

THE CRANLEIGH ARTS CENTRE LIMITED

England & Wales · Charity number 284186

Details

Status	Registered
Legal form	Charitable company
Company number	01607633
Registered	1982-04-19
Register	View on the Charity Commission register

Contact

Address	The Cranleigh Arts Centre Ltd 1 High Street Cranleigh GU6 8AS
Phone	01483 278000
Email	chairman@cranleighbarts.org
Website	www.cranleighbarts.org

Activities

Objects: TO FOSTER AND PROMOTE THE MAINTENANCE OF ARTISTIC TASTE AND KNOWLEDGE UNDERSTANDING AND APPRECIATION OF THE ARTS AND IN THE INTERESTS OF SOCIAL WELFARE FACILITATING OTHER LEISURE TIME ACTIVITIES (APART FROM SPORT) FOR THE INHABITANTS OF CRANLEIGH AND DISTRICT WITH THE OBJECT OF IMPROVING THEIR CONDITIONS OF LIFE. (FOR DETAILS, SEE CLAUSE 3 OF MEMORANDUM OF ASSOCIATION).

Activities: To promote, present and inspire education, exhibition, performance and participation of the Arts and other leisure time activities (apart from sport) for all ages of the inhabitants of Cranleigh and its surrounding villages.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Other Charitable Activities
- **What:** Arts/culture/heritage/science
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** CRANLEIGH AND DISTRICT
- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£482,296	£467,386	-	-
2024-03-31	£416,408	£875,087	-	-
2023-03-31	£516,372	£366,820	£389,096	3
2022-03-31	£235,668	£232,807	-	-
2021-03-31	£40,396	£83,663	-	-

Trustees

Name	Role	Appointed
Brian Freeston	Chair	2022-07-27
Alan Frogatt		2023-07-26
Brian Patrick Farrelly		2025-10-23
Caroline Florence Heslop		2022-07-27
JOHN BROUGH SCOTT		2024-11-15
Richard Leslie Everitt		2024-11-11
Stephanie Gallo		2023-10-19

THE CRANLEIGH ARTS CENTRE LIMITED

England & Wales - Charity number 284186

Accounts

The Cranleigh Arts Centre Limited

Charity No. 284186

Trustee's Report and Unaudited Accounts

31 March 2025

The Cranleigh Arts Centre Limited
Contents

	Pages
Trustee's Annual Report	1 to 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	7
Notes to the Accounts	10 to 19
Detailed Statement of Financial Activities	20 to 22

The Cranleigh Arts Centre Limited

Report of the Trustees for the year ended 31 March 2025

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report for the year ended 31 March 2025. The financial statements for the year are also attached.

Overall summary

Changes initiated during the last financial year to best deliver our charitable cultural objectives to the local community and beyond have been developed. We have been working to consolidate administrative and organisational processes to ensure operational efficiency and effectiveness. Our financial reserves, now reduced to an appropriate level, remain adequate and the Board continues to adopt a conservative approach to ensure the solvency of the Arts Centre in the current difficult economic environment.

Our objectives

In line with our Articles of Association, we remain focused on promoting and encouraging participation in the arts and other leisure activities (other than sport). Our proposition is to meet the needs of all ages of those living in Cranleigh and the surrounding area. We strive to embrace these objectives through education, exhibition, performance and participation in a wide range of activities.

Our small, paid staff, mostly part-time, is supported by volunteers without whom we could not operate at the scale that we do. Our Board, eight in number at 31 March 2025, is drawn from within our community and brings a broad range of skills that complement and support our activities.

We continue to open from Tuesday until Saturday with activities and events running morning, afternoon and evening.

Our 2024/5 programme included:

Live Music – A mix of up-and-coming contemporary performers in a variety of styles along with popular tribute bands; as well as supporting local musicians through the Live Music Showcases (Open Mic), the Ron Green Big Band and the Community Choir.

Classical and jazz concerts have been presented using the raked seating or café-style with individual tables. Lunchtime concerts have featured professional guest soloists and ensembles, as well as from local schools: St Catherine's Bramley, Cranleigh School and the Yehudi Menuhin School. The Queen's Six and Emma Johnson have been popular higher profile names. With Jazz, regular performers have been Dominic Aldis with guests and the Guildford Jazz.

Cinema – We have screenings of current films and very popular live streaming from the Royal Opera House and National Theatre. We have continued our ‘Silver Screenings’ of matinees bringing in older people for warmth, company and entertainment during the shorter winter days.

Live Theatre – we have presented six touring productions including our annual outdoor Shakespeare, a play with Simon Williams about Celia Johnson and two thought provoking pieces on contemporary issues.

Literary Festival Week 2024 – 14 events, including a crime writers panel, talks by Adele Parks and Sarah Gristwood as well as workshops and a free talk with Guildford Town Guides. In 2025 we extended this to include more focus on local writers (strengthening our connection with our resident writers’ group) and a broader offer which included linked films, plays and workshops as well as headliners John Suchet and Otto English.

Comedy – Up and coming comedians are provided at comedy nights by Atic Stand up Comedy and Comedy Ladder; while visits from well-known comedians such as Jack Dee, Simon Evans, Kerry Godliman and Shaparak Khorsandi are always a sellout.

Young People and Families programming: story-telling, Kids Craft, nature talks/displays; Lego Brick People, Supersonic Science Show – making Science Fun, Gamers’ Lounge, Community Drum Circle.

Hires – Art Hub for GCSE students, Cranleigh Dance, In2Drama, West End Theatre Academy Productions, Showdown Theatre Arts, Hurtwood House drama and art, VMA Dance, Surrey Youth Theatre (up to July 2024). We also host many U3A groups as regular visitors and the Arts Society Cranleigh monthly lecture and special study days.

For Health & Wellbeing we hire out space for yoga and mindfulness courses; regular sound bath sessions and associated art and craft courses. The dementia support group Memory Lane meet twice a month on a Monday at the Centre for no charge.

Exhibitions in our Gallery – A regularly changing art exhibition provides an opportunity for professional and amateur artists to show their work. This has included the Belgravia Gallery, experimental artists in a variety of media, as well as ceramicists and sculptors. One artist even setting up his easel in the corner for a week! Local charities, schools and colleges showcase their work and there have also been projects linked to work done at Cranleigh Arts. Our annual Open Competition Exhibition invites local artists to enter, with a people’s vote as well as other prizes, for up to 40.

Quiz nights and Bridge Tea – bringing people together in a relaxed setting.

LDN Wrestling – appealing to a different and younger demographic from a far wider area.

In addition to Centre-based activity we reached out into the local community at the Cranleigh Carnival, the Cranleigh Car Show, and invited schools to attend lunchtime classical concerts and to present their own concerts. We also worked with Knowle Park on one of their first outside theatre projects. We have combined with the Village Hospital and St Nicholas Church to be part of a Heritage hub and share some fundraising and facilities.

Young People's professional development is enhanced through Duke of Edinburgh Volunteering opportunities and local secondary school student-week work experience (10 in the past year). We would like to encourage more volunteering from young people and younger adults and are exploring ways to do this with the Cranleigh Youth Council.

Staffing & Volunteers

We have recently appointed an Operations Director to bring fresh leadership to our team as well as a volunteer co-ordinator, and now operate with 5 permanent paid staff, 4 of whom are part-time, supported by over 100 volunteers. Volunteers work at the Box Office, as gallery café/evening bar staff, stewards at our events, duty managers during the morning, afternoon and evening, they operate lights and sound in the auditorium, draw up and complete our commercial contracts with performers, act as bookkeepers, paint and decorate, look after our gardens and assist with driving folks to and from the Arts Centre. To these and all our volunteers, the Board of Trustees offers sincere thanks and gratitude for all their work and commitment. We have been nominated for the King's Award for Voluntary Service (KAVS) as a Centre and will hear on the King's birthday in November whether we are recipients.

Fundraising

Fundraising is central for the long-term viability of the Arts Centre. Our successful ticket sales contribute economically towards our ongoing viability, but not sufficiently to ensure survival or growth. We need to grow in order to meet the demand from our community which has doubled in size to over 24,000 in less than 14 years - with most of that happening in the last 5 years.

The significant and continuing support of over 400 Friends of Cranleigh via subscriptions and donations remain of vital importance. We also received donations from Patrons and various businesses and a number of individuals throughout the year and here too we are grateful for the support given to us.

During the year we received the last of the three-yearly cycle grants of £30,000 from Waverley Borough Council from their Thriving Communities Fund, the last £18,261 from the National Lottery Community Fund to support our engagement of paid Volunteer Coordinators, and £14,123 from Surrey County Council to upgrade our lighting equipment for energy efficiency. Funds have since been raised to start the overhaul of the gallery café to improve revenue.

The fundraising environment is becoming more complex and competitive, reflecting the state of the economy as a whole. Whilst we are considered a high priority for funding with our borough council, the forthcoming local government reorganisation presents us with a potential existential crisis of funding. A more remote and larger authority dealing with larger conurbations is more likely to have other funding priorities than a rural arts centre.

Financial matters

Our turnover in the 12 months to 31 March 2025 was £482,296.

Our capital and reserves at 31 March 2025 were £161,085. Of this, unrestricted reserves were £158,682. The balance of £2,403 was made up of monies held as a result of grants and donations which carried some form of restriction as to purpose.

During the year to 31 March 2025 £12,367 was invested in improving our building and facilities. This expenditure was funded from unrestricted reserves. Additional investments of £19,000 in plant and equipment were also made in the year. Applicable accounting policy required these investments to be depreciated to zero rather than being capitalised.

Throughout the year the Arts Centre applied Partial Exemption arrangements with regard to VAT. These arrangements are administratively far more complex than a straightforward Standard Rate VAT regime but are expected to allow us to offer more attractive returns to performers and thus expand and enhance the portfolio of events we are able to stage. The operating margin for the year was £14,910.

Reserves policy

In line with guidance from The Charity Commission we seek to hold a minimum of unrestricted reserves equivalent to 3 months' operating costs so as to provide a buffer against unexpected costs and changes in our operating environment. These funds and medium term unrestricted reserves are deposited in bank savings accounts attracting a competitive interest rate and can be called upon when required.

Future Strategy

During 2025/6 and with major improvements to our facilities completed during the previous year, we plan to continue consolidating our systems, operations, and reserves so as to ensure future stability and carry out improvements to the Gallery Café area to improve efficiency and enhance access to refreshments during busy events. Renewal of ageing equipment and necessary repairs to the infrastructure so as to ensure the reliability and ready availability of facilities for operational purposes will continue.

As a charity we have identified community needs among the young and old, those who are lonely or suffering from long term illness and those who have recently arrived at our shores and may find our way of life unfamiliar. So, in the years ahead we have the following objectives:

- To strengthen our financial capabilities and fundraising activities, allowing us to seek and spend grants and donated funds, and for the betterment of the community as a whole, especially the rapidly expanding population of Cranleigh and its surrounds.
- To expand the range of facilities we provide and broaden the range, age and background of people who use our facilities; and
- To work with other local organisations in these endeavors for the benefit of the local community as a whole.

To achieve these objectives, we will continue to depend and rely upon the ongoing help, commitment, experience and expertise of our much valued and appreciated volunteers and staff. We provide well for our existing audience but we cannot be

complacent or ignore the need to grow to keep our coveted epithet as Cranleigh's
"beating heart".

Brian Freeston
Chairman

A handwritten signature in black ink, appearing to read 'Brian Freeston', with a long horizontal line extending to the right.

The Cranleigh Arts Centre Limited
Trustees Annual Report

The trustee presents their report with the unaudited financial statements of the charity for the year ended 31 March 2025.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity No. 284186

Principal Office

1 High Street
Cranleigh
GU6 8AS

Trustees

The following trustees served during the year:

B Freeston

A Froggatt

S Gallo

C Heslop

R Chapman appointed 14/11/24 B Scott appointed 14/11/24

R Everitt appointed 14/11/24

D Hitchen resigned 24/10/24

S Rabonowitz resigned 24/10/24

George Scurry resigned 25/04/25

K Agarwal resigned 06/06/24

G Rivers resigned 17/04/24

Key Management Personnel

Chair

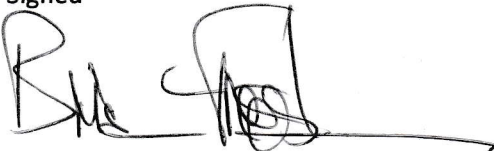
Brian Freeston

Treasurer/Secretary

John Haile

The trustee is 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 Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. The Trustee is also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed



B. Freeston

Trustee

23 October 2025

The Cranleigh Arts Centre Limited

Independent Examiners Report

Independent Examiner's Report to the trustee of The Cranleigh Arts Centre Limited

I report to the trustees on my examination of the financial statements of The Cranleigh Arts Centre Limited for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity's trustee you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

As the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination by being a qualified member of Certified Chartered Accountants.

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

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

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 financial statements to be reached.

Michelle Matthews FCCA FMAAT

Michelle Matthews FCCA Certified Chartered
Accountants
MHM Accounting Solutions
13 Mapledrakes Close
Ewhurst

GU6 7QR
15 October 2025

The Cranleigh Arts Centre Limited
Statement of Financial Activities
for the year ended 31 March 2025

		Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
	Notes				
Income and endowments from:					
Donations and legacies	3	121,117	-	121,117	90,252
Charitable activities	4	217,765	-	217,765	241,042
Other trading activities	5	101,995	-	101,995	78,588
Investments	6	6,269	-	6,269	2,288
Other	7	35,150	-	35,150	4,238
Total		482,296	-	482,296	416,408
Expenditure on:					
Raising funds	8	52,973	-	52,973	33,912
Charitable activities	9	140,885	-	140,885	137,878
Other	10	273,528	-	273,528	703,297
Total		467,386	-	467,386	875,087
Net gains on investments		-	-	-	-
Net income/(expenditure)	11	14,910	-	14,910	(458,679)
Transfers between funds		-	-	-	-
Net income/(expenditure) before other gains/(losses)		14,910	-	14,910	(458,679)
Other gains and losses					
Other Gains		15,371	-	15,371	-
Net movement in funds		30,281	-	30,281	(458,679)
Reconciliation of funds:					
Total funds brought forward		128,401	2,403	130,804	577,856
Total funds carried forward		158,682	2,403	161,085	119,177

The Cranleigh Arts Centre Limited

Balance Sheet

at 31 March 2025

Charity No. 284186

		2025	2024
		£	£
Fixed assets			
Tangible assets	13	-	-
Current assets			
Stocks	14	3,979	3,908
Debtors	15	17,229	10,058
Cash at bank and in hand		206,039	207,473
		<u>227,247</u>	<u>221,439</u>
Creditors: Amount falling due within one year	16	(66,162)	(90,635)
Net current assets		<u>161,085</u>	<u>130,804</u>
Total assets less current liabilities		<u>161,085</u>	<u>130,804</u>
Net assets excluding pension asset or liability		<u>161,085</u>	<u>130,804</u>
Total net assets		<u>161,085</u>	<u>130,804</u>
The funds of the charity			
Restricted funds	17		
Restricted income funds		2,403	2,403
		<u>2,403</u>	<u>2,403</u>
Unrestricted funds	17		
General funds		153,730	123,449
Designated funds		4,952	4,952
		<u>158,682</u>	<u>128,401</u>
Reserves	17		
Total funds		<u>161,085</u>	<u>130,804</u>

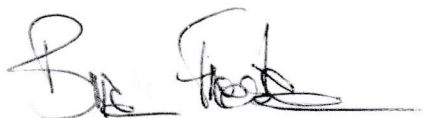
Approved by the trustees on 23 October 2025

And signed on their behalf by:

B. Freeston

Trustee

23 October 2025



The Cranleigh Arts Centre Limited
Notes to the Accounts
for the year ended 31 March 2025

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

Income

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
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Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
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Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
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Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
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Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
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Volunteer help	The value of any volunteer help received is not included in the accounts.
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Investment income	This is included in the accounts when receivable.
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Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
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Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.
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Notes to the Accounts

Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

Taxation

The charity is exempt from tax on its charitable activities.

Tangible fixed assets and depreciation

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

Leasehold property written off in the year of as expenses

Fixtures and Fittings written off in the year of as expenses

All Capital is written off in the year of expenditure

Freehold investment property

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Research and development

Expenditure on research and development is written off in the year in which it is incurred.

Foreign currencies

Monetary assets and liabilities denominated in currencies other than the functional currency of the charity are translated at the rates of exchange prevailing at the end of the reporting period.

Transactions in currencies other than the functional currency of the charity are recorded at the rate of exchange on the date that the transaction occurred.

All exchange differences are taken into account in arriving at net income/expenditure.

Leased assets

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation.

Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the charity pays fixed contributions into a separate entity. Once the contributions have been paid the charity has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet.

