

Registered number: 02026446  
Charity number: 296568

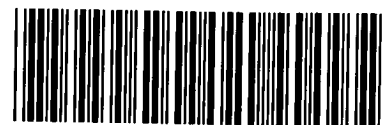
**MAKE SOUTHWEST  
FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN  
(A COMPANY LIMITED BY GUARANTEE)**

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 JUNE 2022**

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**MAKE SOUTHWEST (FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN)  
(A COMPANY LIMITED BY GUARANTEE)**

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**MAKE SOUTHWEST (FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN)  
(A COMPANY LIMITED BY GUARANTEE)**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 30 JUNE 2022**

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<b>Trustees</b>	Louis Victory, Chair Richard Martin George Wilkinson Eleanor Bartleman (appointed 20 July 2021) Jane Deane Gillian Greenwood (appointed 21 July 2021) Andrew North Celia Wilkinson Cooper (resigned 20 September 2022) Janet Wingate Mike Lea (appointed 14 June 2022)
<b>Company registered number</b>	02026446
<b>Charity registered number</b>	296568
<b>Registered office</b>	Riverside Mill Fore Street Bovey Tracey Devon TQ13 9AF
<b>Company secretary</b>	Laura Wasley
<b>Accountants</b>	Bishop Fleming LLP Chartered Accountants 2nd Floor Stratus House Emperor Way Exeter Business Park Exeter EX1 3QS

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
(CONTINUED)  
FOR THE YEAR ENDED 30 JUNE 2022**

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**Bankers**

Barclays Bank Plc  
40 Courtenay Street  
Newton Abbot  
Devon  
TQ12 2EA

Santander UK Plc  
2 Courtenay Street  
Newton Abbot  
Devon  
TQ12 2HF

CAF Bank Limited  
PO Box 259  
West Malling  
Kent  
ME19 4TA

**Solicitors**

Michelmores LLP  
Woodwater House  
Pynes Hill  
Exeter  
Devon  
EX2 5WR

Lester Aldridge LLP  
Alleyn House  
Carlton Crescent  
Southampton  
SO15 2EU

**MAKE SOUTHWEST (FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN)  
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**TRUSTEES' REPORT  
FOR THE YEAR ENDED 30 JUNE 2022**

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**CHAIR'S INTRODUCTION**

It's my great pleasure to report a year of excellent progress in supporting and promoting a successful crafts sector in Southwest England. We are the largest and broadest publicly funded crafts organisation in the region, involving a distinguished array of exhibiting and selling makers and an ambitious outreach programme to bring crafts culture to the whole community. Much of this is outlined in the detail of the Trustees' Report below, but I want to emphasise some important key themes that underscore our ambitions.

**Raising our game**

We survived and rebuilt soundly after our financial woes of 2019-20, and immediately faced the challenges of the pandemic, a sad and difficult time, but one in which we were able to re-think much of what we do, and to plan radical modernisation. Since then we have been intent on raising our game across the board, inspired by strategic and business planning aimed at our ambition to be the premiere crafts body in the region implementing the Arts Council 'Let's Create' vision for the widest possible engagement with the arts.

A symbolic part of this has been our successful change of name and organisational presentation, with an accompanying drive for enhanced reputation across the sector. In January 2022 we opened our 'Artful Craft' exhibition, curated by our President, Peter Randall-Page. This was the first in a planned series of national-level exhibitions; the next will bring renowned photographers from across the country to MAKE Southwest. Such events not only raise our reputation and 'pulling power', but also reflect well on all the makers who exhibit and sell with us. At the same time we have significantly enhanced the quality of presentation in our Retail Gallery, and have detailed architects' plans for making the whole Mill a lively regional hub for everyone to engage actively with craft.

We are conscious that inevitably we became more inward-looking over the last couple of years, but are now underway with a programme of outreach projects which are rapidly changing that. The Trustees' Report describes many initiatives, including working with young people, emerging makers, the NHS, the teaching profession, and Plymouth University. There is also a determined drive to reach social media; and our excellent You Tube channel represents what we do internationally.

**Building the next generation of craft makers and followers**

There is a national problem with lack of educational opportunities in the craft sector, and minimal career development support for graduates; the end result could be an ageing profile of makers and less public interest. We aim to play a part in improving this situation. The Trustees' Report describes a range of hands-on work with young people; support for those who may progress to higher education institutions; our highly supportive graduate membership scheme; workshops for people of all ages; inspiring educational videos; and a refreshed Friends scheme to promote interest and involvement.

**Embracing Change**

We are becoming increasingly competent in modern technology, not just in modernising our administration, but also in marketing the Charity and its Maker Members through social media; a modern and attractive website; and our Online Shop which we will be developing further to support commercial opportunities for makers.

As the Charity expands its horizons again, to match its constitutional remit to work across the Southwest, we are realising that we will need to work 'smarter' to achieve this, and are considering ways in which the 'remote working' technological revolution can help.

The craft sector is not the most obvious candidate for improving environmental sustainability, but we feel there is much that can be done to implement change. Our partnership with Plymouth University to lead a 'Green Maker Initiative' is a leading light in this field.

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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 30 JUNE 2022**

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**Driving sound financial management**

Our business planning, risk management and financial management have improved radically since 2019, and are now overseen by a Performance Management Committee chaired by a Trustee who is an experienced company lawyer, alongside a finance sector Trustee, serviced by the Chief Executive and Finance Manager.

Our financial performance over 2021-22 has in my view been sound, with remarkable trading results given the circumstances; costs held down; and an exceptionally rewarding surplus.

We of course have to face an uncertain economic environment in 2022-23, not just because of the national situation, but also because we will not know how much grant we may be awarded in the Arts Council England national grant settlement for 2023-26, due to be announced in October 2022. The Trustees take very seriously their responsibility to look ahead and plan proactively and responsibly for changing circumstances, and work on this has been underway for some time.

**Creating a strong Board of Trustees**

We have built a highly competent Board with a mixture of people with backgrounds in the arts and architecture, education, law, finance, business, marketing, public and private sectors, and both long- and short-term experience of The Guild/MAKE Southwest. We have a good gender mix too. Over the last year all Trustees have received professionally provided training in their duties of managing a charity. But we have more to do to build a wider diversity and age range, and to add several additional professional disciplines.

