

**HEART OF GLASS ST HELENS LTD**

**(A COMPANY LIMITED BY GUARANTEE)**

**ANNUAL REPORT AND ACCOUNTS**

**for the year ended**

**31st March 2020**

**REGISTERED NUMBER: 9812411**

**CHARITY NUMBER: 1179366**

# HEART OF GLASS ST HELENS LTD

## Annual Report and Accounts For the year ended 31st March 2020

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# HEART OF GLASS ST HELENS LTD

## Company Information

31st March 2020

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<b>Company number:</b>	9812411
<b>Charity number:</b>	1179366
<b>Trustees:</b>	John Whaling Gordon Pennington Joanna Rowlands Thomas Rowlands Hannah Firth Susan Stubbs Jean Tormey Susan Grindrod Doreen Foster Jesse Jones Paul Hogan Julia Carruthers
<b>Company Secretary:</b>	Kathryn Dempsey
<b>Director:</b>	Patrick Fox (Chief Executive)
<b>Registered office:</b>	9-11 Haydock Street St Helens Merseyside WA10 1DD
<b>Bankers:</b>	National Westminster Bank plc St Helens Branch 5 Ormskirk Street St Helens Merseyside WA10 1DR
<b>Solicitors:</b>	Counterculture Partnership LLP Unit 115, Ducie House Manchester M1 2JW
<b>Statutory Auditor:</b>	Mitchell Charlesworth LLP Chartered Accountants 5 Temple Square Temple Street Liverpool L2 5RH

# HEART OF GLASS ST HELENS LTD

## Report of the Trustees

For the year ended 31st March 2020

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The Trustees (who are also the directors of the company for the purposes of company law) present their report together with the audited accounts of the charity for the year ended 31st March 2020. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

### Trustees of the charity

The directors of the charitable company are the Trustees for the purposes of company law. The Trustees who have served during the year and since the year end are detailed on page 1.

### Governing document

The charity which is a company limited by guarantee is governed by its Memorandum and Articles of Association dated 12th July 2018. All members have agreed to contribute the sum not exceeding £10 in the event of a winding-up. It is registered as a charity with the Charity Commission.

### Organisation

The Board of Trustees, which shall have no less than 3 members but not subject to a maximum number, administers the charity. The board meets at least 4 times a year and consists of sub-committees covering areas of finance and diversity & equality which meet quarterly. A Director is appointed (to act in the role of Chief Executive) by the Trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Director acting in the role of the Chief Executive has delegated authority, within terms of delegation approved by the Trustees, for the implementation of the strategic decisions at an operational level.

### Objects and activities

Heart of Glass is an agency for collaborative and social arts practice based in St Helens, Merseyside.

Our charity objects ("Objects") are specifically restricted to the following:

To advance the education of the public in the arts and in particular collaborative arts, contemporary visual arts, performance, music, drama, poetry, craft, media arts and all other associated arts of the highest quality and calibre by:

- a) encouraging and developing public participation in these artforms by the presentation of artworks, commissions, concerts, performances, exhibitions and festivals in the borough of St Helens primarily, and in the North West region, nationally and internationally;
- b) supporting community well-being and capacity-building in St Helens through commissioning of collaborative arts projects addressing issues of place, community and equality and inclusion; and
- c) promoting, supporting and developing the creative community of St Helens and the understanding of collaborative arts practice nationally and internationally.



# HEART OF GLASS ST HELENS LTD

## Report of the Trustees

For the year ended 31st March 2020 (continued)

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### Objects and activities (continued)

We support artists and communities in the broadest sense to embark on creative journeys together and make Great Art. Our core values, philosophy and approach as an organisation is founded on co-production with communities and artists. People, both individually and within communities are central to both our thinking and practice. We are interested in building communities of enquiry, in sharing skills and experience, and placing art in direct interaction with all areas of life that form society. The results of this work ranges from theatre to visual art, and everything in between. Sometimes the results are dazzling public shows, sometimes they're quietly disruptive performances and often they're both! The work always creates the possibility, through shared art making, to imagine and express new futures and other ways of being.

We work across all sorts of art forms with artists who share our vision and commitment. We also support artists and practitioners through collaboration, professional development opportunities and our annual With For About conference.

Our strategic aims as an organisation are:

- To create transformative and ambitious Art in collaboration with communities in areas of low arts engagement or from protected characteristic groups
- To become a centre for knowledge production in the field of collaborative and social arts practice
- To grow audiences for collaborative and social arts practice locally, regionally and nationally
- To create opportunities for learning and professional development to grow our organisation's resilience.

We wish for St Helens to become a recognised centre for collaborative and social arts practice.

### Public benefit

The Trustees have had due regard to the guidance published by the Charity Commission on public benefit when exercising any powers or duties to which the guidance is relevant.

## Report of the Trustees

For the year ended 31st March 2020 (continued)

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### Strategic Report

#### Achievements and performance

We produce extraordinary art in unexpected places. Highlights from the year 2019/20 can be broken down into key strategic areas:

#### 1. Producing, presenting and supporting

We commission artists and communities to produce new contemporary collaborative work, working across artforms. Quality of process and product is paramount to us and we will benchmark our work against best practice nationally and internationally. Key works we have presented and toured this year include:

##### ***The Suicide Chronicles - Communities of experience with Mark Storor***

Our long-term collaborative project and programme *The Suicide Chronicles* with Artist Mark Storor, working with various communities impacted upon and connected with suicide has developed significantly. We have a research relationship with Glasgow University and have begun to connect with international partners in Ireland and Finland. Suicide can be a very public death, whilst simultaneously an intense private experience for those who grieve. *The Suicide Chronicles* was created in St Helens, which in recent years has had the highest suicide rates in England and Wales. The project is a collaboration between Artist Mark Storor, Heart of Glass and those who have been affected by suicide. *The Suicide Chronicles* seeks to address the lack of an effective language through which we can publicly discuss this issue. In Chronicle One three women who have been bereaved by suicide reclaim this experience and give an audience public access to a private world. In Chronicle Two staff members from the YMCA St Helens take us through a meditation on what it is to be a professional carer and a first responder working in this context. It brings into sharp relief the human cost not only to the people in their care, some of whom take their own lives, but over a period of time the effect it has on the workers themselves. During 2019/20 these works were developed, with aspects presented to the public in November 2019 as part of our Mad Love Mental Health Arts Festival. Work is underway on future installments of the project and following a successful and well received presentation of Chronicle One, we are exploring future presentation opportunities and have had conversations with Arts Admin, Tate Exchange, Cork Midsummer and Manchester International Festival about the presentation of future installments.

