undrell		2024-08-29
Mary-Jane Newton		2023-03-07
Pippa Shepherd		2024-11-06
Rosalind Robins		2024-08-29
Siobhan Hardy		2024-10-30
Tina Cresswell		2024-10-30

ARTEMIS STUDIOS PERFORMING ARTS SCHOOLS LIMITED

England & Wales - Charity number 1202547

Accounts

Companies House Registration Number: 9193813

Charity Registration Number: 1202547

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 August 2024
for
Artemis Studios Performing Arts Schools Limited
(A Company limited by guarantee)

Green Accountancy Limited
Chartered Certified Accountants
Windrush House
Windrush Park Road
Witney
Oxfordshire
OX29 7DX

Artemis Studios Performing Arts Schools Limited

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Artemis Studios Performing Arts Schools Limited

Reference and administrative details

Registered Company limited by guarantee number in England and Wales

9193813

Registered Charity number

1202547

Registered office

71-75 Shelton Street
Covent Garden
London
England
WC2H 9JQ

Trustees

Mary-Jane Newton
Ashleigh James Charles Wells
Jonathan Undrell
Rosalind Robins
Mark Mumford
Gemma Louise Roch
Heather Jane Wilson

Independent Examiner

Barry Coles FCCA
Green Accountancy Limited
Chartered Certified Accountants
Windrush House
Windrush Park Road
Witney
Oxfordshire
OX29 7DX

Artemis Studios Performing Arts Schools Limited

Trustees Report and Financial Review for the year ended 31st August 2024

Trustees and Directors for the Period

Mary-Jane Newton (Trustee/Director)

Ashleigh James Charles Wells (Trustee/Director)

Rosalind Robins (Trustee/Director)

Jonathan Undrell (Trustee/Director)

Heather Jane Wilson (Trustee/Director – Resigned 5th April 2024)

Mark Robert Mumford (Trustee/Director Resigned 29th August 2024)

Gemma Roch (Trustee/Director Resigned 29th August 2024)

Senior Leadership Team

Niki Robinson, CEO

Stephen Harris, Executive Director

Rosie Hill, Principal of the College

Bank

HSBC – 35 High Street, Berkshire, SL6 1JQ, Maidenhead

Legal Advisor During the Period

Tessa Hennessy Solicitor

27 Hugh Allen Crescent, Oxford OX3 0HL

Financial Advisor During the Period

Greens Accountancy

Trustee Training Provider During the Period

Involve Community Services

The Court House, Town Square, Broadway, Bracknell, Berkshire RG12 1AE

Artemis Studios Performing Arts Schools Limited

Trustees Report and Financial Review for the year ended 31st August 2024

REFERENCE AND ADMINISTRATIVE INFORMATION

Artemis Studios Performing Arts Schools ('Artemis') is a company limited by guarantee and a registered charity and is governed by its Memorandum and Articles of Association.

Originally founded in 2007 as Artemis Studios Limited, Artemis was incorporated in August 2014 as a not-for-profit, is OFSTED registered and became a registered charity in March 2023. New Articles of Association were adopted by special resolution.

Artemis is a dynamic, award winning leader in specialist performance arts training for children, young people, and adults. In 2018, Artemis opened a full-time vocational sixth form college, free to attend and fully funded for learners aged 16-18.

The Board, whose members are directors for the purposes of the Companies Act and trustees for the purposes of the Charities Act, presents the report and financial statements of Artemis for the year ended 31st August 2023.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Documents

Artemis is governed by its Memorandum and Articles of Association.

Governing Body

Artemis Governing Body is the Board of Trustees and Directors ('The Board'). The Governing Body is self-appointing. One third of its Members are required to resign at each annual general meeting. The first appointed or longest serving are the first to retire. Members retiring by rotation can be re-elected.

The Board meets at least four times a year. The elected Chair-person leads the Board meetings and coordinates with Trustees and the CEO to prepare the agenda. The CEO and other senior team members may be invited for part or all of the meeting, as the meeting agenda requires. If necessary, the Board will convene for additional meetings if there is an urgent or special requirement to do so. The Board meetings are held in person and/or virtually by video call.

The Board communicates regularly including through a dedicated Trustee messaging group, and in addition, each Trustee has access to a dedicated and secure drive to review Board documents, including all meeting minutes and management reports. If required, the Board may seek specialist professional advice to help in their legal obligations and decision making.

The Finance and HR Sub-committee is a committee of the Board and subject to its Terms of Reference. It ensures that the adequate financial controls, authorisations and approvals are in place to safeguard the assets of the Artemis charity. It reviews and scrutinises the annual budget, revenue, expenditure, employment policies, staff recruitment and related operations on a regular basis. The

Artemis Studios Performing Arts Schools Limited

Trustees Report and Financial Review for the year ended 31st August 2024

Sub-committee also helps to finalise the annual report and accounts. The Sub-committee consists of at least two permanent Trustee members including a Chair-person, the CEO, other Trustees and senior team leadership as invited by the Sub-committee Chair. The Sub-committee Chair may also invite external advisers, presenters and specialists if required. The Sub-committee meets in person or virtually by video call at least six times per year and is accountable to The Board of Trustees. The minutes of each Sub-committee meeting are accessible by all Trustees.

