

**TAKE ART LIMITED**

**Company Number 02203943**

**Unaudited Financial Statements  
For the year ended 31 March 2023**

**NEWTON MAGNUS LTD  
Chartered Certified Accountants  
Arrowsmith Court  
Station Approach  
Broadstone  
Dorset BH18 8AT**

## **TAKE ART LIMITED**

### **Unaudited Financial Statements For the year ended 31 March 2023**

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**TAKE ART LIMITED****Reference and Administrative Details****Governing Instrument**

Memorandum and Articles of Association

**Status**

The company does not have a share capital and is limited by guarantee.

**Company Registration Number**

02203943

**Charity Registration Number**

298671

**Trustees/Directors**

Mrs A Dawson  
Ms A Jones (left April 22)  
Ms K L Wickett (left September 22)  
Ms S A Comer-Jones  
Ms M Terracciano (left September 22)  
Ms J Durney (left March 23)  
Mr S Lee-French  
Mr R Henley  
Mr Steve Joel (joined September 22)  
Mr Luca Silvestrini (joined September 22)

**Company Secretary**

Ms R H Copping

**Senior Management**

Mr R Lister (Executive Director)

**Principal Address**

The Mill  
Flaxdrayton Farm  
South Petherton  
Somerset TA13 5LR

**Bankers**

Lloyds Bank plc  
64 High Street  
Street, BA16 0ED

Aldermore Bank PLC  
Apex Plaza  
Forbury Road  
Reading RG1 1AX

Shawbrook Bank  
Lutea House, Warley Hill Business Park  
Brentwood  
Essex CM13 3BE

Hampshire Trust Bank  
Savings, PO Box 74003  
London EC2P 2QR

The Co-Operative Bank plc  
1 Balloon Street  
Manchester M4 4BE

## **TAKE ART LIMITED**

### **Trustees Report for the year ended 31 March 2023**

#### **Independent Examiner**

Mr Craig Dunn FCCA  
Newton Magnus Ltd  
Arrowsmith Court  
Station Approach  
Broadstone  
Dorset BH18 8AT

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the unaudited financial statements for the year ended 31 March 2023 prepared in accordance with section 419(2) of the Companies Act 2006.

The trustees have complied fully with the duty in section 17(5) of the 2011 Charities Act to have due regard to guidance published by the Charity Commission. The public benefit is outlined in the Aims of the Organisation section of this report.

#### **Charity Structure, Governance and Management**

Take Art was set up in 1987 as Somerset's Rural Arts Development Agency and, recognised as a key strategic organisation for the county. Take Art was incorporated as a charitable company .

The registered office of Take Art is The Mill, Flaxdrayton Farm, South Petherton, Somerset, TA13 5LR.

Activities are overseen by a Board of Trustees with a minimum number of five members and a maximum of twelve.

#### **Names of Directors:**

- Angela Dawson
- Susan Comer-Jones
- Ross Henley
- Segun Lee-French
- Steve Joel
- Luca Silvestrini

The Directors are Trustees for the purposes of the Charities Act.

## **TAKE ART LIMITED**

### **Trustees Report – continued**

**Appointment and Training of Trustees:** New members of the Board of Trustees are appointed by the members of the Board for the time being. Existing Trustees are aware of the need to draw candidates that bring relevant skills and expertise to Take Art. Potential candidates meet with the Executive Director who ensures that they have knowledge of Take Art and discusses the position with them. They are then invited to attend Board meetings to ensure that they are aware of the commitment and responsibility of becoming a Trustee. Copies of the Memorandum and Articles of Association, relevant publications from the Charity Commission, a copy of the most recent accounts and minutes of the last Board meeting are given to the potential candidate who is then invited to join the Board. A formal resolution is put to the Board at the following meeting to confirm the appointment.

Take Art Staff during the year were:

- Ralph Lister - Executive Director
- Mark Helyar –Director of Theatre
- Jane Parker – Early Years Manager
- Alison Lord – Dance Director
- Katy Tilley – Cultivate Co-Ordinary
- Ruth Copping – Office Manager
- Nadine Griffiths – Project Co-Ordinator
- Danny Pedler – Director Rural Touring
- Jennie Loader - Project Manager, Making & Believing
- Veronika Kovacs – Marketing Manager
- Beccy Lloyd – RTDI Co-Ordinator (started November 2022)

The board of trustees determines all staff remuneration, including that of key management, after feedback from the Executive Director.