##### ***Beyond the Bellcurve - Members of Acorn Farm with Gemma Nash***

Over the past two years, Sound Artist Gemma Nash has been working in collaboration with members of Acorn Farm's adult day service. Envisioned as a sound work to challenge late capitalist thinking about resilience and autonomy in terms of art through collectivism and non-normative ways of expression, the projects has grown from ideas developed over the collaborative relationship to create a bell curve of dysfluent speakers who form a sound based choir representing safety, solidarity, harmony and interdependence. So far, the collective have created a series of sound jams, an alternative narrative of the farm and are developing an online book.

##### ***The Mic Drop - Many Hands One Heart with Larry Achiampong***

The Mic Drop is a collaborative podcast with the sole purpose of creating a space 'for migrants by migrants' exercising agency and exchange through a shared space of collective thinking, storytelling and debate. Across the episodes The Mic Drop details a range of subject matter from personal experiences relating to seeking asylum whilst being LGBTQIA+ through to critical conversations relating to the arts and culture. The podcast series has been developed and recorded through a workshop programme which took place over the course 2019/20 and work will be presented to a public in the summer of 2020. Many Hands One Heart is a support and wellbeing project for people from the LGBTQIA+ community who are seeking asylum in Liverpool. The group has been working with London-based Artist Larry Achiampong. We've collaborated with Larry before as part of our Take Over 2018 festival, where we shared Sunday's Best, Larry's contemplative film on faith and colonial histories.

# HEART OF GLASS ST HELENS LTD

## Report of the Trustees

For the year ended 31st March 2020 (continued)

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### Strategic Report (continued)

#### Achievements and performance (continued)

##### **Touring work**

We have also toured a number of works this past year, which include:

- *The Truth The Whole Truth and Nothing But The Truth* - the filmic presentation of our critically acclaimed theatre production - *TORCH* - produced by Caroline Smith. The film was shortlisted and presented as part of Manchester Film Festival in March 2020.
- *Power Tools*, our collaboration with idle women and women from St Helens was screened and installed as a video work at Newlyn Art Gallery in 2019.
- Our mental health and arts festival collaboration with James Leadbitter, titled *Mad Love on Tour*, was presented at Bethlem Gallery London as part of Walthamstow Borough of Culture in 2019.
- Our partnership with Open Eye Gallery led to co-presentation of Yan Wang Preston's work in LOOK Festival, Wirral as part of the Wirral Borough of Culture year in late 2019.

##### **Supporting Artists**

We commissioned 41 Artists this year with 83% of those Artists from protected characteristic groups. We provided opportunities for 10 Emerging Artists, of whom 7 were from protected characteristic groups;

- Gemma Nash commissioned to create work with Acorn Farm
- Kristian Gjerstad commissioned to create work with Acorn Farm Sophie Mahon working with young women across St Helens
- Wirral Commission // in partnership with Wirral MBC and Open Eye Gallery a site-specific work by Yan Wang Preston commissioned by Open Eye Gallery.
- Kate Hodgson working with Looked After Children and young women from Parr
- Cathy Cross working as Artist in Residence: Schools and Colleges
- And the following artist presenting work as part of Kitty's Scratch Night (our regular live art evening that takes place monthly in St Helens):

Gary Dollman Sollars  
Deborah de Beauvoir  
Tamsin Williams  
Rhiannon Anikey  
Beauty Stab

### Strategic Report (continued)

#### Achievements and performance (continued)

##### 2. Critical learning programme

This programme includes an annual conference for arts professionals and those interested in collaborative and social arts practice, a professional development programme for artists as well as networking opportunities for artists, producers and commissioners. In 19/20 we have had over 330 attendances at our events, CPD programme and conference. We commission and publish critical writing to promote wider sector learning and knowledge exchange.

##### **Professional development**

We have provided professional development opportunities for artists and producers across a number of strands of work. These include:

- *The Gossips*, a professional development programme by women for women.
- *Rupture*, a mentoring programme for Artists and Producers, led by Sarah Bailey.
- A collaborative programme of professional development opportunities, devised in collaboration with Mark Devereux projects.
- Our annual conference With For About took place in May 2019 was a sellout, welcoming an array of international speakers and audiences from across the UK.
- We partnered with Live Art Development Agency to host a DIY19 professional development programme with Artists Amy Pennington and Ania Bas.
- We continue to work in partnerships with In Situ on the *Faculty* development work, plan to launch programme and open application window in 20/21.
- We hosted New York based collaborative arts agency, A Blade of Grass, in residence in May 2019 - we hosted 2 staff members and 2 internationally renowned socially-engaged artists Rick Lowe and Brian Harnetty.

##### **Critical writing**

We have commissioned 20+ pieces of critical writing, including our most recent publication, *Praxis: The Town As Art Centre*, currently being distributed and available via UnBound online publishing shop. It is also available through the Live Art Development Agency library.

As well as our own publishing efforts and self-reflection work undertaken in partnership with the University of Central Lancashire, we also contributed to and supported the development of a number of key pieces of research.

##### **Networking and sector leadership**

Across the team we have made presentations to over 1500+ people from across the arts sector nationally and internationally about our work including:

- Historical Materialism International Conference, Barcelona
- Create National Networking Day, Cork
- BAVA Visual Arts, Sherkin Island
- Art Assembly, Walthamstow
- Arts and Cultural Management Conference, Groningen
- People's Powerhouse, Sunderland
- Social Art Making, Argentina

## Report of the Trustees

For the year ended 31st March 2020 (continued)

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### Strategic Report (continued)

#### Achievements and performance (continued)

We maintain membership of various networks, including Change Creation, Co-Creating Change and Artworks Alliance to name a few.

In 2019 we received the award for Organisation of the Year at the inaugural Liverpool City Region Culture Awards.

#### 3. Children & Young People

We deliver a 0-25 offer, including commissions, workshops and engagement programmes through schools, young people's organisations and through independent engagement with young people. We embed opportunities to achieve Arts Award throughout this programme.