The Board is currently reviewing proposals for establishing a Fund-raising Sub-committee.

Recruitment and Training of Trustees

The Board recruits Trustees from a wide variety of professions and backgrounds to help develop its strategic aims and direction. The Board performs a diversity and skills audit of all Trustees on the Board and uses the results of this as a basis for identifying future needs and requirements for Trustee recruitment.

An independent specialist recruitment agency is used to help advise and support the candidate search which includes various volunteer and social media sites. The Board seeks to achieve a balance of Trustees between those that know Artemis and may have local community knowledge, as well as those who may be further away and offer additional specialist skills, knowledge and perspective.

New Trustees are elected by Members of the Board of Trustees in accordance with its Memorandum and Articles of Association, subject to suitable references and an enhanced DBS check.

New Trustees are inducted with a series of briefing sessions with Board members and with members of the Artemis senior leadership team and a copy of the current Artemis Business Plan. In addition, and as part of the induction process, Artemis has adopted the NSPCC Safer Recruitment process. All Trustees are required to complete a Safeguarding Certificate (Level 1) and participate in a Trustee Training Session provided by an independent trainer. The Board is currently using 'Involve' to deliver this training session and to provide ongoing support and updates as needed.

Organisation And Management

The Members of the Governing Body, as the Board of Trustees, are legally responsible for the overall management of Artemis and ensure that appropriate strategies are in place to achieve its objectives.

The day-to-day management of Artemis is delegated to the CEO. The CEO reports to The Board and heads the Senior Leadership Team. The Senior Leadership Team consists of the CEO, the Executive Director and the Principal of the College. They are closely supported by department heads. The college arm of Artemis is also supported by Big Creative Education as part of a service agreement arrangement.

Artemis Studios Performing Arts Schools Limited

Trustees Report and Financial Review for the year ended 31st August 2024

Employment and Remuneration Policy

All staff salaries are reviewed annually. Salaries and benefits are benchmarked using comparisons with similar industry roles and functions in the market. The Board considers market median level rates of charity and arts organisations with a similar turnover and considers budget impact, reserves and risks in its review.

Staff Recruitment

Artemis is an equal opportunities employer. Recruitment of Artemis staff follows guidelines issued by the NSPCC. In addition, the short listing and interview process follows guidelines issued by the NCVO.

Volunteers

Artemis is fortunate to have the support of more than 70 volunteers each year. They are mostly parents/guardians of children who we teach, but also alumni and members of the community. Most volunteers work with us on shows and events as chaperones or crew, giving between 10 and 100 hours at a time. Some volunteer weekly and assist in classes and workshops and help us keep costs lower and classes inclusive. Weekly volunteers contribute between 2 and 15 hours each. In addition, for the period for this report, Artemis had a volunteer administrator who contributed 20-30 hours a week.

All volunteers are subject to the same process of background and induction checks as any paid staff member. In addition, those who work with us as chaperones are required to be registered and licensed through their local LEA.

We offer CPD to volunteers which includes food safety, first aid, coaching, SEND awareness and other upskilling courses. This benefits those volunteering, and the children and staff they work with. This CPD forms part of our values and commitment to life-long learning and helping others validate and recognise achievement.

Partnerships

Our key partners are South Hill Park Arts Centre, where our head office and college are based. Big Creative Education provides the funding via an SLA for our sixth form provision.

We have community outreach where we provide free and paid for services to partners including The Recovery College, Kennel Lane School, St Margaret Clitherow School.

OBJECTS, AIMS, OBJECTIVES AND STRATEGY

Charitable Object

As set out in the Artemis Memorandum and Articles of Association, our Object is to advance education for the public benefit in the performing and creative arts.

Artemis strives to make the performing arts more accessible and more inclusive for everyone in our community who wants to learn, participate, and enjoy a whole range of high-quality performing arts

Artemis Studios Performing Arts Schools Limited

Trustees Report and Financial Review for the year ended 31st August 2024

experiences. Since our corporation, we have worked with thousands of young people and their families, and many are now making a successful livelihood with full-time careers in the creative arts industry.

The Board of Trustees has given close consideration to its legal obligation of public benefit requirement and has given regard to the Charity Commission's guidance – Public Benefit: the public benefit requirement (PB1).

Mission Statement

To help transform the lives of people and communities with the aim of providing accessible and high-quality performing arts education and training for everyone.

Aims

Our aims for delivering public benefit are

- Removing barriers to make performing arts education and performance is accessible to everyone and not restricted because of financial restraints
- Providing high quality arts education, encouraging progression, development and achievement
- Bringing local communities together through our performing and creative arts programmes, increasing culture and arts experience overall
- Providing an environment that is safe, happy, diverse and inclusive for our team of professional staff, our supporters and all of our beneficiaries.