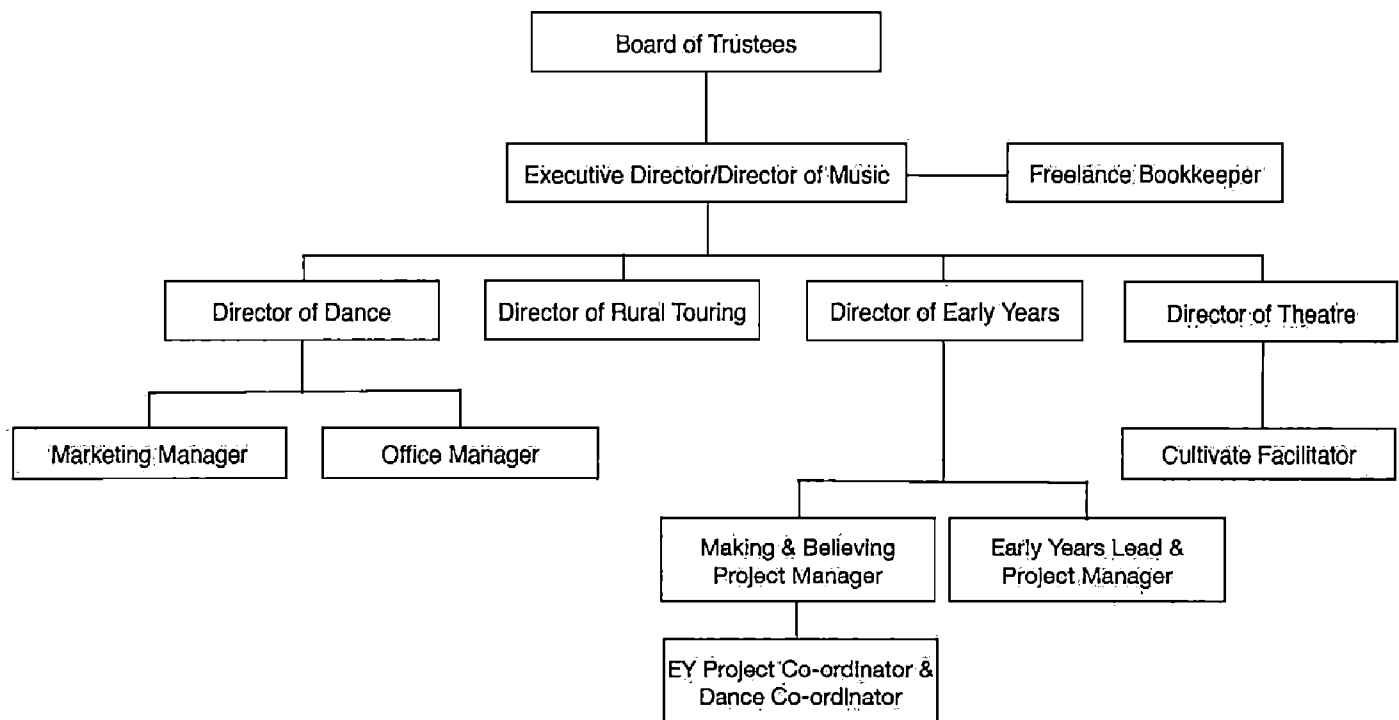
**Risk Management:** Take Art produces a risk assessment, which identifies major risks, the potential impact on the organisation and steps taken to mitigate the risk. This is reviewed regularly.

We believe that the maintenance of our free reserves and designated reserves at the levels stated later will provide sufficient resources in the event of adverse conditions. The trustees are also examining other operational and business risks, which we face with a view to establishing systems to mitigate the significant risks.

#### **Relationships with Related Parties:**

Take Art works with umbrella organisations, such as The National Rural Touring Forum, Dance South West, Theatre South West and Somerset Arts Promoters, and their members.

## TAKE ART LIMITED



## **TAKE ART LIMITED**

### **Trustees Report - continued**

#### **Mission, Vision and Values**

##### **Our Vision**

For individuals and communities in Somerset to enjoy and share access to high quality, live arts experiences with kindred spirits nationally and internationally.

For people to take part in life-changing opportunities that enrich and transform their lives. To support artists, companies, venues, promoters and the early years sector to be well-resourced to create, produce and present extraordinary work.

Take Art aims to be a thriving, collaborative organisation, recognised for our ambitious leadership in nurturing and advocating the very best in dance, theatre, music, rural touring and early years creativity.

##### **Mission**

We are a pioneering Somerset-based charity that delivers a transformational, high quality arts programme with a local, and growing national and international, focus. We do this by providing fantastic, life-changing opportunities for people of all ages, backgrounds and abilities to experience, participate and work within the arts.

##### **Our Values**

- championing and promoting excellence in the arts
- unlocking potential and transforming lives
- celebrating diversity and collaborating equitably

##### **Key Themes**

Our work coalesces around THREE KEY THEMES that run throughout the whole organisation: TOURING, PARTICIPATION and PROFESSIONAL DEVELOPMENT. They form the basis of three of our organisational aims.

1. TOURING: delivering memorable live experiences to individuals and communities by taking the best possible work to where they live

As an outreach organisation, we do not have a venue of our own: we are a multi-sited arts centre. We define 'touring' as any live performance that we co-promote and present to the general public, whether it is a one-off event or part of a longer tour.

Promoting work across all art forms, our programme reaches a wide network of venues and spaces that include village halls; schools; early years settings; churches; community venues; theatres; and site-specific settings. We play a valuable part in supporting the presentation of a high quality, performing arts programme that is geographically accessible to all Somerset residents and, through Strategic Touring and other initiatives, nationally.

## **TAKE ART LIMITED**

### **Trustees Report - continued**

We explore, create and bring great regional, national and international work into Somerset. We extend our reach, develop new audiences in new spaces and ensure our programme is accessible to people of all ages and backgrounds. We bring audiences and artists closer together by developing projects where companies make, rehearse and share work-in-progress in rural communities; offering overnight hospitality to visiting companies with volunteer hosts; running workshops in schools and early years settings; and offering post-show discussions.

2. **PARTICIPATION:** creating life-changing opportunities for people of all ages to take part in high quality arts experiences.

Participation, where individuals and groups take part in creative activities with artists, is a cornerstone of our activity. We work with a wide range of people: children and young people; children in early years settings; schools; youth groups; PRUs; and vulnerable adults. We do this through a programme of long and short-term creative workshops, festivals, residencies and audience development initiatives.

3. **PROFESSIONAL DEVELOPMENT:** playing a leadership role in shaping, resourcing and sustaining the county's theatre, dance, early years, rural touring and participatory music sectors by providing artistic and business support for practitioners and companies to grow their talent, skills and resilience.

We recognise that professional development needs are very idiosyncratic to the particular sectors that we represent, requiring a specialist approach. These are reflected in the activity delivered through our Aspirational Projects. Other needs and opportunities are more generic; where possible, we aim to share resources across the organisation through our Core Activity.

We place equal value on supporting individuals and companies working within both performance and participation to nurture talent; develop skills; grow their artistic and business practice; and generate sustainable economic activity. We encourage creative thinking, offering professional development opportunities that are inspiring, accessible and affordable.

### **Aims and Objectives**

Our three **KEY THEMES** form the basis of three of our organisational **AIMS**. A fourth aim focuses on the business of the organisation as a whole:

Our **AIMS**, rooted in Somerset and with a national and international perspective, are to:

- present and promote memorable live experiences to individuals and communities;
- create life-changing opportunities for people of all ages to take part in high quality arts experiences;
- play a leadership role in shaping, resourcing and sustaining theatre, dance, early years, rural touring and participatory music sectors;
- build a resilient, healthy and sustainable organisation.