Some key achievements in 2019/20 include:

- We worked with Artist Cathy Cross in Rainford High Technology College, Broad Oak Primary School, Lansbury Bridge School and Sports College (SEN) and St Cuthberts over the course of a year, producing a range of exhibitions, events and workshops
- For the third year, Artist Mark Storor continued work with children at St Peters School
- Artist Andy Field worked with Broad Oak Primary in Parr, leading a workshop programme through February and March 2020
- We became embedded in networks including LCEP, Primary Arts Network, SCART and Music Hub
- We provided training for LCEP in Lansbury School to 12 teachers from across the Borough and Artist Robin Surtees delivered CPD to primary teachers based on a Poetry and Place resource we created
- Artist Sofie Layton undertook research in St Helens to develop a project at Lansbury School.
- We have produced two school resources reaching schools across our borough this year including a young person's view on their hometown, Dear St Helens and creative writing Poetry and Place
- We have commissioned a programme evaluation with a cultural education specialist
- Arts Award has been undertaken with Broad Oak Primary with 30 students at Explore level as part of Cathy Cross' project and a further 30 students at Explore level as part of Andy Fields project.

We have also received funding from Paul Hamlyn Foundation to develop a young women's programme of work. This included the development of a focused project in Parr - working with young women with Artist Kate Hodgson. Artist Sophie Mahon was also commissioned to work with young women across the Borough. Both of these projects were in development in February and March 2020 and will continue later in 2020.

#### 4. Strategic Projects

##### *Creative People & Places*

Heart of Glass, through the Creative People and Places (CPP) programme, delivers a programme of work supported by a local consortium including Torus Housing, St Helens College, FACT (Foundation for Art and Creative Technology), St Helens Council, St Helens Arts Partnership (Platform Arts, The Citadel Arts Centre and The World of Glass museum) and Buzzhub Coalition of Disabled People.

In 19/20 we continued to develop an ambitious programme that engaged St Helens audiences and were successful in securing a further 3 years continued investment through Phase 3 of the Creative People and Places funding to grow the legacy of this investment.

# HEART OF GLASS ST HELENS LTD

## Report of the Trustees

For the year ended 31st March 2020 (continued)

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### Strategic Report (continued)

#### Achievements and performance (continued)

Highlights from 19/20's programme include:

- *Madlove Take Over* in collaboration with Artist and Mental Health Activist James Leadbitter, aka The Vacuum Cleaner - a month long festival, taking over a large disused shop in the town centre, creating a space for art, conversation and care. The festival brought together over 13 local, national and international artists with local communities to make exhibitions, films and new performances for this pop-up space, all aimed at supporting people's mental health.
- *Street Hunt* developed in collaboration with Artist Joshua Sofear - a challenge to the borough through images of local streets which would culminate in the revealing of a poem for St Helens.
- *I Heart Thursdays* with Kitty O'Shea - the monthly gathering of artists and those interested in the arts to learn, share and discuss together.
- *World of Work* with Artist Michelle Browne - reflecting on the changing nature of work this residency resulted in the creation of a board game which will be launched in 20/21.
- *Wildcard* with Artist Phoebe Davies, Sound Designer Joseph Bond and Graphic Designer Rose Nordin - working with the Wildcard Amateur Boxing Club's young boxers the group developed a series of new print and sound works.

#### 5. Audience engagement

Through the year we grew our audiences in St Helens through a range of activity, offering opportunities for participation in the arts as co-creators and co-producers alongside a diverse pool of artists, as learners through our schools and colleges programme, as audience members at our events, and as collaborators and volunteers across the Liverpool City Region. We also grew our audiences and networks nationally and internationally through our engagement in a number of conferences, panels and networks, presenting our work to over 1500 people.

Through 2019/20 we saw 16,853 attendances for our projects and events across the Liverpool City Region.

We worked with over 3,719 participants through artist collaborations and workshops, with over 19 community organisations and 8 schools.

#### 6. Promoting equality and diversity across our organisation

Heart of Glass is wholly committed to promoting equality in all aspects of the organisation. It is our intention that all people should be treated with respect, courtesy, dignity and integrity whilst involved in activities concerned with our work. We endeavour to actively improve the quality of our services and facilities to serve the differing needs of our staff, audience and the community. We aim to avoid or remove any unfair and or discriminatory practices within our operations and to actively oppose all forms of discrimination. We recognise and value the cultural diversity that exists in society, but also recognise that there are many forms of discrimination leading to unacceptable behaviour. We are committed to taking positive steps to remove barriers to participation and access, so that everyone in our community may enjoy and benefit from our programme and activities.

## Report of the Trustees

For the year ended 31st March 2020 (continued)

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### Strategic Report (continued)

#### Achievements and performance (continued)

Our ambitions and commitments to equality for artists, audiences and staff are articulated in our Equality and Diversity Policy. In terms of programme activity we set ourselves ambitious targets which are reviewed year on year in order to track success in this area. This past year we set ourselves the target that 50% of artists commissioned will be from protected characteristic groups. In 2019/20 34 of 41 artists commissioned were from a protected characteristic group.

Staff have undertaken relevant training in the following areas:

- Disability Equality
- Deaf Awareness
- Refugee & Asylum Seeker Awareness
- Suicide Awareness
- Mental Health First Aid
- Gendered Intelligence.

We appointed a Critical Friend for Diversity and Inclusion, Toki Allison, who will be supporting the organisation over the next 12 months to review and provide feedback and actions around our organisation's staffing and recruitment procedures, board membership, policy development and our work.

#### Diversity & Anti-Racism Action Planning

As a community focused arts organisation committed to social justice, the global events of 2020 have further highlighted the explicit racism and structural inequalities that are prevalent in every area of our lives and society. In 2019/20 we strengthened our resolve to do more and do better. We know that direct action is needed for change. We can and must do more to tackle racism as an organisation. The Heart of Glass staff team and Board are working on strategies and actions to create a more diverse workforce, reaffirm our mission and values within our operations as well as our programme and to reflect critically on our work, and to continue to develop as an organisation that is representative and equitable.

Our policies and action plans in relation to our on-going commitment to promoting equality and diversity are published on our website. These action plans are not new initiatives, nor are they time limited, they are an expression of who we are, why we exist and how we operate. In 2019/20 we began the process of making our work around access, inclusion and equity much more transparent, through our work with our Critical Friend, through our new website, through our actions and through our work - we will continue this work. We do this in order to be held accountable and be an active accomplice in the dismantling of systemic racism. We update these public documents a minimum of twice yearly, introducing new commitments and actions, as well as reporting on the changes we've made and the learning we've uncovered.