Primary Objectives

Our primary objectives to achieve our aims:

- Become a registered charity
- Strengthen our base and our cause
- Increase our income and funding
- Improve our communication and outreach

Longer Term Objectives to Build on Our Achievements

Our longer term objectives include:

- Establish new premises and add more space
- Launch a corporate partnership strategy

Artemis Studios Performing Arts Schools Limited

Trustees Report and Financial Review for the year ended 31st August 2024

Strategy to Achieve Our Objectives

Our key strategic aims are:

- Establishing new management structure, organisation, and governance and ensuring we meet the legal and fiscal requirements of a registered charity.
- Increasing and extending our programmes, classes and training to benefit wider parts of our community
- Delivering our marketing and promotional plans to increase funding and growing our profile
- Increasing our participant numbers across the charity by 25% in 24/25 and additional 25% in 25/26.
- Increasing our full-time college provision by an additional 10 learners in 24/25 and up to a maximum of 80 in 25/26.
- Seeking new industry and business partners to generate support for dedicated community projects and sponsorship
- Delivering our 2023/24 budget targets
- Targeting more grant applications
- Building new partnerships with other schools
- Developing our website and charity profile

Artemis Framework

We deliver our strategic aims through our commitment to important underpinned Artemis themes that provide the framework for us to deliver and achieve our objectives. These are:

CHILDREN, YOUNG PEOPLE AND ADULTS

Wellbeing & Protection

Safeguarding is our highest priority. At Artemis we are committed to promote and safeguard the welfare of each person we work with. In particular, our aim is to provide a safe environment in which staff and the individual needs of learners are met, protecting them from exposure to harm and enabling them to keep themselves safe. Artemis' Training and Safeguarding Policy and procedures reflect best practice in both national and local area guidelines.

Accessibility

Making our learning and performing arts experiences available to everyone by eliminating and/or reducing barriers including cost, access to transport and increasing awareness of what we offer.

Inclusion

Providing and developing education and performing arts programmes to everyone regardless of their ability or disability.

Artemis Studios Performing Arts Schools Limited

Trustees Report and Financial Review for the year ended 31st August 2024

Development & Potential

Ensuring that our educational programmes are continually reviewed and scrutinised so that we offer high-quality learning and personal development experiences for individuals whatever their chosen path.

Communication & Assessment

Maintaining dialogue and assessment with everyone involved in our performing arts programmes including parents, guardians, and our students too.

Achievement

Aiming high and rewarding success whilst recognising individual and group achievement at both personal goal levels and/or by utilising nationally recognised graded examinations.

Creativity

Inspiring and encouraging creative development, creative thinking, and creative performance. Giving a voice to emerging practitioners and encouraging them in their craft by offering them platforms to try their ideas and helping them reflect on success and challenges.

Career Development

Providing our students with the skills, qualifications, work experience and specialised career development, to progress further in their training and/or to find work. Making good use of our network of tutors who are also working creative arts practitioners to create opportunities for work experience and employment.

COMMUNITY CONTRIBUTION

Diversity

Continually developing the performing arts experience we offer to ensure we provide the diversity needed to meet the needs of all interests in our community. Working with partners to actively seek people who are under-represented in the arts.

Inclusion

Committing to continually evolve our performing arts programmes to be inclusive for everyone in our community. Planning and making reasonable adjustments to remove barriers to taking part.

Coming Together

Using our programmes to bring together the community through both creative participation and in audience entertainment, introducing new arts experiences to sectors of our community who may not have the finances to access performing arts.

Strategic Partnerships & Community Collaboration

Establishing partnerships with other organisations and businesses in our community to help further our cause and to continually support our ability to reach more people.

Artemis Studios Performing Arts Schools Limited

Trustees Report and Financial Review for the year ended 31st August 2024

Centre of Excellence

Establishing Artemis Studios Performing Arts Schools as a centre of excellence in our community and the leading provider of accessible, high quality performing arts education in the South East.

Performing Arts Events

Maximising our efforts to create event performance opportunities within our community for everyone participating at Artemis.

Public Benefit

Artemis remains committed to the aim of providing public benefit and gives regard to the Charity Commission's guidance – Public Benefit: the public benefit requirement (PB1)

In 2020 100% of paid-for classes had fees reduced by 50% fees to help make them even more inclusive. This means that in many cases we now offer training for less than £3 an hour. All of our sixth form students aged 16-18 (60 funded in 23/24) attend our full-time provision for free, and also have free places in all of our after school and weekend classes giving them up to 40 hours a week free tuition.

Our work with The Recovery College gives adults 18+ free access to high quality applied theatre workshops weekly for half a term at a time to assist in their journey back to health and stability.

Our work in local schools includes weeks of free workshops in both performing arts and visual. Kennel Lane is a SEND school who come to us for 5 weeks of sessions each term at South Hill Park which is totally free to the children and run by our older college students as part of teacher training qualifications. In St Margaret Clitherow, in a recent project, an Artemis textile artist and helpers worked with over 200 children across three weeks to create art and bunting to celebrate the jubilee.

In late 2022 we secured a contract with the local council to provide free holiday workshops for children living in households with income of less than £8000 a year. This has continued into 24/25. These workshops are also subsidised by paying participants which allows us to offer a full week at a time, with unlimited food and snacks to the children who qualify for HAF vouchers.

Safeguarding

We have robust policies which are routinely checked and amended at least annually and in line with governmental child protection changes. In addition to our Child Protection Policy, we have anti-bullying and also a parent/guardian behavioural agreement. By being clear with everyone what is expected within our community, we are able to prevent many issues before they happen.

We work closely with the Local Authority and also Big Creative Education, and qualified SEND coordinators to ensure we keep everyone as safe as possible.

All staff and adult volunteers undertake Safeguarding and Prevent courses.

