

REGISTRAR

 **Kingston Smith**

Macclesfield Community Artspace

**TRUSTEES' REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31st March 2018**

Registered Charity No. 1153606

Registered Company No. 08290455

(England and Wales)

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Macclesfield Community Artspace

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Macclesfield Community Artspace

Legal and Administrative Information

Trustees	A. J. Napier L. Lewis D. Hamilton S. Snowball S. Ward	(Chairman and treasurer) (Secretary) Elected 13th June 2017
Principal Address	Unit 3, The Arsenal, Heapy Street, Macclesfield, SK11 7JB	
Independent Examiner	Kingston Smith LLP 4 Victoria Square St Albans Hertfordshire AL1 3TF	
Principal Bankers	The Co-operative Bank P.O. Box 250, Delf House, Skelmersdale, WN8 6WT	
Registered Charity Number:	1153606	
Registered Company Number:	08290455	

Macclesfield Community Artspace

Annual Report 2018

The trustees present their report and the financial statements for the year ended 31st March 2018.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The company (08290455) was originally formed on incorporation on 12th November 2012. The company registered as a charity (1153606) in August 2013.

The company is governed by its Memorandum and Articles of Association which state that its objects are:

To promote for the benefit of the inhabitants of Macclesfield and the surrounding area the provision of community facilities for recreation or other leisure time occupation for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants, in particular but not exclusively by delivering a range of creative arts and community projects.

Recruitment and Appointment of Trustees

Trustees are recruited locally and refreshed annually in accordance with the governing document.

L. C. Lewis appointed November 2012

A. J. Napier appointed November 2012

D. Hamilton appointed June 2017

S. P. Snowball appointed September 2013

S. Ward appointed May 2016

Trustee Induction and Training

Trustees are encouraged to participate in the programmes of training provided by the CVS. This year CVS training courses were attended by Artspace volunteers. All trustees are acquainted with the responsibilities of their role and duties and provided with the relevant Charity Commission literature.

Risk Management

The charity's business plan has been reviewed and a new one will be produced at the end of 2018. It remains the strategy of the charity to attract income from various sources and to maintain careful financial management.

Organisational Structure

The charity is governed by a board of trustees who oversee the workings of the steering group and forum of the charities users.

OBJECTIVES AND STRATEGIES

The objects of the charity are: To promote for the benefit of the inhabitants of Macclesfield and the surrounding area the provision of community facilities for recreation or other leisure time occupation for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants, in particular but not exclusively by delivering a range of creative arts and community projects.

The principles of the charity include inclusivity, accessibility and recycling.

Staff and Volunteers

The charity operates totally through volunteers with the exception of occasional payment to professionals for specific projects. Without this valuable contribution of time and energy we would not have been able to achieve so much.

Macclesfield Community Artspace

Annual Report 2018

(continued)

Objects and Strategy (continued)

ACHIEVEMENTS AND PERFORMANCE

Review April 2016 to March 2017

The charity has continued to operate as an open, community provision, offering a huge range of activities and opportunities. Various projects have been open to all and aimed to attract specific disadvantaged groups such as people with mental health challenges.

Public Benefit

The charity is mindful of the need to demonstrate public benefit. Artspace does this by provision of a wide range of services where benefit is measured by monitoring evaluation and outcomes measuring tools. The trustees work to ensure the charity delivers according to its charitable objectives.

Financial Review

Some unrestricted and restricted funds were carried over from the previous year. Funds had been received in the previous year for The Potato Riot and the Hearty Arty projects which took place during 2017. Of the unrestricted funds carried over £3,500 was the reserve fund.

During the financial year 2017-18 income for The Print Mill came from rent of studio space, commission from sales, workshops and commissions. Income for The Potato Riot project came from Cheshire East Council, £5,000, Arts Council England, £1,230, ticket sales and refreshments. CHR Charitable Trust donated a further £5,000. Awards for All donated £9,300 for the Keeping People Involved project. During the course of the year the charity continued to generate funds through its own activities, friends scheme and donations and at the end of the year showed a surplus. The charity has no paid employees and the majority of expenditure was the provision of premises, materials and equipment.

The trustees would like to thank the Friends of Artspace for their support.

Reserves Policy

The charity has a reserves policy, which ensures three months' running costs are available. The charity's unrestricted reserves at the year end 2017-18 were £8,942 with restricted funds of £14,713.

