

# **Small World Cultural Arts Collective**

Charity number 1109457

A company limited by guarantee number 04984522

## **Annual Report and Financial Statements**

**for the year ended 31 March 2023**

**Small World**  
**CULTURAL ARTS COLLECTIVE**



**WYCAS**

COMMUNITY ACCOUNTING  
WEST YORKSHIRE

# **Small World Cultural Arts Collective**

## **Annual Report and Financial Statements for the year ended 31 March 2023**

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**Prepared by West Yorkshire Community Accountancy Service CIO**

# **Small World Cultural Arts Collective**

## **Trustees' report for the year ended 31 March 2023**

### **Reference and administrative details of the charity, its trustees and advisors**

The trustees during the financial year and up to and including the date the report was approved were:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Anita Gregory	Chair	
Flo Toch	Treasurer	
Beth Jones		
Tansy Whitfield		
Alicia Carter		Appointed 8 May 2023
Phillipa Chapman		Appointed 8 May 2023
<b>Charity number</b>	1109457	Registered in England and Wales
<b>Company number</b>	04984522	Registered in England and Wales

<b>Registered and principal address</b>	<b>Bankers</b>
Keighley Arts Hub	Virgin Money
47 Low Street	1 Westgate
Keighley	Shipley
BD21 3PP	BD18 3SD

### **Independent examiner**

Rhys North ACA

### **West Yorkshire Community Accountancy Service CIO**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### **Structure, governance and management**

The charity is a company limited by guarantee and was formed on 3 December 2003. It is governed by a memorandum and articles of association as amended 5 May 2005. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

### **Method of recruitment and appointment of trustees**

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

# **Small World Cultural Arts Collective**

## **Trustees' report (continued) for the year ended 31 March 2023**

### **Objectives and activities**

#### **The charity's objects**

To further such charitable purposes for the benefit of young people under the age of 25 in Keighley and District as the trustees see fit from time to time in particular by:

- a) advancing their education and development by providing and promoting a broad range of sustained, participatory, creative arts activities;
- b) promoting the arts in particular by the establishment and maintenance of a Community Arts and Music Centre;
- c) developing their capacity and skills in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society; and
- d) promoting for their benefit the provision of facilities for recreation or other leisure time occupation in the interests of social welfare and with the object of improving their condition of life.

#### **The charity's main activities**

The centre provides community based creative activities for individual and community benefit, focussing on self expression and self development. Primarily, though not exclusively, for young people.

#### **Public benefit statement**

In setting our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of education, the arts and culture.

#### **Achievements and performance**

Another 12 months go by all too quickly as we continue to provide activities and services for young people in Keighley and surrounding areas. As of the end of March 2023 we have the following projects up and running within the community gallery space and our back stage arts workshop:

- ArtyThings – a Tuesday drop in arts session for young people aged 8 – 12
- Breathing Space – Friday session for under 16s – we are looking to reschedule this to a different day so we have a better flow from the students in on a Friday and various holiday time arts sessions held in the gallery which currently over lap
- Breathing Space – Friday session for over 16s, this will continue on a Friday with slightly changed times
- Saturday Club (every 2 weeks) – our long standing arts session including lots of ages and families
- Evening sessions for board and card gaming through the gallery and with the support of the gallery volunteers
- Alongside this we have a number of student placements from Craven and Keighley college who help out with various tasks in the gallery, shop and arts workshop.

#### **Funding:**

**The Tudor Trust** – core organisational funding from the Tudor Trust has been granted for 3 years and is a fantastic boost for Small World. The feedback they gave us was amazing and they are a funder who trust the organisations they fund to do the work.

*"It was a real privilege to see your journey over the last few years – noting you were in a very different place when we first ever funded you, to the most recent grant to now. Your ability to persevere and adapt to continue going has taken lots of energy and time."*

**The National Lottery Community Fund** – A grant to support community gallery activities which has been brilliant in terms of engaging much wider participation across the town with holiday time activity sessions, activities for parents and support for local artists and makers to exhibit and sell their work.