## **TAKE ART LIMITED**

### **Trustees Report - continued**

#### **Take Art's Specialisms**

The easiest way to think of Take Art is as 'five services in one organisation':

**Take Art Rural Touring** plays a vital role in keeping villages alive and vibrant through our well-established and successful touring scheme that offers memorable live experiences to thousands of people across Somerset.

**Take Art Early Years** supports very young children, families, practitioners and organisations to experience excellent art, working collaboratively to explore and enhance young children's creativity and well being.

**Take Art Dance** oversees strategic dance development in the county and represents the county on a regional level through its support of high quality performance and participation throughout Somerset.

**Take Art Theatre** creates and supports opportunities for making great theatre that reaches, connects and transforms individuals and communities.

**Take Art Music** enables vulnerable children and young people to reach their potential through a dynamic programme of participatory music making initiatives.

#### **Policy Areas:**

Our Policies are summarised below. Further information can be found in our Business Plan 2022-23.

#### **Equal Opportunities**

We are committed to the principle that there should be genuine equality of opportunity for all sections of the population in the practice, appreciation and enjoyment of the arts. To this end a policy of equal opportunities informs and guides all aspects of our work. We wish to secure genuine equality of opportunity throughout our work as a rural arts development agency across differing socio-economic groups in the provision of our services, in our responsibilities as an employer and in our own management structure. We set high standards of practice that reflect the legislation contained within The Equality Act 2010 which legally protects people from discrimination in the workplace and in wider society.

#### **Diversity**

We value diversity and celebrate the cultural and social differences between individuals and communities in Somerset. We recognise that Somerset is a predominantly rural county in which particular individuals and communities can become isolated and disadvantaged as a result of where they live or work. Our desire to address these issues, where appropriate, is reflected throughout our work.

In recognition of the rich cultural diversity that exists in contemporary British society, we will encourage and assist any disadvantaged group to achieve a position from which equality of opportunity can operate. In support of this policy we have a Diversity Action Plan that is monitored on a regular basis.

Our services, policies and procedures are designed not to discriminate either directly or indirectly against any group or individual. Our Diversity Action Plan takes cognisance of diversity legislation as defined in the Equality Act 2010 that replaced previous anti-discrimination laws (including the Sex Discrimination Act 1975, the Race Relations Act 1976, and the Disability Discrimination Act 1995) with a single Act.

## **TAKE ART LIMITED**

### **Trustees Report - continued**

#### **Disability Access**

For many disabled people, opportunities for enjoying and taking part in the arts are severely limited. Although the difficulties arising from physical access are probably the most immediately visible, there are problems of attitude, which can be even more daunting than physical barriers. We are committed to the principle of making our activities more accessible to people as demonstrated in our *Diversity Action Plan*.

#### **Education**

We believe that education has a crucial role in developing an informed understanding of the arts. In its broadest sense education offers countless ways of broadening access to the arts: it is a lifelong process which takes place through play, formal teaching, participation, personal enthusiasm and experience.

Education can open up new learning opportunities and encourage people to acquire the skills, understanding and confidence for them to appreciate, participate in and enjoy the arts. Education is a long-term investment. It is at the heart of our commitment to nurturing those who already have had some experience of the arts as well as a powerful medium for extending the arts into the lives of those who have not experienced them.

#### **Child Protection**

We deliver a wide range of arts activities that involve working with children, young people and vulnerable adults. In all our areas of work we endeavour to keep everyone involved in our arts activities safe: artists, volunteers, employees, participants and audiences. Our Child Protection document sets out the procedures to be followed if a child, young person or vulnerable adult gives cause for concern, together with guidelines and examples of good practice for staff and other people affiliated with Take Art.

We work with a range of groups and agencies including the local education authority, health trusts, the regional arts board, the county and district leisure and arts officers and both the youth and social services. We also work with other local, regional and national arts and voluntary arts organisations.

Our Child Protection Policy applies to artists, employees, volunteers, board members, participants and audiences. It relates to children under the age of 18 and vulnerable adults of any age who are identified to Take Art. In recognising the different needs of children and vulnerable adults from all ethnic groups and children who are disabled, we actively seek to meet the needs notified to us by parents; carers; guardians; teachers; and youth workers. All Take Art employees have, or are in the process of obtaining, Enhanced DSB disclosures.

#### **Safeguarding Children, Young People and Vulnerable Adults**

We are committed to ensuring that the vulnerable people we work with are safeguarded. This means doing everything we can to reduce the risk of a person coming to harm while participating in any of our activities, and knowing what to do if we believe a person is suffering from harm caused outside the workshop setting. We provide safe working guidelines for all artists and practitioners contracted by us to work with vulnerable adults, including appropriate action that might need to be taken should a safeguarding issue arise.

## **TAKE ART LIMITED**

### **Trustees Report - continued**

We support Somerset Skills & Learning's Safeguarding Policy. We do not investigate issues of concern ourselves in relation to vulnerable adults. Somerset County Council and the police hold the lead responsibilities for responding to allegations of abuse in relation to adults and in co-ordinating the local interagency framework for safeguarding adults. We will bring to the attention of the social services and police any concerns or allegations identified through any part of its work.

#### **The legislation that supports our Child Protection Policy**

Children's Act 2004; Safeguarding Vulnerable People Act 2006; Protection of Freedoms Act 2012; Sexual Offences Act 2003; The Data Protection Act 1998; The Police Act 1997; The Human Rights Act 1998; The Protection of Children Act 1999; and The Equality Act 2010.

#### **Training and CPD**

We are committed to offering opportunities for our staff to add to their stock of skills, particularly where there is an overlap between the requirements of the organisation and of the individual staff. We also encourage the inclusion of training programmes for participants in residencies and other projects. We try to offer bursaries and commissions as part of the residency programme.

We also manage an ongoing programme of training, peer support and CPD opportunities to develop artists and practitioners who live and work across Somerset and the South West region with the aim of increasing employment opportunities for the future.