ACTIVITIES, ACHIEVEMENTS AND PERFORMANCE

Budget

Budgets are prepared annually by the CEO and Executive Director, to cover our fiscal and academic year (September - August). Budgets are approved by the board.

The CEO reviews budget performance monthly, and management accounts are produced quarterly. These quarterly reports, including funding applied for and granted, are then presented to the Finance Sub-committee and at each Board meeting.

School and Community

2023/24 saw a rapid and welcome period of growth in line with our business plan. The plans laid very early on in the pandemic, which included reducing all paid-for provision fees by half, picked up pace and with the introduction in late 2022 of an administration volunteer to help the Senior Leadership Team in the head office, our numbers have grown week on week. In July 2024 we launched a new cheerleading programme which blended our existing work with another local team who became Artemis, increasing participant numbers there from 70 to 180, and doubling staff.

We now work with over 500 families each week in term time, and more than 160 a week most school holidays. In late 2022 we introduced additional holiday clubs, which included food and cost parents just £2.85 an hour and these sold out with 70 places each week for each kind of club (Musical Theatre, Cheerleading, Dance) being taken up. This take up has continued and provision expanded to 80 children per week on theatre and 60 per day on cheerleading.

In addition, we began working with the Local Authority to deliver free HAF holiday scheme places to children living in households with an annual income of £7,000 or less. This gave the children equal footing with those able to pay for provision, but also gave them some continuation of food security while their mainstream school was closed. It also offers the children and their parents access to caring trained staff who can assist with issues and refer to support.

Around 20% of our participants pay no fees for term time classes, many are found through participation in the HAF and schools workshops, or are referred to us by play or social workers.

We saw a large increase in the number of students with mental health or SEND in 2023, and additional staff have been sourced to support these children in class where possible. All staff have received additional SEND awareness training and continue to update CPD in this area under the guidance of our Pastoral Manager.

We produced multiple sell-out shows in 2023 and 2024 including *BARE*, *Annie*, *Our House* and many smaller shows where we were asked to provide community entertainments. We reached community audiences of over 4000 people.

Artemis Studios Performing Arts Schools Limited

Trustees Report and Financial Review for the year ended 31st August 2024

In summer 2024, our college was selected to represent England in the Dance World Cup in Prague. We won a silver medal as Team England.

Our free student led online classes continued to support educators nationally and internationally. Three of our videos have now had more than 80,000 views each on YouTube and we plan to continue to develop 'Artemis Online' in 25/26 starting with free Halloween online workshops.

College

Artemis College, during the academic year 2023-24, experienced growth and success, cementing its reputation as a premier institution for performing arts education. This growth was facilitated by the introduction of our Level 4 foundation programme, second year options and our Dance strand, offering students diverse pathways to pursue their passion for the performing arts.

Throughout the year, Artemis College showcased its excellence through a series of performances. The line-up commenced with the highly acclaimed production *BARE*. The overwhelming demand for tickets led to two additional performances being added to accommodate the enthusiastic audience.

The Senior Showcase provided a platform for all our college students to shine, featuring performances from our Dance Course, Musical Theatre course, and gap year programmes. Our Level 4 students displayed their versatility and creativity with a sell-out musical night at South Hill Park.

The Artemis Singers continued to enrich the community with their performances, including appearances at the Pride of Bracknell awards and Bracknell Pride, while our Dance Course showcased their skills at prestigious events such as the Lift Off Dance Festival at South Hill Park and the Dance World Cup in the Musical Theatre division.

Furthermore, many of our students had the opportunity to participate in the South Hill Park pantomime, Easter shows and celebratory events, including lead and understudy roles, enhancing their practical experience and stagecraft.

In a ground-breaking collaboration, Artemis Studios and South Hill Park continued a joint Summer School in summer 2024, culminating in a sensational co-production of *Les Misérables*. This collaboration resulted in sold out shows with 100 young performers was celebrated as the most successful summer school by the Wilde in many years, underscoring our commitment to excellence in arts education. As a result, 40 young people also gained a recognised qualification for free.

Measurements of Key Goals Versus Achievements

Strengthen our base and our cause.

We increased all paid-for provision to a point of waiting lists, and added additional weeks of holiday provision. The college also saw growth. Our volunteer numbers doubled.

Artemis Studios Performing Arts Schools Limited

Trustees Report and Financial Review for the year ended 31st August 2024

Increase our income and funding

We increased turnover substantially and finally reversed a challenge that dated back to 2021.

Improve our communication and outreach

We worked with 100's of children and young people in the community above and beyond paid for classes, and now have schools approaching us to help them with delivery. Our partnerships also created additional local employment including our co-production of Les Mis with South Hill Park.

Learning Outcomes

More administration time and resources will help us to maximise funding and grant applications.

More funding to help with SEND students on all programmes is a key objective over the next two years.

We need to expand the number of free places on all classes and courses, and add more holiday provision for HAF children in half terms (which are not funded by the government).

We need to offer activities with food for 7 hours a day in all school holiday periods (not only the main holidays covered by HAF) to all children and parents who need it. This means parents can continue to work without having to lose holiday days or salary for childcare, or for those who need respite or struggle to care for or feed their children full time at home, or for others who can't afford childminders.