The assets of the plan are held separately from the charity in independently administered funds.

Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Statement of Financial Activities - prior year

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Income and endowments from:			
Donations and legacies	90,252	-	90,252
Charitable activities	241,042	-	241,042
Other trading activities	78,588	-	78,588
Investments	2,288	-	2,288
Other	4,238	-	4,238
Total	416,408	-	416,408
Expenditure on:			
Raising funds	33,912	-	33,912
Charitable activities	137,878	-	137,878
Other	528,555	174,742	703,297
Total	700,345	174,742	875,087
Net income	(283,937)	(174,742)	(458,679)
Net income before other gains/(losses)	(283,937)	(174,742)	(458,679)
Other gains and losses:			
Other Gains	195,556	4,832	200,388
Net movement in funds	(88,381)	(169,911)	(258,292)
Reconciliation of funds:			
Total funds brought forward	216,781	172,314	389,095
Total funds carried forward	128,400	2,404	130,804

3 Income from donations and legacies

	Unrestricted £	Total 2025 £	Total 2024 £
Donations	47,112	47,112	30,527
Subscriptions	11,621	11,621	11,257
Grants	62,384	62,384	48,468
	121,117	121,117	90,252

4 Income from charitable activities

	Unrestricted	Total 2025	Total 2024
	£	£	£
Visual and Performing Arts	166,890	166,890	193,420
Room Hire	49,214	49,214	44,658
Brochure	1,340	1,340	2,642
Other	321	321	322
	<u>217,765</u>	<u>217,765</u>	<u>241,042</u>

5 Income from other trading activities

	Unrestricted	Total 2025	Total 2024
	£	£	£
Bar and Café	71,175	71,175	66,998
Courses and Workshops	12,598	12,598	9,307
Fund Raising	18,222	18,222	2,283
	<u>101,995</u>	<u>101,995</u>	<u>78,588</u>

6 Income from investments

	Unrestricted	Total 2025	Total 2024
	£	£	£
Bank Interest	6,269	6,269	2,288
	<u>6,269</u>	<u>6,269</u>	<u>2,288</u>

7 Other income

	Unrestricted	Total 2025	Total 2024
	£	£	£
Exhibitions	9,857	9,857	3,519
Sponsorship	500	500	330
VAT	24,793	24,793	389
	<u>35,150</u>	<u>35,150</u>	<u>4,238</u>

8 Expenditure on raising funds

	Unrestricted	Total 2025	Total 2024
	£	£	£
<i>Costs of generating voluntary income</i>			
Subscriptions	-	-	23
<i>Fundraising trading costs</i>			
Bar and Café	29,785	29,785	24,312
Courses and Workshops	10,008	10,008	8,010
Bad Debts	2,649	2,649	-
Fund Raising	10,531	10,531	1,567
	<u>52,973</u>	<u>52,973</u>	<u>33,912</u>

9 Expenditure on charitable activities

	Unrestricted	Total 2025	Total 2024
	£	£	£
<i>Expenditure on charitable activities</i>			
Visual and Performing Arts	118,414	118,414	115,481
Room Hire	165	165	574
Brochure	18,806	18,806	20,823
<i>Governance costs</i>			
Accountancy fees	500	500	500
Professional fees	3,000	3,000	500
	<u>140,885</u>	<u>140,885</u>	<u>137,878</u>

10 Other expenditure

	Unrestricted	Total	Total
		2025	2024
	£	£	£
Exhibitions	660	660	116
Volunteer Expenses	428	428	1,237
Donations made	678	678	-
Credit Card Processing Fees	12,718	12,718	13,238
Employee costs	114,685	114,685	102,944
Motor and travel costs	-	-	211
Premises costs	75,788	75,788	66,200
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	31,367	31,367	265,457
General administrative costs	35,155	35,155	245,650
Legal and professional costs	2,049	2,049	8,244
	<u>273,528</u>	<u>273,528</u>	<u>703,297</u>

11 Net income/(expenditure) before transfers

	2025	2024
	£	£
This is stated after charging:		
Depreciation of owned fixed assets	31,367	265,457

12 Staff costs

	2025	2024
Salaries and wages	84,702	77,788
Social security costs	1,983	969
Pension costs	3,848	1,494
	<u>90,533</u>	<u>80,251</u>

No employee received emoluments in excess of £60,000.

The average monthly number of full time equivalent employees during the year was as follows:

	2025	2024
	5	5

NEST 3

13 Tangible fixed assets

	Land and buildings	Fixtures and Fittings		Total
	£	£	£	£
Cost or revaluation				
At 1 April 2024	1,400,139	4,490	66,307	1,470,936
Additions	31,367	-	32,061	63,428
At 31 March 2025	<u>1,431,506</u>	<u>4,490</u>	<u>98,368</u>	<u>1,534,364</u>
Depreciation and impairment				
At 1 April 2024	1,400,139	4,490	66,307	1,470,936
Depreciation charge for the year	31,367	-	32,061	63,428
At 31 March 2025	<u>1,431,506</u>	<u>4,490</u>	<u>98,368</u>	<u>1,534,364</u>
Net book values				
At 31 March 2025	-	-	-	-
At 31 March 2024	-	-	-	-

14 Stocks

	2025	2024
	£	£
Finished goods	3,979	3,908
	<u>3,979</u>	<u>3,908</u>
Carrying value analysed by activities	2025	2024
	£	£
Bar and Café	3,979	3,908
	<u>3,979</u>	<u>3,908</u>

15 Debtors

	2025	2024
	£	£
Trade debtors	2,122	4,450
Other debtors	2,111	5,608
Prepayments and accrued income	12,996	-
	<u>17,229</u>	<u>10,058</u>

16 Creditors:

amounts falling due within one year

	2025	2024
	£	£
Trade creditors	6,683	36,525
Other taxes and social security	3,639	6,639
Other creditors	38,679	37,168
Accruals	17,162	10,303
Deferred income	(1)	-
	<u>66,162</u>	<u>90,635</u>

17 Movement in funds

	At 1 April 2024	Incoming resources (including other gains/losses) £	Resources expended £	At 31 March 2025 £
Restricted funds:				
Restricted income funds:				
Ticket Fund	2,403	-	-	2,403
<i>Total</i>	<u>2,403</u>	<u>-</u>	<u>-</u>	<u>2,403</u>
Unrestricted funds:				
General funds	123,449	497,667	(467,386)	153,730
Designated funds:				
NLCF	4,850	-	-	4,850
Young Person Development Fund	102	-	-	102
<i>Total</i>	<u>4,952</u>	<u>-</u>	<u>-</u>	<u>4,952</u>
Total funds	<u>130,804</u>	<u>497,667</u>	<u>(467,386)</u>	<u>161,085</u>

Purposes and restrictions in relation to the funds:

Restricted funds:

Ticket Fund a restricted fund following a donation from the St James Place charitable foundation to pay for the tickets to Cranleigh Arts Centre events for the benefit of under privileged children.

Designated funds:

NLCF

Young Person Development Fund a designated fund for the remaining small balance of this grant given some years ago will be used to support our work with young people in the community.

18 Analysis of net assets between funds

	Funds £	Total £
Net current assets	161,085	161,085
	<u>161,085</u>	<u>161,085</u>

19 Reconciliation of net debt

	At 1 April 2024 £	Cash flows £	At 31 March 2025 £
Cash and cash equivalents	207,473	(1,434)	206,039
	<u>207,473</u>	<u>(1,434)</u>	<u>206,039</u>
Net debt	<u>207,473</u>	<u>(1,434)</u>	<u>206,039</u>

20 Commitments

Operating lease commitments

Annual commitments under non-cancellable operating leases are as follows:

	2025 Land and buildings £	2025 Other £	2024 Land and buildings £	2024 Other £
Operating leases with expiry date:				

Pension commitments

	2025 £	2024 £
The pension cost charge to the charity amounted to:	<u>3,841</u>	<u>1,489</u>

The Cranleigh Arts Centre Limited
Detailed Statement of Financial Activities
for the year ended 31 March 2025

	Unrestricted funds		Total funds	Total funds
	2025	2025	2025	2024
	£	£	£	£
Income and endowments from:				
Donations and legacies				
Donations	47,112	-	47,112	30,527
Subscriptions	11,621	-	11,621	11,257
Grants	62,384	-	62,384	48,468
	<u>121,117</u>	<u>-</u>	<u>121,117</u>	<u>90,252</u>
Charitable activities				
Visual and Performing Arts	166,890	-	166,890	193,420
Room Hire	49,214	-	49,214	44,658
Brochure	1,340	-	1,340	2,642
Other	321	-	321	322
	<u>217,765</u>	<u>-</u>	<u>217,765</u>	<u>241,042</u>
Other trading activities				
Bar and Café	71,175	-	71,175	66,998
Courses and Workshops	12,598	-	12,598	9,307
Fund Raising	18,222	-	18,222	2,283
	<u>101,995</u>	<u>-</u>	<u>101,995</u>	<u>78,588</u>
Investments				
Bank Interest	6,269	-	6,269	2,288
	<u>6,269</u>	<u>-</u>	<u>6,269</u>	<u>2,288</u>
Other				
Exhibitions	9,857	-	9,857	3,519
Sponsorship	500	-	500	330
VAT	24,793	-	24,793	389
	<u>35,150</u>	<u>-</u>	<u>35,150</u>	<u>4,238</u>
Total income and endowments	482,296	-	482,296	416,408
Expenditure on:				
Costs of generating donations and legacies				
Subscriptions	-	-	-	23
	<u>-</u>	<u>-</u>	<u>-</u>	<u>23</u>
Costs of other trading activities				
Bar and Café	29,785	-	29,785	24,312
Courses and Workshops	10,008	-	10,008	8,010
Bad Debts	2,649	-	2,649	-
Fund Raising	10,531	-	10,531	1,567
	<u>52,973</u>	<u>-</u>	<u>52,973</u>	<u>33,889</u>
Total of expenditure on raising funds	52,973	-	52,973	33,912

The Cranleigh Arts Centre Limited
Detailed Statement of Financial Activities

Charitable activities

Visual and Performing Arts	118,414	-	118,414	115,481
Room Hire	165	-	165	574
Brochure	18,806	-	18,806	20,823
	<u>137,385</u>	<u>-</u>	<u>137,385</u>	<u>136,878</u>

Governance costs

Accountancy fees	500	-	500	500
Professional fees	3,000	-	3,000	500
	<u>3,500</u>	<u>-</u>	<u>3,500</u>	<u>1,000</u>

Total of expenditure on charitable activities

	<u>140,885</u>	<u>-</u>	<u>140,885</u>	<u>137,878</u>
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Other expenditure

Exhibitions	660	-	660	116
Volunteer Expenses	428	-	428	1,237
Donations made	678	-	678	-
Card Processing Fee	12,718	-	12,718	13,238
	<u>14,484</u>	<u>-</u>	<u>14,484</u>	<u>14,591</u>

Employee costs

Salaries/wages	84,702	-	84,702	77,788
Employer's NIC	1,983	-	1,983	969
Pension costs	3,841	-	3,841	1,489
Staff training	451	-	451	-
Staff welfare	522	-	522	87
Temporary staff	23,186	-	23,186	22,611
	<u>114,685</u>	<u>-</u>	<u>114,685</u>	<u>102,944</u>

Travel and subsistence

	<u>-</u>	<u>-</u>	<u>-</u>	<u>211</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>211</u>

Premises costs

Rent	4,354	-	4,354	4,015
Rates	4,409	-	4,409	2,243
Light, heat and power	28,027	-	28,027	22,967
Premises cleaning	2,591	-	2,591	914
Premises repairs and maintenance	34,948	-	34,948	33,855
Other premises costs	1,459	-	1,459	2,206
	<u>75,788</u>	<u>-</u>	<u>75,788</u>	<u>66,200</u>

General administrative costs, including depreciation and amortisation

Depreciation of land and buildings	31,367	-	31,367	233,396
Depreciation of Fixtures and Fittings	-	-	-	-
Depreciation of	-	-	-	32,061
Bad debts	-	-	-	217,586
Bank charges	905	-	905	892

The Cranleigh Arts Centre Limited
Detailed Statement of Financial Activities

General insurances	5,077	-	5,077	8,333
Postage and couriers	-	-	-	16
Software, IT support and related costs	17,985	-	17,985	12,390
Stationery and printing	9,135	-	9,135	3,232
Sundry expenses	1,019	-	1,019	1,465
Telephone, fax and broadband	1,034	-	1,034	1,736
	<u>66,522</u>	<u>-</u>	<u>66,522</u>	<u>511,107</u>
Legal and professional costs				
Accountancy and bookkeeping	894	-	894	618
Consultancy fees	926	-	926	-
Other legal and professional costs	229	-	229	7,626
	<u>2,049</u>	<u>-</u>	<u>2,049</u>	<u>8,244</u>
Total of expenditure of other costs	<u>273,528</u>	<u>-</u>	<u>273,528</u>	<u>703,297</u>
Total expenditure	<u>467,386</u>	<u>-</u>	<u>467,386</u>	<u>875,087</u>
Net gains on investments	-	-	-	-
	<u>14,910</u>	<u>-</u>	<u>14,910</u>	<u>(458,679)</u>
Net income/(expenditure)				
Net income/(expenditure) before other gains/(losses)	<u>14,910</u>	<u>-</u>	<u>14,910</u>	<u>(458,679)</u>
PRIOR YEAR ADJUSTMENTS	15,371	-	15,371	-
	<u>30,281</u>	<u>-</u>	<u>30,281</u>	<u>(458,679)</u>
Net movement in funds				
Reconciliation of funds:				
Total funds brought forward	128,401	2,403	130,804	577,856
Total funds carried forward	<u>158,682</u>	<u>2,403</u>	<u>161,085</u>	<u>119,177</u>

THE CRANLEIGH ARTS CENTRE LIMITED

England & Wales - Charity number 284186

Accounts

The Cranleigh Arts Centre Limited

Charity No. 284186

Trustee's Report and Unaudited Accounts

31 March 2024

The Cranleigh Arts Centre Limited
Contents

	Pages
Trustee's Annual Report	2 - 5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Accounts	9-18
Statement of Cash flows	19
Detailed Statement of Financial Activities	20-21

**The Cranleigh Arts Centre
Limited Trustees Annual
Report**

The Trustees present their report with the unaudited financial statements of the charity for the year ended 31 March 2024.

REFERENCE AND ADMINISTRATIVE DETAILS

Charity No. 284186

Principal Office

1 High Street
Cranleigh
GU6 8AS

Trustees & Directors

The following trustees served during the year:

K Agarwal (resigned 06/06/24)
B Belcher (resigned 31/12/23)
J Burford (appointed 01/11/23) (resigned 02/01/24)
B. Freeston
C. Heslop
D Hitchen (resigned 31/07/23)
A Froggatt (appointed 01/11/23)
S Gallo (appointed 01/11/23)
S. Rabinowitz
G Rivers (appointed 13/03/24) (resigned 17/04/24)
J Sanctuary (resigned 17/04/23)
G Scurry (appointed 15/04/24)
Treasurer
J Haile (appointed 1/11/23)

Board Secretary

J Scurry (appointed 10/01/24)
TWM Corporate Services (resigned 10/01/24)

Independent Examiner

MHM Accounting Solutions
13 Mapledrakes Close
Ewhurst
GU6 7QR

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 Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Cranleigh Arts Centre Limited

Report of the Trustees for the year ended 31 March 2023

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report for the year ended 31 March 2024. The financial statements for the year are also attached.

Overall summary

We have made significant improvements to the fabric of Cranleigh Arts Centre during the year under review. These enhanced facilities have positioned us to best deliver our charitable cultural objectives to the local community and beyond. Along with these changes we have worked to consolidate administrative and organisational processes to ensure operational efficiency and effectiveness. Our financial reserves, now reduced to an appropriate level, remain adequate and the Board continues to adopt a conservative approach to ensure the solvency of the Arts Centre in the current difficult economic environment.

Our objectives

In line with our Articles of Association, we remain focussed on promoting and encouraging participation in the arts and other leisure activities (other than sport). Our proposition is to meet the needs of all ages of those living in Cranleigh and the surrounding area. We strive to embrace these objectives through education, exhibition, performance and participation in a wide range of activities.

Our small, paid staff, mostly part-time, is supported by volunteers without whom we could not operate at the scale that we do. Our Board, currently six in number, is drawn from within our community and brings a broad range of skills that complement and support our activities.

We continue to open from Tuesday until Saturday with activities and events running morning, afternoon and evening.

Our programme has included:

Live Music – very popular; tribute bands – not big income earners for the Arts Centre but they keep our profile raised.

Classical and jazz concerts presented using the raked seating or café-style with cheese and wine.