#### **Ethical Fundraising Statement**

Senior staff will discuss ethical fundraising issues and the Board and Executive Director will make final decisions.

Take Art is grateful to receive support from a variety of sources and the organisation is keen to work with a wide range of partners to deliver high quality work. While every effort is made to ensure that the donor/sponsor's wishes are met and that the relationship with donors/sponsors is positive and fruitful for everyone, there may be occasions when it is not possible for Take Art to accept a gift or sponsorship.

Take Art will consider gifts/sponsorships assessed on three core principles:

- The gifts/sponsorship offered should broadly support the aims of Take Art.
- It should enhance the reputation of both Take Art and the sponsor and respect the integrity of Take Art.
- While Take Art wishes to deliver high quality work, which has the full support of the intending sponsor, it is important that any sponsor recognises Take Art's commitment to artistic and academic freedom.

#### **Environmental Sustainability Policy**

Take Art recognises the Climate and Ecological Emergency.

There are three strands to our strategy:

- Improving our own environmental impact
- Enabling others to improve their impact
- Supporting national and global initiatives where needed

## **TAKE ART LIMITED**

### **Trustees Report - continued**

#### **Review of Achievements 2022/2023:**

##### **Introduction**

Take Art is a pioneering charity and driving force for developing and connecting the arts with individuals and communities in Somerset. Starting as a rural touring scheme in 1987, we've consolidated our position over the last three years as one of the county's leading arts organisations and an ongoing Arts Council National Portfolio Organisation. From our office base on a farm near South Petherton, we see ourselves as the 'glue' that brings audiences, participants, artists, companies and venues together.

##### **Artistic Programming**

2022/23 delivered a wide range of companies and artists of the quality that Take Art is known for! The Rural Touring menu offered theatre, dance, circus, spoken word and music, all shows that reflected a myriad of perspectives and personalities. The range of shows maintained a gender balance, showcased a disabled artist, and had a healthy ethnic diversity. Particular highlights included *Godot is a Woman* from Silent Faces theatre which took a look at gender discrimination through the prism of choreographed clowning; Florence Espeut-Nickless' *Destiny* portrayed a Southwest teenager's tragic life as she is failed by social care systems (a performance and workshop engaged a KS3+4 pupils who were able to relate to the story and were inspired by seeing a local actor making a living from her work); Farnham Malting's *The Syrian Baker* which drew large audiences and cooked food on-site; and comedian David Eagle who sold out most places he went and had audiences in hysterics.

Dance and circus was provided outside of the RTDI and CAAA to keep our programme varied and enthusiasm for these artforms keen. Outdoor shows were programmed but uptake was lower this year than the Covid years, audiences were generally low, prompting a reevaluation of the number of outdoor shows that the RT scheme can accommodate and the extra time needed to promote these shows.

BARN, a collective theatre development initiative facilitated by Take Art, came to a successful end during the year after six years of support from the Esmée Fairbairn Foundation.

## **TAKE ART LIMITED**

### **Trustees Report - continued**

#### **Participation & Engagement**

Rural Touring: 3,769 people came to RT shows in 2022/23 and our average audience size was 57. For the 2023/24 season we are aiming to increase this average audience number to the 60s and 70s. 2 workshops were delivered.

Early Years: SoundWaves Network South West engages with many of the Music Education Hubs in the south west, aiming to develop early years music projects, practice and strategy, supporting Early Years Music Leads with each partner and delivering CPD for music practitioners and EY staff. Making & Believing continues with its cross artform performance and participation programme with partners Derby Theatre and Surrey Arts.

Theatre: a new iteration of Word/Play was delivered in partnership with the Hub, Yeovil, for trainees with learning disabilities and autism. Legacy from the impact of the Thriving Communities Somerset project has been managed by a Social Prescribing Vision group, led by Spark Somerset, of which we're a partner.

Dance: A Rural Touring Dance Initiative digital programme involving Q&A sessions with dance artists took place with rural touring schemes across the country. This involved audience members, local promoters and young people. RTDI 3 has been developed with a substantial project budget of £1.3m as part of a legacy programme. Our Turn continues weekly sessions with participants living with dementia. In 2022/2023 Little Big Dance, we were able to deliver 4 early years settings tour dates. and 3 tour dates at 3 professional venues across Somerset and BANES.

Music: continues with a one to one or small group activity with young people excluded from school (My Tunes) delivering over 100 sessions in the year and with young people at risk of becoming NEET (Outthere).

Through its European funded projects Ruritage and RIOTE3, Take Art has maintained contact with its European partners and continued to support the development of European rural touring networks which have been impacted on in different ways as a result of the pandemic.

With RIOTE3, Take Art was one of eight partners in the Erasmus+ funded programme that built on the success of RIOTE2 with its focus on rural and outdoor performance. One of the main aims has been to develop material for two innovative books. As part of Ruritage, at a local level through Cultivate we delivered a range of projects and events with the aim of bringing local food, arts and people together in Crewkerne, Ilminster, Chard and South Petherton. These included Chard Together; Slow Burn project at ARK; Somerset Food Trail events; Chill on the Hill and Farmyard Circus at Bagnell Farm.

#### **Equality**

We now share the facilitation of the Arts and Culture Diversity Forum Somerset with Somerset Film and Somerset Art Works. Our equality policy and action plan is updated annually and we are seeking to recruit more board members from a culturally diverse background.

## **TAKE ART LIMITED**

### **Trustees Report - continued**

The Creative Case forms an integral part of our Equality and Diversity Policy and Action Plan. This helps to ensure that the choices we make around equality (eg recruitment, programming) are over and above the requirements of the 9 protected characteristics.

We successfully diversified our board membership in terms of cultural diversity. Through our digital and print platforms we proof all material to ensure there is a broad cultural representation.

We review and update our policy and action plan annually. Our broader equality policy means that we work specifically with disadvantaged children and young people as a priority eg NEET, CYP in lowest social mobility area in country.

### **Management**

The trustees have complied with their duty to have due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

### **Progress made includes:**

Take Art has a strong staff team and Board of Trustees/Directors. There has been a high level of stress experienced by staff during the pandemic with all staff having to work from home over a sustained period of time. There is a high level of commitment to supporting the creative sector and over time this has taken its toll.