Continuing to add new classes wherever space is possible to help absorb some waiting lists and also offer differentiation for students with high needs. This in turn will create even more demand and will be used when choosing and costing a building to house all our non-college offerings. The additional classes will be investments for at least their first 36 weeks of trading while we staff and market them and accept children mid-term (which means pre-rata fees) until all places are full. This cost is supported by the other classes creating a surplus.

FUTURE STRATEGIC PLANNING

Our charitable object and our mission statement form the basis of our future strategic planning. Building on the progress of 2023-2024, the following strategic initiatives will contribute to our ongoing growth and improvement over the next 5 years. We will continue to regularly review these initiatives at Board level to ensure we continue to meet our goals.

- We will strengthen our organisation with more guidance, support, experience, skills and knowledge at Artemis Board level, ensuring we maintain high levels of governance and operational performance.
- In line with our registered charity status, we will reinforce our financial performance through increased funding opportunities such as new grant applications and setting up various strategic partnerships with corporate sponsors.
- We will continue to expand our reach through increased community collaboration and a more defined profile of our charity and its cause, continuing work on improving our branding, websites, and marketing efforts to increase the opportunities for people in our community who can participate in our programmes.
- We'll seek to increase the number of our education programmes by working to source new and bigger premises by 2026 and providing a centre of excellence, to help develop arts and culture in our community.
- We'll continue to evolve our strategic planning to ensure we meet the needs of our students and community by striving to reduce the barriers that prevent poor and disadvantaged people so they can access and benefit from performing arts education and performance.
- Our people are at the core of all we do. We'll continue to deliver training and professional development schemes to maintain the high quality of teaching, personal development and well-being that is critical to the Artemis experience.
- Our values represent who we are. We'll continue to review and improve them and specifically deliver plans and actions to increase our commitment to equality, diversity, and inclusion.
- We are committed to reducing the impact that we have on the environment and are encouraging everyone at Artemis to consider more sustainable approaches to help tackle climate change and protect our environment. We aim to implement a series of annual initiatives and evaluation reports.

Artemis Studios Performing Arts Schools Limited

Trustees Report and Financial Review for the year ended 31st August 2024

FINANCIAL & HR REVIEW

Reserves Level and Policy

During the year the charity was in receipt of income totalling £732,418 (2023 - £516,425), of which £3,086 (2023 - £2,835) were donations received. Expenditure incurred totalled £601,657 (2023 - £433,524) relating to charitable activities. Reserves remaining at the of the financial period were £293,245 (2023 - £162,484).

We aim to keep the equivalent of 4 months of operational costs in reserve. This is budgeted at £160,000 for the current year. We did not need to draw on our reserves in the reporting period, remained in budget and in line with trustee expectations.

Going Concern Statement

Artemis is in a healthy growth position with reserves and savings for capital investment when we find a new space to increase provision.

Risks

There are no significant risks to the business, beyond national issues of illness, acts of god or financial crisis. We have robust reserves which would see us through a full academic term without any income at all. Our business plan and careful annual budget allows us to be prudent with outgoings, and risks carefully managed so as not to impact the greater business. The CEO reviews the budget on a monthly basis so we are able to pivot to meet a need, or change an area of underperformance.

Property Leases

Artemis leases an office at South Hill Park Arts Centre in Bracknell, and rooms to run our college during the day Tuesday-Friday. Rent includes utilities. Our classes are delivered at locations hired at an hourly or day rate.

Pensions

Artemis offers all eligible staff a pension with NEST. They can choose to participate or opt out. Artemis adds 3% to their contributions.

Policy and procedure

Artemis has a contract with Peninsula who provide 24/7 advice and bespoke documentation to ensure we meet and exceed employment law in real time. They also offer a 24/7 legal line including barristers, who are able to offer help and reassure staff in the case of any legal query including our own protection from anti social behaviours.

Charity Excellence

We became a member of the Charity Excellence Framework in 2024, which included an extensive 200 point audit of policy and procedure. This has given us insight into areas of both strength, and areas where improvement would ensure further excellence.

Artemis Studios Performing Arts Schools Limited

Trustees Report and Financial Review for the year ended 31st August 2024

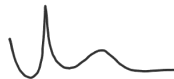
Trustee recruitment

We said a sad goodbye to two trustees at the end of the period. Mark Mumford was our Chair for two years, and Gemma Roch worked very closely with him to establish all the foundation and groundwork to give our charity a platform to thrive on. A further trustee, Heather, joined the Artemis staff team as a part time manager in June. We would like to acknowledge the massive contribution they made in the period. We are happy to announce two new trustees who have joined us in August, with a further three new trustees who have been recruited and are going through the onboarding process, due to be added on September 2024. Further recruitment will continue to fill skills gaps.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed:



Mary-Jane Newton (Trustee/Director)

Ashleigh James Charles Wells (Trustee/Director)

27/05/2025

27/05/2025

Date:

.....

Independent Examiner's Report to the Trustees of Artemis Studios Performing Arts Schools Limited ('the company')

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 August 2024.

Responsibilities and basis of report

As the charity's trustees of the company (and also its 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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Association of Chartered Certified Accountants which is one of the listed bodies.

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.