Cinema – screening of current films and very popular live streaming from the Royal Opera House and National Theatre. We are looking to further develop a 'Silver Screenings' programme with refreshments to bring older people in for warmth, company and entertainment during the shorter winter days.

Comedy – Comedy Club and sell-out gigs from well-known comedians such as Romesh Ranganathan and Simon Evans.

Open Mic Nights – to enable local musicians and spoken-word artistes to showcase their music and other content.

Young People and Families programming: story-telling, craft, nature talks/displays; Lego Brick People, Supersonic Science – making Science Fun.

Hires – Art Hub for GCSE students, Cranleigh Dance, In2Drama, West End Theatre Academy Productions, Showdown Theatre Arts, Snow Play, VMA Dance, Surrey Youth Theatre – weekly during term-time, Community Drum Circle; and for *Health & Wellbeing* we hire out space yoga, mindfulness courses; sound baths, art and craft courses/workshops.

Open Exhibitions in our gallery cafe – showcasing 40 local artists and seven local schools.

Quiz nights and Bridge Tea – bringing people together in a relaxed setting.

LDN Wrestling – appealing to a different and younger demographic from a far wider area

Literary Festival Week – 14 events including a crime writers panel and workshops and a free talk with Guildford Town Guides. We are looking to extend this to include more focus on local writers (strengthening our connection with our resident writers' group) and a broader offer which includes linked films, plays and workshops.

In addition to Centre-based activity we reached out into the local community at the Cranleigh Carnival, the Cranleigh Car Show, invited schools to attend lunchtime classical concerts and to present their own concerts – this included Menuhin School Strings.

Young People's professional development was enhanced through Duke of Edinburgh Volunteering opportunities and local secondary school student-week work experience (10 in the past year). We would like to encourage more volunteering from young people and younger adults and are exploring ways to do this. We continue to have young people with special needs working as volunteers and every Monday, when the building is closed to the general public our space is given over to Dementia Matter groups.

We achieved the accolade of being the 2024 Winner of Muddy Stiletto's Award for Arts, Culture & Theatre Venue in Surrey.

Staffing & Volunteers

We currently operate with 5 permanent paid staff, 4 of whom are part-time, supported by over 100 volunteers who work at the Box Office or as coffee bar/evening bar staff, stewards at our events, Duty Managers during the morning, afternoon and evening, operate lights and sound in the auditorium, draw up and complete our commercial contracts with performers, act as bookkeepers, paint and decorate, look after our gardens and assist with driving folks to and from the Arts Centre. To these and all our volunteers, the Board of Trustees offers sincere thanks and gratitude for all their work and commitment.

Fundraising

Fundraising is central for the long-term viability of the Arts Centre. Our successful ticket sales allow us to survive, but not to grow. We need to grow in order to meet the demand from our community that has doubled in size to over 24,000 in less than 14 years. With most of that happening in the last 5 years.

The significant and continuing support of the Friends of Cranleigh via subscriptions and donations remains of vital importance.

We also received donations from various businesses and a number of individuals throughout the year and here too we are grateful for the support given to us.

During the year we received grants of £30,000 from Waverley Borough Council from their Thriving Communities Fund and £16,938 from the National Lottery Community Fund to support our engagement of paid Volunteer Coordinators, and £1,530 from Cavatina Chamber Music Trust to enable youngsters to appreciate live classical music.

Financial matters

Our turnover in the 12 months to 31 March 2024 was £416,407.

Our capital and reserves at 31 March 2024 were £130,804. Of this, unrestricted reserves were £128,401. The small balance was made up of monies held as a result of grants and donations which carried some form of restriction as to purpose.

During the year to 31 March 2024 £233,396 was invested in improving our building and facilities. Of this expenditure £169,942 was funded from S106 restricted reserves resulting from historical grants from Waverley Borough Council, the balance of £63,454 being funded from unrestricted reserves. Additional investments of £32,091 investment in plant and equipment were also made in the year. Applicable accounting policy required these investments to be depreciated to zero rather than being capitalised thus contributing the overall accounting loss of £258,292 in the year. When the immediate write-off of investments and exceptional accounting adjustments are stripped out of the profit and loss accounts, the underlying operating margin for the year was £32,946.

Reserves policy

In line with guidance from The Charity Commission we seek to hold unrestricted reserves equivalent to 6 months' operating costs so as to provide a buffer against unexpected costs and changes in our operating environment. These funds are deposited in bank savings accounts attracting a competitive interest rate and can be called upon when required.

Future Strategy

During 2024/5 and with the improvements to our facilities completed, we plan to consolidate our systems, operations, and reserves so as to ensure future stability. This will involve renewal of ageing equipment and necessary repairs to the infrastructure so as to ensure the reliability and ready availability of facilities for operational purposes.

As a charity we have identified community needs among the young and old, those who are lonely or suffering from long term illness and those who have recently arrived at our shores and may find our way of life unfamiliar. So, in the years ahead we have the following objectives:

To strengthen our financial capabilities, allowing us to spend grants, surplus and donated funds for the betterment of the community as a whole, especially the rapidly expanding population of Cranleigh and its surrounds;

To expand the range of facilities we provide and broaden the range, age and background of people who use our facilities; and to work with other local organisations in these endeavours for the benefit of the local community as a whole.

To achieve these objectives, we will need to depend and rely upon the ongoing help, commitment, experience and expertise of much valued and appreciated volunteers and staff. We provide well for our existing audience but we need to grow to keep our coveted epithet as Cranleigh's "beating heart".

Brian Freeston
Chairman

Independent Examiner's Report to the Trustee's of The Cranleigh Arts Centre Limited

I report to the Trustees on my examination of the financial statements of The Cranleigh Arts Centre Limited for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity's trustee you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

As the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination by being a qualified member of Association of Certified Accountants .

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

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

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 financial statements to be reached.

Michelle Matthews FCCA FMAAT

Michelle Matthews FCCA Association of Certified

Accountants

MHM Accounting Solutions

13 Mapledrakes Close

Ewhurst

GU6 7QR

18 September 2024

The Cranleigh Arts Centre Limited
Statement of Financial Activities
for the year ended 31 March 2024

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
	Notes				
Income and endowments from:					
Donations and legacies	3	90,252	-	90,252	205,515
Charitable activities	4	241,042	-	241,042	232,352
Other trading activities	5	78,588	-	78,588	73,809
Investments	6	2,288	-	2,288	-
Other	7	4,238	-	4,238	4,696
Total		416,408	-	416,408	516,372
Expenditure on:					
Raising funds	8	33,912	-	33,912	33,666
Charitable activities	9	137,878	-	137,878	126,990
Other	10	528,555	174,742	703,297	196,008
Total		700,345	174,742	875,087	356,664
Net gains on investments		-	-	-	-
Net (expenditure)/income	11	(283,937)	(174,742)	(458,679)	159,708
Transfers between funds		-	-	-	-
Net (expenditure)/income before other gains/(losses)		(283,937)	(174,742)	(458,679)	159,708
Other gains and losses					
Other Gains		195,556	4,832	200,388	-
Net movement in funds		(88,381)	(169,911)	(258,292)	159,708
Reconciliation of funds:					
Total funds brought forward		216,781	172,314	389,095	229,387
Total funds carried forward		128,400	2,404	130,804	389,095

The Cranleigh Arts Centre Limited

Balance Sheet

at 31 March 2024

Charity No. 284186

		2024	2023
		£	£
Fixed assets			
Tangible assets	13	-	-
Current assets			
Stocks	14	3,908	550
Debtors	15	8,826	39,962
Cash at bank and in hand		207,473	406,500
		<u>220,207</u>	<u>447,012</u>
Creditors: Amount falling due within one year	16	(89,403)	(57,917)
Net current assets		<u>130,804</u>	<u>389,095</u>
Total assets less current liabilities		<u>130,804</u>	<u>389,095</u>
Net assets excluding pension asset or liability		<u>130,804</u>	<u>389,095</u>
Total net assets		<u><u>130,804</u></u>	<u><u>389,095</u></u>
The funds of the charity			
Restricted funds	17		
Restricted income funds		2,403	172,314
		<u>2,403</u>	<u>172,314</u>
Unrestricted funds	17		
General funds		123,449	218,625
Designated funds		4,952	(1,844)
		<u>128,401</u>	<u>216,781</u>
Reserves	17		
Total funds		<u><u>130,804</u></u>	<u><u>389,095</u></u>

Approved by the trustee 24 September 2024

And signed on their behalf by:

B. Freeston

Trustee

24 September 2024

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

Income

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
-----------------------	---

Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
---------------------------------	--

Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
------------------------	--

Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
-------------------------------------	---

Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
---------------------------------	--

Volunteer help	The value of any volunteer help received is not included in the accounts.
----------------	---

Investment income	This is included in the accounts when receivable.
-------------------	---

Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
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Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.
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Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

Taxation

The charity is exempt from tax on its charitable activities.

Tangible fixed assets and depreciation

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

Leasehold property	written off in the year of
Fixtures and Fittings	% written off in the year of expenses

All Capital is written on in the year of expenditure

Freehold investment property

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Research and development

Expenditure on research and development is written off in the year in which it is incurred.

Foreign currencies

Monetary assets and liabilities denominated in currencies other than the functional currency of the charity are translated at the rates of exchange prevailing at the end of the reporting period.

Transactions in currencies other than the functional currency of the charity are recorded at the rate of exchange on the date that the transaction occurred.

All exchange differences are taken into account in arriving at net income/expenditure.

Leased assets

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation.

Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the charity pays fixed contributions into a separate entity. Once the contributions have been paid the charity has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the charity in independently administered funds.

Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Statement of Financial Activities - prior year

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Income and endowments from:			
Donations and legacies	71,965	133,550	205,515
Charitable activities	232,352	-	232,352
Other trading activities	73,809	-	73,809
Other	4,696	-	4,696
Total	382,822	133,550	516,372
Expenditure on:			
Raising funds	33,666	-	33,666
Charitable activities	126,990	-	126,990
Other	198,491	7,673	206,164
Total	359,147	7,673	366,820
Net income	23,674	125,878	149,552
Net income before other gains/(losses)	23,674	125,878	149,552
Other gains and losses:			
Net movement in funds	23,674	125,878	149,552
Reconciliation of funds:			
Total funds brought forward	193,107	46,437	239,544
Total funds carried forward	216,781	172,315	389,096

3 Income from donations and legacies

	Unrestricted £	Total 2024 £	Total 2023 £
Donations	30,527	30,527	30,987
Subscriptions	11,257	11,257	8,678
Waverley BC Grants	48,468	48,468	165,850
	90,252	90,252	205,515

4 Income from charitable activities

	Unrestricted	Total 2024	Total 2023
	£	£	£
Visual and Performing Arts	193,420	193,420	180,724
Room Hire	44,658	44,658	50,035
Brochure	2,642	2,642	960
Other	322	322	633
	<u>241,042</u>	<u>241,042</u>	<u>232,352</u>

5 Income from other trading activities

	Unrestricted	Total 2024	Total 2023
	£	£	£
Bar and Café	66,998	66,998	60,087
Courses and Workshops	9,307	9,307	13,722
Fund Raising	2,283	2,283	-
	<u>78,588</u>	<u>78,588</u>	<u>73,809</u>

6 Income from investments

	Unrestricted	Total 2024	Total 2023
	£	£	£
Bank Interest	2,288	2,288	-
	<u>2,288</u>	<u>2,288</u>	<u>-</u>

7 Other income

	Unrestricted	Total 2024	Total 2023
	£	£	£
Exhibitions	3,519	3,519	4,696
Sponsorship	330	330	-
VAT adjustment	389	389	-
	<u>4,238</u>	<u>4,238</u>	<u>4,696</u>

8 Expenditure on raising funds

	Unrestricted	Total 2024	Total 2023
	£	£	£
<i>Costs of generating voluntary income</i>			
Subscriptions	23	23	-
<i>Fundraising trading costs</i>			
Bar and Café	24,312	24,312	23,620
Courses and Workshops	8,010	8,010	10,046
Fund Raising	1,567	1,567	-
	<u>33,912</u>	<u>33,912</u>	<u>33,666</u>

9 Expenditure on charitable activities

	Unrestricted	Total 2024	Total 2023
	£	£	£
<i>Expenditure on charitable activities</i>			
Visual and Performing Arts	115,481	115,481	106,337
Room Hire	574	574	517
Brochure	20,823	20,823	18,604
<i>Governance costs</i>			
Accountancy fees	500	500	500
Legal fees	-	-	598
Professional fees	500	500	434
	<u>137,878</u>	<u>137,878</u>	<u>126,990</u>

10 Other expenditure

	Unrestricted	Restricted	Total 2024	Total 2023
	£	£	£	£
Exhibitions	116	-	116	3,175
Volunteer Expenses	1,237	-	1,237	649
Ticket Booking Cost	13,238	-	13,238	-
Employee costs	102,944	-	102,944	96,140
Motor and travel costs	211	-	211	1,921
Premises costs	61,369	4,831	66,200	57,590
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	265,457	-	265,457	-
General administrative costs	75,739	169,911	245,650	29,892
Legal and professional costs	8,244	-	8,244	6,641
	<u>528,555</u>	<u>174,742</u>	<u>703,297</u>	<u>196,008</u>

11 Net (expenditure)/income before transfers

	2024	2023
This is stated after charging:	£	£
Depreciation of owned fixed assets	265,457	-

12 Staff costs

	2024	2023
Salaries and wages	77,788	69,486
Social security costs	969	2,037
Pension costs	1,489	1,366
	<u>80,246</u>	<u>72,889</u>

Employee costs stated of £102,944 includes Temporary staff of £22,611

The average monthly number of full time equivalent employees during the year was as follows:

	2024 Number	2023 Number
NEST 3	5	5

13 Tangible fixed assets

	Land and buildings £	Fixtures and Fittings £	Office and Equipment £	Total £
Cost or revaluation				
At 1 April 2023	1,166,743	4,490	66,307	1,237,540
Additions	233,396	-	32,061	265,457
At 31 March 2024	<u>1,400,139</u>	<u>4,490</u>	<u>98,368</u>	<u>1,502,997</u>
Depreciation and impairment				
At 1 April 2023	1,166,743	4,490	66,307	1,237,540
Depreciation charge for the year	233,396	-	32,061	265,457
At 31 March 2024	<u>1,400,139</u>	<u>4,490</u>	<u>98,368</u>	<u>1,502,997</u>
Net book values				
At 31 March 2024	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2023	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

14 Stocks

	2024 £	2023 £
Finished goods	3,908	550
	<u>3,908</u>	<u>550</u>
Carrying value analysed by activities	2024 £	2023 £
Bar and Café	3,908	550
	<u>3,908</u>	<u>550</u>

15 Debtors

	2024	2023
	£	£
Trade debtors	(56)	3,524
VAT recoverable	3,274	7,537
Other debtors	5,608	11,883
Prepayments and accrued income	-	17,018
	<u>8,826</u>	<u>39,962</u>

16 Creditors:

amounts falling due within one year

	2024	2023
	£	£
Trade creditors	20,141	9,306
Other taxes and social security	9,913	2,266
Other creditors	37,168	50,138
Accruals	10,304	3,201
Deferred income	11,877	(6,994)
	<u>89,403</u>	<u>57,917</u>

17 Movement in funds

	At 1 April 2023	Incoming resources (including other gains/losses) £	Resources expended £	Gross transfers £	At 31 March 2024 £
Restricted funds:					
Restricted income funds:					
Ticket Fund	2,403	-	-	-	2,403
s106 Grant	169,911	-	(169,911)	-	-
<i>Total</i>	<u>172,314</u>	<u>-</u>	<u>(169,911)</u>	<u>-</u>	<u>2,403</u>
Unrestricted funds:					
General funds	218,625	416,408	(499,957)	(11,627)	123,449
Designated funds:					
General Fund	(7,977)	-	-	12,827	4,850
Technical Development Fund	4,831	-	(4,831)	-	-
Young Person Development Fund	102	-	-	-	102
Marketing Donation	1,200	-	-	(1,200)	-
<i>Total</i>	<u>(1,844)</u>	<u>-</u>	<u>(4,831)</u>	<u>11,627</u>	<u>4,952</u>
Revaluation fund	205,388	-	(205,388)		-
Total funds	<u><u>389,095</u></u>	<u><u>416,408</u></u>	<u><u>(674,699)</u></u>	<u><u>-</u></u>	<u><u>130,804</u></u>

Purposes and restrictions in relation to the funds:

Restricted funds:

Ticket Fund a restricted fund following a donation from the St James Place charitable foundation to pay for the tickets to Cranleigh Arts Centre events for the benefit of under privileged children.