We have been concerned to think through good Board recruitment processes and succession planning. In that context I wish to notify the AGM that it is my intention to retire as a Trustee early in 2023. After completing a three year term which has involved massive turbulence and constant problem-solving, followed (I'm delighted to say) by a period of intensive and successful rebuilding, I want to hand over to someone with a different skill set to take the next steps forward with our Chief Executive and her outstanding staff team. In consultation with colleagues, it has been decided that recruitment of a new Chair should be a professionally organised process designed to find someone with the very best qualities from a wide field. I will be as flexible as I can be to ensure a timely and smooth handover. It has been a pleasure and privilege to work for the Charity and its people.



Louis Victory, Chair of the Board of Trustees, MAKE Southwest

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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 30 JUNE 2022**

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**TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2022**

The Trustees present their report and financial statements, together with the independent examiner's report, for the year ended 30 June 2022. In this Report, references to MAKE Southwest, the Company and the Charity are to MAKE Southwest. The Directors of MAKE Southwest are charity trustees for the purposes of charity law. Under the Charity's articles of association, they comprise the Board of Trustees and are referred to as Trustees.

The Trustees confirm that the Annual Report and financial statements of the Charity comply with the statutory requirements, the requirements of the Charity's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102, second edition October 2019, effective January 2019).

Since the Charity qualifies as small under section 383 of the Companies Act 2006, the strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 is not required.

**OBJECTIVES AND ACTIVITIES**

MAKE Southwest is dedicated to encouraging and promoting the work of craftsmen and craftswomen, developing and maintaining the highest standards of craftsmanship and design, and furthering the interest among the general public in creating and appreciating crafts in Southwest England.

With learning and participation at the core of its charitable aims, the Charity seeks to inspire creative excellence through contemporary craft.

Our vision is that:

We will be the leading advocate for a dynamic and diverse crafts culture in Southwest England. From understanding and working with our audience, we will engage and deliver learning through the power of making to enrich people's lives. Creative excellence will be demonstrated by promoting emerging and established makers, whose practice we will cherish and support. We will be inclusive, innovative, commercially competent, and environmentally responsible.

Our developing business strategy, founded on this Vision Statement, has been translated into a Business Plan and Action Programme.

The Business Plan provides the framework within which the strategic aims are achieved and focuses on the following key objectives.

1. Craft culture will be for all
2. We will understand our audience
3. We will work to be inclusive
4. Community engagement will grow
5. We will celebrate and support makers and making
6. We will embrace environmental responsibility
7. Our building will fit our mission
8. Our digital capacity will be developed
9. We will enhance our performance management

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**TRUSTEES' REPORT (CONTINUED)  
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All visitors to Riverside Mill experience high quality contemporary craft through MAKE Southwest's free exhibitions programme. In the year, and still despite further outbreaks of COVID-19, 50,837 people visited Riverside Mill. Artistic and learning objectives are set for all exhibitions, and our accessible educational materials and activities are designed to reach a wide audience.

Our Learning Programme is at the heart of our public benefit provision. We believe that learning is core to promoting an understanding of contemporary craft and increasing access and engagement. By taking part in craft activities, participants can benefit from an increase in skills, knowledge and understanding, together with enhanced self-confidence and self-esteem. Activities include:

- In-gallery activities, drop-in workshops, exhibition tours and demonstrations, all of which are free to access, together with paid for workshops to learn a skill.
- Professional development events for our maker community onsite and online
- Formal education programme, Freehand.
- Outreach activities

In the year over 3,703 people took part in our learning activities onsite and online.

**PUBLIC BENEFIT**

The Trustees confirm that the Charity has had due regard to the public benefit guidance issued by the Charity Commission when making decisions in the day-to-day running of the Charity.

**EQUALITY AND DIVERSITY**

The Charity believes that diversity is about the recognition and valuing of difference in the broadest sense and recognises that people with different backgrounds, skills, cultures, and experiences bring fresh ideas and perceptions that benefit the organisation and all its stakeholders. We aim to encourage and embed diversity across all areas: Artistic Programme, Audiences and Participation, Governance, Employment and Operations.

Our Equality and Diversity Policy shows how we are working to remove barriers to our artistic programme. Projects are specifically targeted at individuals and communities with protected characteristics. During 2021/22 we have continued to work with children and young people, older people, people with disabilities and people who because of location or socio-economic status are less likely to engage with artistic activities.

**ACHIEVEMENTS AND PERFORMANCE**

**Major Achievements**

50,837 Visitors to the Riverside Mill

235 Full Maker Members benefiting from the Charity's support

30 Associate Maker Members engaging with the Charity

370 Members of the public taking part in learning activities at Riverside Mill

2,892 Members of the public taking part in online activities

254 Members of the public engaged in online workshops

187 Students and adults benefiting from workshops and talks in school and community settings

24 Days of craft sessions of professional practice



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**TRUSTEES' REPORT (CONTINUED)  
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**Exhibition Programme**

**Jubilee Gallery**

**'Making It'**

Leading showcase for emerging artists, makers and designers in the South West, celebrating innovation, diversity and collaboration in craft and making.

24th July to 12th September 2021

**Craft and Commons**

Featuring UK and international artists, the projects exhibited here represent ideas and resources to inspire acts of commoning. Curated by Craftspace

18th September to 13th November 2021

**MAKE 2021 - Contemporary Crafts for Christmas**

50 exhibitors based across the UK showcasing their work ready for the Christmas season.

27th November 2021 to 9th January 2022

**The Decline of Eels**

A series of prints documenting the amazing lifecycle of eels by Maker Member Julia Manning

22nd January to 20th March 2022

**Artful Craft**

Exploring the boundaries between craft and fine art, curated by MAKE Southwest President Peter Randall-Page RA

2nd April to 2nd July 2022

**Riverside Gallery**

Jane Deane – Colour, naturally - Textiles

17th July to 26th September 2021

Room Setting - Room spaces from our furniture makers

2nd October to 28th November 2021

Materials Matter - Presenting Design-Nation Devon and Cornwall

4th December 2021 to 13th March 2022

Society of Wood Engravers – 84th annual exhibition

19th March to 14th May 2022

Skills for Life - Astrid Arnold and Touchwood Southwest's school's project

21st May to 3rd July 2022

**Maker Member Showcase**

Fabrizia Bazzo – 3rd July to 15th August 2021

Taja - 21st August to 26th September 2021

Room Settings – 2nd October to 28th November 2021

Society of Wood Engravers – 19th March to 14th May 2022

Phil Underwood – 21st May to 16th July 2022

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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 30 JUNE 2022**

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**Learning**

There are three strands to our Learning programme.