Future Plans

The charity is planning to revisit its plans for growth and to produce a new development plan early in the year 2018-19. This is likely to include approaching funding bodies for more sizeable grants, as well as expanding. We are currently working to our 2015 three year business plan.

Macclesfield Community Artspace

Annual Report 2018

(continued)

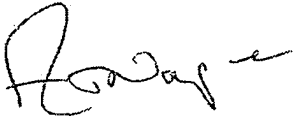
RESPONSIBILITIES OF THE BOARD OF TRUSTEES

Company law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial period which gives a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period. In preparing financial statements giving a true and fair view, the trustees should follow best practise and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practise have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the financial statements comply with applicable law. They are also responsible for safeguarding the assets of the charity and hence for taking steps for the prevention and detection of fraud and other irregularities.

Approved by the Board of Trustees on 19/12/18 and signed on its behalf by:



A J Napier (Chairman)

Independent Examiners' Report to Members of the Macclesfield Community Artspace

I report on the accounts of Macclesfield Community Artspace for the year ended 31st March 2018, which comprise the Statement of Financial Activities, Balance Sheet and related notes. These financial statements have been prepared in accordance with the accounting policies set out therein.

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

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)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of Independent Examination

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 explanation 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 statement below.

Independent Examiner's Statement

In accordance 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 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Silvia Vitiello

For and on behalf of
Kingston Smith LLP
Chartered Accountants

4 Victoria Square
St Albans
Hertfordshire AL1 3TF

20/12/18

Macclesfield Community Artspace
Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
For the year ended 31st March 2018

		2018			2017		
	Note	Unrestricted Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds £	Restricted Funds £	Total Funds £
INCOME AND ENDOWMENTS FROM:							
Donations and legacies	2	6,968	830	7,798	9,108	-	9,108
Charitable activities	3	16,000	6,230	22,230	15,277	39,765	55,042
Other trading activities	4	5,843	9,738	15,581	2,236	227	2,463
Income from investments		-	-	-	-	-	-
Total		<u>28,811</u>	<u>16,798</u>	<u>45,609</u>	<u>26,621</u>	<u>39,992</u>	<u>66,613</u>
EXPENDITURE ON:							
Charitable activities	5	25,372	32,571	57,943	26,299	18,295	44,594
Total		<u>25,372</u>	<u>32,571</u>	<u>57,943</u>	<u>26,299</u>	<u>18,295</u>	<u>44,594</u>
Net Income		<u>3,439</u>	<u>(15,773)</u>	<u>(12,334)</u>	<u>322</u>	<u>21,697</u>	<u>22,019</u>
Transfers between funds		-	-	-	-	-	-
Net income/(expenditure)		<u>3,439</u>	<u>(15,773)</u>	<u>(12,334)</u>	<u>322</u>	<u>21,697</u>	<u>22,019</u>
Other recognised gains/(losses):							
Fixed assets gains/(losses)		-	2,000	2,000	-	-	-
Net movement in funds		<u>3,439</u>	<u>(13,773)</u>	<u>(10,334)</u>	<u>322</u>	<u>21,697</u>	<u>22,019</u>
Reconciliation of funds:							
Total funds brought forward		5,503	28,486	33,989	5,181	6,789	11,970
Total funds carried forward	8	<u>8,942</u>	<u>14,713</u>	<u>23,655</u>	<u>5,503</u>	<u>28,486</u>	<u>33,989</u>

The statement of financial activities includes all gains and losses recognised in the year and all income and expenditure derive from continuing activities.

Macclesfield Community Artspace

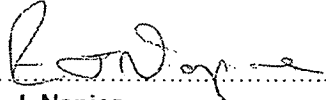
Balance Sheet at 31 March 2018

	Note	2018 £	2017 £
Fixed assets			
Tangible assets	7	<u>2,000</u>	<u>-</u>
		2,000	-
Current Assets:			
Cash at bank and in hand		<u>21,655</u>	<u>33,989</u>
<i>Total current assets</i>		21,655	33,989
Total net assets		<u>23,655</u>	<u>33,989</u>
The funds of the charity:			
Restricted funds	8	14,713	28,486
Unrestricted funds		<u>8,942</u>	<u>5,503</u>
Total Funds		<u>23,655</u>	<u>33,989</u>

For the financial period ended 31 March 2018 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006. No member of the charitable company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the charitable company.