Technical Development Fund a designated fund set up to cover the cost of replacing or improving equipment used in the centre to ensure funds are available when required

Young Person Development Fund a designated fund for the remaining small balance of this grant given some years ago will be used to support our work with young people in the community.

Marketing Donation a designated fund for this donation was made by an individual donor to support the marketing of our events programme

18 Analysis of net assets between funds

	Unrestricted funds	Total
	£	£
Net current assets	130,804	130,804
	<u>130,804</u>	<u>130,804</u>

19 Reconciliation of net debt

	At 1 April 2023	Cash flows	At 31 March 2024
	£	£	£
Cash and cash equivalents	406,500	(199,027)	207,473
	<u>406,500</u>	<u>(199,027)</u>	<u>207,473</u>
Net debt	<u>406,500</u>	<u>(199,027)</u>	<u>207,473</u>

20 Commitments

Operating lease commitments

Annual commitments under non-cancellable operating leases are as follows:

Pension commitments

	2024	2023
	£	£
The pension cost charge to the charity amounted to:	<u>1,489</u>	<u>1,366</u>

The Cranleigh Arts Centre Limited
Statement of Cash flows
for the year ended 31 March 2024

	2024 £	2023 £
Cash flows from operating activities		
Net (expenditure)/income per Statement of Financial Activities	(258,292)	149,552
Adjustments for:		
Depreciation of property, plant and equipment	265,457	-
Dividends, interest and rents from investments	(6,526)	(4,696)
Increase in stocks	(3,358)	-
Decrease/(Increase) in trade and other receivables	31,136	(30,321)
Increase in trade and other payables	12,615	30,977
Net cash provided by operating activities	<u>41,033</u>	<u>145,511</u>
Cash flows from investing activities		
Payments for property, plant and equipment	(265,457)	-
Dividends, interest and rents from investments	6,526	4,696
Net cash (used in)/from investing activities	<u>(258,931)</u>	<u>4,696</u>
Net cash from financing activities	<u>-</u>	<u>-</u>
Net (decrease)/increase in cash and cash equivalents	(217,899)	150,207
Cash and cash equivalents at the beginning of the year	406,500	273,578
Cash and cash equivalents at the end of the year	<u>188,602</u>	<u>423,785</u>
Components of cash and cash equivalents		
Cash and bank balances	207,473	406,500
	<u>207,473</u>	<u>406,500</u>

The Cranleigh Arts Centre Limited
Detailed Statement of Financial Activities
for the year ended 31 March 2024

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income and endowments from:				
Donations and legacies				
Donations	30,527	-	30,527	30,987
Subscriptions	11,257	-	11,257	8,678
Waverley BC Grants	48,468	-	48,468	165,850
	<u>90,252</u>	<u>-</u>	<u>90,252</u>	<u>205,515</u>
Charitable activities				
Visual and Performing Arts	193,420	-	193,420	180,724
Room Hire	44,658	-	44,658	50,035
Brochure	2,642	-	2,642	960
Other	322	-	322	633
	<u>241,042</u>	<u>-</u>	<u>241,042</u>	<u>232,352</u>
Other trading activities				
Bar and Café	66,998	-	66,998	60,087
Courses and Workshops	9,307	-	9,307	13,722
Fund Raising	2,283	-	2,283	-
	<u>78,588</u>	<u>-</u>	<u>78,588</u>	<u>73,809</u>
Investments				
Bank Interest	2,288	-	2,288	-
	<u>2,288</u>	<u>-</u>	<u>2,288</u>	<u>-</u>
Other				
Exhibitions	3,519	-	3,519	4,696
Sponsorship	330	-	330	-
VAT	389	-	389	-
	<u>4,238</u>	<u>-</u>	<u>4,238</u>	<u>4,696</u>
Total income and endowments	416,408	-	416,408	516,372
Expenditure on:				
Costs of generating donations and legacies				
Subscriptions	23	-	23	-
	<u>23</u>	<u>-</u>	<u>23</u>	<u>-</u>
Costs of other trading activities				
Bar and Café	24,312	-	24,312	23,620
Courses and Workshops	8,010	-	8,010	10,046
Fund Raising	1,567	-	1,567	-
	<u>33,889</u>	<u>-</u>	<u>33,889</u>	<u>33,666</u>
Total of expenditure on raising funds	33,912	-	33,912	33,666

The Cranleigh Arts Centre Limited
Detailed Statement of Financial Activities

Charitable activities

Visual and Performing Arts	115,481	-	115,481	106,337
Room Hire	574	-	574	517
Brochure	20,823	-	20,823	18,604
	<u>136,878</u>	<u>-</u>	<u>136,878</u>	<u>125,458</u>

Governance costs

Accountancy fees	500	-	500	500
Legal fees	-	-	-	598
Professional fees	500	-	500	434
	<u>1,000</u>	<u>-</u>	<u>1,000</u>	<u>1,532</u>

Total of expenditure on charitable activities

137,878	-	137,878	126,990
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Other expenditure

Exhibitions	116	-	116	3,175
Volunteer Expenses	1,237	-	1,237	649
Other interest payable	13,238	-	13,238	-
	<u>14,591</u>	<u>-</u>	<u>14,591</u>	<u>3,824</u>

Employee costs

Salaries/wages	77,788	-	77,788	69,486
Employer's NIC	969	-	969	2,037
Pension costs	1,489	-	1,489	1,366
Staff training	-	-	-	671
Staff welfare	87	-	87	391
Temporary staff	22,611	-	22,611	22,189
	<u>102,944</u>	<u>-</u>	<u>102,944</u>	<u>96,140</u>

Motor and travel costs

Travel and subsistence	211	-	211	341
Fares	-	-	-	1,580
	<u>211</u>	<u>-</u>	<u>211</u>	<u>1,921</u>

Premises costs

Rent	4,015	-	4,015	2,008
Rates	2,243	-	2,243	1,004
Light, heat and power	22,967	-	22,967	15,058
Premises cleaning	914	-	914	2,880
Premises repairs and maintenance	29,024	4,831	33,855	34,366
Other premises costs	2,206	-	2,206	2,274
	<u>61,369</u>	<u>4,831</u>	<u>66,200</u>	<u>57,590</u>

General administrative costs, including depreciation and amortisation

Depreciation of land and buildings	233,396	-	233,396	-
Depreciation of Fixtures and Fittings	-	-	-	-
Depreciation of	32,061	-	32,061	-

The Cranleigh Arts Centre Limited
Detailed Statement of Financial Activities

Improvements to building	47,675	169,911	217,586	-
Bank charges	892	-	892	930
General insurances	8,333	-	8,333	2,684
Postage and couriers Software,	16	-	16	3
IT support and related costs	12,390	-	12,390	8,317
Stationery and printing Sundry	3,232	-	3,232	1,272
expenses	1,465	-	1,465	15,286
Telephone, fax and broadband	1,736	-	1,736	1,400
	<u>341,196</u>	<u>169,911</u>	<u>511,107</u>	<u>29,892</u>
Legal and professional costs				
Accountancy and bookkeeping	618	-	618	548
Other legal and professional	7,626	-	7,626	6,093
costs	<u>8,244</u>	<u>-</u>	<u>8,244</u>	<u>6,641</u>
Total of expenditure of other costs	<u>528,555</u>	<u>174,742</u>	<u>703,297</u>	<u>196,008</u>
Total expenditure	700,345	174,742	875,087	356,664
Net gains on investments	-	-	-	-
Net (expenditure)/income	<u>(283,937)</u>	<u>(174,742)</u>	<u>(458,679)</u>	<u>159,708</u>
Net (expenditure)/income before	<u>(283,937)</u>	<u>(174,742)</u>	<u>(458,679)</u>	<u>159,708</u>
other gains/(losses)				
Transfer of Funds	195,556	4,832	200,388	-
Net movement in funds	<u>(88,381)</u>	<u>(169,911)</u>	<u>(258,292)</u>	<u>159,708</u>
Reconciliation of funds:				
Total funds brought forward	216,781	172,314	389,095	229,387
Total funds carried forward	<u>128,400</u>	<u>2,404</u>	<u>130,804</u>	<u>389,095</u>

THE CRANLEIGH ARTS CENTRE LIMITED

England & Wales - Charity number 284186

Accounts

REGISTERED COMPANY NUMBER: 01607633 (England and Wales)
REGISTERED CHARITY NUMBER: 284186

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31st March 2022
for
The Cranleigh Arts Centre Limited**

The Cranleigh Arts Centre Limited

Contents of the Financial Statements for the Year Ended 31st March 2022

	Page
Report of the Trustees	1 - 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9
Notes to the Financial Statements	10 - 18
Detailed Statement of Financial Activities	19 - 21

The Cranleigh Arts Centre Limited

Report of the Trustees for the Year Ended 31st March 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2022. The trustees have adopted the provisions of 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).

Covid 19

In last year's report I discussed the impact of the Covid outbreak on the Arts Centre. For much of the financial period now under report and review, activity at the Arts Centre had been severely disrupted. This is reflected in the comparative financial statements and disclosures. The Arts Centre was able to recommence more normal activities in August 2021 and has quickly regained momentum since.

Objectives and activities

The comments below apply in normal times and normal operating conditions, both of which had been impacted by Covid 19 restrictions during part of the financial year..

Objectives

The objectives for which the Arts Centre is established are as stated in the 2010 Articles of Association, to promote, present and inspire education, exhibition, performance and participation of the Arts and other leisure time activities (apart from sport) for all ages of the inhabitants of Cranleigh and its surrounding villages and district and it shall be permitted to do all such other things as are incidental to the attainment and furtherance of these objectives.

Activities

The Company achieves its stated objectives through its principal activity which is the operation of the Arts Centre in Cranleigh, where various arts and educational events are promoted, rooms are hired to various local clubs and groups and other organisations for study and participation in the arts and to private individuals and organisations for their use, training and all manner of community activity.

In shaping our objectives for the year and planning our activities, the Trustees have considered, and taken due regard of, the Charity Commission's guidance and advice on public benefit.

Our programme of activities described below focus very much on bringing the arts to the community of Cranleigh. Affordability and access are monitored by trustees within the business review process. At all times the Centre encourages open access to all members of the community.

Volunteers, Staff Team and Trustees.

Cranleigh Arts Centre has a core staff team with designated responsibilities but is heavily dependent on the dedication of its approaching 100 volunteers; numbers having recovered since the unlocking of Covid and resumption of Arts Centre activities. Without their commitment the Arts Centre could not exist.

Towards the end of the Covid closure and shortly thereafter the Arts Centre experienced significant turnover in paid staff members. All of the vacant posts have been successfully filled.

I thank the Board of Trustees who bring their wisdom and experience to the oversight of the Arts Centre's affairs. Their competencies and contributions span the arts, education, business and finance.

Achievement and performance

Charitable activities

For much of the first half of the financial year under review and report the activities of the Arts Centre were severely limited by restrictions imposed during the Covid pandemic. Activities quickly regained momentum in the second half. A new Programme was created involving all of the long standing elements of Arts Centre activity. Audiences returned and Hires quickly resumed as hirers too resumed their activities. At the time of writing this report ticket sales have

resumed at their highest levels and Hires are demonstrably at a new high - with room/space shortages being experienced.

Arts workshops, exhibitions and local crafts.

Our Pottery is in full use and there are regular classes involving various arts groups. The Arts Centre provides a sales showcase for local handicrafts with buoyant turnover. Our Gallery has a steady stream of exhibitions across different arts genres.

Room Hire

Cranleigh Arts Centre offers serviced room hire facilities for personal, club, association, business and public sector needs. U3A, Cranleigh Arts Society, Cranleigh Community Choir and Surrey Youth Theatre are among regular hires.

Film

Film is a longstanding and popular entertainment available to our community.

Music

We bring a substantial programme of music to Cranleigh Arts. This includes performances by popular bands, including jazz, and performances by world class classical musicians.

Event Theatre

Live streaming from the Royal Opera House and National Theatre has resumed post Covid and is a well established and popular component of our Programme.

Theatre and Children's Theatre

While back stage facilities are limited, we continue to deliver some outstanding performances.

Comedy

We offer a well established programme of comedy events with some top name artists, in some cases trying out new material for pre national tours.

Wellbeing

This is a core part of our community role. We welcome Dementia groups as well as fitness and community recreational activities.

Volunteering

The Arts Centre is probably the single largest volunteering opportunity in Cranleigh and surrounding villages. Volunteers are able to build relationships and skills with others while contributing to the arts and community.

Young People

We aim to provide a range of activities and events for younger audiences and participants. We have entertainments, activity based events and educational shows on offer. We are the home venue for Surrey Youth Theatre. We have a fund to provide access to performances to young people who may not normally be in a position to enjoy live performance.

Fundraising activities

While we aim to meet our core operating costs from operating revenues we have regular fundraising events which attract contributions from ticket buyers, sponsorships and donations from individuals and local businesses. This fundraising is essential to cover large single maintenance costs and expensive equipment replacement.

Our well established Friends of Cranleigh Arts cadre is a vital component of our fundraising with some 300 members.

Using the skills of our trustees, staff and volunteers we apply where appropriate for eligible grant funding from public funds and charitable trusts. Grants secured have included from Waverley Borough Council under a Service Level Agreement and from The Heritage National Lottery and during Covid from the Arts Council.

Financial review

Provision

Last financial year we reported a provision of £8,000 in relation to the incurrence of irregular and unauthorised expenses and other actions uncovered during the period. The matter was reported to The Charities Commission in compliance with their requirements and to the Police. The matter is closed and steps taken to prevent any recurrence.

Principal funding sources

In spite of very limited operational activity in the first half, the inflow of funds for the full year has been satisfactory reflecting a recovery in activities overall.

- Voluntary income, fundraising and donations	£ 20,730	(2021	£14,678)
- Hospitality, room hire and sundry income	£ 68,063	(2021	£3,127)
- Investment income	£ nil	(2021	£591)
- Visual and performing arts, largely from ticket sales	£ 81,868	(2021	£nil)
- Courses and workshops	£ 13,729	(2021	£nil)
- Waverley Service Level Agreement and other Grants	£ 35,667	(2021	£22,000)

Reserves policy

Our longstanding target has been to maintain Unrestricted Reserves of at least 6 months operating costs or £80,000 and higher. Total Reserves as at 31st March 2022 totalled £239,544 of which Unrestricted/Designated Reserves totalled £193,107. well in excess of 6 months costs.

The Cranleigh Arts Centre Limited

Report of the Trustees for the Year Ended 31st March 2022

Structure, governance and management

Governing document

The Cranleigh Arts Centre is a company limited by guarantee, governed by its Memorandum and Articles of Association dated 30 June 2010. The company was incorporated on 14 January 1982 and it registered as a charity with the Charity Commission on 19 April 1982.

The company is governed by its Board of Management which meets at least four times a year. The Board consists of voting directors, approved by the Board of Directors and elected by the company members at the Annual General Meeting.

Our vision is 'to enrich, entertain and inspire our community'.

Recruitment and appointment of new trustees

The Board may from time to time and at any time appoint a member of the Arts Centre as a member of the Board to fill a casual vacancy. Any member so appointed shall retain the position only until the next annual general meeting, but shall then be eligible for re-election. No person who is not a member of the Arts Centre shall in any circumstances be eligible to hold office as a member of the Board.

Unless otherwise determined by a general meeting, the Board will be at liberty to invite whichever Observer(s) it decides to the Art Centre's meetings. Such Observers will be at liberty to attend the meeting and speak, but will have no power to vote or influence any decision of the Board or members.

For example the Board continues to invite as observers - one person nominated by Cranleigh Parish Council and one person nominated by Waverley Borough Council.

At each Annual General Meeting one-quarter of the elected members of the Board for the time being, or if their number is not a multiple of four then the number nearest to one-quarter, shall retire from office. The maximum period of time that a director can serve as a member of the Board is two terms, each term lasting from the date of election of that director to the fourth annual general meeting of the Company thereafter; subject to the Company's Article 22.3.

Organisational structure

The Arts Centre operates through a core team of five each having delegated authority and responsibility for the day to day operations covering programme, facilities management, marketing and volunteer co-ordination. The staff team in turn has oversight through and is responsible directly to the board of trustees. The staff team and trustees are in turn supported by a team of volunteers who provide vital assistance and support throughout the operations of the Arts Centre. The Board of Trustees has overall responsibility for good governance and oversight of the organisation, management and operations of the Arts Centre.

Induction and training of new trustees

By way of induction, new directors/trustees are supplied with a copy of the company's Articles of Association and a copy of the Charity Commission's booklet CC3 - 'The Essential Trustee' updated in July 2015. They are also encouraged to visit the Arts Centre to see it 'at work' and to attend as many arts events and activities as possible.

Risk management

The Directors regularly review the major strategic and operational risks which the Company faces and have put in place systems to examine those risks and to mitigate the company's exposure to them, as far as possible in a small organisation.