We also wish to build upon our commitment as an organisation to support and amplify the voices of Black artists, professionals and communities, within our work, organisation and our practice. We are accountable for dismantling systemic racism, and it is our responsibility to encourage others to do the same.



# HEART OF GLASS ST HELENS LTD

## Report of the Trustees

For the year ended 31st March 2020 (continued)

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### Strategic Report (continued)

#### Achievements and performance (continued)

##### Partnerships and sustainability

Throughout 2019/20 we have grown our partnership base and strengthened our role as a leader in the field of socially engaged arts practice, growing the foundations for our long-term objective for St Helens to become the national centre for socially engaged arts practice. The partnership work we have undertaken is supporting Heart of Glass's sustainability, building alliances and growing resources across arts, public and third-sector to support our work into the future.

Our community partnership work was significant in 2019/20 working with the following third-sector organisations, spanning the Liverpool City Region; with Sahir House and Many Hands One Heart, Acorn Farm, Wirral Council, Halton Council, Refugee Women Connect, Wirral Town Council, Change Grow Live, Merseyside Police, Young Carers St Helens, Derbyshire Hill Community Centre, Over the Rainbow, Be Involved and many others.

Our education partners in St Helens were; LCEP Culture Ed, St Helens Music Hub, Primary Arts Network, Rainford High Technology College and others.

Our arts partnerships have included Create Ireland, Open Eye Gallery, LADA, In Situ, Battersea Arts Centre, A Blade of Grass and more.

##### Operational growth

The growth of the organisation is in accordance with our business and financial planning for the period to March 2022, through investment from Arts Council England and other funders.

Time has been invested during the year to establish a strong company culture and delivering whole staff training in areas of diversity, safeguarding, and health and safety alongside staff undertaking bespoke training for their role and attending relevant conferences. To bring best practice into the organisation staff continue to be members of sector specific support organisations such as the Arts Marketing Association, Charity Finance Group and the Chartered Institute of Professional Development.

Internal systems and processes continue to be improved enabling staff to work effectively in the delivery of the programme which includes the thematic internal working groups established for publishing, fundraising, safeguarding and volunteer management.

##### Financial review

Total income for the year amounted to £923,465 (2019 £1,057,373). Expenditure amounted to £984,676 (2019 £1,282,455) resulting in the year ending with an overall deficit of £61,211 (2019 £228,082) representing a deficit on restricted funds of £142,548 and a surplus on unrestricted funds of £81,337, the final balance on unrestricted funds is £154,542.

##### Remuneration of key management personnel

Heart of Glass has benchmarked its salaries and rates of pay with other UK arts organisations and as such our key management personnel are paid in accordance with this.

##### Investment powers and policy

The charity's investment policy is to invest the monies of the charity not immediately required for its charitable purposes in or upon such investments, securities or property as may be thought fit, subject to conditions imposed or required by law.



# HEART OF GLASS ST HELENS LTD

## Report of the Trustees

For the year ended 31st March 2020 (continued)

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### Plans for future periods

Our plans for 2020 - 2023 are multi-layered. How we work has been impacted by Covid-19 and a plan of how we engage our communities and artists within this new context has already been trialed during the lockdown period of March 2020 to present.

#### *New ways of working Post-Covid*

We are planning and devising a programme of socially-distanced projects with our communities and artists for the foreseeable future. The organisation has already been able to respond quickly and thoughtfully to the challenges presented by Covid-19, taking our annual conference in May 2020 online, reaching a new national and international audience that far exceeded our in-person audiences in St Helens to date, and received widespread positive feedback from the sector. Through the conference we supported 29 artists to present their work to an audience of 1729 to date. We also launched a series of Covid-19 responsive artist commissions with artists from St Helens, the wider Liverpool City Region and nationally. We attracted financial support from a range of local authorities and arts partners and were able to commission 51 artists to make new work. The success of these new programmes has demonstrated our ability to respond to our context and adapt to our environment without detriment to our public benefit, quality of work and financial impact.

#### *Creative People and Places*

Moving forward in 2020 our strategy is to complete successful delivery of the final year of Creative People and Places Phase 2 cycle of investment. The conclusion of the current round of investment will involve the delivery of commissions working with Refugee Women's Connect and St Helens based artist Claire Weetman, a continuation of I Heart Thursdays hosted by Kitty O'Shea with an online audience, Sheila Ghilani's collaboration with Young Carers and Amy Pennington's Queer Company with LGBTQ+ young people in St Helens. We will also embark on Phase 3 of Creative People and Places funding in St Helens, working with our consortium to devise and deliver a new programme of activity between October 2020 and October 2023.

#### *St Helens*

We will distill all our experience and work into the formation of a new Cultural Strategy for St Helens, that includes our ambitions to realise the town itself as a gallery and stage - the town as art centre - supporting our assertion that art belongs everywhere and that anyone can be a part of the making of meaning through cultural practices and opportunities.

#### *National and International work*

Across our National Portfolio investment programme of work we will continue to prioritise the engagement of marginalised and under-represented groups, support work to be developed across the context of disability and with members of the community seeking refuge and asylum, as well as across the spectrum of mental health.

We will continue to plan and develop our ambitions to host the first triennial for collaborative and social arts practice in St Helens in 2021 with an array of international partners, including Create Ireland.

In this time, we will also consolidate our leadership position nationally with an array of professional development opportunities and a greater digital presence with our newly launched website and enhanced opportunities for publishing work digitally.

# HEART OF GLASS ST HELENS LTD

## Report of the Trustees

For the year ended 31st March 2020 (continued)

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### Risk management

Heart of Glass's Risk Register is one of the key documents in our organisational business plan. Being aware of risks facing the organisation is critical to ensuring that we can grow, develop and become a sustainable part of the nation's creative ecology. We have implemented a risk register, which captures known risks to the organisation across the areas of; programme delivery, governance, human resources, financial management, funding, legal and national standards and policy, information communication technology, communications and marketing, equipment and assets, and external influences. Each risk is assessed on its likelihood and impact and given a severity rating between 1 and 9. They are also attributed to an owner within the organisation who is responsible for managing the risk through identified mitigating and contingent actions. Risks will stay open on the risk register until they have been fully mitigated or negated. The risk register is monitored by the Board of Trustees who ensure that known risks are well managed and who support the leadership team in identifying new risks to the organisation as they occur.