Barry Coles

Barry Coles
Green Accountancy Limited
Chartered Certified Accountants
Windrush House
Windrush Park Road
Witney
Oxfordshire
OX29 7DX

28/05/2025

Artemis Studios Performing Arts Schools Limited

Statement of Financial Activities for the year ended 31 August 2024

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Incoming resources					
<i>Income and endowments from:</i>					
Donations and legacies	3.0	3,086	-	3,086	2,835
Charitable activities - income	3.1	725,281	-	725,281	512,424
Investment income	3.2	4,051	-	4,051	1,166
Total Income		<u>732,418</u>	<u>-</u>	<u>732,418</u>	<u>516,425</u>
Resources expended					
<i>Expenditure on:</i>					
Charitable activities - expenditure	4.1	601,657	-	601,657	433,524
Total expenditure		<u>601,657</u>	<u>-</u>	<u>601,657</u>	<u>433,524</u>
Net income/(expenditure)		<u>130,761</u>	<u>-</u>	<u>130,761</u>	<u>82,901</u>
Net movement in funds		130,761	-	130,761	82,901
<i>Reconciliation of funds:</i>					
Total funds brought forward		162,484	-	162,484	79,583
Total funds carried forward		<u>293,245</u>	<u>-</u>	<u>293,245</u>	<u>162,484</u>

Continuing operations

All income and expenditure has arisen from continuing activities.

Balance Sheet as at 31 August 2024

CIO Number 9193813

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Fixed assets					
Tangible assets	5	5,880	-	5,880	2,285
Total fixed assets		<u>5,880</u>	<u>-</u>	<u>5,880</u>	<u>2,285</u>
Current assets					
Debtors	6	113,907	-	113,907	108,808
Cash at bank and in hand	7	275,288	-	275,288	155,109
Total current assets		<u>389,195</u>	<u>-</u>	<u>389,195</u>	<u>263,917</u>
Creditors: amounts falling due within one year	8	97,972	-	97,972	95,754
Net current assets/(liabilities)		<u>291,223</u>	<u>-</u>	<u>291,223</u>	<u>168,163</u>
Total assets less current liabilities		<u>297,103</u>	<u>-</u>	<u>297,103</u>	<u>170,448</u>
Creditors: amounts falling due after one year	9	3,858	-	3,858	7,964
Total net assets		<u>293,245</u>	<u>-</u>	<u>293,245</u>	<u>162,484</u>
Funds of the Charity					
Unrestricted funds	10	293,245	-	293,245	162,484
Total funds		<u>293,245</u>	<u>-</u>	<u>293,245</u>	<u>162,484</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2024

The members have not required the company to obtain an audit of its financial statements for the year ended 31 August 2024 in accordance with Section 476 of the Companies Act 2006.

Balance Sheet as at 31 August 2024

CIO Number 9193813

The trustees acknowledge their responsibilities for :

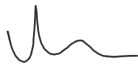
a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

27/05/2025

The financial statements were approved by the Board of Trustees and authorised for issue on
and were signed on its behalf by:



.....

Mary-Jane Newton
Trustee (Director)



.....

Ashleigh James Charles Wells
Trustee (Director)

Artemis Studios Performing Arts Schools Limited

Statement of Cash Flows for the year ended 31 August 2024

		2024	2023
	Note below	£	£
Cash flows from operating activities			
Net cash from operating activities	A	120,179	65,485
		<u>120,179</u>	<u>65,485</u>
Total increase /(reduction) in cash in period		<u><u>120,179</u></u>	<u><u>65,485</u></u>

Reconciliation of net cash flow to movement in net debt

Total increase /(reduction) in cash in period		120,179	65,485
Cash and cash equivalents brought forward		<u>155,109</u>	<u>89,624</u>
Cash and cash equivalents carried forward	B	<u><u>275,288</u></u>	<u><u>155,109</u></u>

Notes to the Cash Flow Statement:

Note A: Reconciliation of net (outgoing)\incoming resources to net cash inflow from operating activities

	2024	2023
	£	£
Net movement in funds	130,761	82,901
(Increase) / decrease in Debtors	(5,099)	(36,301)
(Decrease) / increase in Creditors	2,218	18,182
Depreciation	-	1,470
Purchase of fixed assets	(3,595)	(767)
	<u>124,285</u>	<u>65,485</u>
Net cash from operating activities	<u><u>124,285</u></u>	<u><u>65,485</u></u>

Note B: Analysis of changes in net funds

	2024	2023
	£	£
Cash at bank	<u><u>275,288</u></u>	<u><u>155,109</u></u>

Artemis Studios Performing Arts Schools Limited

Notes to the Financial Statements for the year ended 31 August 2024

1 Basis of preparing the financial statements

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:

- the Charities SORP (FRS 102) '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)',
- Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'
- and with the Charities Act 2011.

The charity is a Company limited by guarantee and constitutes a public benefit entity as defined by FRS 102.

2 Accounting Policies

Income

Income is included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources;
- the monetary value can be measured with sufficient reliability.

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.

Income from interest, royalties and dividends

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

Artemis Studios Performing Arts Schools Limited

Notes to the Financial Statements for the year ended 31 August 2024

Grants and donations

Grants and donations are included in the SoFA when the general income recognition criteria are met.

In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met.