Reference and administrative details

Registered Company number

01607633 (England and Wales)

Registered Charity number

284186

Registered office

1 High Street
Cranleigh
Surrey
GU6 8AS

The Cranleigh Arts Centre Limited

Report of the Trustees for the Year Ended 31st March 2022

Reference and administrative details

Registered Company number 01607633 (England and Wales)
Charity number 284186
Principal Office 1 High Street, Cranleigh, GU6 8AS

Trustees

The following Trustees served during the year:

Mr R J Wild	Chairman
Mr S Rabinowitz	
Mrs E G Wilson	
Mr C Wilson	Resigned 24/11/2021
Ms A Winter	Resigned 10/10/2022
Ms A Lambley	Resigned 19/5 2021
Mr J Mainwaring	Resigned 27/7/2022
Mr D Whitaker	Treasurer
Ms K Agarwal	
Mr D Hitchen	

Company Secretary

TWM Corporate Services Limited

Independent examiner

MHM Accounting Solutions 13 Mapledrakes Close Ewhurst GU6 7QR.

The Trustee is 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 Charities (Accounts and Reports) Regulations and the provisions of the trust deed. The Trustee is also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on and signed on its behalf by:

.....
Mr R J Wild - Trustee

Independent Examiner's Report to the trustee of The Cranleigh Arts Centre Limited

I report to the trustees on my examination of the financial statements of The Cranleigh Arts Centre Limited for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes.

Responsibilities and basis of report

As the charity's trustee you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011('the Act'). The trustee considers that an audit is not required for this year under the Charities Act 2011, s.144(2) (the 2011 Act) and that an independent examination is needed.

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

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

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 financial statements to be reached.

MMMatthews FCCA FMAAT

Michelle Matthews FCCA
Certified Chartered Accountants
MHM Accounting Solutions
13 Mapledrakes Close
Ewhurst

GU6 7QR
31 March 2022

The Cranleigh Arts Centre Limited
Statement of Financial Activities
for the year ended 31 March 2022

		Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
	Notes				
Income and endowments from:					
Donations and legacies	3	55,995	402	56,397	36,683
Charitable activities	4	122,282	15,611	137,893	3,068
Other trading activities	5	37,998	-	37,998	59
Investments	6	-	-	-	591
Other	7	3,380	-	3,380	-
Total		219,655	16,013	235,668	40,401
Expenditure on:					
Raising funds	8	18,140	-	18,140	574
Charitable activities	9	61,835	649	62,484	3,676
Other	10	126,634	25,549	152,183	79,413
Total		206,609	26,198	232,807	83,663
Net gains on investments		-	-	-	-
Net income/(expenditure)		13,046	(10,185)	2,861	(43,262)
Transfers between funds		-	-	-	-
Net income/(expenditure) before other gains/(losses)		13,046	(10,185)	2,861	(43,262)
Other gains and losses					48,590
Net movement in funds		13,046	(10,185)	2,861	5,330
Reconciliation of funds:					
Total funds brought forward		124,944	56,486	181,430	176,100
Total funds carried forward		137,990	46,301	184,291	181,430

The Cranleigh Arts Centre Limited

Balance Sheet

at 31 March 2022

Charity No. 284186

		2022	2021
		£	£
Fixed assets			
Tangible assets	12	-	-
Current assets			
Stocks	13	550	550
Debtors	14	9,641	4,950
Cash at bank and in hand		273,578	185,912
		<u>283,769</u>	<u>191,412</u>
Creditors: Amount falling due within one year	15	(44,225)	(9,982)
Net current assets		<u>239,544</u>	<u>181,430</u>
Total assets less current liabilities		<u>239,544</u>	<u>181,430</u>
Net assets excluding pension asset or liability		<u>239,544</u>	<u>181,430</u>
Total net assets		<u><u>239,544</u></u>	<u><u>181,430</u></u>
The funds of the charity			
Restricted funds	16		
Restricted income funds		46,437	56,486
		<u>46,437</u>	<u>56,486</u>
Unrestricted funds	16		
General funds		182,022	114,373
Designated funds		11,084	10,571
		<u>193,107</u>	<u>124,944</u>
Reserves	16		
Total funds		<u><u>239,544</u></u>	<u><u>181,430</u></u>

Approved by the trustees on 31 March 2022

And signed on their behalf by:

R.J. Wild

Trustee

31 March 2022

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

Income

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
-----------------------	---

Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
---------------------------------	--

Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
------------------------	--

Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
-------------------------------------	---

Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
---------------------------------	--

Volunteer help	The value of any volunteer help received is not included in the accounts.
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Investment income	This is included in the accounts when receivable.
-------------------	---

Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
---	---

Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.
-------------------------------------	--

Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

Taxation

The charity is exempt from tax on its charitable activities.

Tangible fixed assets and depreciation

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

Fixtures and Fittings	% written off in the year of expenses
-----------------------	---------------------------------------

All Capital is written off in the year of expenditure

Freehold investment property

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Leased assets

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation. Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the charity pays fixed contributions into a separate entity. Once the contributions have been paid the charity has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the charity in independently administered funds.

Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Statement of Financial Activities - prior year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Income and endowments from:			
Donations and legacies	36,678	-	36,678
Charitable activities	3,068	-	3,068
Other trading activities	59	-	59
Investments	591	-	591
Total	40,396	-	40,396
Expenditure on:			
Raising funds	574	-	574
Charitable activities	3,676	-	3,676
Other	79,413	-	79,413
Total	83,663	-	83,663
Net income	(43,267)	-	(43,267)
Net income before other gains/(losses)	(43,267)	-	(43,267)
Other gains and losses:			
Other	48,590	-	48,590
Net movement in funds	5,323	-	5,323
Reconciliation of funds:			
Total funds brought forward	119,613	56,487	176,100
Total funds carried forward	124,936	56,487	181,423

3 Income from donations and legacies

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
Donations	12,395	402	12,797	7,876
Subscriptions	7,933	-	7,933	6,807
Waverley BC Grants	35,667	-	35,667	22,000
	55,995	402	56,397	36,683

4 Income from charitable activities

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
Visual and Performing Arts	81,868	-	81,868	-
Room Hire	37,932	-	37,932	3,068
Brochure	2,482	-	2,482	-
Other	0	15,611	15,611	-
	<u>122,282</u>	<u>15,611</u>	<u>137,893</u>	<u>3,068</u>

5 Income from other trading activities

	Unrestricted	Total 2022	Total 2021
	£	£	£
Bar and Café	24,269	24,269	59
Courses and Workshops	13,729	13,729	-
	<u>37,998</u>	<u>37,998</u>	<u>59</u>

6 Income from investments

	Total 2022	Total 2021
	£	£
Bank Interest	-	591
	<u>-</u>	<u>591</u>

7 Other income

	Unrestricted	Total 2022	Total 2021
	£	£	£
Exhibitions	3,380	3,380	-
	<u>3,380</u>	<u>3,380</u>	<u>-</u>

8 Expenditure on raising funds

	Unrestricted	Total 2022	Total 2021
	£	£	£
<i>Costs of generating voluntary income</i>			
Subscriptions	738	738	-
<i>Fundraising trading costs</i>			
Bar and Café	13,032	13,032	574
Courses and Workshops	4,370	4,370	-
	<u>18,140</u>	<u>18,140</u>	<u>574</u>

9 Expenditure on charitable activities

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
<i>Expenditure on charitable activities</i>				
Visual and Performing Arts	36,310	-	36,310	-
Room Hire	8,676	-	8,676	80
Brochure	10,410	-	10,410	233
Other	4,276	649	4,925	1,738
<i>Governance costs</i>				
Accountancy fees	500	-	500	500
Legal fees	313	-	313	485
Professional fees	1,350	-	1,350	640
	<u>61,835</u>	<u>649</u>	<u>62,484</u>	<u>3,676</u>

10 Other expenditure

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
Other interest payable	5,170	-	5,170	1,874
Employee costs	66,002	15,076	81,078	25,973
Premises costs	35,456	10,473	45,929	17,093
General administrative costs	20,006	-	20,006	34,473
	<u>126,634</u>	<u>25,549</u>	<u>152,183</u>	<u>79,413</u>

11 Staff costs

	2022	2021
Salaries and wages	65,551	22,086
Social security costs	5,618	2,239
Pension costs	1,074	1,500
	<u>72,243</u>	<u>25,825</u>

No employee received emoluments in excess of £60,000.

The average monthly number of full time equivalent employees during the year was as follows:

	2022 Number	2021 Number
Peoples Pension Fund	4	4

12 Tangible fixed assets

	Land and buildings	Fixtures and Fittings		Total
	£	£	£	£
Cost or revaluation				
At 1 April 2021	1,166,743	4,490	66,307	1,237,540
At 31 March 2022	<u>1,166,743</u>	<u>4,490</u>	<u>66,307</u>	<u>1,237,540</u>
Depreciation and impairment				
At 1 April 2021	1,166,743	4,490	66,307	1,237,540
At 31 March 2022	<u>1,166,743</u>	<u>4,490</u>	<u>66,307</u>	<u>1,237,540</u>
Net book values				
At 31 March 2022	-	-	-	-
At 31 March 2021	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

13 Stocks

	2022	2021
	£	£
Bar and Café	550	550
	<u>550</u>	<u>550</u>

14 Debtors

	2022	2021
	£	£
Trade debtors	4,072	-
Prepayments and accrued income	5,569	4,950
	<u>9,641</u>	<u>4,950</u>

15 Creditors:

amounts falling due within one year

	2022	2021
	£	£
Trade creditors	16,976	3,569
Other taxes and social security	6,514	(2,030)
Other creditors	4,020	1,000
Accruals	6,423	10,296
Deferred income	10,292	(2,853)
	<u>44,225</u>	<u>9,982</u>

16 Movement in funds

	At 1 April 2021	Incoming resources (including other gains/losses) £	Resources expended £	At 31 March 2022 £
Restricted funds:				
Restricted income funds:				
Volunteer coordinator fund	1,690	2	(112)	1,580
Ticket Fund	2,403	-	-	2,403
s106 Grant	52,393	535	(10,473)	42,454
<i>Total</i>	<u>56,486</u>	<u>537</u>	<u>(10,585)</u>	<u>46,437</u>
Unrestricted funds:				
General funds	114,373	274,258	(206,609)	182,022
Designated funds:				
General Fund	4,737	650	(537)	4,850
Technical Development Fund	4,831	-	-	4,831
Other Reserves	102	-	-	102
National Lottery Community Fund	-	15,076	(15,076)	-
Reserves	101	-	-	101
Marketing Donation	800	400	-	1,200
<i>Total</i>	<u>10,571</u>	<u>16,126</u>	<u>(15,613)</u>	<u>11,084</u>
Total funds	<u>181,430</u>	<u>290,921</u>	<u>(232,807)</u>	<u>239,544</u>

Purposes and restrictions in relation to the funds:

Restricted funds:

Volunteer coordinator fund	a restricted fund set up following a donation from the Wates Foundation for the salary and training of a volunteer co-ordinator
Ticket Fund	a restricted fund following a donation from the St James Place charitable foundation to pay for the tickets to Cranleigh Arts Centre events for the benefit of under privileged children.
s106 Grant	a restricted fund for the capital cost improvements to the Art Centre

Designated funds:

General Fund

Technical Development Fund	a designated fund set up to cover the cost of replacing or improving equipment used in the centre to ensure funds are available when required
----------------------------	---

Other Reserves other reserves

National Lottery Community Fund Volunteer co-ordinators funding

Marking Donation Funding for the classical musical programme

17 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	£	£	£
Net current assets	232,361	7,183	239,544
	<u>232,361</u>	<u>7,183</u>	<u>239,544</u>

18 Reconciliation of net debt

	At 1 April 2021	Cash flows	At 31 March 2022
	£	£	£
Cash and cash equivalents	185,912	87,666	273,578
	<u>185,912</u>	<u>87,666</u>	<u>273,578</u>
Net debt	<u>185,912</u>	<u>87,666</u>	<u>273,578</u>

19 Commitments

Operating lease commitments

Annual commitments under non-cancellable operating leases are as follows:

	2022	2022	2021	2021
	Land and buildings	Other	Land and buildings	Other
	£	£	£	£

Operating leases with expiry date:

Pension commitments

	2022	2021
	£	£
The pension cost charge to the charity amounted to:	<u>1,074</u>	<u>1,500</u>

The Cranleigh Arts Centre Limited
Detailed Statement of Financial Activities
for the year ended 31 March
2022

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income				
Donations and legacies				
Donations	12,395	402	12,797	7,876
Subscriptions	7,933	-	7,933	6,807
Waverley BC Grants	35,667	-	35,667	22,000
	<u>55,995</u>	<u>402</u>	<u>56,397</u>	<u>36,683</u>
Charitable activities				
Visual and Performing Arts	81,868	-	81,868	-
Room Hire	37,932	-	37,932	3,068
Brochure	2,482	-	2,482	-
Volunteer coordinator fund	0	15,611	15,611	-
	<u>122,282</u>	<u>15,611</u>	<u>137,893</u>	<u>3,068</u>
Other trading activities				
Bar and Café	24,269	-	24,269	59
Courses and Workshops	13,729	-	13,729	-
	<u>37,998</u>	<u>-</u>	<u>37,998</u>	<u>59</u>
Investments				
Bank Interest	-	-	-	591
	<u>-</u>	<u>-</u>	<u>-</u>	<u>591</u>
Other				
Exhibitions	3,380	-	3,380	-
	<u>3,380</u>	<u>-</u>	<u>3,380</u>	<u>-</u>
Total income and endowments	219,655	16,013	235,668	40,401
Expenditure on:				
Costs of generating donations and legacies				
Subscriptions	738	-	738	-
	<u>738</u>	<u>-</u>	<u>738</u>	<u>-</u>
Costs of other trading activities				
Bar and Café	13,032	-	13,032	574
Courses and Workshops	4,370	-	4,370	-
	<u>17,402</u>	<u>-</u>	<u>17,402</u>	<u>574</u>
Total of expenditure on raising funds	18,140	-	18,140	574
Charitable activities				

The Cranleigh Arts Centre Limited
Detailed Statement of Financial Activities

Visual and Performing Arts	36,310	-	36,310	-
Room Hire	8,676	-	8,676	80
Brochure	10,410	-	10,410	233
Other	4,276	649	4,925	1,738
	<u>59,672</u>	<u>649</u>	<u>60,321</u>	<u>2,051</u>
Governance costs				
Accountancy fees	500	-	500	500
Legal fees	313	-	313	485
Professional fees	1,350	-	1,350	640
	<u>2,163</u>	<u>-</u>	<u>2,163</u>	<u>1,625</u>
Total of expenditure on charitable activities	61,835	649	62,484	3,676
Other expenditure				
Card processing costs	5,170	-	5,170	1,874
	<u>5,170</u>	<u>-</u>	<u>5,170</u>	<u>1,874</u>
Employee costs				
Salaries/wages	50,475	15,076	65,551	22,086
Employer's NIC	5,618	-	5,618	2,239
Pension costs	1,074	-	1,074	1,500
Staff training	818	-	818	4
Freelance staff	8,017	-	8,017	144
	<u>66,002</u>	<u>15,076</u>	<u>81,078</u>	<u>25,973</u>
Premises costs				
Rent	4,015	-	4,015	4,015
Rates	911	-	911	1,065
Light, heat and power	9,720	-	9,720	5,375
Premises cleaning	3,313	-	3,313	1,873
Premises insurances	2,762	-	2,762	-
Premises repairs and maintenance	12,324	10,473	22,797	3,589
Other premises costs	2,411	-	2,411	1,176
	<u>35,456</u>	<u>10,473</u>	<u>45,929</u>	<u>17,093</u>
General administrative costs, including depreciation and amortisation				
Depreciation of Fixtures and Fittings	-	-	-	-
Bad debts	(96)	-	(96)	8,000
Bank charges	520	-	520	276
General insurances	2,762	-	2,762	3,217
Postage and couriers	40	-	40	232
Software, IT support and related costs	10,378	-	10,378	21,291
Stationery and printing	1,434	-	1,434	143

The Cranleigh Arts Centre Limited
Detailed Statement of Financial Activities

Sundry expenses	3,625	-	3,625	35
Telephone, fax and broadband	1,343	-	1,343	1,279
	<u>20,006</u>	<u>-</u>	<u>20,006</u>	<u>34,473</u>
Total of expenditure of other costs	126,634	25,549	152,183	79,413
Total expenditure	206,609	26,198	232,807	83,663
Net gains on investments	-	-	-	-
	<u>13,046</u>	<u>(10,185)</u>	<u>2,861</u>	<u>(43,262)</u>
Net income/(expenditure) before other gains/(losses)	13,046	(10,185)	2,861	(43,262)
Other Gains	-	-	-	48,592
	<u>13,046</u>	<u>(10,185)</u>	<u>2,861</u>	<u>5,330</u>
Net movement in funds				
Reconciliation of funds:				
Total funds brought forward	124,944	56,486	181,430	176,100
Total funds carried forward	<u>137,990</u>	<u>46,301</u>	<u>184,291</u>	<u>181,430</u>

THE CRANLEIGH ARTS CENTRE LIMITED

England & Wales - Charity number 284186

Accounts

REGISTERED COMPANY NUMBER: 01607633 (England and Wales)
REGISTERED CHARITY NUMBER: 284186

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31st March 2022
for
The Cranleigh Arts Centre Limited**

The Cranleigh Arts Centre Limited

Contents of the Financial Statements for the Year Ended 31st March 2022

	Page
Report of the Trustees	1 - 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9
Notes to the Financial Statements	10 - 18
Detailed Statement of Financial Activities	19 - 21

The Cranleigh Arts Centre Limited

Report of the Trustees for the Year Ended 31st March 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2022. The trustees have adopted the provisions of 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).