Our organisational policy on risk management is to:

- follow best practice in designing our risk management framework.
- encourage well-managed taking of risk to deliver business objectives.
- provide staff with policies and procedures necessary to manage risk.
- embed risk management in the day-to-day business.
- identify and prioritise risk using the risk management methodology.
- regularly monitor major risks at Director level, and
- achieve continuous improvement in risk management.

### Reserves policy

The Board of Trustees agree to build unrestricted financial reserves to a level which covers three months of core operational costs, covering core staff salaries and administration costs. The reserves level will be monitored every quarter by the Board of Trustees and the policy and reserves target will be reviewed annually or whenever there are significant changes in core staff hours or numbers.

### Related parties

There are no related parties.

### Trustees

The Trustees who served during the period are detailed on page 1.

### Appointment of Trustees

Trustees are appointed at the Annual General Meeting or may be appointed to fill a casual vacancy or as an addition to the current board. Any person so appointed shall retain office until the next AGM and may seek re-election. One third of the remaining Trustees seek re-election by members of the charitable company attending the AGM. The Chair of the Trustees is elected by the Board of Trustees. The Chair of Trustees shall preside as Chairperson at every general meeting.

### Trustee induction and training

New Trustees will undergo orientation to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. During their induction they meet key employees and other Trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

# HEART OF GLASS ST HELENS LTD

## Report of the Trustees

For the year ended 31st March 2020 (continued)

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### Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' Annual Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare 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 that period.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then 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 accounts;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue its activities.

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

### Trustees' statement of disclosure of information to the auditors

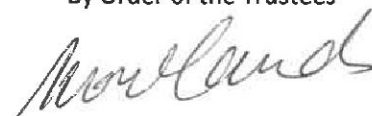
Each of the persons who is a Trustee at the date of approval of this report confirm in so far as they are aware that:

- there is no relevant audit information of which the charitable company's auditor is unaware, and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the auditors are aware of that information.

### Auditors

Mitchell Charlesworth LLP is willing to continue in office and a resolution for their reappointment will be proposed at the forthcoming Annual General Meeting.

By Order of the Trustees



Joanna Rowlands  
Trustee

23 September 2020

# Mitchell Charlesworth LLP

Chartered Accountants

5 Temple Square Temple Street Liverpool L2 5RH

## HEART OF GLASS ST HELENS LTD

### Independent Auditor's Report to the Members of Heart of Glass St Helens Ltd

For the year ended 31st March 2020

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#### Opinion

We have audited the financial statements of Heart of Glass St Helens Ltd (the 'charitable company') for the year ended 31st March 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2020, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

# Mitchell Charlesworth LLP

Chartered Accountants

5 Temple Square Temple Street Liverpool L2 5RH

## HEART OF GLASS ST HELENS LTD

### Independent Auditor's Report to the Members of Heart of Glass St Helens Ltd

For the year ended 31st March 2020 (continued)

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#### Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' report (incorporating the strategic report and the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the strategic report and the directors' report have been prepared in accordance with applicable legal requirements.

#### Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the strategic report and the directors' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

# Mitchell Charlesworth LLP

Chartered Accountants

5 Temple Square Temple Street Liverpool L2 5RH

## HEART OF GLASS ST HELENS LTD

### Independent Auditor's Report to the Members of Heart of Glass St Helens Ltd

For the year ended 31st March 2020 (continued)

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#### Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement set out on page 13-14, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

#### Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



**Mr Philip Griffiths**  
Senior Statutory Auditor

**On behalf of Mitchell Charlesworth**  
Statutory Auditor

**25 September 2020**

# HEART OF GLASS ST HELENS LTD

## Statement of Financial Activities (Including Income and Expenditure Account) For the year ended 31st March 2020

	Notes	Unrestricted £	Restricted £	Total 2020 £	Total 2019 £
<b>Income from:</b>					
Donations and legacies	2	-	156,315	156,315	51,146
Charitable activities	3	422,689	342,509	765,198	1,003,623
Investments	4	1,952	-	1,952	2,604
<b>Total income</b>		<b>424,641</b>	<b>498,824</b>	<b>923,465</b>	<b>1,057,373</b>
<b>Expenditure on:</b>					
Charitable activities	5	343,304	641,372	984,676	1,285,455
Other		-	-	-	-
<b>Total expenditure</b>		<b>343,304</b>	<b>641,372</b>	<b>984,676</b>	<b>1,285,455</b>
<b>Net income/(expenditure)</b>		<b>81,337</b>	<b>(142,548)</b>	<b>(61,211)</b>	<b>(228,082)</b>
Total funds brought forward		73,205	307,373	380,578	608,660
<b>Total funds carried forward</b>		<b>154,542</b>	<b>164,825</b>	<b>319,367</b>	<b>380,578</b>

The charity has no recognised gains or losses other than the results for the year as set out above. All activities of the charity are classed as continuing.

The notes on pages 22 to 33 form part of these financial statements.

# HEART OF GLASS ST HELENS LTD

## Statement of Financial Activities For the year ended 31st March 2020

### Comparative information for the year ended 31 March 2019

	Notes	Unrestricted £	Restricted £	Total 2019 £
<b>Income from:</b>				
Donations and legacies	2	-	51,146	51,146
Charitable activities	3	355,875	647,748	1,003,623
Investments	4	2,604	-	2,604
<b>Total income</b>		<b>358,479</b>	<b>698,894</b>	<b>1,057,373</b>
<b>Expenditure on:</b>				
Charitable activities	5	297,038	988,417	1,285,455
Other		-	-	-
<b>Total expenditure</b>		<b>297,038</b>	<b>988,417</b>	<b>1,285,455</b>
<b>Net income/(expenditure)</b>		<b>61,441</b>	<b>(289,523)</b>	<b>(228,082)</b>
Total funds brought forward		11,764	596,896	608,660
<b>Total funds carried forward</b>		<b>73,205</b>	<b>307,373</b>	<b>380,578</b>



# HEART OF GLASS ST HELENS LTD

## Balance Sheet 31st March 2020

	Notes	2020	2019
		£	£
<b>Fixed assets</b>			
Tangible assets	13	7,856	6,369
<b>Current assets</b>			
Debtors	14	50,578	35,729
Cash at bank and in hand		331,392	486,492
		381,970	522,221
<b>Creditors</b>			
Amounts falling due within one year	15	(70,459)	(148,012)
<b>Net current assets</b>		311,511	374,209
<b>Total assets less current liabilities</b>		319,367	380,578
<b>Charity funds</b>			
Unrestricted funds	19	113,377	39,159
Designated funds	19	41,165	34,046
Restricted funds	20	164,825	307,373
<b>Total funds</b>	21	319,367	380,578

The financial statements on pages 18 to 33 were approved by the Trustees and authorised for issue on 23 September 2020 and signed on their behalf by:-



Joanna Rowlands  
Trustee

Company Registration Number: 9812411

The notes on pages 22 to 33 form part of these financial statements.