**Education related to exhibitions**

Our free hands-on gallery activities were provided for all exhibitions in the Jubilee Gallery in the Young maker space area. The activities invite people to make something and leave it on show or take part in a competition. They are designed for two age groups: under 12 and 12 and over.

Exhibition talks were delivered from Maker Member Julia Manning on her project The Decline of Eels and our President Peter Randall-Page invited the artists from Artful Craft to a live streamed Q&A to explore the nature of craft, art and design.

**Education for all**

Saturday Craft Club was set up due to the decline of making skills being taught in the curriculum and with this having a knock-on effect with young people not applying for further and higher education in these subjects. The project, funded through ACE, enabled us to employ a new education officer, Ian Wilkins, who set up a 12-week craft club. Young people from the age of 13 to 16 were taught a carousel of workshops so they could learn different skills each week and build confidence in their making. They completed the evidence towards a portfolio of work that would support them in an interview for a FE course. Out of the 12 signed up for the programme, 6 of them successfully completed a Bronze Arts Award. Running alongside this activity we filmed 12 workshops which can now be used for online learning material for young people who live in hard-to-reach areas and can be used as a teacher's resource. To further this activity, we are joining the National Saturday Arts Club network in January 2023.

We have organised over 40 workshops by our maker members in this period, from needle felting and willow weaving to jewellery making and portrait sculpture. These have been delivered in our new event space which is part of the old café. A new sink has been put in with materials and equipment for participants to use.

The Gallery Manager worked with University Arts Plymouth Textile Department to deliver a live brief to the students. This was to come up with a range of Christmas wrapping paper and decorations that could be selected and sold in our retail gallery over the festive period.

To support mental wellbeing, in January 2022 we launched Weave Wednesdays, which is facilitated by Trustees Jane Deane and Janet Wingate. To date over 100 people have participated in this free monthly drop-in session, which is for everyone, whatever their age and background who enjoys sewing, knitting, mending, and making.

Printmaking workshops for young people from the local home-schooling network and children in foster care were organised. Artwork from the workshops is being used for foster carer recruitment.

PGCE students from Plymouth University Teacher Training programme attended an artist talk and printmaking workshop with Julia Manning. This supported their learning and professional module.

Devon Teachers Network held their conference here at Riverside Mill, which gave us a great opportunity to showcase our educational offer, including our exhibitions and talent within our maker membership. From this we also held a successful teacher away day from Exeter College and this has led us into wider 'away day' offers.

**Our outreach programme:**

Our 'Freehand' work has still been impacted due to COVID as we were still unable to go into schools. We turned to online learning and produced a range of videos and resources for young people to access from our website.

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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 30 JUNE 2022**

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We have partnered with Newton West Primary Care Network to support and deliver social prescribing activities for those who need non-clinical services to support their health and wellbeing. They are invited to our free events and workshops and we have delivered craft kits to their home so they can use our online education provision.

Headway Devon is a local charity dedicated to improving life after brain injury and providing essential services across Devon and Torbay for people with acquired brain injuries, their families and carers. We have been working with them for over 5 years, providing workshop sessions in craft making activities.

The River Teign Restoration Project is a four-year project which aims to restore the river and its tributaries, its accessibility, water quality and biodiversity, so that the numbers of migratory fish, in particular salmon and sea trout, can recover to something approaching their historic levels. We are working with local school children by supplying them with craft packs so they can help our President Peter Randall- Page embark on designing a piece of public art for the project and in the process learn about environmental issues.

**David Canter Memorial Fund**

The David Canter Memorial fund is an independent charitable trust of which MAKE Southwest is the trustee. The David Canter Memorial Fund aims to support craftspeople to develop their work and careers through awarding small grants for travel, equipment, or other capital expenditure. Awards are made biennially. The Fund awarded four grants of £500 each in 2022, each with sustainability as the theme for application.

**Marketing and Promotions**

Press and media coverage remains crucial, with key regional publications such as Devon Life, Visit Dartmoor, and Western Morning News, and with national specialist publications such as Crafts, The Telegraph and Living Etc and Ceramic Review Magazine. We embrace the importance of social media for strong engagement with our audience and have increased our followers by 20% on Facebook and Instagram, helped by our Maker Monday posts. Our You Tube channel allows the public to watch our Maker Members at work and to engage in making through our free online workshops. Our improved website has a new journal and we have over 300 items for sale on our online shop, along with a new look newsletter that goes out to our ever-growing mailing list.

**Maker Members, Friends, Volunteers**

Our support for Maker Members ranges from opportunities for exhibiting, networking and professional development to a subsidised group stand for Associate and Full Maker Members at the Contemporary Craft Festival. The regular e-news for Maker Members provides updates on MAKE Southwest activities, events listings, and opportunities across the craft sector. The MAKE Southwest retail gallery continues to promote and sell Maker Members' work and offers guest maker opportunities.

The Green Maker Initiative was set up, working with Plymouth University and Low Carbon Devon to deliver support and advice for crafts individuals and organisations who are committed to reducing their environmental impact. We launched a new webpage which is packed with resources, maker profiles and a pledge for the makers to sign up to. We have hosted a wide range of events, with online talks and interviews, an exhibition and over 140 members signed up across the Southwest.

A mentoring programme was developed from the feedback that we were getting from graduates and emerging makers about the lack of support when starting out in their creative practice. With over 300 members within our community we reached out to see if they would like to be a mentor to share their knowledge. We recruited 11 mentees from across the Southwest and matched them successfully with 11 mentors. They were given 5 X 1 hour sessions over a 6-month period, with regular catch ups with the project manager and 3 professional development sessions on topics/needs that came out of the sessions. While this programme was under way we have developed and launched a new Graduate Membership where we look to support emerging makers after they leave education.

Professional development is crucial for a Maker's creative practice, so this project has allowed us to put together an online toolkit to support our community. We did a call out to our members to see if they would like

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to share best practice and deliver a workshop in business skills. We delivered 12 half day sessions either online or at the Riverside Mill by Makers for Makers. From how to price your work, looking at e commerce to how to make a funding application and top tips on working in collaboration. We partnered with the Craft Council, QEST and Design Trust. Workshops were filmed with handouts and have now been made into an online toolkit for everyone to access.

We have improved our Associate Membership offer with the opportunity to support them in progression to Full Membership by having 1 2 1s with members of the Selection Committee. Associates have been given 'Guest Maker' slots within our retail gallery and more visibility online.