Covid 19

In last year's report I discussed the impact of the Covid outbreak on the Arts Centre. For much of the financial period now under report and review, activity at the Arts Centre had been severely disrupted. This is reflected in the comparative financial statements and disclosures. The Arts Centre was able to recommence more normal activities in August 2021 and has quickly regained momentum since.

Objectives and activities

The comments below apply in normal times and normal operating conditions, both of which had been impacted by Covid 19 restrictions during part of the financial year..

Objectives

The objectives for which the Arts Centre is established are as stated in the 2010 Articles of Association, to promote, present and inspire education, exhibition, performance and participation of the Arts and other leisure time activities (apart from sport) for all ages of the inhabitants of Cranleigh and its surrounding villages and district and it shall be permitted to do all such other things as are incidental to the attainment and furtherance of these objectives.

Activities

The Company achieves its stated objectives through its principal activity which is the operation of the Arts Centre in Cranleigh, where various arts and educational events are promoted, rooms are hired to various local clubs and groups and other organisations for study and participation in the arts and to private individuals and organisations for their use, training and all manner of community activity.

In shaping our objectives for the year and planning our activities, the Trustees have considered, and taken due regard of, the Charity Commission's guidance and advice on public benefit.

Our programme of activities described below focus very much on bringing the arts to the community of Cranleigh. Affordability and access are monitored by trustees within the business review process. At all times the Centre encourages open access to all members of the community.

Volunteers, Staff Team and Trustees.

Cranleigh Arts Centre has a core staff team with designated responsibilities but is heavily dependent on the dedication of its approaching 100 volunteers; numbers having recovered since the unlocking of Covid and resumption of Arts Centre activities. Without their commitment the Arts Centre could not exist.

Towards the end of the Covid closure and shortly thereafter the Arts Centre experienced significant turnover in paid staff members. All of the vacant posts have been successfully filled.

I thank the Board of Trustees who bring their wisdom and experience to the oversight of the Arts Centre's affairs. Their competencies and contributions span the arts, education, business and finance.

Achievement and performance

Charitable activities

For much of the first half of the financial year under review and report the activities of the Arts Centre were severely limited by restrictions imposed during the Covid pandemic. Activities quickly regained momentum in the second half. A new Programme was created involving all of the long standing elements of Arts Centre activity. Audiences returned and Hires quickly resumed as hirers too resumed their activities. At the time of writing this report ticket sales have

resumed at their highest levels and Hires are demonstrably at a new high - with room/space shortages being experienced.

Arts workshops, exhibitions and local crafts.

Our Pottery is in full use and there are regular classes involving various arts groups. The Arts Centre provides a sales showcase for local handicrafts with buoyant turnover. Our Gallery has a steady stream of exhibitions across different arts genres.

Room Hire

Cranleigh Arts Centre offers serviced room hire facilities for personal, club, association, business and public sector needs. U3A, Cranleigh Arts Society, Cranleigh Community Choir and Surrey Youth Theatre are among regular hires.

Film

Film is a longstanding and popular entertainment available to our community.

Music

We bring a substantial programme of music to Cranleigh Arts. This includes performances by popular bands, including jazz, and performances by world class classical musicians.

Event Theatre

Live streaming from the Royal Opera House and National Theatre has resumed post Covid and is a well established and popular component of our Programme.

Theatre and Children's Theatre

While back stage facilities are limited, we continue to deliver some outstanding performances.

Comedy

We offer a well established programme of comedy events with some top name artists, in some cases trying out new material for pre national tours.

Wellbeing

This is a core part of our community role. We welcome Dementia groups as well as fitness and community recreational activities.

Volunteering

The Arts Centre is probably the single largest volunteering opportunity in Cranleigh and surrounding villages. Volunteers are able to build relationships and skills with others while contributing to the arts and community.

Young People

We aim to provide a range of activities and events for younger audiences and participants. We have entertainments, activity based events and educational shows on offer. We are the home venue for Surrey Youth Theatre. We have a fund to provide access to performances to young people who may not normally be in a position to enjoy live performance.

Fundraising activities

While we aim to meet our core operating costs from operating revenues we have regular fundraising events which attract contributions from ticket buyers, sponsorships and donations from individuals and local businesses. This fundraising is essential to cover large single maintenance costs and expensive equipment replacement.

Our well established Friends of Cranleigh Arts cadre is a vital component of our fundraising with some 300 members.

Using the skills of our trustees, staff and volunteers we apply where appropriate for eligible grant funding from public funds and charitable trusts. Grants secured have included from Waverley Borough Council under a Service Level Agreement and from The Heritage National Lottery and during Covid from the Arts Council.

Financial review

Provision

Last financial year we reported a provision of £8,000 in relation to the incurrence of irregular and unauthorised expenses and other actions uncovered during the period. The matter was reported to The Charities Commission in compliance with their requirements and to the Police. The matter is closed and steps taken to prevent any recurrence.

Principal funding sources

In spite of very limited operational activity in the first half, the inflow of funds for the full year has been satisfactory reflecting a recovery in activities overall.

- Voluntary income, fundraising and donations	£ 20,730	(2021	£14,678)
- Hospitality, room hire and sundry income	£ 68,063	(2021	£3,127)
- Investment income	£ nil	(2021	£591)
- Visual and performing arts, largely from ticket sales	£ 81,868	(2021	£nil)
- Courses and workshops	£ 13,729	(2021	£nil)
- Waverley Service Level Agreement and other Grants	£ 35,667	(2021	£22,000)

Reserves policy

Our longstanding target has been to maintain Unrestricted Reserves of at least 6 months operating costs or £80,000 and higher. Total Reserves as at 31st March 2022 totalled £239,544 of which Unrestricted/Designated Reserves totalled £193,107. well in excess of 6 months costs.

The Cranleigh Arts Centre Limited

Report of the Trustees for the Year Ended 31st March 2022

Structure, governance and management

Governing document

The Cranleigh Arts Centre is a company limited by guarantee, governed by its Memorandum and Articles of Association dated 30 June 2010. The company was incorporated on 14 January 1982 and it registered as a charity with the Charity Commission on 19 April 1982.

The company is governed by its Board of Management which meets at least four times a year. The Board consists of voting directors, approved by the Board of Directors and elected by the company members at the Annual General Meeting.

Our vision is 'to enrich, entertain and inspire our community'.

Recruitment and appointment of new trustees

The Board may from time to time and at any time appoint a member of the Arts Centre as a member of the Board to fill a casual vacancy. Any member so appointed shall retain the position only until the next annual general meeting, but shall then be eligible for re-election. No person who is not a member of the Arts Centre shall in any circumstances be eligible to hold office as a member of the Board.

Unless otherwise determined by a general meeting, the Board will be at liberty to invite whichever Observer(s) it decides to the Art Centre's meetings. Such Observers will be at liberty to attend the meeting and speak, but will have no power to vote or influence any decision of the Board or members.

For example the Board continues to invite as observers - one person nominated by Cranleigh Parish Council and one person nominated by Waverley Borough Council.

At each Annual General Meeting one-quarter of the elected members of the Board for the time being, or if their number is not a multiple of four then the number nearest to one-quarter, shall retire from office. The maximum period of time that a director can serve as a member of the Board is two terms, each term lasting from the date of election of that director to the fourth annual general meeting of the Company thereafter; subject to the Company's Article 22.3.

Organisational structure

The Arts Centre operates through a core team of five each having delegated authority and responsibility for the day to day operations covering programme, facilities management, marketing and volunteer co-ordination. The staff team in turn has oversight through and is responsible directly to the board of trustees. The staff team and trustees are in turn supported by a team of volunteers who provide vital assistance and support throughout the operations of the Arts Centre. The Board of Trustees has overall responsibility for good governance and oversight of the organisation, management and operations of the Arts Centre.

Induction and training of new trustees

By way of induction, new directors/trustees are supplied with a copy of the company's Articles of Association and a copy of the Charity Commission's booklet CC3 - 'The Essential Trustee' updated in July 2015. They are also encouraged to visit the Arts Centre to see it 'at work' and to attend as many arts events and activities as possible.

Risk management

The Directors regularly review the major strategic and operational risks which the Company faces and have put in place systems to examine those risks and to mitigate the company's exposure to them, as far as possible in a small organisation.

Reference and administrative details

Registered Company number

01607633 (England and Wales)

Registered Charity number

284186

Registered office

1 High Street
Cranleigh
Surrey
GU6 8AS

The Cranleigh Arts Centre Limited

Report of the Trustees for the Year Ended 31st March 2022

Reference and administrative details

Registered Company number 01607633 (England and Wales)
Charity number 284186
Principal Office 1 High Street, Cranleigh, GU6 8AS

Trustees

The following Trustees served during the year:

Mr R J Wild	Chairman
Mr S Rabinowitz	
Mrs E G Wilson	
Mr C Wilson	Resigned 24/11/2021
Ms A Winter	Resigned 10/10/2022
Ms A Lambley	Resigned 19/5 2021
Mr J Mainwaring	Resigned 27/7/2022
Mr D Whitaker	Treasurer
Ms K Agarwal	
Mr D Hitchen	

Company Secretary

TWM Corporate Services Limited

Independent examiner

MHM Accounting Solutions 13 Mapledrakes Close Ewhurst GU6 7QR.

The Trustee is 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 Charities (Accounts and Reports) Regulations and the provisions of the trust deed. The Trustee is also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on and signed on its behalf by:

.....
Mr R J Wild - Trustee

Independent Examiner's Report to the trustee of The Cranleigh Arts Centre Limited

I report to the trustees on my examination of the financial statements of The Cranleigh Arts Centre Limited for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes.

Responsibilities and basis of report

As the charity's trustee you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011('the Act'). The trustee considers that an audit is not required for this year under the Charities Act 2011, s.144(2) (the 2011 Act) and that an independent examination is needed.

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

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

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 financial statements to be reached.

MMMatthews FCCA FMAAT

Michelle Matthews FCCA
Certified Chartered Accountants
MHM Accounting Solutions
13 Mapledrakes Close
Ewhurst

GU6 7QR
31 March 2022

The Cranleigh Arts Centre Limited
Statement of Financial Activities
for the year ended 31 March 2022

		Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
	Notes				
Income and endowments from:					
Donations and legacies	3	55,995	402	56,397	36,683
Charitable activities	4	122,282	15,611	137,893	3,068
Other trading activities	5	37,998	-	37,998	59
Investments	6	-	-	-	591
Other	7	3,380	-	3,380	-
Total		219,655	16,013	235,668	40,401
Expenditure on:					
Raising funds	8	18,140	-	18,140	574
Charitable activities	9	61,835	649	62,484	3,676
Other	10	126,634	25,549	152,183	79,413
Total		206,609	26,198	232,807	83,663
Net gains on investments		-	-	-	-
Net income/(expenditure)		13,046	(10,185)	2,861	(43,262)
Transfers between funds		-	-	-	-
Net income/(expenditure) before other gains/(losses)		13,046	(10,185)	2,861	(43,262)
Other gains and losses					48,590
Net movement in funds		13,046	(10,185)	2,861	5,330
Reconciliation of funds:					
Total funds brought forward		124,944	56,486	181,430	176,100
Total funds carried forward		137,990	46,301	184,291	181,430

The Cranleigh Arts Centre Limited

Balance Sheet

at 31 March 2022

Charity No. 284186

		2022	2021
		£	£
Fixed assets			
Tangible assets	12	-	-
Current assets			
Stocks	13	550	550
Debtors	14	9,641	4,950
Cash at bank and in hand		273,578	185,912
		<u>283,769</u>	<u>191,412</u>
Creditors: Amount falling due within one year	15	(44,225)	(9,982)
Net current assets		239,544	181,430
Total assets less current liabilities		239,544	181,430
Net assets excluding pension asset or liability		239,544	181,430
Total net assets		<u>239,544</u>	<u>181,430</u>
The funds of the charity			
Restricted funds	16		
Restricted income funds		46,437	56,486
		<u>46,437</u>	<u>56,486</u>
Unrestricted funds	16		
General funds		182,022	114,373
Designated funds		11,084	10,571
		<u>193,107</u>	<u>124,944</u>
Reserves	16		
Total funds		<u>239,544</u>	<u>181,430</u>

Approved by the trustees on 31 March 2022

And signed on their behalf by:

R.J. Wild

Trustee

31 March 2022

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

Income

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
-----------------------	---

Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
---------------------------------	--

Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
------------------------	--

Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
-------------------------------------	---

Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
---------------------------------	--

Volunteer help	The value of any volunteer help received is not included in the accounts.
----------------	---

Investment income	This is included in the accounts when receivable.
-------------------	---

Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
---	---

Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.
-------------------------------------	--

Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

Taxation

The charity is exempt from tax on its charitable activities.

Tangible fixed assets and depreciation

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

Fixtures and Fittings	% written off in the year of expenses
-----------------------	---------------------------------------

All Capital is written off in the year of expenditure

Freehold investment property

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Leased assets

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation. Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the charity pays fixed contributions into a separate entity. Once the contributions have been paid the charity has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the charity in independently administered funds.

Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Statement of Financial Activities - prior year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Income and endowments from:			
Donations and legacies	36,678	-	36,678
Charitable activities	3,068	-	3,068
Other trading activities	59	-	59
Investments	591	-	591
Total	40,396	-	40,396
Expenditure on:			
Raising funds	574	-	574
Charitable activities	3,676	-	3,676
Other	79,413	-	79,413
Total	83,663	-	83,663
Net income	(43,267)	-	(43,267)
Net income before other gains/(losses)	(43,267)	-	(43,267)
Other gains and losses:			
Other	48,590	-	48,590
Net movement in funds	5,323	-	5,323
Reconciliation of funds:			
Total funds brought forward	119,613	56,487	176,100
Total funds carried forward	124,936	56,487	181,423

3 Income from donations and legacies

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
Donations	12,395	402	12,797	7,876
Subscriptions	7,933	-	7,933	6,807
Waverley BC Grants	35,667	-	35,667	22,000
	55,995	402	56,397	36,683

4 Income from charitable activities

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
Visual and Performing Arts	81,868	-	81,868	-
Room Hire	37,932	-	37,932	3,068
Brochure	2,482	-	2,482	-
Other	0	15,611	15,611	-
	<u>122,282</u>	<u>15,611</u>	<u>137,893</u>	<u>3,068</u>

5 Income from other trading activities

	Unrestricted	Total 2022	Total 2021
	£	£	£
Bar and Café	24,269	24,269	59
Courses and Workshops	13,729	13,729	-
	<u>37,998</u>	<u>37,998</u>	<u>59</u>

6 Income from investments

	Total 2022	Total 2021
	£	£
Bank Interest	-	591
	<u>-</u>	<u>591</u>

7 Other income

	Unrestricted	Total 2022	Total 2021
	£	£	£
Exhibitions	3,380	3,380	-
	<u>3,380</u>	<u>3,380</u>	<u>-</u>

8 Expenditure on raising funds

	Unrestricted	Total 2022	Total 2021
	£	£	£
<i>Costs of generating voluntary income</i>			
Subscriptions	738	738	-
<i>Fundraising trading costs</i>			
Bar and Café	13,032	13,032	574
Courses and Workshops	4,370	4,370	-
	<u>18,140</u>	<u>18,140</u>	<u>574</u>

9 Expenditure on charitable activities

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
<i>Expenditure on charitable activities</i>				
Visual and Performing Arts	36,310	-	36,310	-
Room Hire	8,676	-	8,676	80
Brochure	10,410	-	10,410	233
Other	4,276	649	4,925	1,738
<i>Governance costs</i>				
Accountancy fees	500	-	500	500
Legal fees	313	-	313	485
Professional fees	1,350	-	1,350	640
	<u>61,835</u>	<u>649</u>	<u>62,484</u>	<u>3,676</u>

10 Other expenditure

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
Other interest payable	5,170	-	5,170	1,874
Employee costs	66,002	15,076	81,078	25,973
Premises costs	35,456	10,473	45,929	17,093
General administrative costs	20,006	-	20,006	34,473
	<u>126,634</u>	<u>25,549</u>	<u>152,183</u>	<u>79,413</u>

11 Staff costs

	2022	2021
Salaries and wages	65,551	22,086
Social security costs	5,618	2,239
Pension costs	1,074	1,500
	<u>72,243</u>	<u>25,825</u>

No employee received emoluments in excess of £60,000.