# HEART OF GLASS ST HELENS LTD

## Statement of Cash Flows For the year ended 31st March 2020

	Notes	Total 2020 £	Total 2019 £
<b>Cash flows from operating activities</b>			
<b>Net cash provided by operating activities</b>	22	(147,031)	(165,865)
Tax paid		-	(4)
		(147,031)	(165,869)
<b>Cash flow from investing activities</b>			
Interest received		1,952	2,604
<b>Cash flow from financing activities</b>			
Purchase of tangible fixed assets		(10,021)	(2,401)
<b>Change in cash and cash equivalents in the year ending 31st March 2020</b>		(155,100)	(165,666)
<b>Cash and cash equivalents as at 1st April 2019</b>		486,492	652,158
<b>Cash and cash equivalents as at 31st March 2020</b>	23	331,392	486,492

## 1. Summary of accounting policies

### (a) General information and basis of preparation

Heart of Glass St Helens Ltd is a company limited by guarantee and a registered charity in the United Kingdom. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are set out in the Trustees' Report on page 2.

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

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

### (b) Funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity where they have not been designated for other purposes.

Designated funds comprise funds which have been set aside at the discretion of the Trustees for specific purposes.

The purposes and uses of the designated funds are set out in the notes to the financial statements.

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

### (c) Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated facilities are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. A corresponding amount is recognised in expenditure.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to special performance conditions and is recognised as earned as the related services are provided. Grant income included in this category provides funding to support performance activities and is recognised when there is entitlement, certainty of receipt and the amounts can be measured with sufficient reliability.

## 1. Accounting policies (continued)

### (d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds.
- Expenditure on charitable activities.
- Other expenditure represents those items not falling into the categories above.

### (e) Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs and administrative payroll costs. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

The analysis of these costs is included in note 7.

### (f) Tangible fixed assets

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Fixtures and fittings	- 2 years on a straight line basis
Office equipment	- 3 years on a straight line basis
IT equipment	- 3 years on a straight line basis

De minimis capitalisation level is £750.

### (g) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

### (h) Provisions

Provisions are recognised when the charity has an obligation at the balance sheet date as a result of a past event, it is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated.

### (i) Operating leases

Rentals payable and receivable under operating leases are charged to the SoFA on a straight line basis over the period of the lease.

# HEART OF GLASS ST HELENS LTD

## Notes to the Accounts

Year ended 31st March 2020

### 1. Accounting policies (continued)

#### (j) Employee benefits

When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

#### (k) Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. As a result, the charity is liable to taxation on investment income only.

#### (l) Financial instruments

Financial instruments are classified and accounted for, according to the substance of the contractual arrangements, as financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

#### (m) Going concern

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern. The charity have taken into consideration the impact of Covid-19 on its operations in making this assessment.

### 2. Income from donations and legacies

	Unrestricted £	Restricted £	Total 2020 £	Total 2019 £
Donated services	156,315	-	156,315	51,146
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

# HEART OF GLASS ST HELENS LTD

## Notes to the Accounts

Year ended 31st March 2020

3. Income from charitable activities	Unrestricted	Restricted	Total	Total
	£	£	2020 £	2019 £
<b>Grants</b>				
Arts Council of England				
National Portfolio Funding	350,000	-	350,000	350,000
Creative People and Places	-	200,000	200,000	338,595
Ambition for Excellence	-	48,500	48,500	199,000
EU Creative Europe	-	-	-	8,310
St Helens Council	-	8,210	8,210	59,537
Wirral Metropolitan Borough Council	-	4,517	4,517	17,702
ANU/Culture Ireland - Helen (Ambition)	-	-	-	17,604
Other	-	14,076	14,076	7,000
British Council	-	2,500	2,500	-
Indonesian Council	-	4,706	4,706	-
Paul Hamlyn	-	60,000	60,000	-
<b>Other</b>				
Consultancy fees	15,225	-	15,225	4,519
Ticket sales	5,734	-	5,734	1,356
Other public funding	51,730	-	51,730	-
	<u>422,689</u>	<u>342,509</u>	<u>765,198</u>	<u>1,003,623</u>

£647,748 of the above income in 2019 was attributable to restricted funds and £355,875 of the above income in 2019 was attributable to unrestricted funds.

4. Income from investments	Unrestricted funds	
	Total 2020 £	Total 2019 £
Bank interest receivable	1,952	2,604
	<u>1,952</u>	<u>2,604</u>
<b>5. Analysis of expenditure on charitable activities</b>	<b>Direct Costs £</b>	<b>Support Costs £</b>
	<b>Total 2020 £</b>	<b>Total 2019 £</b>
Programme expenditure	682,902	301,774
	<u>682,902</u>	<u>301,774</u>

£641,372 (2019: £988,417) of the above costs were attributable to restricted funds and £343,304 (2019: £297,038) of the above costs were attributable to unrestricted funds.