We launched our new Maker Day, where every month we open exclusively for our Maker Members to come to the Riverside Mill. Members can meet with the team to discuss any queries or questions; this is offered online for members who can't make the day. Work can be either delivered or picked up by arrangement with the Retail Gallery Manager. Networking events have run on these, with an opportunity to see current exhibitions. The photo booth is free to use and free refreshments are provided.

A new refreshed 'Friends' and volunteer scheme have launched in September 2022.

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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 30 JUNE 2022**

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**FINANCIAL REVIEW**

The Directors of MAKE Southwest are charity trustees for the purposes of charity law. Under the Charity's articles of association, they comprise the Board of Trustees and are referred to as Trustees.

The Trustees present their report and financial statements for the year ended 30 June 2022. In this Report, references to MAKE Southwest, the Company and the Charity are to MAKE Southwest.

**Income and Expenditure**

The Charity has made a surplus of £86,294 for the year (2021: £81,381), split between unrestricted funds (£57,002) and restricted funds (£29,292).

Total income for the year ended 30 June 2022 is £455,316 (2021: £353,548).

Grants, donations and legacies of £310,237 (2021: £242,821) include ACE restricted income for the Crafting Futures project that took place in the year.

Trading income through the gallery of £136,082 (2021: £107,811) is above expectations given the impact of the pandemic and the cost of living crisis.

Total expenditure for the year is £369,022 (2021: £272,167). This has been closely monitored throughout the year, with the ongoing control of overheads.

In 2022 we entered the fifth year of our current National Portfolio Organisation (NPO) funding agreement with Arts Council England (ACE), which supports us with a grant of £159,133 per annum for the four years until 2022.

We were successful in obtaining an extra year's extension until 2023. Our NPO funding supports our exhibitions and education programme and incorporates funding towards the development of touring exhibitions as well as acknowledging our leadership role for the sector regionally and nationally.

We have also received £15,000 in grant funding from Garfield Weston.

**Balance Sheet**

The balance sheet remains strong with cash holdings of £288,750.

**Reserves Policy**

Restricted funds received for specific projects or purposes that are not available for general use stand at £28,799 (2021: £16,191) at year end.

At the end of the year free unrestricted reserves amounted to £197,196 (2021: £147,362) which represented 6.5 (2021: 6.5) months' worth of expenditure. The level of the Charity's reserves are considered at meetings of the Performance Management Committee which are held every four months.

The reserves policy, which was last reviewed by the Board in Sept 2021, is to maintain unrestricted funds at a level equivalent to six months operating expenditure. This 6 month operating expenditure target is intended to enable us to successfully 'trade through' any potential crisis or adversity that may interrupt operations for that period, or deal with other crises that may be similar in scale to that.

**Principal Risks and Uncertainties**

The Trustees have ultimate responsibility for the management of risk, with day-to-day management of risk delegated to the executive management team.

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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 30 JUNE 2022**

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The Trustees have assessed the major risks to which the Charity is exposed, and to the best of their knowledge are satisfied that appropriate systems are in place to mitigate exposure to those risks. In particular, the Charity maintains a Strategic Risks Register that is reviewed quarterly by the Performance Management Committee. Specific risks and uncertainties are considered within the Risk Registers.

The Board of Trustees consider the potential greatest areas of risk are:

Funding

Whilst Arts Council England funding has remained secure, the other main sources of income, trading in crafts and running workshops income were known risks at the beginning of this period. The pandemic greatly worsened these risks, but trading has been successful towards and after the period end.

The Trustees have moved to mitigate the risk of over-reliance on these sources of income by reducing need (smaller and smarter Charity staffing and overheads), and by generating more independent income streams (grants from other grantees; fundraising; chargeable workshops and other events; etc.).

Accommodation

Although the Mill remains structurally sound, it is now less fit for purpose as a showcase for great craft and a place for engagement with craft by the public. There is a considerable maintenance backlog, especially as regards the roof. There is also a need to progress internal replanning for better presentation and more community-orientated, educational, and fundraising purposes.

Last year the Charity was successful in securing a second grant from AHF (Architectural Heritage Fund) to the value of £15,000 to further explore what the costs would be to restore the building to a good and environmentally sound condition and adapt it to suit the ambitious and changing needs of a modern arts charity and fund planning permission.

**Key Senior Management Remuneration**

The remuneration of senior management is reviewed by the Board of Trustees annually, usually in November to take effect from the following January. Decisions of the Board of Trustees are informed by the recommendations of the Chief Executive. The Board of Trustees also undertakes periodic salary benchmarking.

**Fundraising Disclosure**

In accordance with the Charities Act 2011, as amended in 2016, the Charity endeavours to adhere to the Code of Fundraising Practice governed by the Fundraising Regulator, and all relevant guidance published by the Chartered Institute of Fundraising including Treating donors fairly. The Chief Executive coordinates our fundraising activity to ensure that highest standards of fundraising practice. We did not receive any complaints in relations to fundraising in the year.

We would like to take this opportunity to thank all our funders, including our Friends, patrons and individuals who have donated to the Charity, for their invaluable support and recognition of our strategic role locally, regionally, and nationally.

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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 30 JUNE 2022**

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**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Charity is a company limited by guarantee, incorporated in England and Wales under number 02026446 on 9 June 1986. Its governing documents are its Memorandum and new Articles of Association, adopted by special resolution on 12 March 2021.

**Trustees**

None of the Trustees has any beneficial interest in the Charity. All the Trustees are members of the Charity and guarantee to contribute £1 in the event of winding up.

The Articles of Association provide for Trustees to be appointed to serve for a period of three Terms (a Term being the period between one AGM and the next AGM). A Trustee may be re-appointed for a further three Terms at the AGM at the end of their third Term. A Trustee may only serve a maximum of six Terms.

The Board of Trustees consists of at least seven and not more than twelve Trustees, of which three Trustees may be appointed by the Maker Members.

The Charity has a formal application and interview process for appointing Trustees, which takes into account the nature of its work, the requirements of its beneficiaries, and seeks to ensure an effective mix of experience and skills on the Board.

During the financial year Mike Lea was appointed as a Trustee and will be proposed for reappointment at the 2022 AGM.

The Charity takes steps to ensure that all Trustees are familiar with the activities of the Charity and new Trustees are expected to undertake an induction process that covers:

- their obligations as both Trustees and members;
- the operational framework for the Charity;
- resourcing and the current financial position as set out in the latest, published accounts;
- future plans and objectives.