Approved by the Board of Trustees on 19/12/18
and signed on its behalf by:


A. J. Napier
Chairman

Company number - 08290455

Macclesfield Community Artspace

Notes to the Financial Statements

For the year ended 31st March 2018

1 Accounting Policies

1.1 Basis of Preparation

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The company is a public benefit entity for the purposes of FRS 102 and a registered charity established as a company limited by guarantee and therefore has also prepared its financial statements in accordance with the 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 (The FRS 102 Charities SORP), the Companies Act 2006 and Charities Act 2011.

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

1.2 Going concern

The trustees have assessed whether the use of going concern is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charitable company to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of the approval of these financial statements. In particular, the trustees have considered the charitable company's forecasts and projections. After making enquiries, the trustees have concluded that there is a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. The charitable company therefore continues to adopt the going concern basis in preparing its financial statements.

1.3 Incoming resources

All incoming resources are recognised in the period in which they are receivable which is when the charity becomes entitled to the resource. Income from grants, donations and fund raising is recorded in the financial period for which it was received.

1.4 Resources Expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Costs are apportioned between categories on a direct basis. Where costs are apportioned between these headings a consistent basis is used.

1.5 Fund Accounting

General unrestricted funds are those 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.

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.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Motor vehicles 20% straight line

1.7 Impairment of fixed assets

At each reporting period end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Financial instruments

a. Cash and cash equivalents

Cash and cash equivalents include cash at banks and in hand and short term deposits with a maturity date of three months or less.

Macclesfield Community Artspace
Notes to the Financial Statements
For the year ended 31 March 2018
(Continued)

1 Accounting Policies (continued)

1.9 Donated assets

Donated fixed assets are recognised when the charity has control over expected economic benefits that flow from the donation, it is probable that economic benefits will flow to the charity and the fair value of the donated item can be measured reliably. Goods donated for on-going use by a charity in carrying out its activities are recognised as tangible fixed assets with the corresponding gain recognised as income from donations within the Statement of Financial Activities.

Notes to the financial statements

2 Donations and legacies

	Unrestricted 2018 £	Restricted 2018 £	Unrestricted 2017 £
Donations	3,465	830	5,541
Friends Scheme	3,503	-	3,567
	6,968	830	9,108

3 Income from charitable activities

	Unrestricted £	Restricted £	Total 2018 £	Unrestricted £	Restricted £	Total 2017 £
Grants	16,000	6,230	22,230	10,684	39,765	50,449
Fees for providing entertainment and services	-	-	-	4,593	-	4,593
	16,000	6,230	22,230	15,277	39,765	55,042

4 Income from other trading activities

	Unrestricted £	Restricted £	Total 2018 £	Unrestricted £	Restricted £	Total 2017 £
Events and Print Mill	5,843	9,738	15,581	2,236	227	2,463

5 Expenditure on charitable activities

	Unrestricted £	Restricted £	Total 2018 £	Unrestricted £	Restricted £	Total 2017 £
Professional fees	2,241	11,730	13,971	3,933	780	4,713
Consumables	4,983	2,391	7,374	4,119	1,725	5,844
Tools and equipment	268	886	1,154	2,830	10,223	13,053
Property costs	11,997	4,830	16,827	9,279	2,611	11,890
Insurance	2,595	-	2,595	1,026	-	1,026
Telephone	591	-	591	689	284	973
Other expenses	2,378	12,734	15,112	3,810	2,672	6,482
Governance costs (note 6)	319	-	319	613	-	613
	25,372	32,571	57,943	26,299	18,295	44,594

Macclesfield Community Artspace
Notes to the Financial Statements (continued)
For the year ended 31st March 2018

Notes to the financial statements (Continued)

6 Governance costs

	2018 £	2017 £
Independent Examination	306	600
Companies House return	13	13
Total	319	613

7 Fixed assets

	Motor vehicles £	Total £
Cost		
At 1 April 2017	-	-
Additions	2,000	2,000
At 31 March 2018	2,000	2,000
Depreciation		
At 1 April 2017	-	-
Depreciation charged in the year	-	-
At 31 March 2018	-	-
Carrying amount		
At 31 March 2018	2,000	2,000
At 31 March 2017	-	-

8 Funds

	Funds Brought Forward £	Income £	Expenditure £	Transfers Gains Losses £	Funds Carried Forward £
Restricted general funds	28,486	16,798	(32,571)	-	12,713
Restricted fixed assets funds	-	-	-	2,000	2,000
Unrestricted funds	5,503	28,811	(25,372)	-	8,942
Total	33,989	45,609	(57,943)	2,000	23,655

8 Analysis of net assets between funds

	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £	Total 2017 £
Current assets	8,942	12,713	21,655	14,922