Tax reclaims on donations and gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Volunteer help

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

Expenditure

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Governance and support costs

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

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Artemis Studios Performing Arts Schools Limited

Notes to the Financial Statements for the year ended 31 August 2024

Tangible fixed assets

These are capitalised if they can be used for more than one year, and cost at least £200. They are valued at cost.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer Equipment - 25% Straight Line Basis

Taxation

The charity registered as a charity on 29 March 2023 and since that date has been exempt from corporation tax on its charitable trading activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Debtors

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Cash at bank and in hand

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

Liability recognition

Liabilities are recognised where 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.

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

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Artemis Studios Performing Arts Schools Limited

Notes to the Financial Statements for the year ended 31 August 2024

3.0 Income from donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Donations receivable	3,086	-	3,086	2,835
Total donations and legacies	3,086	-	3,086	2,835

3.1 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Education in the performing and creative arts	675,159	-	675,159	475,535
Theatre tax credit receivable	28,001	-	28,001	23,894
Grant income	1,000	-	1,000	3,399
Sale of goods related to main activity	21,121	-	21,121	9,596
Total income from charitable activities	725,281	-	725,281	512,424

3.2 Investment income

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Interest received	4,051	-	4,051	1,166
Total investment income	4,051	-	4,051	1,166

Artemis Studios Performing Arts Schools Limited

Notes to the Financial Statements for the year ended 31 August 2024

4.1 Charitable activities - expenditure

to advance education for the public benefit in the performing and creative arts

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
<i>Direct cost of charitable activity:</i>				
Staff costs	258,863	-	258,863	218,291
Rent and hall hire	67,773	-	67,773	59,674
Self employed personnel	71,637	-	71,637	28,498
Production costs	50,114	-	50,114	43,746
Entry fees	23,049	-	23,049	11,278
Cost of goods sold	23,901	-	23,901	10,072
Education expenses	37,137	-	37,137	6,944
Box office charges	6,206	-	6,206	4,365
Show tickets	4,258	-	4,258	2,421
<i>Support costs:</i>				
Professional fees	3,945	-	3,945	2,919
Computer consumables	5,400	-	5,400	3,404
Travel and subsistence	9,777	-	9,777	3,222
Advertising & Marketing	15,735	-	15,735	19,213
Print, postage and stationery	3,776	-	3,776	1,918
Staff training	1,454	-	1,454	1,841
Staff entertainment	2,016	-	2,016	1,759
Insurance	1,971	-	1,971	1,608
Depreciation	1,935	-	1,935	1,470
Telephone & Internet	1,315	-	1,315	1,192
Cleaning	326	-	326	428
Bad debts written off	2,673	-	2,673	299
Refreshments	-	-	-	7
Sundry expenses	228	-	228	229
Repairs and maintenance	60	-	60	-
Donations	820	-	820	-
Bank charges	2,282	-	2,282	1,401
Interest paid	361	-	361	351
Accountancy fees	3,889	-	3,889	6,218
Independent examination	756	-	756	756
Total expenditure on charitable activities	601,657	-	601,657	433,524

Support costs

All support costs are allocated to the single charitable activity of the charity and are included above.

Artemis Studios Performing Arts Schools Limited

Notes to the Financial Statements for the year ended 31 August 2024

4.2 Governance costs included above	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Accountancy fees	3,889	-	3,889	6,218
Independent examination	756	-	756	756
Total governance costs	<u>4,645</u>	<u>-</u>	<u>4,645</u>	<u>6,974</u>

4.3 Trustee remuneration

None of the trustees were remunerated during the year or the previous year.

No trustee expenses were paid during the year

4.4 Staff costs

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Salaries - Gross pay	245,310	-	245,310	198,696
Salaries - Employers NI	10,772	-	10,772	14,792
Salaries - Pensions	2,781	-	2,781	4,803
Total staff costs	<u>258,863</u>	<u>-</u>	<u>258,863</u>	<u>218,291</u>

There were no ex-gratia payments made and no redundancy payments made.

There are no staff working for the charity who were paid more than £60,000.

4.5 Staff numbers

Average headcount in the year:	2024	2023
Charitable activities	<u>12</u>	<u>12</u>

Artemis Studios Performing Arts Schools Limited

Notes to the Financial Statements for the year ended 31 August 2024

5 Tangible fixed assets

	Computer equipment £	Totals £
Cost		
At 1 September 2023	7,329	7,329
Additions	5,530	5,530
	<hr/>	<hr/>
At 31 August 2024	12,859	12,859
	<hr/> <hr/>	<hr/> <hr/>
Depreciation		
At 1 September 2023	5,044	5,044
Charge for year	1,935	1,935
	<hr/>	<hr/>
At 31 August 2024	6,979	6,979
	<hr/> <hr/>	<hr/> <hr/>
Net book value		
At 31 August 2024	5,880	5,880
	<hr/> <hr/>	<hr/> <hr/>
At 31 August 2023	2,285	2,285
	<hr/> <hr/>	<hr/> <hr/>

6 Debtors

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Trade debtors	78,628	-	78,628	55,869
Prepayments	5,682	-	5,682	6,688
Net pay overpayment	1,452	-	1,452	1,452
Corporation tax recoverable assets	28,001	-	28,001	44,799
Other debtors	144	-	144	-
	<hr/>	<hr/>	<hr/>	<hr/>
Total debtors	113,907	-	113,907	108,808
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