The average monthly number of full time equivalent employees during the year was as follows:

	2022 Number	2021 Number
Peoples Pension Fund	4	4

12 Tangible fixed assets

	Land and buildings	Fixtures and Fittings		Total
	£	£	£	£
Cost or revaluation				
At 1 April 2021	1,166,743	4,490	66,307	1,237,540
At 31 March 2022	<u>1,166,743</u>	<u>4,490</u>	<u>66,307</u>	<u>1,237,540</u>
Depreciation and impairment				
At 1 April 2021	1,166,743	4,490	66,307	1,237,540
At 31 March 2022	<u>1,166,743</u>	<u>4,490</u>	<u>66,307</u>	<u>1,237,540</u>
Net book values				
At 31 March 2022	-	-	-	-
At 31 March 2021	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

13 Stocks

	2022	2021
	£	£
Bar and Café	550	550
	<u>550</u>	<u>550</u>

14 Debtors

	2022	2021
	£	£
Trade debtors	4,072	-
Prepayments and accrued income	5,569	4,950
	<u>9,641</u>	<u>4,950</u>

15 Creditors:

amounts falling due within one year

	2022	2021
	£	£
Trade creditors	16,976	3,569
Other taxes and social security	6,514	(2,030)
Other creditors	4,020	1,000
Accruals	6,423	10,296
Deferred income	10,292	(2,853)
	<u>44,225</u>	<u>9,982</u>

16 Movement in funds

	At 1 April 2021	Incoming resources (including other gains/losses) £	Resources expended £	At 31 March 2022 £
Restricted funds:				
Restricted income funds:				
Volunteer coordinator fund	1,690	2	(112)	1,580
Ticket Fund	2,403	-	-	2,403
s106 Grant	52,393	535	(10,473)	42,454
<i>Total</i>	<u>56,486</u>	<u>537</u>	<u>(10,585)</u>	<u>46,437</u>
Unrestricted funds:				
General funds	114,373	274,258	(206,609)	182,022
Designated funds:				
General Fund	4,737	650	(537)	4,850
Technical Development Fund	4,831	-	-	4,831
Other Reserves	102	-	-	102
National Lottery Community Fund	-	15,076	(15,076)	-
Reserves	101	-	-	101
Marketing Donation	800	400	-	1,200
<i>Total</i>	<u>10,571</u>	<u>16,126</u>	<u>(15,613)</u>	<u>11,084</u>
Total funds	<u><u>181,430</u></u>	<u><u>290,921</u></u>	<u><u>(232,807)</u></u>	<u><u>239,544</u></u>

Purposes and restrictions in relation to the funds:

Restricted funds:

Volunteer coordinator fund	a restricted fund set up following a donation from the Wates Foundation for the salary and training of a volunteer co-ordinator
Ticket Fund	a restricted fund following a donation from the St James Place charitable foundation to pay for the tickets to Cranleigh Arts Centre events for the benefit of under privileged children.
s106 Grant	a restricted fund for the capital cost improvements to the Art Centre

Designated funds:

General Fund

Technical Development Fund	a designated fund set up to cover the cost of replacing or improving equipment used in the centre to ensure funds are available when required
----------------------------	---

Other Reserves other reserves

National Lottery Community Fund Volunteer co-ordinators funding

Marking Donation Funding for the classical musical programme

17 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	£	£	£
Net current assets	232,361	7,183	239,544
	<u>232,361</u>	<u>7,183</u>	<u>239,544</u>

18 Reconciliation of net debt

	At 1 April 2021	Cash flows	At 31 March 2022
	£	£	£
Cash and cash equivalents	185,912	87,666	273,578
	<u>185,912</u>	<u>87,666</u>	<u>273,578</u>
Net debt	<u>185,912</u>	<u>87,666</u>	<u>273,578</u>

19 Commitments

Operating lease commitments

Annual commitments under non-cancellable operating leases are as follows:

	2022	2022	2021	2021
	Land and buildings	Other	Land and buildings	Other
	£	£	£	£

Operating leases with expiry date:

Pension commitments

	2022	2021
	£	£
The pension cost charge to the charity amounted to:	<u>1,074</u>	<u>1,500</u>

The Cranleigh Arts Centre Limited
Detailed Statement of Financial Activities
for the year ended 31 March
2022

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income				
Donations and legacies				
Donations	12,395	402	12,797	7,876
Subscriptions	7,933	-	7,933	6,807
Waverley BC Grants	35,667	-	35,667	22,000
	<u>55,995</u>	<u>402</u>	<u>56,397</u>	<u>36,683</u>
Charitable activities				
Visual and Performing Arts	81,868	-	81,868	-
Room Hire	37,932	-	37,932	3,068
Brochure	2,482	-	2,482	-
Volunteer coordinator fund	0	15,611	15,611	-
	<u>122,282</u>	<u>15,611</u>	<u>137,893</u>	<u>3,068</u>
Other trading activities				
Bar and Café	24,269	-	24,269	59
Courses and Workshops	13,729	-	13,729	-
	<u>37,998</u>	<u>-</u>	<u>37,998</u>	<u>59</u>
Investments				
Bank Interest	-	-	-	591
	<u>-</u>	<u>-</u>	<u>-</u>	<u>591</u>
Other				
Exhibitions	3,380	-	3,380	-
	<u>3,380</u>	<u>-</u>	<u>3,380</u>	<u>-</u>
Total income and endowments	219,655	16,013	235,668	40,401
Expenditure on:				
Costs of generating donations and legacies				
Subscriptions	738	-	738	-
	<u>738</u>	<u>-</u>	<u>738</u>	<u>-</u>
Costs of other trading activities				
Bar and Café	13,032	-	13,032	574
Courses and Workshops	4,370	-	4,370	-
	<u>17,402</u>	<u>-</u>	<u>17,402</u>	<u>574</u>
Total of expenditure on raising funds	18,140	-	18,140	574
Charitable activities				

The Cranleigh Arts Centre Limited
Detailed Statement of Financial Activities

Visual and Performing Arts	36,310	-	36,310	-
Room Hire	8,676	-	8,676	80
Brochure	10,410	-	10,410	233
Other	4,276	649	4,925	1,738
	<u>59,672</u>	<u>649</u>	<u>60,321</u>	<u>2,051</u>
Governance costs				
Accountancy fees	500	-	500	500
Legal fees	313	-	313	485
Professional fees	1,350	-	1,350	640
	<u>2,163</u>	<u>-</u>	<u>2,163</u>	<u>1,625</u>
Total of expenditure on charitable activities	61,835	649	62,484	3,676
Other expenditure				
Card processing costs	5,170	-	5,170	1,874
	<u>5,170</u>	<u>-</u>	<u>5,170</u>	<u>1,874</u>
Employee costs				
Salaries/wages	50,475	15,076	65,551	22,086
Employer's NIC	5,618	-	5,618	2,239
Pension costs	1,074	-	1,074	1,500
Staff training	818	-	818	4
Freelance staff	8,017	-	8,017	144
	<u>66,002</u>	<u>15,076</u>	<u>81,078</u>	<u>25,973</u>
Premises costs				
Rent	4,015	-	4,015	4,015
Rates	911	-	911	1,065
Light, heat and power	9,720	-	9,720	5,375
Premises cleaning	3,313	-	3,313	1,873
Premises insurances	2,762	-	2,762	-
Premises repairs and maintenance	12,324	10,473	22,797	3,589
Other premises costs	2,411	-	2,411	1,176
	<u>35,456</u>	<u>10,473</u>	<u>45,929</u>	<u>17,093</u>
General administrative costs, including depreciation and amortisation				
Depreciation of Fixtures and Fittings	-	-	-	-
Bad debts	(96)	-	(96)	8,000
Bank charges	520	-	520	276
General insurances	2,762	-	2,762	3,217
Postage and couriers	40	-	40	232
Software, IT support and related costs	10,378	-	10,378	21,291
Stationery and printing	1,434	-	1,434	143

The Cranleigh Arts Centre Limited
Detailed Statement of Financial Activities

Sundry expenses	3,625	-	3,625	35
Telephone, fax and broadband	1,343	-	1,343	1,279
	<u>20,006</u>	<u>-</u>	<u>20,006</u>	<u>34,473</u>
Total of expenditure of other costs	126,634	25,549	152,183	79,413
Total expenditure	206,609	26,198	232,807	83,663
Net gains on investments	-	-	-	-
	<u>13,046</u>	<u>(10,185)</u>	<u>2,861</u>	<u>(43,262)</u>
Net income/(expenditure) before other gains/(losses)	13,046	(10,185)	2,861	(43,262)
Other Gains	-	-	-	48,592
Net movement in funds	<u>13,046</u>	<u>(10,185)</u>	<u>2,861</u>	<u>5,330</u>
Reconciliation of funds:				
Total funds brought forward	124,944	56,486	181,430	176,100
Total funds carried forward	<u>137,990</u>	<u>46,301</u>	<u>184,291</u>	<u>181,430</u>

THE CRANLEIGH ARTS CENTRE LIMITED

England & Wales - Charity number 284186

Accounts

REGISTERED COMPANY NUMBER: 01607633 (England and Wales)
REGISTERED CHARITY NUMBER: 284186

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31st March 2021
for
The Cranleigh Arts Centre Limited**

The Cranleigh Arts Centre Limited

Contents of the Financial Statements for the Year Ended 31st March 2021

	Page
Report of the Trustees	2-5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9-17
Detailed Statement of Financial Activities	18-20

The Cranleigh Arts Centre Limited

Report of the Trustees for the Year Ended 31st March 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2021. The trustees have adopted the provisions of 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).

Covid 19

In last year's report I discussed the impact of the Covid outbreak on the Arts Centre. For much of the financial period now under report and review, activity at the Arts Centre had been severely disrupted. This is reflected in the comparative financial statements and disclosures. At the time of writing this report, November 2021, the Arts Centre is open again and has been since late August 2021. Good progress is being made in relaunching our Programme and activities.

Objectives and activities

The comments below historically apply in normal times and normal operating conditions, both of which have been impacted by Covid 19 restrictions. They remain relevant however for the purposes of this report and accounts as limited restricted and partial opening was achieved at times.

Objectives

The objectives for which the Arts Centre is established are to enrich, entertain and inspire through performance, exhibition, education and participation in the arts and other leisure time activities (apart from sport) for all ages of the inhabitants of Cranleigh, surrounding villages and district and it shall be permitted to do all such other things as are incidental to the attainment and furtherance of these objects.

Activities

The Company achieves its stated objectives through its principal activity which is the operation of the Arts Centre in Cranleigh, where various arts and educational events are promoted, rooms are hired to various local clubs and groups for study and participation in the arts and to private individuals and organisations for training and community activity.

In shaping our objectives for the year and planning our activities, the Trustees have considered, and taken due regard of, the Charity Commission's guidance and advice on public benefit.

Our programme of activities described below focus very much on bringing the arts to the community of Cranleigh. Affordability and access are monitored by trustees within the business review process. At all times the Centre encourages open access to all members of the community.

Volunteers, Staff Team and Trustees.

Cranleigh Arts Centre is dependent on the dedication of its around 60 volunteers, numbers having fallen during Covid. Without their commitment the Arts Centre could not exist.

During the Covid closure members of our Staff Team were frequently furloughed under the government's Covid Job Retention Scheme, the exception being our independently funded Volunteer Co-ordinator. Notwithstanding that, we were able to keep the Arts Centre ticking over while maintaining links and communications with our community, audiences and hirers.

I must also thank the Board of Trustees who bring their wisdom and experience to the oversight of the Arts Centre's affairs. Their competencies and contributions span the arts, business and finance.

Achievement and performance

Charitable activities

There has been little opportunity for normal activity during the year. The Board has focused its attention and resources on surviving the severe impact of Covid which in financial terms has meant a near total loss of operating income, as the financial statements show. Priority has been given to conserving our Unrestricted Reserves, which fortunately had increased appreciably in recent years as a policy objective, applying for available grants and by accessing the government Covid Job Retention Scheme. I express our thanks and appreciation to Arts Council England, Garfield Weston Foundation, The Heritage Lottery Community Fund, for their continued funding of our Volunteer

Co-Ordinator, and to Waverley Council for maintaining their Service Level Agreement with Cranleigh Arts during this difficult time.

During Covid restrictions we invested in a Recording and Live Stream platform which enabled us provide some paid opportunity for musicians to perform and to stream these concerts live to our community and wider audiences. We are confident that it will provide future opportunities to link with audiences and our community while making the Arts Centre an even more attractive venue.

Fundraising activities

As well as funds raised from available and largely Covid related grants we have kept in close contact with our Friends of Cranleigh Arts Centre cadre who have provided invaluable support by maintaining their annual subscriptions during a time when we have been unable to deliver our usual programme of events and activities to any meaningful extent. We are very grateful to them.

Financial review

Provision

A provision of £8,000 has been made in the Statement of Financial Activities due to a loss suffered in relation to the incurrence of irregular and unauthorised expenses and other actions uncovered during the period. The matter has been reported to The Charities Commission in compliance with their requirements and to the Police.

Principal funding sources

In spite of minimal operational activity throughout the year overall level of funds was bolstered by Covid themed grants received during the period from the Arts Council £27,000, Garfield Weston Foundation £10,000 and eligible Waverley BC support and grants applied for totalling £19,374. These sums have been applied directly to Reserves.

Reflecting Covid restrictions and closure normally categorised as operating income has been severely impacted;

- Voluntary income, fundraising and donations	£ 14,678	(2020 - £52,918
- Hospitality, room hire and sundry income	£ 3,127	(2020 - £90,422
- Investment income	£ 591	(2020 - £ 458
- Visual and performing arts, largely from ticket sales	£ nil	(2020 - £151,376
- Courses and workshops	£ nil	(2020 - £5,694
- Waverley Service Level Agreement	£ 22,000	(2020 - £22,000

Reserves policy

Our policy has been to maintain Unrestricted Reserves to at least 6 months operating costs. Total Reserves as at 31st March 2021 totalled £181,425. Importantly, of this figure Unrestricted/Designated Reserves totalled £124,938, currently in excess of 6 months costs.

The Cranleigh Arts Centre Limited

Report of the Trustees for the Year Ended 31st March 2021

Structure, governance and management

Governing document

The Cranleigh Arts Centre is a company limited by guarantee, governed by its memorandum and Articles of Association dated 30 June 2010. The company was incorporated on 14 January 1982 and it registered as a charity with the Charity Commission on 19 April 1982.

The company is governed by its Board of Management which meets at least four times a year. The Board consists of voting directors, recommended by a selection subcommittee and elected by the company members at the Annual General Meeting.

Our vision is 'to enrich, entertain and inspire our community'.

Recruitment and appointment of new trustees

The Board may from time to time and at any time appoint a member of the Arts Centre as a member of the Board to fill a casual vacancy. Any member so appointed shall retain the position only until the next annual general meeting, but shall then be eligible for re-election. No person who is not a member of the Arts Centre shall in any circumstances be eligible to hold office as a member of the Board.

Unless otherwise determined by a general meeting, the Board will be at liberty to invite whichever Observer(s) it decides to the Art Centre's meetings. Such Observers will be at liberty to attend the meeting and speak, but will have no power to vote or influence any decision of the Board or members.

For example the Board continues to invite as observers - one person nominated by Cranleigh Parish Council; one person nominated by Waverley Borough Council; one person being the holder for the time being of the office of Arts and Museum Officer of Waverley Borough Council.

At each Annual General Meeting one-quarter of the elected members of the Board for the time being, or if their number is not a multiple of four then the number nearest to one-quarter, shall retire from office. The maximum period of time that a director can serve as a member of the Board is two terms, each term lasting from the date of election of that director to the fourth annual general meeting of the Company thereafter; subject to the Company's Article 22.3.

Organisational structure

The Arts Centre operates through a core team of four, each having delegated authority and responsibility for the day to day operations covering programme, facilities management, marketing and volunteer co-ordination. The staff team in turn has oversight through and is responsible directly to a board sub group of trustees. The staff team and trustees are in turn supported by a team of volunteers who provide vital assistance and support throughout the operations of the Arts Centre. The Board of Trustees has overall responsibility for good governance and oversight of the organisation, management and operations of the Arts Centre.