The Board of Trustees manages MAKE Southwest and meets every three months. The outcomes of all decisions made are delegated to the CEO in accordance with a formal Scheme of Delegated Authorities and through the CEO to the senior management team to deliver. The CEO is line managed by the Chair of Trustees.

**Related Parties**

None of the Trustees receives remuneration or other benefit from their work with the Charity. Any links with potential related parties must be identified and disclosed to the Board of Trustees and this is reviewed on a regular basis. Declarations of interest are also disclosed and recorded. A register is maintained of all related parties to monitor for any associated risks or conflicts of interest that may arise.

All Trustees give of their time freely and no Trustee received remuneration in the year.

**Investment**

The Charity has no specific investment powers. Any surplus funds in addition to the funds required for the day-to-day requirements of the Charity are put on deposit with the Charity's bankers to maximise receivable interest.

**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 30 JUNE 2022**

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**Board of Trustees Committees**

The Board of Trustees reviewed its governance arrangements in the first half of 2022.

There are now two sub-committees of the Board of Trustees - the Performance Management Committee and the Selection Committee.

Performance Management Committee - this meets quarterly to provide advice and assurance to the Board of Trustees on the effectiveness of the financial strategy and business planning of the Charity, on its overall risk appetite and tolerance, and on the operational performance of the Charity.

Selection Committee - this meets quarterly and is responsible for recommending to the Board makers for election to Maker Membership following consideration and assessment of their applications. It reviews the application criteria and Guidance for Maker Membership from time to time and advises the Board on any necessary changes. It selects entries for the annual Maker Members Show and provides Quality Assurance assessment of Maker Members' works offered for sale.

In addition, the Board of Trustees has established focus groups, which comprise of Trustees and members of the team, to manage various aspects of the Charity's strategic activity. This will include marketing, Incoming generation, Membership and Future Fit (Building Improvements).



**MAKE SOUTHWEST (FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN)  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 30 JUNE 2022**

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**STATEMENT OF TRUSTEES RESPONSIBILITIES**

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statement in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law, the Trustees have prepared the financial statements in accordance with United Kingdom Generally Accepted Accounting Standards comprising FRS102, The Financial Reporting Standard applicable in the UK and Republic of Ireland, and applicable law (United Kingdom Generally Accepted Accounting Practice).

Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of the affairs of the Charity and of the incoming resources and application of resources, including the income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Statement of Recommended Practices: Accounting and Reporting by Charities (2015);
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards, comprising FRS102 have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006.

They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The Trustees who were in office on the date of approval of these financial statements have confirmed, as far as they are aware, that

- there is no relevant information of which the Charity's independent examiner is unaware
- they have taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant information and to establish that the Charity's independent examiner is aware of that information.

**MAKE SOUTHWEST (FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN)  
(A COMPANY LIMITED BY GUARANTEE)**

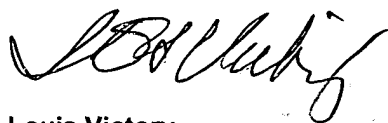
**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 30 JUNE 2022**

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**INDEPENDENT EXAMINERS**

Bishop Fleming LLP were re-appointed as the independent examiners of the Charity at the last AGM and have expressed their willingness to continue in that capacity.

The Trustees' Annual Report has been approved by the Trustees on *20* October 2022 and signed on their behalf by:



**Louis Victory**  
Chair

**MAKE SOUTHWEST (FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN)  
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 30 JUNE 2022**

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**Independent Examiner's Report to the Trustees of MAKE Southwest (formerly known as The Devon Guild of Craftsmen) ('the Charity')**

I report to the Charity Trustees on my examination of the accounts of the Charity for the year ended 30 June 2022.

**Responsibilities and Basis of Report**

As the Trustees of the Charity (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

**Independent Examiner's Statement**

Since 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 because I am a member of the ICAEW, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Charity as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

**MAKE SOUTHWEST (FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN)  
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF MAKE SOUTHWEST (FORMERLY KNOWN  
AS THE DEVON GUILD OF CRAFTSMEN) (CONTINUED)  
FOR THE YEAR ENDED 30 JUNE 2022**

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This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:

Tim Borton



Dated:

FCA

4 November 2022

**Bishop Fleming LLP**  
Chartered Accountants  
2nd Floor Stratus House  
Emperor Way  
Exeter Business Park  
Exeter  
EX1 3QS

**MAKE SOUTHWEST (FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN)**  
**(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 30 JUNE 2022**

	Note	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
<b>Income from:</b>					
Donations and legacies	3	105,583	204,654	310,237	242,821
Charitable activities	4	-	6,804	6,804	2,080
Charitable trading activities	5	-	136,082	136,082	107,811
Other income	6	-	2,193	2,193	836
<b>Total income</b>		<b>105,583</b>	<b>349,733</b>	<b>455,316</b>	<b>353,548</b>
<b>Expenditure on:</b>					
Raising funds	7	-	82,485	82,485	27,938
Charitable activities	8	76,291	210,246	286,537	244,229
<b>Total expenditure</b>		<b>76,291</b>	<b>292,731</b>	<b>369,022</b>	<b>272,167</b>
<b>Net income</b>		<b>29,292</b>	<b>57,002</b>	<b>86,294</b>	<b>81,381</b>
Transfers between funds	18	(16,684)	16,684	-	-
<b>Net movement in funds</b>		<b>12,608</b>	<b>73,686</b>	<b>86,294</b>	<b>81,381</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		16,191	593,158	609,349	527,968
Net movement in funds		12,608	73,686	86,294	81,381
<b>Total funds carried forward</b>		<b>28,799</b>	<b>666,844</b>	<b>695,643</b>	<b>609,349</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 21 to 36 form part of these financial statements.