7 Cash at bank and in hand

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Bank current account	19,076	-	19,076	11,191
Bank deposit account	255,293	-	255,293	141,451
Other bank balances	640	-	640	2,467
Cash in hand	279	-	279	-
	<hr/>	<hr/>	<hr/>	<hr/>
Total cash at bank and in hand	275,288	-	275,288	155,109
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Artemis Studios Performing Arts Schools Limited

Notes to the Financial Statements for the year ended 31 August 2024

8 Creditors: amounts falling due within one year

	Unrestricted funds	Restricted funds	Total 2024	Total 2023
	£	£	£	£
Accounts Payable	20,414	-	20,414	14,376
Accruals	30,322	-	30,322	28,604
Payment on account	39,347	-	39,347	43,914
Bounce Back Loan	4,107	-	4,107	4,006
PAYE and social security	3,100	-	3,100	4,854
Pension owed	682	-	682	-
Total creditors due within one year	97,972	-	97,972	95,754

9 Creditors: amounts falling due after more than one year

	Unrestricted funds	Restricted funds	Total 2024	Total 2023
	£	£	£	£
Bounce Back Loan > 1 year	3,858	-	3,858	7,964
Total creditors due within one year	3,858	-	3,858	7,964

Artemis Studios Performing Arts Schools Limited

Notes to the Financial Statements for the year ended 31 August 2024

10 Charity funds - current year

	At 1 September 2023 £	Net movement in funds £	Transfers between funds £	At 31 August 2024 £
Unrestricted funds	162,484	130,761	-	293,245
Total funds	162,484	130,761	-	293,245

11 Charity funds - previous year

Fund name:	At 1 September 2022 £	Net movement in funds £	Resources expended £	At 31 August 2023 £
Unrestricted funds	79,583	82,901		162,484
Total funds	79,583	82,901	-	162,484

12 Limited by Guarantee

All members of the company, being Directors, each guarantee to contribute to the assets of the company in the vent of winding up, a sum not exceeding £1.

13 Related party transactions

There were no related party transactions for the year ended 31 August 2024.

SIGNATURE CERTIFICATE



REFERENCE NUMBER
BF61B390-5814-4D89-AD8A-5DF111F7CEB3

TRANSACTION DETAILS

Reference Number
BF61B390-5814-4D89-AD8A-5DF111F7CEB3

Transaction Type
Signature Request

Sent At
22/05/2025 08:51 AM +00

Executed At
28/05/2025 08:07 AM +00

Identity Method
email

Distribution Method
email

Signed Checksum
c523f8f759aaa3b710ac0570dfc0b6030b2ee99557ffa0e7b0bc28577b3b7b

Signer Sequencing
Enabled

Document Passcode
Disabled

DOCUMENT DETAILS

Document Name
2511 Final Charity Accounts 31-Aug-24 Artemis SPAS Limited 250521

Filename
2511_Final_Charity_Accounts_31-Aug-24_Artemis_SPAS_Limited_250521.pdf



Pages
31 pages


Content Type
application/pdf

File Size
1.41 MB

Original Checksum
57e25ed55c9266c272e3240fd665aca25983b3c092fec462a61d8bbddcd2d799

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
<p>Name Barry Coles</p> <p>Email barry@greenaccountancy.com</p> <p>Signer Sequence 2</p> <p>Components 2</p>	<p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum b1d3a9fd3d2268d3a3ae1d4c238f3e20f9c9c1a7f9c05d840efa8192341a816a</p> <p>IP Address 185.241.227.193</p> <p>Device Firefox via Windows</p> <p>Typed Signature </p> <p>Signature Reference ID A6BB74CF</p>	<p>Viewed At 28/05/2025 08:07 AM +00</p> <p>Identity Authenticated At 28/05/2025 08:07 AM +00</p> <p>Signed At 28/05/2025 08:07 AM +00</p>
<p>Name Ashleigh James Charles Wells</p> <p>Email ash@artemis-studios.org.uk</p> <p>Signer Sequence 1</p> <p>Components 3</p>	<p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum 0cb76467e43e76ecee9dd99a608e6ff5bedf7cb3769061d4ef41eefc2dcb55ed</p> <p>IP Address 90.248.148.188</p> <p>Device Microsoft Edge via Android</p> <p>Drawn Signature </p> <p>Signature Reference ID D537103D</p> <p>Signature Biometric Count 1</p>	<p>Viewed At 27/05/2025 09:32 PM +00</p> <p>Identity Authenticated At 27/05/2025 09:33 PM +00</p> <p>Signed At 27/05/2025 09:33 PM +00</p>

SIGNER	E-SIGNATURE	EVENTS
Name Mary-Jane Newton	Status signed	Viewed At 27/05/2025 12:26 PM +00
Email mary-jane@artemis-studios.org.uk	Multi-factor Digital Fingerprint Checksum 43e4f4392ec9c9510d290e4af63461e367e721ddb63133f2092421c3092a1058	Identity Authenticated At 27/05/2025 12:27 PM +00
Signer Sequence 0	IP Address 147.148.124.14	Signed At 27/05/2025 12:27 PM +00
Components 4	Device Chrome Mobile via Android	
	Drawn Signature 	
	Signature Reference ID C4D1FFFB	
	Signature Biometric Count 1	

AUDITS

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