Induction and training of new trustees

By way of induction, new directors/trustees are supplied with a copy of the company's Articles of Association and a copy of the Charity Commission's booklet CC3 - 'The Essential Trustee' updated in July 2015. They are also encouraged to visit the Arts Centre to see it 'at work' and to attend as many arts events and activities as possible.

Risk management

The Directors regularly review the major strategic and operational risks which the Company faces and have put in place systems to examine those risks and to mitigate the company's exposure to them, as far as possible in a small organisation.

Reference and administrative details

Registered Company number

01607633 (England and Wales)

Registered Charity number

284186

Registered office

1 High Street
Cranleigh
Surrey
GU6 8AS

The Cranleigh Arts Centre Limited

**Report of the Trustees
for the Year Ended 31st March 2021**

Reference and administrative details

Registered Company number 01607633 (England and Wales)
Charity number 284186
Principal Office 1 High Street, Cranleigh, GU6 8AS

Trustees

The following Trustees served during the year:

Mr R J Wild	Chairman
Ms D Miller	resigned 27/7/2020
Ms L E Murray	resigned 28/7/2020
Mr S Rabinowitz	
Mrs E G Wilson	
Mr C Wilson	
Ms A Winter	
Ms A Lambley	
Mr J Mainwaring	
Mr D Whitaker	Treasurer

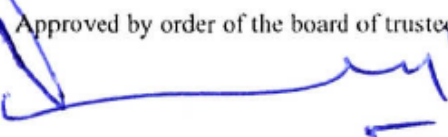
Company Secretary
TWM Corporate Services Limited

Independent examiner

MHM Accounting Solutions 13 Mapledrakes Close Ewhurst GU6 7QR.

The Trustee is 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 Charities (Accounts and Reports) Regulations and the provisions of the trust deed. The Trustee is also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on 24/11/21 and signed on its behalf by:


.....
Mr R J Wild - Trustee

I report to the trustees on my examination of the accounts of The Cranleigh Arts Centre Limited for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

Responsibilities and basis of report

As the charity's trustee you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011('the Act'). The trustee considers that an audit is not required for this year under the Charities Act 2011, s.144(2) (the 2011 Act) and that an independent examination is needed.

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- the accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the accounts do not accord with those 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 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.

MMatthews FCCA FMAAT

MHM Accounting Solutions
13 Mapledrakes Close
Ewhurst

GU6 7QR
31 March 2021

The Cranleigh Arts Centre Limited
Statement of Financial Activities
for the year ended 31 March 2021

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
	Notes				
Income and endowments from:					
Donations and legacies	3	36,678	-	36,678	74,818
Charitable activities	4	3,068	-	3,068	202,698
Other trading activities	5	59	-	59	44,794
Investments	6	591	-	591	458
Total		40,396	-	40,396	322,768
Expenditure on:					
Raising funds	7	574	-	574	27,945
Charitable activities	8	3,676	-	3,676	114,103
Other	9	79,413	-	79,413	216,066
Total		83,663	-	83,663	358,114
Net gains on investments		-	-	-	-
Net expenditure		(43,267)	-	(43,267)	(35,346)
Transfers between funds		-	-	-	-
Net expenditure before other gains/(losses)		(43,267)	-	(43,267)	(35,346)
Other gains and losses					
Other Gains		48,592	-	48,592	-
Net movement in funds		5,325	-	5,325	(35,346)
Reconciliation of funds:					
Total funds brought forward		119,613	56,487	176,100	211,446
Total funds carried forward		124,938	56,487	181,425	176,100

The Cranleigh Arts Centre Limited

Balance Sheet

at 31 March 2021

Charity No. 284186

		2021	2020
		£	£
Fixed assets			
Tangible assets	11	-	-
Current assets			
Stocks	12	550	3,050
Debtors	13	4,950	12,050
Cash at bank and in hand		185,906	179,395
		<u>191,406</u>	<u>194,495</u>
Creditors: Amount falling due within one year	14	(9,981)	(18,395)
Net current assets		<u>181,425</u>	<u>176,100</u>
Total assets less current liabilities		<u>181,425</u>	<u>176,100</u>
Net assets excluding pension asset or liability		<u>181,425</u>	<u>176,100</u>
Total net assets		<u><u>181,425</u></u>	<u><u>176,100</u></u>
The funds of the charity			
Restricted funds	15		
Restricted income funds		56,487	56,487
		<u>56,487</u>	<u>56,487</u>
Unrestricted funds	15		
General funds		114,469	100,045
Designated funds		10,469	19,568
		<u>124,938</u>	<u>119,613</u>
Reserves	15		
Total funds		<u><u>181,425</u></u>	<u><u>176,100</u></u>

Approved by the trustees on 31 March 2021

And signed on their behalf by:

R.J. Wild

Trustee

31 March 2021

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

Fund accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

Income

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
-----------------------	---

Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
---------------------------------	--

Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
------------------------	--

Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
-------------------------------------	---

Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
---------------------------------	--

Volunteer help	The value of any volunteer help received is not included in the accounts.
----------------	---

Investment income	This is included in the accounts when receivable.
-------------------	---

Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
---	---

Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.
-------------------------------------	--

Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

Taxation

The charity is exempt from tax on its charitable activities.

Tangible fixed assets and depreciation

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

Fixtures and Fittings	% written on in the year of expenses
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All Capital is written on in the year of expenditure

Freehold investment property

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Research and development

Expenditure on research and development is written off in the year in which it is incurred.

Foreign currencies

Monetary assets and liabilities denominated in currencies other than the functional currency of the charity are translated at the rates of exchange prevailing at the end of the reporting period.

Transactions in currencies other than the functional currency of the charity are recorded at the rate of exchange on the date that the transaction occurred.

All exchange differences are taken into account in arriving at net income/expenditure.

Leased assets

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation. Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term.

In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the charity pays fixed contributions into a separate entity. Once the contributions have been paid the charity has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the charity in independently administered funds.

Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

2 Statement of Financial Activities - prior year

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Income and endowments from:			
Donations and legacies	49,823	24,996	74,819
Charitable activities	202,698	-	202,698
Other trading activities	44,794	-	44,794
Investments	458	-	458
Total	297,773	24,996	322,769
Expenditure on:			
Raising funds	23,912	4,033	27,945
Charitable activities	114,103	-	114,103
Other	138,272	61,998	200,270
Total	276,287	66,031	342,318
Net income	21,486	(41,035)	(19,549)
Net income before other gains/(losses)	21,486	(41,035)	(19,549)
Other gains and losses:			
Net movement in funds	21,486	(41,035)	(19,549)
Reconciliation of funds:			
Total funds brought forward	67,595	128,058	195,653
Total funds carried forward	89,081	87,023	176,104

3 Income from donations and legacies

	Unrestricted £	Total 2021 £	Total 2020 £
Donations	7,871	7,871	43,540
Subscriptions	6,807	6,807	9,278
Waverley BC Grants	22,000	22,000	22,000
	36,678	36,678	74,818

4 Income from charitable activities

	Unrestricted	Total 2021	Total 2020
	£	£	£
Visual and Performing Arts	-	-	150,227
Room Hire	3,068	3,068	51,322
Brochure	-	-	1,149
	<u>3,068</u>	<u>3,068</u>	<u>202,698</u>

5 Income from other trading activities

	Unrestricted	Total 2021	Total 2020
	£	£	£
Bar and Café	59	59	39,100
Courses and Workshops	-	-	5,694
	<u>59</u>	<u>59</u>	<u>44,794</u>

6 Income from investments

	Unrestricted	Total 2021	Total 2020
	£	£	£
Bank Interest	591	591	458
	<u>591</u>	<u>591</u>	<u>458</u>

7 Expenditure on raising funds

	Unrestricted	Total 2021	Total 2020
	£	£	£
<i>Fundraising trading costs</i>			
Bar and Café	574	574	23,726
Bad Debts	-	-	186
Designated Fund usage	-	-	4,033
	<u>574</u>	<u>574</u>	<u>27,945</u>

8 Expenditure on charitable activities

	Unrestricted	Total 2021	Total 2020
	£	£	£
<i>Expenditure on charitable activities</i>			
Visual and Performing Arts	-	-	96,069
Room Hire	80	80	4,684
Brochure	233	233	9,014
Other	1,738	1,738	3,954
<i>Governance costs</i>			
Accountancy fees	500	500	(46)
Legal fees	485	485	261
Professional fees	640	640	167
	<u>3,676</u>	<u>3,676</u>	<u>114,103</u>

9 Other expenditure

	Unrestricted	Total 2021	Total 2020
	£	£	£
Piano	-	-	30,167
Other interest payable	1,874	1,874	-
Employee costs	25,973	25,973	67,756
Premises costs	17,093	17,093	91,962
General administrative costs	34,473	34,473	26,181
	<u>79,413</u>	<u>79,413</u>	<u>216,066</u>

10 Staff costs

Salaries and wages	22,086	63,542
Social security costs	2,239	2,289
Pension costs	1,500	1,382
	<u>25,825</u>	<u>67,213</u>

No employee received emoluments in excess of £60,000.

11 Tangible fixed assets

	Land and buildings	Fixtures and Fittings		Total
	£	£	£	£
Cost or revaluation				
At 1 April 2020	1,166,743	4,490	66,307	1,237,540
At 31 March 2021	<u>1,166,743</u>	<u>4,490</u>	<u>66,307</u>	<u>1,237,540</u>
Depreciation and impairment				
At 1 April 2020	1,166,743	4,490	66,307	1,237,540
At 31 March 2021	<u>1,166,743</u>	<u>4,490</u>	<u>66,307</u>	<u>1,237,540</u>
Net book values				
At 31 March 2021	-	-	-	-
At 31 March 2020	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

12 Stocks

	2021	2020
	£	£
Raw materials and consumables	550	3,050
	<u>550</u>	<u>3,050</u>

13 Debtors

	2021	2020
	£	£
Trade debtors	-	6,484
Prepayments and accrued income	4,950	5,566
	<u>4,950</u>	<u>12,050</u>

14 Creditors:

amounts falling due within one year

	2021	2020
	£	£
Trade creditors	3,569	16,465
Other taxes and social security	(2,030)	(1,441)
Other creditors	1,000	1,629
Accruals and deferred income	7,442	1,742
	<u>9,981</u>	<u>18,395</u>

15 Movement in funds

	At 1 April 2020	Incoming resources (including other gains/losses) £	Resources expended £	Gross transfers £	At 31 March 2021 £
Restricted funds:					
Restricted income funds:					
Volunteer coordinator fund	1,690	-	-	-	1,690
Ticket Fund	2,403	-	-	-	2,403
s106 Grant	57,565	-	-	(5,171)	52,394
Piano Fund	(5,171)	-	-	5,171	-
Unrestricted funds:					
General funds	100,045	40,398	(83,663)	57,689	114,469
Designated funds:					
General Fund	14,737	-	-	(10,000)	4,737
Technical Development Fund	4,831	-	-	-	4,831
Reserves	-	-	-	101	101
Marking Donation	-	-	-	800	800
Revaluation Reserves:					
Total funds	<u>176,100</u>	<u>40,398</u>	<u>(83,663)</u>	<u>48,590</u>	<u>181,425</u>

Purposes and restrictions in relation to the funds:

Restricted funds:

Volunteer coordinator fund	a restricted fund set up following a donation from the Wates Foundation for the salary and training of a volunteer co-ordinator
Ticket Fund	a restricted fund following a donation from the St James Place charitable foundation to pay for the tickets to Cranleigh Arts Centre events for the benefit of under privileged children.
s106 Grant	a restricted fund following a donation from the St James Place charitable foundation to pay for the tickets to Cranleigh Arts Centre events for the benefit of under privileged children.
Piano Fund	a restricted fund for the cost of a new piano

Designated funds:

General Fund	
Technical Development Fund	a designated fund set up to cover the cost of replacing or improving equipment used in the centre to ensure funds are available when required

Reserves

Marking Donation

16 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Net current assets	162,004	19,421	181,425
	<u>162,004</u>	<u>19,421</u>	<u>181,425</u>

17 Reconciliation of net debt

	At 1 April 2020 £	Cash flows £	At 31 March 2021 £
Cash and cash equivalents	179,395	6,511	185,906
	<u>179,395</u>	<u>6,511</u>	<u>185,906</u>
Net debt	<u>179,395</u>	<u>6,511</u>	<u>185,906</u>

18 Commitments

Operating lease commitments

Annual commitments under non-cancellable operating leases are as follows:

	2021 Land and buildings £	2021 Other £	2020 Land and buildings £	2020 Other £
Operating leases with expiry date:				

Pension commitments

	2021 £	2020 £
The pension cost charge to the charity amounted to:	<u>1,500</u>	<u>1,382</u>

The Cranleigh Arts Centre Limited
Detailed Statement of Financial Activities
for the year ended 31 March 2021

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income and endowments from:			
Donations and legacies			
Donations	7,871	7,871	43,540
Subscriptions	6,807	6,807	9,278
Waverley BC Grants	22,000	22,000	22,000
	<u>36,678</u>	<u>36,678</u>	<u>74,818</u>
Charitable activities			
Visual and Performing Arts	-	-	150,227
Room Hire	3,068	3,068	51,322
Brochure	-	-	1,149
	<u>3,068</u>	<u>3,068</u>	<u>202,698</u>
Other trading activities			
Bar and Café	59	59	39,100
Courses and Workshops	-	-	5,694
	<u>59</u>	<u>59</u>	<u>44,794</u>
Investments			
Bank Interest	591	591	458
	<u>591</u>	<u>591</u>	<u>458</u>
Total income and endowments	40,396	40,396	322,768
Expenditure on:			
Costs of other trading activities			
Bar and Café	574	574	23,726
Bad Debts	-	-	186
Designated Fund usage	-	-	4,033
	<u>574</u>	<u>574</u>	<u>27,945</u>
Total of expenditure on raising funds	574	574	27,945
Charitable activities			
Visual and Performing Arts	-	-	96,069
Room Hire	80	80	4,684
Brochure	233	233	9,014
Other	1,738	1,738	3,954
	<u>2,051</u>	<u>2,051</u>	<u>113,721</u>
Governance costs			
Accountancy fees	500	500	(46)
Legal fees	485	485	261
Professional fees	640	640	167
	<u>1,625</u>	<u>1,625</u>	<u>382</u>

The Cranleigh Arts Centre Limited
Detailed Statement of Financial Activities

Total of expenditure on charitable activities	3,676	3,676	114,103
Other expenditure			
Piano	-	-	30,167
Other interest payable	1,874	1,874	-
	<u>1,874</u>	<u>1,874</u>	<u>30,167</u>
Employee costs			
Salaries/wages	22,086	22,086	63,542
Employer's NIC	2,239	2,239	2,289
Pension costs	1,500	1,500	1,382
Staff training	4	4	543
Temporary staff	144	144	-
	<u>25,973</u>	<u>25,973</u>	<u>67,756</u>
Premises costs			
Rent	4,015	4,015	4,015
Rates	1,065	1,065	2,419
Light, heat and power	5,375	5,375	12,941
Premises cleaning	1,873	1,873	9,701
Premises insurances	-	-	3,727
Premises repairs and maintenance	3,589	3,589	57,517
Other premises costs	1,176	1,176	1,642
	<u>17,093</u>	<u>17,093</u>	<u>91,962</u>
General administrative costs, including depreciation and amortisation			
Depreciation of Fixtures and Fittings	-	-	-
Bad debts	8,000	8,000	-
Bank charges	276	276	900
General insurances	3,217	3,217	3,149
Postage and couriers	232	232	1,340
Software, IT support and related costs	21,291	21,291	16,575
Stationery and printing	143	143	-
Sundry expenses	35	35	2,678
Telephone, fax and broadband	1,279	1,279	1,539
	<u>34,473</u>	<u>34,473</u>	<u>26,181</u>
Total of expenditure of other costs	<u>79,413</u>	<u>79,413</u>	<u>216,066</u>
Total expenditure	83,663	83,663	358,114
Net gains on investments	-	-	-
	<u>(43,267)</u>	<u>(43,267)</u>	<u>(35,346)</u>
Net expenditure			
Net expenditure before other gains/(losses)	<u>(43,267)</u>	<u>(43,267)</u>	<u>(35,346)</u>

The Cranleigh Arts Centre Limited
Detailed Statement of Financial Activities

Other Gains		48,590	48,590	-
Net movement in funds		5,323	5,323	(35,346)
Reconciliation of funds:				
Total funds brought forward	119,613	56,487	176,100	211,446
Total funds carried forward	124,936	56,487	181,423	176,100