**MAKE SOUTHWEST (FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN)**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**REGISTERED NUMBER:02026446**

**BALANCE SHEET**  
**AS AT 30 JUNE 2022**

	Note	2022 £	2021 £
<b>Fixed assets</b>			
Tangible assets	12	428,589	419,736
<b>Current assets</b>			
Stocks	13	9,830	6,363
Debtors	14	15,161	6,744
Cash at bank and in hand		288,750	234,689
		<u>313,741</u>	<u>247,796</u>
Creditors: amounts falling due within one year	15	(46,087)	(55,183)
<b>Net current assets</b>		<u>267,654</u>	<u>192,613</u>
<b>Total assets less current liabilities</b>		<u>696,243</u>	<u>612,349</u>
Creditors: amounts falling due after more than one year	16	(600)	(3,000)
<b>Net assets</b>		<u>695,643</u>	<u>609,349</u>
<b>Total net assets</b>		<u><u>695,643</u></u>	<u><u>609,349</u></u>
<b>Charity funds</b>			
Restricted funds	18	28,799	16,191
Unrestricted funds	18	666,844	593,158
<b>Total funds</b>		<u><u>695,643</u></u>	<u><u>609,349</u></u>

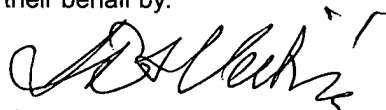
The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees on *20 October* and signed on their behalf by:

  
**Louis Victory**  
Chair of the Board of Trustees

The notes on pages 21 to 36 form part of these financial statements.

**MAKE SOUTHWEST (FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN)  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2022**

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**1. GENERAL INFORMATION**

The Charity is a private company limited by guarantee, incorporated in England and Wales. The members of the Company are the Trustees named on page 1. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity.

**2. ACCOUNTING POLICIES**

**2.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

**2.2 FUND ACCOUNTING**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**MAKE SOUTHWEST (FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN)  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2022**

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**2. ACCOUNTING POLICIES (continued)**

**2.3 INCOME**

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

Membership subscriptions are recognised on a receipts basis.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Donated services or facilities are recognised when the Charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the Charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the Charity which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**2.4 EXPENDITURE**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the Charity and include project management carried out at Riverside Mill. Governance costs are those incurred in connection with administration of the Charity and compliance with constitutional and statutory requirements.

Cost of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the Charity's educational operations, including support costs and costs relating to the governance of the Charity apportioned to charitable activities.



**MAKE SOUTHWEST (FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN)  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2022**

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**2. ACCOUNTING POLICIES (continued)**

**2.4 EXPENDITURE (CONTINUED)**

All expenditure is inclusive of irrecoverable VAT.

**2.5 INTEREST RECEIVABLE**

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

**2.6 OPERATING LEASE CHARGES**

Rentals under operating leases are charged to the Statement of Financial Activities, on a straight line basis over the lease term.

**2.7 TANGIBLE FIXED ASSETS AND DEPRECIATION**

It is the Charity's policy to maintain buildings in a continual state of sound repair, the costs are being written off as expenditure when incurred. When improvements are carried out, the expenditure is capitalised. As a result of this policy of maintenance and improvement, the Trustees believe that the life of the building is substantial and that the depreciation is not significant enough to warrant a specific charge being made against income.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following basis:

Fixtures and fittings	-	20% straight line
Office equipment	-	20% straight line

**2.8 INVESTMENTS**

The Charity has made the accounting policy choice to include the Riverside Mill as a freehold property, rather than an investment property.

**2.9 STOCKS**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

**2.10 DEBTORS**

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

**2.11 CASH AT BANK AND IN HAND**

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

**MAKE SOUTHWEST (FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN)  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2022**

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**2. ACCOUNTING POLICIES (continued)**

**2.12 LIABILITIES AND PROVISIONS**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

**2.13 FINANCIAL INSTRUMENTS**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.14 PENSIONS**

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

**2.15 VAT**

For the period under review the Charity was registered for VAT. Where applicable, income and expenditure is included net of VAT.

**MAKE SOUTHWEST (FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN)**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**3. INCOME FROM DONATIONS AND LEGACIES**

	<b>Restricted funds 2022 £</b>	<b>Unrestricted funds 2022 £</b>	<b>Total funds 2022 £</b>	<b>Total funds 2021 £</b>
Donations	-	858	<b>858</b>	9,126
Grants	105,583	174,134	<b>279,717</b>	203,639
Membership subscriptions	-	29,662	<b>29,662</b>	30,056
<b>TOTAL 2022</b>	<b>105,583</b>	<b>204,654</b>	<b>310,237</b>	<b>242,821</b>
<b>TOTAL 2021</b>	<b>32,985</b>	<b>209,836</b>	<b>242,821</b>	

The majority of the grant income received by the Charity was funded by the Arts Council England, to aid the Charity in carrying out its charitable objectives.

The Charity has been supported during the period by volunteers. Their donated time has not been recorded in the financial statements.

**4. INCOME FROM CHARITABLE ACTIVITIES**

	<b>Unrestricted funds 2022 £</b>	<b>Total funds 2022 £</b>	<b>Total funds 2021 £</b>
Other income	6,804	<b>6,804</b>	2,080
<b>TOTAL 2021</b>	<b>2,080</b>	<b>2,080</b>	

**MAKE SOUTHWEST (FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN)  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2022**

**5. INCOME FROM CHARITABLE TRADING ACTIVITIES**

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Trading income	136,082	136,082	107,811
<b>TOTAL 2021</b>	<b>107,811</b>	<b>107,811</b>	

**6. OTHER INCOMING RESOURCES**

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Bank interest receivable	-	-	101
Other income	2,193	2,193	735
<b>TOTAL 2022</b>	<b>2,193</b>	<b>2,193</b>	<b>836</b>
<b>TOTAL 2021</b>	<b>836</b>	<b>836</b>	

**7. EXPENDITURE ON RAISING FUNDS**

**Costs of raising voluntary income**

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Fundraising & publicity - general costs	5,884	5,884	-

**MAKE SOUTHWEST (FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN)**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**7. EXPENDITURE ON RAISING FUNDS (CONTINUED)**

**OTHER TRADING EXPENSES**

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Trading other expenditure	36,631	<b>36,631</b>	9,973
Trading staff costs	39,970	<b>39,970</b>	17,965
	<u>76,601</u>	<u><b>76,601</b></u>	<u>27,938</u>
TOTAL 2021	<u>27,938</u>	<u>27,938</u>	

**8. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES**

**Summary by fund type**

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total 2022 £	Total 2021 £
Members and Friends	-	14,845	<b>14,845</b>	18,199
Exhibitions	-	95,275	<b>95,275</b>	113,402
Education	4,650	44,024	<b>48,674</b>	49,959
Outreach	63,169	57,762	<b>120,931</b>	46,482
Management and administration	-	-	-	306
Governance costs	-	15,114	<b>15,114</b>	15,881
Architectural Heritage Fund	8,472	-	<b>8,472</b>	-
Release of bad debt provision no longer required	-	(16,774)	<b>(16,774)</b>	-
<b>TOTAL 2022</b>	<u>76,291</u>	<u>210,246</u>	<u><b>286,537</b></u>	<u>244,229</u>
<b>TOTAL 2021</b>	<u>34,485</u>	<u>209,744</u>	<u>244,229</u>	