**The Brems Trust CIO** – Young volunteer support project to help manage our growing number of young people who go beyond school age but still need further support to help them build up confidence and skills to help their communities.

# **Small World Cultural Arts Collective**

## **Trustees' report (continued) for the year ended 31 March 2023**

### **Staff**

Sam Atkins – Breathing Space; ArtyThings; Gallery Support  
Oscar Manthorp – Breathing Space  
Jane Howie – Gallery activities - Sessional freelance staff  
Ellie Blakelock – Gallery Activities - Sessional freelance staff  
Dawn Nouch, Jen Rhodes, Morwenna Catt – Freelance artists

### **Financial review**

The net income for the year was £715, including net income of £19,792 on unrestricted funds and net expenditure of £19,077 on restricted funds.

Since our move to Keighley Arts Hub funding has been much less of a stressful issue and it has left us able to develop more interesting ideas such as the Little Nomad Gallery. We have been funded for the past 12 months and next 12 months through a generous grant from the Tudor Trust and we have been successful in being awarded a grant to develop activities in the gallery space so will be doing more community focussed sessions open to a wider audience.

We would like to thank our funders for their continued support.

Accordingly, the trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and have concluded that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

### **Reserves policy**

The charity's free reserves, excluding fixed assets, at the year end were £22,096.

As a small organisation Small World aims to have reserves in the region of 10 - 15% of its expenditure, which is between £2,900 and £4,350 based on 2022/2023 expenditure. Additionally it seeks to maintain reserves to cover any winding up costs which are estimated to be £1,350. Actual reserves are significantly above this since the unrestricted Tudor Trust grant of £20,000 was received in February 2023 for the year commencing 1 March 2023.

# **Small World Cultural Arts Collective**

## **Trustees' report (continued) for the year ended 31 March 2023**

### **Statement of trustees' responsibilities**

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;

- observe the methods and principles in the Charities SORP;

- make judgements and estimates that are reasonable and prudent;

- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by the board of trustees on 26/9/2023

Anita Gregory (Trustee)

# **Small World Cultural Arts Collective**

## **Independent examiner's report to the trustees of Small World Cultural Arts Collective**

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2023, which are set out on pages 7 to 12.

### **Responsibilities and basis of report**

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('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**

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

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

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

Rhys North ACA

12/10/2023

### **West Yorkshire Community Accountancy Service CIO**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**Small World Cultural Arts Collective**  
**Statement of Financial Activities**  
**(including summary income and expenditure account)**  
**for the year ended 31 March 2023**

	Notes	2023	2023	2023	2022
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
<b>Income from:</b>					
Grants and donations	(2)	20,426	6,817	27,243	28,575
Bank interest		11	-	11	13
Other income		2,077	-	2,077	166
<b>Total income</b>		<u>22,514</u>	<u>6,817</u>	<u>29,331</u>	<u>28,754</u>
<b>Expenditure on:</b>					
Salaries NI and pensions	(3)	977	8,461	9,438	8,998
Payroll charges		-	377	377	167
Freelancer fees		-	4,566	4,566	-
Training		-	154	154	57
Travel and transport		5	278	283	35
Rent and rates		-	2,400	2,400	2,400
Building expenses and materials		108	620	728	805
Premises and office expenses		-	2,589	2,589	990
Insurance		182	183	365	459
Telephone, fax and internet		-	557	557	425
Materials and event expenses		1,279	2,427	3,706	2,310
Refreshments		49	1,283	1,332	1,176
Small equipment		64	598	662	1,331
Computer equipment and software		-	-	-	368
Professional fees		-	13	13	49
Independent examination		48	480	528	480
Licenses and subscriptions		-	796	796	-
Other costs		10	112	122	440
<b>Total expenditure</b>		<u>2,722</u>	<u>25,894</u>	<u>28,616</u>	<u>20,490</u>
<b>Net income / (expenditure)</b>		<u>19,792</u>	<u>(19,077)</u>	<u>715</u>	<u>8,264</u>
<b>Fund balances brought forward</b>		<u>2,304</u>	<u>25,331</u>	<u>27,635</u>	<u>19,371</u>
<b>Fund balances carried forward</b>	(4)	<u>22,096</u>	<u>6,254</u>	<u>28,350</u>	<u>27,635</u>

All incoming resources and resources expended derive from continuing activities.