Virtually all staff have worked throughout the pandemic and it seems to have been an incredibly busy time – with a recurring cycle of planning, postponing, rescheduling repeated several times across all the projects we are involved with.

The Board of Trustees/Directors have been superb in their support to staff over this period – it has been much appreciated.

### **Financial Status**

Many of our core and project funders, ACE, Youth Music, Esmee Fairbairn, the local authorities have been very supportive over this period and this is to be acknowledged. Much of our European funding continued as we were able to work digitally on many of our activities. We end the year in a financially stable position.

### **Investment powers**

Under the Memorandum and Articles of Association the charity has the power to make any investments, which the trustees see fit.

## **TAKE ART LIMITED**

### **Trustees Report – continued**

#### **Reserves Policy:**

The Trustees of Take Art consider that certain levels of reserves are required in order to run the company in an orderly and prudent manner.

Reserves are held by Take Art in three funds: Restricted funds, Designated funds and Other Charitable funds.

Restricted funds represent money earmarked by the donor. The directors can only use these funds for the specific purpose for which they were given.

Unrestricted funds are divided into two parts: Designated funds and Other Charitable funds. These are funds that the directors may use for any purpose within the objects of Take Art. The directors have decided to designate, i.e. earmark, certain funds for future use:

1. The smooth operation of the company is dependent upon its staff and any form of long-term illness would involve the company in additional cost for temporary staff. Funds have been set aside to enable Take Art to employ temporary staff for approximately three months should the need arise.
2. The core funding of Take Art is agreed on a year-by-year basis. Should any of the core funders not provide the funds requested then the future of Take Art would be in doubt. The company would need to conclude its activities in an orderly manner and eventually make its staff redundant. Funds have been set-aside in case this unfortunate circumstance should arise.

The trustees consider that a certain level of unrestricted funds held as "Other Charitable funds" needs to be held as a reserve to enable Take Art to take advantage of change and opportunities. The present level is £107,843. The budget for 2022/2023 indicates that a modest reduction in other charitable funds will be achieved.

#### **Financial Review**

Take Art held funds totalling £377,366 at the year end. Of this amount £191,981 is held in Restricted funds which means that they can only be used for the purpose specified by the body which gave the funds to Take Art. The Trustees have earmarked £77,542 of the remainder in Designated funds to be used for specific purposes, these funds are to cover staff illness, redundancy and maternity leave and allocations to specific projects. These funds are reviewed every year. The balance of £107,843 is for the furtherance of the general objects of Take Art.

## **TAKE ART LIMITED**

### **Trustees Report – continued**

#### **Trustees Responsibilities in relation to the financial statements**

The trustees (who are also the directors of the company for the purposes of the Companies Act) are responsible for preparing their report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice (UK GAAP).

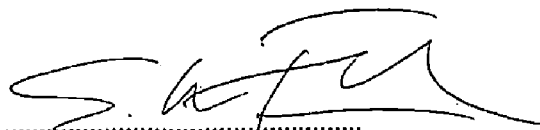
Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that year. In preparing those financial statements, the trustees are required to:-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue its charitable activities,

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

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102) (effective January 2019) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

Approved by the Board on  
and signed on their behalf by:



S Lee-French - Trustee  
Take Art Limited  
The Mill  
Flaxdrayton Farm  
South Petherton  
Somerset  
TA13 5LR



## **TAKE ART LIMITED**

### **Independent Examiner's Report to the Trustees of Take Art Limited**

I report on the accounts for the year ended 31 March 2023 set out on pages 17 to 31

#### **Respective responsibilities of the trustees and examiner**

The trustees (who are also the directors of the company for the purposes of the Companies Act) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required this year under section 144 of the Charities Act 2011 and that an independent examination is required. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

Having been satisfied that the charity is not subject to an audit under Part 16 of the Companies Act 2006, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5) of the 2011 Act); and
- to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

#### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
  - to keep accounting records in accordance with section 386 of the Companies Act 2006 and section 130 of the Charities Act 2011; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102) (effective January 2019)

have not been met; or

**TAKE ART LIMITED**

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....  
**Mr Craig Dunn FCCA**  
**For and on behalf of**  
**Newton Magnus Limited**  
**Chartered Certified Accountants**  
**& Statutory Auditors**  
Arrowsmith Court  
Station Approach  
Broadstone  
Dorset  
BH18 8AT

Date: 18-12-2023

**TAKE ART LIMITED**

**Statement of Financial Activities  
For the year ended 31 March 2023**

	Notes	Un- restricted £	Restricted £	2023 £	2022 £
<b>Income and Expenditure</b>					
<b>Income</b>	<b>4</b>				
Income and endowments from:					
Donations and legacies		185,879	34,767	220,646	191,882
Charitable activities		64,421	271,121	335,542	291,958
Income from investments		1,050	-	1,050	981
<b>Total income</b>		<u>251,350</u>	<u>305,888</u>	<u>557,238</u>	<u>484,821</u>
<b>Expenditure</b>	<b>5</b>				
Expenditure on:					
Raising funds		4,052	-	4,052	4,052
Charitable activities		227,178	315,935	543,113	497,705
Governance costs		8,252	-	8,252	12,632
<b>Total expenditure</b>		<u>239,482</u>	<u>315,935</u>	<u>555,417</u>	<u>514,389</u>
<b>Net income/(expenditure) before tax</b>		<u>11,868</u>	<u>(10,047)</u>	<u>1,821</u>	<u>(29,568)</u>
Tax payable		-	-	-	-
<b>Net income/(expenditure) for the year</b>		<u>11,868</u>	<u>(10,047)</u>	<u>1,821</u>	<u>(29,568)</u>
Transfers between funds		-	-	-	-
<b>Net movement in funds</b>		<u>11,868</u>	<u>(10,047)</u>	<u>1,821</u>	<u>(29,568)</u>
Reconciliation of funds:					
<b>Fund Balances at 1 April 2022</b>		<u>173,517</u>	<u>202,028</u>	<u>375,545</u>	<u>405,113</u>
<b>Fund Balances at 31 March 2023</b>		<u>185,385</u>	<u>191,981</u>	<u>377,366</u>	<u>375,545</u>