**MAKE SOUTHWEST (FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN)**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2022**

**9. ANALYSIS OF EXPENDITURE BY ACTIVITIES**

	<b>Direct costs</b>	<b>Support</b>	<b>Total</b>	<b>Total</b>
	<b>2022</b>	<b>costs</b>	<b>funds</b>	<b>funds</b>
	<b>£</b>	<b>2022</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>	<b>£</b>
Members and Friends	69	14,776	<b>14,845</b>	18,199
Exhibitions	45,670	49,605	<b>95,275</b>	113,402
Education	19,749	28,925	<b>48,674</b>	49,959
Outreach	54,559	66,372	<b>120,931</b>	46,482
Management and administration	-	-	-	306
Governance costs	-	15,114	<b>15,114</b>	15,881
Architectural Heritage Fund	8,472	-	<b>8,472</b>	-
Release of bad debt provision no longer required	-	(16,774)	<b>(16,774)</b>	-
<b>TOTAL 2022</b>	<b>128,519</b>	<b>158,018</b>	<b>286,537</b>	<b>244,229</b>
<b>TOTAL 2021</b>	<b>90,530</b>	<b>153,699</b>	<b>244,229</b>	

**10. INDEPENDENT EXAMINER'S REMUNERATION**

The independent examiner's remuneration amounts to an independent examiner fee of £3,450 (2021 - £3,930), and fees for other services totalling of £450 (2021 - £750).

**11. STAFF COSTS**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages and salaries	<b>193,219</b>	152,530
Social security costs	<b>7,741</b>	5,231
Contribution to defined contribution pension schemes	<b>5,291</b>	4,033
	<b>206,251</b>	<b>161,794</b>

The average number of persons employed by the Charity during the year was 9. (2021: 7). The average number of persons employed by the Charity during the period expressed as full time equivalents was as follows:

<b>2022</b>	<b>2021</b>
<b>No.</b>	<b>No.</b>
<b>8</b>	<b>5</b>

**MAKE SOUTHWEST (FORMERLY KNOWN AS THE DEVON GUILD OF CRAFTSMEN)  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2022**

**11. STAFF COSTS (CONTINUED)**

No employee received remuneration amounting to more than £60,000 in either year.

Key management personnel of the Charity comprise the Trustees, the CEO and the Finance Officer. The total employee benefits of the key management personnel of the Charity were £75,431 (2021: £60,060).

See note 22 for details of transactions with Trustees.

**12. TANGIBLE FIXED ASSETS**

	Freehold property (held at cost less impairment) £	Fixtures and fittings £	Office equipment £	Total £
<b>COST OR VALUATION</b>				
At 1 July 2021	415,000	21,707	35,302	472,009
Additions	-	8,683	1,710	10,393
At 30 June 2022	415,000	30,390	37,012	482,402
<b>DEPRECIATION</b>				
At 1 July 2021	-	21,707	30,566	52,273
Charge for the year	-	265	1,275	1,540
At 30 June 2022	-	21,972	31,841	53,813
<b>NET BOOK VALUE</b>				
At 30 June 2022	415,000	8,418	5,171	428,589
At 30 June 2021	415,000	-	4,736	419,736

**13. STOCKS**

	2022 £	2021 £
Finished goods and goods for resale	9,830	6,363

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**14. DEBTORS**

	2022 £	2021 £
<b>DUE WITHIN ONE YEAR</b>		
Trade debtors	1,093	1,793
Other debtors	1,500	-
Prepayments and accrued income	12,568	4,951
	<u>15,161</u>	<u>6,744</u>

**15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2022 £	2021 £
Loans	2,400	2,400
Trade creditors	15,320	8,665
Taxation and social security	4,312	19,374
Other creditors	2,674	3,620
Accruals and deferred income	21,381	21,124
	<u>46,087</u>	<u>55,183</u>

A grant of £425,000 made to the Charity by The Arts Council of England in 2004/05 may become repayable in certain circumstances prior to 15 August 2026. Such repayment obligation is secured by a charge over Riverside Mill.

**Deferred income**

The deferred income balance at 30 June 2022 is £nil (2021: £2,250).

The amount released to the Statement of Financial Activities in respect of deferred income brought forward from the prior year, was £2,250.

**16. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR**

	2022 £	2021 £
Loan	<u>600</u>	<u>3,000</u>

The loan included within creditors is being paid off by £200 a month with no interest charged.



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**17. FINANCIAL INSTRUMENTS**

	<b>2022</b>	2021
	<b>£</b>	<b>£</b>
<b>FINANCIAL ASSETS</b>		
Financial assets measured at fair value through income and expenditure	<b>289,843</b>	234,689
	<b>2022</b>	2021
	<b>£</b>	<b>£</b>
<b>FINANCIAL LIABILITIES</b>		
Financial liabilities measured at amortised cost	<b>27,055</b>	27,894

Financial assets measured at amortised cost comprise trade debtors and cash

Financial liabilities measured at amortised cost comprise other loans, other creditors and accruals

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**18. STATEMENT OF FUNDS**

**STATEMENT OF FUNDS - CURRENT YEAR**

	Balance at 1 July 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 June 2022 £
<b>UNRESTRICTED FUNDS</b>					
<b>DESIGNATED FUNDS</b>					
Fixed asset/property fund	419,737	10,393	(1,541)	-	428,589
Building repair and maintenance fund	26,059	-	-	-	26,059
Future Fit	-	15,000	-	-	15,000
	<u>445,796</u>	<u>25,393</u>	<u>(1,541)</u>	<u>-</u>	<u>469,648</u>
<b>GENERAL FUNDS</b>					
Free charity reserves	147,362	324,340	(291,190)	16,684	197,196
<b>TOTAL UNRESTRICTED FUNDS</b>	<u>593,158</u>	<u>349,733</u>	<u>(292,731)</u>	<u>16,684</u>	<u>666,844</u>
<b>RESTRICTED FUNDS</b>					
Raise the Roof Appeal	13,941	9,000	-	-	22,941
A Good Age	-	3,097	-	(3,097)	-
Freehand	2,250	4,650	(4,650)	(2,250)	-
Crafting Futures	-	67,347	(62,169)	-	5,178
Japan Society	-	500	-	-	500
Creative & Cultural Skills	-	1,000	(1,000)	-	-
Architectural Heritage Fund	-	17,096	(8,472)	(8,444)	180
Loneliness	-	2,893	-	(2,893)	-
	<u>16,191</u>	<u>105,583</u>	<u>(76,291)</u>	<u>(16,684)</u>	<u>28,799</u>
<b>TOTAL OF FUNDS</b>	<u>609,349</u>	<u>455,316</u>	<u>(369,022)</u>	<u>-</u>	<u>695,643</u>