**Small World Cultural Arts Collective**  
**Balance sheet**  
**as at 31 March 2023**

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Current assets</b>				
Prepayments	152	-	152	61
Cash at bank and in hand	(6) 22,628	6,254	28,882	28,106
<b>Total current assets</b>	<u>22,780</u>	<u>6,254</u>	<u>29,034</u>	<u>28,167</u>
<b>Current liabilities:</b>				
<b>amounts falling due within one year</b>				
Creditors and accruals	(7) 684	-	684	532
<b>Total current liabilities</b>	<u>684</u>	<u>-</u>	<u>684</u>	<u>532</u>
<b>Net current assets / (liabilities)</b>	<u>22,096</u>	<u>6,254</u>	<u>28,350</u>	<u>27,635</u>
<b>Net assets</b>	<u>22,096</u>	<u>6,254</u>	<u>28,350</u>	<u>27,635</u>
<b>Funds</b>				
Unrestricted funds	22,096	-	22,096	2,304
Restricted funds	-	6,254	6,254	25,331
<b>Total funds</b>	<u>22,096</u>	<u>6,254</u>	<u>28,350</u>	<u>27,635</u>

For the year ending 31 March 2023 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who are also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 26/9/2023

Anita Gregory (Trustee)

# **Small World Cultural Arts Collective**

## **Notes to the accounts**

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

#### **1 Accounting policies**

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

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The 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) (effective 1 January 2019) and with the Charities Act 2011.

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

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

##### **Going concern**

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

##### **Incoming resources**

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

##### **Grants and donations**

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

##### **Expenditure and liabilities**

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

##### **Taxation**

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

##### **Tangible fixed assets**

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Computer equipment: over 3 years

##### **Pensions**

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

**Small World Cultural Arts Collective**  
**Notes to the accounts continued**  
**for the year ended 31 March 2023**

2 Grants and donations	2023	2023	2023	2022
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
The Tudor Trust	20,000	2,000	22,000	17,500
The Brelms Trust CIO	-	4,817	4,817	-
National Lottery Community Fund (NLCF)	-	-	-	9,875
The Craven Trust	-	-	-	1,200
Other donations	426	-	426	-
	<u>20,426</u>	<u>6,817</u>	<u>27,243</u>	<u>28,575</u>

3 Staff costs and numbers	2023	2022
	£	£
Gross salaries	9,438	8,998
Social security costs	-	-
	<u>9,438</u>	<u>8,998</u>

The average number of employees during the year was 2, being an average of 0.6 full time equivalent (2022: 2, 0.5 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2023	2022
	£	£
Costs of the scheme to the charity for the year	-	-

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
The Brelms Trust CIO	-	4,817	563	-	4,254
NLCF	8,649	-	8,649	-	-
The Tudor Trust	16,682	-	16,682	-	-
The Tudor Trust Wellbeing	-	2,000	-	-	2,000
	<u>25,331</u>	<u>6,817</u>	<u>25,894</u>	<u>-</u>	<u>6,254</u>

Fund name	Purpose of restriction
The Brelms Trust CIO	For sessional staffing and running costs to support young people with complex mental health, social or emotional issues to be better prepared for independent living.
NLCF	To enable community activities in the gallery and support improvements to the gallery.
The Tudor Trust	For salary and running costs to support young people in Keighley.
The Tudor Trust Wellbeing	For staff wellbeing activities and costs.