# HEART OF GLASS ST HELENS LTD

## Notes to the Accounts Year ended 31st March 2020

<b>6. Net income for the year</b>	<b>Total 2020</b>	<b>Total 2019</b>
	<b>£</b>	<b>£</b>
This is stated after charging:		
Depreciation	8,534	5,989
Auditors' remuneration		
- current year	4,200	4,000
- non audit services	1,850	1,800
Operating lease rentals	-	-
<b>7. Analysis of support costs</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Staff salaries	235,466	245,071
Legal and professional	4,485	7,963
Premises costs	16,040	8,740
Insurance	2,176	2,075
Computer costs	1,183	2,650
Telephone	991	560
Printing, postage and stationery	1,099	1,677
Training	8,094	8,669
Staff expenses	7,484	14,509
Bank charges	892	794
Other	2,738	4,486
Depreciation	8,534	5,989
Governance costs (see note 8)	12,592	10,113
	301,774	313,296
<b>8. Governance costs</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Board development	1,669	-
Audit and accountancy	10,381	9,538
Trustees' expenses	542	575
	12,592	10,113
<b>9. Auditor's remuneration</b>	<b>Total 2020</b>	<b>Total 2019</b>
	<b>£</b>	<b>£</b>
Fees payable to the charity's auditor (and its associates) for the audit of the charity's annual accounts	4,200	4,000
Fees payable to the charity's auditor (and its associates) for other services:-		
Other services	1,850	1,800

# HEART OF GLASS ST HELENS LTD

## Notes to the Accounts

Year ended 31st March 2020

10. Staff costs and numbers	Total 2020 £	Total 2019 £
Salaries and wages	362,293	337,351
Social security costs	30,486	28,443
Pension costs	9,584	8,732
	<u>402,363</u>	<u>374,526</u>

The average number of employees and full time equivalents (FTE) during the year was as follows:-

	2020 Number	2019 Number
Administration	5	5
Service delivery	9	8
Total	<u>14</u>	<u>13</u>

There were no employees whose annual remuneration was £60,000 or more.

## 11. Trustees' and key management personnel remuneration and expenses

None of the Trustees (or any persons connected with them) received any remuneration during the year (2019 £Nil). Reimbursed travel expenses totalled £542 (2019: £575) relating to 2 Trustees (2019: 6).

The total amount of employee benefits received by key management personnel is £205,482 (2019: £210,817).

The charity considers its key management personnel to comprise the Chief Executive, Executive Director, Head of Finance and Operations, Head of Development, Head of Programme and Head of Marketing and Communications.

## 12. Taxation

The company is an exempt charity and is liable to pay corporation tax on investment income only.



# HEART OF GLASS ST HELENS LTD

## Notes to the Accounts Year ended 31st March 2020

### 13. Tangible fixed assets

<b>Cost</b>	<b>Office Equipment £</b>	<b>Total £</b>
At 1st April 2019	18,839	18,839
Additions	10,021	10,021
At 31st March 2020	28,860	28,860
<b>Depreciation</b>		
At 1st April 2019	12,470	12,470
Charge for the year	8,534	8,534
At 31st March 2020	21,004	21,004
<b>Net book value</b>		
At 31st March 2020	7,856	7,856
At 31st March 2019	6,369	6,369

### 14. Debtors

	<b>2020 £</b>	<b>2019 £</b>
Grants receivable	-	8,210
Prepayments and accrued income	50,578	27,519
	50,578	35,729

### 15. Creditors: Amounts falling due within one year

	<b>2020 £</b>	<b>2019 £</b>
Trade creditors	32,360	23,727
Other tax and social security	1,765	-
Accruals and deferred income	36,334	72,555
Other creditors	-	51,730
	70,459	148,012

# HEART OF GLASS ST HELENS LTD

## Notes to the Accounts

Year ended 31st March 2020

16. Financial instruments	2020 £	2019 £
<b>Debt instruments measured at amortised cost</b>		
Trade debtors and grants receivable	-	8,210
Accrued income and other debtors	48,500	19,306
Cash at bank	331,392	486,492
	<u>379,892</u>	<u>514,008</u>
<b>Measured at amortised cost</b>		
Trade creditors	32,360	23,727
Accruals and other creditors	36,334	64,345
	<u>68,694</u>	<u>88,072</u>

## 17. Commitments under operating leases

At 31st March 2020 the charity had aggregate annual commitments under non-cancellable operating leases as set out below:-

	2020 £	2019 £
Operating leases which expire:		
within one year	-	4,250
within 2 to 5 years	-	-
	<u>-</u>	<u>4,250</u>

## 18. Members' liability

The company is limited by guarantee and has no share capital. Every member of the charity undertakes to contribute to the assets of the charity, in the event of being wound up while he or she is a member or within one year of ceasing to be a member for debts and liabilities of the charity contracted before he or she ceases to be a member, such amount as may be required not exceeding £10.

19. Unrestricted funds	As at 1st April 2019 £	Income £	Expenditure £	Transfers £	As at 31st March 2020 £
General fund	39,159	424,641	(343,304)	(7,119)	113,377
	<u>39,159</u>	<u>424,641</u>	<u>(343,304)</u>	<u>(7,119)</u>	<u>113,377</u>
<b>Designated funds</b>					
Arts Council England - NPO	34,046	-	-	7,119	41,165
	<u>34,046</u>	<u>-</u>	<u>-</u>	<u>7,119</u>	<u>41,165</u>

The Trustees have set aside the sum of £41,165 in relation to Arts Council England funding for the purpose of programme delivery in 2020/21.

# HEART OF GLASS ST HELENS LTD

## Notes to the Accounts

Year ended 31st March 2020

### 19. Unrestricted funds (continued)

Comparative information in respect of the preceding period is as follows:

	As at 1st April 2018 £	Income £	Expenditure £	Transfers £	As at 31st March 2019 £
General fund	11,764	358,479	(297,038)	(34,046)	39,159
<b>Designated funds</b>					
Arts Council England - NPO	-	-	-	34,046	34,046

The Trustees have set aside the sum of £34,046 in relation to Arts Council England funding for the purpose of the children and young persons programme and CRM development.

### 20. Restricted funds

	As at 1st April 2019 £	Income £	Expenditure £	As at 31st March 2020 £
Arts Council England - Ambition for Excellence	10,342	48,500	(58,842)	-
Arts Council England - Creative People and Places	292,531	200,000	(388,839)	103,692
St Helens Council - Schools Programme	4,500	-	(4,500)	-
St Helens Council - Childrens Charter	-	4,800	(4,800)	-
St Helens Council - Infant Feeding	-	3,410	(3,410)	-
Wirral MBC - Hunt & Darton Wirral	-	4,517	(4,517)	-
British Council	-	2,500	(2,500)	-
I Will - YP Conference	-	5,000	-	5,000
Indonisian Council	-	4,706	(4,706)	-
Paul Hamlyn	-	60,000	(3,867)	56,133
Young People in Parr	-	-	-	-
P H Holt - Gemma Wash	-	4,000	(4,000)	-
Vaccum Cleaner - Takeover	-	5,076	(5,076)	-
Donated services	-	156,315	(156,315)	-
	307,373	498,824	(641,372)	164,825

Comparative information in respect of the preceding period is as follows:

	As at 1st April 2018 £	Income £	Expenditure £	As at 31st March 2019 £
Arts Council England - Ambition for Excellence	137,186	199,000	(325,844)	10,342
Arts Council England - Creative People and Places	206,199	338,595	(252,263)	292,531
St Helens Council - 150 Programme	253,511	-	(253,511)	-
St Helens Council - Schools Programme	-	32,000	(27,500)	4,500
St Helens Council - Lost Castles	-	7,537	(7,537)	-
St Helens Council - Take Over 2019	-	20,000	(20,000)	-
Wirral MBC - Hunt & Darton Wirral	-	17,702	(17,702)	-
Creative Europe (Create) - CAPP Programme	-	8,310	(8,310)	-
ANU/Culture Ireland - Helen (Ambition)	-	17,604	(17,604)	-
Granada Foundation - We Are Still Here	-	2,000	(2,000)	-
John Moores Foundation - Helen (Ambition)	-	5,000	(5,000)	-
Donated services	-	51,146	(51,146)	-
	596,896	698,894	(988,417)	307,373

#### 20. Restricted funds (continued)

##### **Arts Council England - Ambition for Excellence (Helen)**

Helen is a three year partnership programme with idle women, ANU Productions and the women of St Helens. The programme creates opportunities for women to develop new skills and experiences and responds to the high levels of domestic abuse in St Helens.

##### **Arts Council England - Creative People and Places**

Supported by a local consortium we deliver the Creative People and Places programme in St Helens undertaking a series of residencies and commissions with local community groups to build arts engaged audiences in the town and to embed arts and arts-led commissioning in the borough's strategic decision-making.

##### **St Helens MBC - Schools Programme**

Through this fund we delivered our Heart of Glass, Young Hearts: Schools and Colleges Programme. Supporting our Artist in Residence to deliver CPD sessions to teachers, programme activity with children and young people, and produce resource packs for use in schools and colleges across the borough.

##### **St Helens Council - Childrens Charter**

Working in partnership with St Helens MBC we delivered this project to creatively consult with children and young people across the borough, capturing their vision for the future St Helens.

##### **St Helens Council - Infant Feeding**

Working in partnership with St Helens MBC we delivered this project to creatively consult with parents, carers and guardians of children in St Helens on the subject of breastfeeding.

##### **Wirral MBC - Hunt & Darton Wirral**

Culminating in a 12 hour live radio broadcast in Liscard town centre this commission worked with local community groups to understand the town and build skills in radio production.

##### **British Council - Hana Madness**

As part of A Madlove Takeover, Artist Hana Madness presented her own work and also worked in residence with members of CGL (Change, Grow, Live) to produce new artworks for the exhibition.

##### **I Will - YP Conference**

Following the Children's Charter, this conference will be devised, conducted and attended by young people in the borough of St Helens to debate and consult with local policy makers, discussing and tackling a provocation relevant to the arts.

##### **Indonisian Council -Hana Madness**

As part of A Madlove Takeover, Artist Hana Madness was supported to travel from Indonesia to work in residence with the local community of St Helens and present her work during the festival.

##### **Paul Hamlyn - Young Hearts**

The vision of Young Hearts is to address challenges of provision with young women in St Helens via a bespoke and socially engaged approach to developing collaborative arts activities with young women. We are working with two artists, Sophie Mahon and Kate Hodgson, to develop two projects with young women to explore co-producing, co-commissioning and the creation of new artworks reflective of young women's experiences of growing up and living in St Helens.

##### **P H Holt - Gemma Nash**

This fund enabled additional support for Artist Gemma Nash to work with learning disabled participants at Acorn Farm and Halewood Activity Base, to explore issues of the voice, leading to developing new creative ways of making sounds and using the voice.

##### **Vaccum Cleaner - A Madlove Takeover**

Take Over is our annual festival that reimagines public spaces through art projects made with, for and about people in St Helens. This year we invited artist and mental health activist the vacuum cleaner (aka James Leadbitter) to take over a vast empty shop and create a space for art, conversation and care.

# HEART OF GLASS ST HELENS LTD

## Notes to the Accounts

Year ended 31st March 2020

21. Analysis of net assets between funds	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Tangible fixed assets	7,856	-	-	7,856
Net current assets	105,521	41,165	164,825	311,511
<b>Net assets at 31st March 2020</b>	<b>113,377</b>	<b>41,165</b>	<b>164,825</b>	<b>319,367</b>

Comparative information in respect of the preceding period is as follows:

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Tangible fixed assets	6,369	-	-	6,369
Net current assets	32,790	34,046	307,373	374,209
<b>Net assets at 31st March 2019</b>	<b>39,159</b>	<b>34,046</b>	<b>307,373</b>	<b>380,578</b>

22. Reconciliation of net income/(expenditure) to net cash flows from operating activities	Total 2020 £	Total 2019 £
<b>Net income/(expenditure) for the reporting period as per the statement of financial activities</b>	(61,211)	(228,082)
<b>Adjustments for:</b>		
Interest receivable	(1,952)	(2,604)
Depreciation charges	8,534	5,989
Corporation tax	-	4
(Increase)/decrease in debtors	(14,849)	(22,589)
(Decrease)/ increase in creditors	(77,553)	81,417
<b>Net cash provided by (used in) operating activities</b>	<b>(147,031)</b>	<b>(165,865)</b>

23. Analysis of cash and cash equivalents	Total 2020 £	Total 2019 £
Cash in hand	500	468
Cash at bank	330,892	486,024
<b>Total of cash and cash equivalents</b>	<b>331,392</b>	<b>486,492</b>

# HEART OF GLASS ST HELENS LTD

## Notes to the Accounts

Year ended 31st March 2020

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24. Analysis of net debt	2019 £	Net cashflows £	2020 £
Cash and cash equivalents	486,492	(155,100)	331,392
	<u>          </u>	<u>          </u>	<u>          </u>

There are no financial liabilities classified as debt held by the charity.

25. Deferred income	Total £
At 1st April 2019	8,210
Additions during the year	-
Amounts released to income	<u>(8,210)</u>
At 31st March 2020	<u>-</u>

Income has been deferred where it is received in advance of the period to which it relates or where performance of the activities to which it relates has not yet been undertaken.

## 26. Related party transactions

There were no transactions with related parties during the current or previous period.

In the opinion of the Trustees there is no ultimate controlling party.