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**18. STATEMENT OF FUNDS (CONTINUED)**

**STATEMENT OF FUNDS - PRIOR YEAR**

	Balance at 1 July 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 June 2021 £
<b>UNRESTRICTED FUNDS</b>					
<b>DESIGNATED FUNDS</b>					
Fixed asset/property fund	419,538	4,550	(4,351)	-	419,737
Building repair and maintenance fund	-	-	-	26,059	26,059
	<u>419,538</u>	<u>4,550</u>	<u>(4,351)</u>	<u>26,059</u>	<u>445,796</u>
<b>GENERAL FUNDS</b>					
Free charity reserves	90,739	316,013	(233,331)	(26,059)	147,362
<b>TOTAL UNRESTRICTED FUNDS</b>	<u>510,277</u>	<u>320,563</u>	<u>(237,682)</u>	<u>-</u>	<u>593,158</u>
<b>RESTRICTED FUNDS</b>					
Raise the Roof Appeal	10,941	3,000	-	-	13,941
Freehand	6,750	4,181	(8,681)	-	2,250
Loneliness	-	25,804	(25,804)	-	-
	<u>17,691</u>	<u>32,985</u>	<u>(34,485)</u>	<u>-</u>	<u>16,191</u>
<b>TOTAL OF FUNDS</b>	<u>527,968</u>	<u>353,548</u>	<u>(272,167)</u>	<u>-</u>	<u>609,349</u>

**NOTES TO THE FINANCIAL STATEMENTS  
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**18. STATEMENT OF FUNDS (CONTINUED)**

**Transfers:**

The transfer for the Freehand fund is in respect of income recognised in 2020 without being deferred. All amounts received in respect of this fund have been fully spent by 30 June 2022.

The transfer of funds from the Architectural Heritage Fund consists of £8,444 of relevant expenditure incurred in the previous year that had been charged to unrestricted funds.

The restricted income for the Loneliness and A Good Age funds related to relevant expenditure incurred in the previous year that had been charged to unrestricted funds.

**Free reserves and designated funds:**

The Trustees consider their free reserves to be those funds not invested in the Charity's fixed assets. Accordingly, in order to show more clearly the position on free reserves, the Trustees have allocated an amount to a separate designated fund that represents the net book value of the Charity's tangible fixed assets.

£26,059 of free charity reserves have been transferred to set up a designated building repair and maintenance fund.

Future Fit – to support the work in the redevelopment of the floorspace at Riverside Mill. To accommodate new education spaces, work on a smaller café provision and improved access to the building.

**Restricted funds:**

Raise the Roof Appeal - this appeal has been launched to raise funds for repair of the roof at Riverside Mill.

A Good Age - a partnership project with Libraries Unlimited, to provide creative craft workshops in local libraries for participants aged over 65, as well as exhibitions in five Devon towns and a final exhibition including commissions from five older artists.

Freehand - to place craftspeople into school and community residencies, particularly in the county of Devon.

Crafting Futures - a grant from the Arts Council to help us prioritise our efforts to draw in hard-to-reach groups and underrepresented communities, grow our outreach programme and build closer relationships with young creatives and push our environmental responsibility out to our community of makers.

Japan Society - a grant towards an exhibition of Japanese Potters.

Creative & Cultural Skills - a grant to film a Q&A session about the world of making with one of our Maker Members.

Architectural Heritage Fund - a grant to cover professional fees relating to the redevelopment of the Riverside Mill.

Loneliness - a grant from the Arts Council England to provide a series of online craft workshops able to be assessed by anyone who has been affected by loneliness throughout the year.

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**19. SUMMARY OF FUNDS**

**SUMMARY OF FUNDS - CURRENT YEAR**

	Balance at 1 July 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 June 2022 £
Designated funds	445,796	25,393	(1,541)	-	469,648
General funds	147,362	324,340	(291,190)	16,684	197,196
Restricted funds	16,191	105,583	(76,291)	(16,684)	28,799
	<u>609,349</u>	<u>455,316</u>	<u>(369,022)</u>	<u>-</u>	<u>695,643</u>

**SUMMARY OF FUNDS - PRIOR YEAR**

	Balance at 1 July 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 June 2021 £
Designated funds	419,538	4,550	(4,351)	26,059	445,796
General funds	90,739	316,013	(233,331)	(26,059)	147,362
Restricted funds	17,691	32,985	(34,485)	-	16,191
	<u>527,968</u>	<u>353,548</u>	<u>(272,167)</u>	<u>-</u>	<u>609,349</u>

**20. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR**

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	-	428,589	428,589
Current assets	28,799	284,942	313,741
Creditors due within one year	-	(46,087)	(46,087)
Creditors due in more than one year	-	(600)	(600)
<b>TOTAL</b>	<u>28,799</u>	<u>666,844</u>	<u>695,643</u>

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**20. ANALYSIS OF NET ASSETS BETWEEN FUNDS (CONTINUED)**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR**

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	-	419,736	419,736
Current assets	16,191	231,605	247,796
Creditors due within one year	-	(55,183)	(55,183)
Creditors due in more than one year	-	(3,000)	(3,000)
<b>TOTAL</b>	<b>16,191</b>	<b>593,158</b>	<b>609,349</b>

**21. PENSION COMMITMENTS**

The Charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Charity in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to £5,291 (2021: £4,033). Contributions totalling £1,202 (2021: £916) were payable to the fund at the balance sheet date and are included in creditors.

**22. RELATED PARTY TRANSACTIONS**

Sales were made on behalf of the following trustees, under the same terms as those for other members: Jane Deane £921 (2021: £35) and Eleanor Bartleman £1,918 (2021: £Nil).

During the period, no remuneration or expenses were paid to the Trustees or to persons closely related to them.

The David Canter Memorial Fund is an independent charitable trust with separate accounts, of which MAKE Southwest is a corporate trustee. At the period end, the total value of funds held in the Fund was £68,931 (2021: £66,835).