**Small World Cultural Arts Collective**  
**Notes to the accounts continued**  
**for the year ended 31 March 2023**

5 Tangible assets	Computer equipment	Total
	£	£
<b>Cost</b>		
At 1 April 2022	3,791	3,791
Additions	-	-
At 31 March 2023	<u>3,791</u>	<u>3,791</u>
<b>Depreciation</b>		
At 1 April 2022	3,791	3,791
Charge for year	-	-
At 31 March 2023	<u>3,791</u>	<u>3,791</u>
<b>Net book value</b>		
At 31 March 2023	<u>-</u>	<u>-</u>
At 31 March 2022	<u>-</u>	<u>-</u>

6 Cash at bank and in hand	2023	2022
	£	£
Cash at bank	28,854	28,096
Cash in hand	28	10
	<u>28,882</u>	<u>28,106</u>

7 Creditors and accruals	2023	2022
	£	£
Accruals	528	480
Taxation and social security	52	52
Other creditors	104	-
	<u>684</u>	<u>532</u>

**8 Related party transactions**

**Trustee expenses**

No trustee received any expenses during this year or the previous year.

**Trustee remuneration and benefits**

No trustee received any remuneration or benefit during this or the previous year.

**Other related party transactions**

**Other transactions with trustees or related parties**

			2023	2022
			£	£
Name of trustee or related party	Relationship to charity	Description of transaction		
Anita Gregory	Trustee	Provision of cleaning services	120	893
			<u>120</u>	<u>893</u>

**Small World Cultural Arts Collective**  
**Statement of Financial Activities including comparatives for all funds**  
**(including summary income and expenditure account)**  
**for the year ended 31 March 2023**

	2023	2022	2023	2022	2023	2022
	Unrestricted	Unrestricted	Restricted	Restricted	Total	Total
	funds	funds	funds	funds	funds	funds
	£	£	£	£	£	£
<b>Income</b>						
Grants and donations	20,426	-	6,817	28,575	27,243	28,575
Bank interest	11	13	-	-	11	13
Other income	2,077	166	-	-	2,077	166
<b>Total income</b>	<b>22,514</b>	<b>179</b>	<b>6,817</b>	<b>28,575</b>	<b>29,331</b>	<b>28,754</b>
<b>Expenditure</b>						
Salaries NI and pensions	977	-	8,461	8,998	9,438	8,998
Payroll charges	-	-	377	167	377	167
Freelancer fees	-	-	4,566	-	4,566	-
Training	-	-	154	57	154	57
Travel and transport	5	-	278	35	283	35
Rent and rates	-	-	2,400	2,400	2,400	2,400
Building expenses and materials	108	25	620	780	728	805
Premises and office expenses	-	-	2,589	990	2,589	990
Insurance	182	278	183	181	365	459
Telephone, fax and internet	-	-	557	425	557	425
Materials and event expenses	1,279	-	2,427	2,310	3,706	2,310
Refreshments	49	-	1,283	1,176	1,332	1,176
Small equipment	64	47	598	1,284	662	1,331
Computer equipment and software	-	-	-	368	-	368
Professional fees	-	-	13	49	13	49
Independent examination	48	-	480	480	528	480
Licenses and subscriptions	-	-	796	-	796	-
Other costs	10	100	112	340	122	440
<b>Total expenditure</b>	<b>2,722</b>	<b>450</b>	<b>25,894</b>	<b>20,040</b>	<b>28,616</b>	<b>20,490</b>
<b>Net income / (expenditure)</b>	<b>19,792</b>	<b>(271)</b>	<b>(19,077)</b>	<b>8,535</b>	<b>715</b>	<b>8,264</b>
<b>Fund balances brought forward</b>	<b>2,304</b>	<b>2,575</b>	<b>25,331</b>	<b>16,796</b>	<b>27,635</b>	<b>19,371</b>
<b>Fund balances carried forward</b>	<b>22,096</b>	<b>2,304</b>	<b>6,254</b>	<b>25,331</b>	<b>28,350</b>	<b>27,635</b>