All activities during the year are continuing activities.  
The notes on pages 21 to 31 form part of these accounts

**TAKE ART LIMITED**

**Balance Sheet as at 31 March 2023**

	Notes	2023 £	2022 £
<b>Current Assets</b>			
Debtors	7	63,566	65,433
Cash at bank and in hand		367,717	405,851
		<hr/>	<hr/>
		431,283	471,284
		<hr/>	<hr/>
<b>Creditors - amounts falling due within one year</b>	8	53,917	95,739
		<hr/>	<hr/>
<b>Total Assets less Current Liabilities</b>		377,366	375,545
		<hr/>	<hr/>
<b>Total net assets</b>		£377,366	£375,545
		<hr/> <hr/>	<hr/> <hr/>
<b>Funds of the charity</b>			
Restricted funds	9	191,981	202,028
Unrestricted funds			
Designated funds	10	79,542	72,561
Other Charitable funds	11	105,843	100,956
		<hr/>	<hr/>
<b>Total funds</b>		£377,366	£375,545
		<hr/> <hr/>	<hr/> <hr/>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

The directors have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

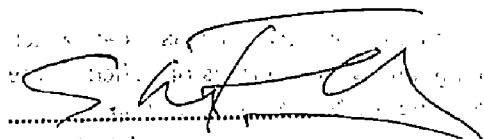
**TAKE ART LIMITED**

**Balance Sheet as at 31 March 2023**

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102) (effective January 2019).

The financial statements approved by the director on

and were signed by:



S Lee-French

The notes on pages 21 to 31 form part of these accounts

**TAKE ART LIMITED**

**Statement of Cash Flows for the year ended 31 March 2023**

<b>Notes</b>	<b>2023</b>	<b>2022</b>
	£	£
<b>Net cash from operating activities</b>		
Net income/(expenditure) for the year	1,821	(29,568)
Interest received	(1,050)	(981)
(Increase)/Decrease in debtors	1,867	(61,524)
Increase/(Decrease) in creditors	(41,822)	71,602
	<hr/>	<hr/>
<b>Net cash absorbed (2023-generated) by operating activities</b>	(39,184)	(20,471)
	<hr/>	<hr/>
<b>Cash flows from investing activities</b>		
Interest received	1,050	981
	<hr/>	<hr/>
<b>Net cash used in investing activities</b>	1,050	981
	<hr/>	<hr/>
<b>Net cash used in financing activities</b>	-	-
	<hr/>	<hr/>
<b>Net decrease in cash and cash equivalents</b>	(38,134)	(19,490)
Cash and cash equivalents at the beginning of the year	405,851	425,341
	<hr/>	<hr/>
<b>Cash and cash equivalents at the end of the year</b>	367,717	405,851
	<hr/> <hr/>	<hr/> <hr/>

## **TAKE ART LIMITED**

### **Notes to the Financial Statements For the year ended 31 March 2023**

#### **1 Statutory Information**

Take Art Limited is a private company, limited by guarantee, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page. The company is registered as a charity.

#### **2 Basis of accounting**

These financial statements have been prepared in accordance with the 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), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees have concluded that the financial statements give a true and fair view of the company's financial position and financial performance. A true and fair override has been used to apply the Charities SORP (FRS 102) under the Charities (Accounts and Reports) Regulations 2008. The company has complied with FRS 102, the SORP or applicable legislation, except that it has departed from a particular requirement of the SORP to recognise tangible fixed assets on the balance sheet at historical cost and depreciating them as appropriate. The trustees do not consider capital purchases to be material and they are written off fully in the year of purchase. This policy has been applied in prior periods and as a result the company holds no fixed assets on its balance sheet.

#### **3 Accounting Policies**

The principal accounting policies adopted by the company in the preparation of its financial statements are as follows:-

##### **a) Accounting Convention**

The financial statements have been prepared under the historical cost convention.

##### **b) Income**

Income is the amount derived from the provision of goods/services, and stated after trade discounts, other sales taxes and VAT.

All income is included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

## TAKE ART LIMITED

### Notes to the Financial Statements - continued For the year ended 31 March 2023

#### 3 Accounting Policies - continued

- i) Revenue funds comprise grants and sponsorship receivable from public and private bodies.

When donors specify that grants given to the charity must be used in future accounting periods, the income is deferred until those periods.

When donors specify that grants are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

- ii) Project income is derived from performances and workshops.

- iii) Investment income is included when receivable by the charity.

c) Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered and including equipment which is written off in the year of purchase.

- i) Costs of generating voluntary income comprise those costs associated with generating core funding.
- ii) Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- iii) Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include costs linked to the strategic management of the charity.
- iv) Certain expenditure is directly attributable to specific activities and has been included in those cost categories. Certain other costs, which are attributable to more than one activity, are apportioned across cost categories on the basis of an estimate of the proportion of time spent by staff on those activities.

d) Fund accounting

Funds held by the charity are either:

- Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
- Designated funds - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.
- Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.



**TAKE ART LIMITED**

**Notes to the Financial Statements - continued  
For the year ended 31 March 2023**

**3 Accounting Policies - continued**

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

- e) The company operates a defined contribution scheme for the benefit of its employees. The costs of contributions are charged in the year they are payable.
- f) Operating leases  
  
Rental costs under operating leases are charged to the Statement of Financial Activities in equal amounts over the term of the lease.
- g) Equipment purchased was written off fully in the year of purchase because the trustees do not consider it to be material to the accounts.
- h) All of the charity's activities were continued in the current and previous year.
- i) Creditors and provisions are recognised when the company has a present obligation a result from a past event that will probably result in the transfer of funds to a third party and the amount due can be reliably measured.
- j) Monetary assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of transaction. Exchange differences are taken into account in arriving at the net income/expenditure for the year.

TAKE ART LIMITED

Notes to the Financial Statements - continued  
For the year ended 31 March 2023

4 Income	Un- restricted £	Restricted £	2023 £	2022 £
Analysis of income				
<b>Donations and legacies</b>				
Local authorities	22,500	34,767	57,267	28,504
Arts Council for England South West	163,379	-	163,379	163,378
	<hr/>	<hr/>	<hr/>	<hr/>
	185,879	34,767	220,646	191,882
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Charitable activities</b>				
Rural Touring	51,625	-	51,625	39,323
Income from defined charitable projects	12,708	271,121	283,829	252,623
Other incoming resources	88	-	88	12
	<hr/>	<hr/>	<hr/>	<hr/>
	64,421	271,121	335,542	291,958
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Income from investments</b>				
Interest Income	1,050	-	1,050	981
	<hr/>	<hr/>	<hr/>	<hr/>
	1,050	-	1,050	981
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total income</b>	<hr/>	<hr/>	<hr/>	<hr/>
	251,350	305,888	557,238	484,821

TAKE ART LIMITED

Notes to the Financial Statements - continued  
For the year ended 31 March 2023

5 Expenditure	Un- restricted £	Restricted £	2023 £	2022 £
<b>Raising funds</b>				
Salaries	4,052	-	4,052	4,052
	<u>4,052</u>	<u>-</u>	<u>4,052</u>	<u>4,052</u>
<b>Charitable activities</b>				
Salaries	123,055	154,113	277,168	232,867
Establishment expenses	11,690	-	11,690	11,347
Artists fees and ancillary expenditure	44,760	95,882	140,642	181,210
Administrative expenses	23,235	49,970	73,205	36,000
Travel	9,415	15,272	24,687	21,206
Marketing	8,256	493	8,749	7,679
Book keeping	6,844	-	6,844	6,221
Foreign currency (gain)/loss	(967)	-	(967)	-
Finance charges	890	205	1,095	1,175
	<u>227,178</u>	<u>315,935</u>	<u>543,113</u>	<u>497,705</u>
<b>Governance costs</b>				
Salaries	4,052	-	4,052	4,052
Accountancy	2,800	-	2,800	3,360
Independent examination/Audit	1,400	-	1,400	5,220
	<u>8,252</u>	<u>-</u>	<u>8,252</u>	<u>12,632</u>
<b>Total expenditure</b>	<u>239,482</u>	<u>315,935</u>	<u>555,417</u>	<u>514,389</u>

It is the nature of the charity to provide support for the arts, it is therefore impossible to distinguish between support as a charitable activity and support to the charity itself.

Certain costs, which are attributable to more than one activity, are apportioned across cost categories (note 9) on the basis of an estimate of the proportion of time spent by staff on those activities.

**TAKE ART LIMITED**

**Notes to the Financial Statements - continued**  
**For the year ended 31 March 2023**

<b>6</b>	<b>Net Income/Expenditure</b>	<b>2023</b>	<b>2022</b>
		£	£
	Net income/expenditure is arrived at after charging -		
	Independent examiners remuneration	1,400	1,320
	Other fees paid to the independent examiner	2,800	3,360
		<hr/>	<hr/>
<b>7</b>	<b>Debtors</b>	<b>2023</b>	<b>2022</b>
		£	£
	Workshop, performance and travel fees	61,649	63,796
	Prepayments	1,917	1,637
		<hr/>	<hr/>
		63,566	65,433
		<hr/>	<hr/>
<b>8</b>	<b>Creditors - Amounts falling due within one year</b>	<b>2023</b>	<b>2022</b>
		£	£
	Grants invoiced in advance	8,000	19,500
	Other creditors	38,733	69,808
	Accruals	7,184	6,431
		<hr/>	<hr/>
		53,917	95,739
		<hr/>	<hr/>

# TAKE ART LIMITED

## Notes to the Financial Statements - continued For the year ended 31 March 2023

### 9 Restricted Funds

	At 1 April 2022	Movements in resources		Transfers between restricted funds	At 31 March 2023
	£	Incoming £	Outgoing £	£	£
Barn	4,162	165	2,567	-	1,760
Cultivate	-	8,613	2,630	-	5,983
Dance Services	900	-	900	-	-
Emerge	-	3,400	1,150	-	2,250
EY S/W Network	29,857	52,339	49,242	-	32,954
EYMaking	113,823	115,705	118,183	-	111,345
EY Music Strategy	-	6,000	6,000	-	-
Jump	1,600	-	-	-	1,600
Kickstart	1,245	5,425	6,670	-	-
Little Big Dance	1,409	15,441	8,795	-	8,055
MyTunes SFS	-	8,900	8,900	-	-
Our Turn	9,541	14,670	6,157	-	18,054
Outthere 2	-	7,500	7,500	-	-
Perform Europe	-	5,580	5,580	-	-
RIOTE 3	275	5,937	6,212	-	-
RDTI 2	896	-	896	-	-
RTDI 3	-	15,335	10,614	-	4,721
Ruritage	36,349	29,633	65,982	-	-
Wordplay	1,971	11,245	7,957	-	5,259
	<u>202,028</u>	<u>305,888</u>	<u>315,935</u>	<u>-</u>	<u>191,981</u>

The Rural Touring scheme resources the delivery of high-quality arts events in collaboration with rural communities in Somerset.

RIOTE3 is an Erasmus+ funded project, a follow up to RIOTE2 which finished in 2019, it involves the same partners from Hungary Italy, Romania and Slovenia with new theatre companies as partners in France, Germany and Italy. The broad aim is around skills exchange and training in participatory community theatre.

SPARSE is a Take Art led European project with partners from Estonia, Italy, Lithuania and Romania with associate partners in Sweden and Norway plus Cornwall (Carn to Cove). The idea is to promote pilot rural touring networks in those countries using the UK model as a starting point.

## TAKE ART LIMITED

### Notes to the Financial Statements - continued For the year ended 31 March 2023

#### 9 Restricted Funds - continued

**Ruritage** is a 38 European partner project co-ordinated by the University of Bologna and aiming to promote good examples of rural regeneration. Take Art's rural touring network is one of the 'role models' to be studied and replicated. **Cultivate**, as part of Ruritage, is a creative partnership that brings local food, arts & people together for the benefit of rural communities and the natural environment in South Somerset.

**Totally Local** is a project bringing Somerset based artists together with rural touring promoters to create a local touring programme as a response to the Covid pandemic.

#### THEATRE PROJECTS

**Word/Play** is a social prescribing project targeted at people experiencing mental ill health and/or witnessed learning disabilities. It uses performance poetry to empower individuals, giving them the freedom and encouragement to tell their stories and be witnessed.

**BARN** is a collective theatre initiative, facilitated by Take Art, that supports Somerset's emergent theatre-making sector to develop, test and showcase new work in a predominantly rural context.

#### EARLY YEARS PROJECTS

**EY SoundWaves Network** is a southwest regional networking project for musicians working with the early years and EY practitioners wanting to extend their music practice, with three learning communities in Plymouth, Somerset and Bristol.

**EY Making & Believing** is a performance and participatory project working in Somerset and with partners Derby Theatre and Surrey Arts.

#### DANCE PROJECTS

**Spring Forward** is the annual dance platform taking place in 3 professional venues involving participants of all ages from Somerset and SW - this was postponed as a result of the Covid pandemic.

**Dance Service** is a range of activities that are small in number and scale and will involve performance and workshop activity as well as a developing network of dance artists and their professional development needs via forum meetings and 1-2-1 advice sessions.

**Dance To Health** is a dance programme with older people in residential care settings.

**The Rural Touring Dance Initiative 2** is a national project of which Take Art is one of the four lead partners, the others being The National Rural Touring Forum, China Plate, and The Place.

**Little Big Dance (LBD)** is a 3 year dance and early years project of which Take Art are one of partners, the others being South East Dance Yorkshire Dance and Dance East.

**Our Turn** is a 3 year dance and dementia project supporting people with memory loss and dementia by delivering weekly sessions with health and wellbeing and falls prevention focus.

**Jump Start** is a boys dance project taking place in the Somerset West and Taunton area.

**SYDC U Dance** is a regional youth dance platform that has been deferred as a result of the Covid pandemic.

# TAKE ART LIMITED

## Notes to the Financial Statements - continued For the year ended 31 March 2023

### 9 Restricted Funds - continued

#### MUSIC PROJECTS

**Outthere** is a 3 year music project working with Actiontrack to deliver music sessions with NEETs (Not in Employment, Education or Training) or those at risk of becoming NEET.

**My Tunes 3** is the completion of a Youth Music funded project which is a participatory music project working with vulnerable 15 to 19 year olds in Somerset and delivered in partnership with Actiontrack Performance Company.

**My Tunes SFS** (Targeted Youth Support/Looked After Children) is a participatory music project working with vulnerable 15 to 19 year olds in Somerset and delivered in partnership with Actiontrack Performance company.

### 10 Designated Funds

The income funds include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2022	New designations	Released	Transfers	At 31 March 2023
	£	£	£	£	£
Redundancy	37,536	5,656	-	-	43,192
Illness	5,775	-	825	-	4,950
Theatre	2,350	1,150	-	-	3,500
Take Art	12,000	2,500	-	-	14,500
My Tunes	6,400	-	-	-	6,400
Rural Touring	7,000	-	-	-	7,000
Dance	1,500	-	1,500	-	-
	<hr/> 72,561	<hr/> 9,306	<hr/> 2,325	<hr/> -	<hr/> 79,542

**TAKE ART LIMITED**

**Notes to the Financial Statements - continued**  
**For the year ended 31 March 2023**

**11 Other Charitable funds**

	<b>2023</b> £
Fund balance at 1 April 2022	100,956
Net Incoming resources after transfers	6,887
Fund balance at 31 March 2023	<u>107,843</u>

We have embarked on a fundraising programme aiming to replace some of the lost local authority funding for Take Art.

**12 Analysis of Net Assets Between Funds**

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fund balances at 31 March 2023 are represented by -			
Current assets	239,302	191,981	431,283
Current liabilities	53,917	-	53,917
	<u>185,385</u>	<u>191,981</u>	<u>377,366</u>

**13 Directors/Trustees Remuneration and Expenses**

	<b>2023</b> £	<b>2022</b> £
Director/Trustee remuneration	-	-
Director/Trustees expenses	-	50
	<u>-</u>	<u>50</u>

**14 Employees**

The average number, including part time employees, for the year was 11 (2022: 11).  
The equivalent full time number of employees was 8 (2022: 8). No employees earned £60,000 per annum or more.

	<b>2023</b> £	<b>2022</b> £
<b>Total remuneration</b>		
Gross wages and salaries	257,357	218,875
National Insurance contributions	17,981	13,426
Employers pension contributions	9,934	8,670
	<u>285,272</u>	<u>240,971</u>

Outstanding contributions to the pension scheme at 31 March 2023 were nil (2022 - nil).



# TAKE ART LIMITED

## Notes to the Financial Statements - continued For the year ended 31 March 2023

### 15 Pension costs and other post retirement benefits

The company operates a defined contribution pension scheme. Contributions payable to the company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate. During the year pension contributions were £9,874 (2022 - £8,670).

Pension expenses are allocated between activities and between restricted and unrestricted funds based on whether the member of staff's salary is core-funded or project funded.

### 16 Related Party Transactions

During the year, the following employees were also paid for their artistic and production services as self employed contractors.

	2023 £	2022 £
N Griffiths	13	-

### 17 Going Concern

The financial statements have been prepared on a going concern basis. The trustees believe that there are no material uncertainties surrounding the charity's ability to continue on a going concern basis.

### 18 Commitments Under Operating Leases

	2023 £	2022 £
Lease payments recognised as an expense	9,646	9,646
Annual commitments under non-cancellable operating At the balance sheet date were as follows:	Land and Buildings 2023 £	Land and Buildings 2022 £
Operating leases which expire: within one year	9,648	9,648
	<hr/>	<hr/>
	9,648	9,648
	<hr/>	<hr/>