



**THE ARTS SOCIETY STRATFORD-UPON-AVON**

**'STRADFAS'**

**TRUSTEES' REPORT AND ACCOUNTS  
FOR THE PERIOD 1<sup>st</sup> APRIL 2019 to 31<sup>st</sup> MARCH 2020**

**A member of The Arts Society**



# THE ARTS SOCIETY STRATFORD-UPON-AVON - "STRADFAS"

## LEGAL AND ADMINISTRATIVE INFORMATION

**Charity number** 1177315

Members who served as Trustees at any time between 1 April 2019 and 31 March 2020 were:

<b>Trustees</b>	Mrs Ursula Russell	Chairman (to 21st June 2019))
	Mr Nick Lister	Chairman (from 21st June 2019)
	Mrs Lynne Reekes	Secretary to Trustees
	Mrs Ruth Bartlett	Trustee
	Mr David Triggs	Trustee
	Mrs Sue Cragoe Jones	Trustee
	Mr Christopher Purser	Trustee

Members who served on the Committee at any time between 1 April 2019 and 31 March 2020 were:

<b>Committee</b>	Mrs Ursula Russell	Chairman (to 21st June 2019))
	Mr David Triggs	Vice-Chairman (to 21st June 2019)
		Chairman (from 21st June 2019)
		Day Visits Secretary
	Mrs Lynne Reekes	Society Secretary (to 21st June 2019)
	Mrs Ann Langton	Society Secretary
	Mrs Caroline Johnson	Society Secretary
	Mrs Ruth Bartlett	Membership Secretary
	Mr Nick Lister	Treasurer
	Mrs Lynne Hurst	Programme Secretary
	Mrs Charlotte Triggs	Day Visits Secretary
	Mrs Caroline Newey	Days of Special Interest Secretary
	Mrs Annie Giles	Extended Tours Secretary (to 21st June 2019)
	Mrs Diana Hill	Extended Tours Secretary
	Mrs Stevie Shakesheff	Extended Tours Secretary
	Ms Anne Maguire	Community Arts Secretary
	Mrs Kay Anderson	Heritage Volunteers secretary

## CONTENTS

	Page
Trustees' Report	3-6
Independent Examiner's report	7
Statement of financial activities	8
Balance Sheet	8
Notes to the accounts	9-10

# THE ARTS SOCIETY STRATFORD-UPON-AVON - "STRADFAS"

## TRUSTEES' REPORT

The Trustees present their Report and Accounts for the period ended 31st March 2020.

The accounts have been prepared in accordance with the accounting policies set out in Note 1 to the accounts and comply with the Charity's Constitution, the Charities Act 2011 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

### Structure, governance, and management

The Charity is registered under reference 1177315.

The Charity was established, and the Constitution was adopted, by an Extraordinary Meeting of its Members on 16 November 2017. The Constitution was revised in April 2018 and adopted by a second Extraordinary General Meeting of Members on 15 November 2018.

The Trustees who served during the Period were:

- U Russell MBE
- D J Triggs
- R Bartlett
- L F Reekes
- S M Cragoe-Jones
- C R Purser
- N P Lister

Appointments to the Committee are made by proposals from members, followed by formal voting at the AGM. Prior to the AGM the Committee recommends the Officers (Chairman, Vice Chairman, Treasurer, Secretary) and the Trustees for approval by members at the AGM.

There are six Trustees with overall responsibility for the Society. The Trustees consist of the Officers (unless an Officer declines to become a Trustee), a Chairman (elected by Trustees) and one other Society member recommended by the Trustees. The Trustees delegate management of the Society and its funds to the Committee members, each of whom has specific areas of responsibility.

A "fit and proper persons test" is applied to all Trustees and persons deemed to exercise general control and management of the Charity's assets. All Trustees are required to read HM Revenue and Customs basic guides for charity managers and sign the declaration for fit and proper persons.

The Trustees and Committee have examined the major risks to which the charity may be exposed, and are satisfied that there are resources and systems in place to mitigate these major risks.

### Objective and Activities

'The promotion and advancement of the aesthetic education of the general public, the cultivation, appreciation and study of the decorative and fine arts, and the giving of aid to the preservation of the United Kingdom's national artistic heritage.' (Constitution Item 3)

The Society actively encourages disadvantaged people to take part in Arts Projects for both therapy and education, by means of grant-aid.

The main activities carried out during the year in furtherance of these objectives are described in the Chairman's Report which follows.

The Trustees have paid due regard to guidance issued by the Charity Commission and its parent body, The Arts Society, in deciding which activities the charity should undertake.

Further details of the Society's work can be found at [www.stradfas.org.uk](http://www.stradfas.org.uk)

# THE ARTS SOCIETY STRATFORD-UPON-AVON - "STRADFAS"

## TRUSTEES' REPORT (continued)

### CHAIRMAN'S REPORT, April 2019-March 2020

#### ACHIEVEMENTS

April 2019-March 2020 was a year of consolidation from the changes made the previous year (when there was a change of year end, and temporary closure of our meeting facility). The Society was pleased to progress through the financial year in a relatively normal manner, with our educational lecture programme being the backbone of our work for members.

We were delighted to arrest the decline in membership apparent over the preceding four years, and ended the year with an increase of approximately 20 members, to a total of 520.

We experimented with several thousand STRADFAS flyers distributed via a local paper, to see if this would gain us any members. The results were distinctly underwhelming(!), although we did decide that a better time of year to try this would be at the beginning of our season, in autumn. Our other (tri-fold) flyers continued to be successful in recruiting new members through the 'first lecture for free' programme.

The advent of regulations covering Covid-19 in late February did not significantly affect our financial year that is reported here, but certainly will have an effect on our report for 2020-2021.

#### LECTURES

**Our arts education lectures** are consistently rated excellent or outstanding by our Committee - a tribute both to the choice of topics and speakers by our Programme Secretary, Lynne Hurst, and to the quality of our speakers. As we have commented in previous reports, lecturers enjoy coming to STRADFAS because of the size of audiences we get in our auditorium at the Playhouse, and the excellent facilities it offers.

**March 2020 saw the Covid-19 'lockdown'** occurring, and STRADFAS rapidly moving to online lectures for our members; we were one of the first in the country to do so, and helped the Arts Society pioneer this form of lecturing. We thank our lecturers for being flexible in their presentation methods.

#### DAYS OF SPECIAL INTEREST, DAY VISITS, EXTENDED VISITS

**Our Days of Special Interest** are arranged by Caroline Newey, and her choice of subject was excellent, as usual. 'The River of Light': The Cradle of Impressionism, by Carole Petipher was a wonderful example of three talks by someone who had actually lived in the areas where the paintings discussed were created. Regrettably, our second Special Interest Day had to be cancelled due to the Covid-19 restrictions that came into force.

**Our Day visits** were organised by Charlotte and David Triggs, and the visit to Chelsea Physic Garden and especially Crosby Hall was an example of Charlotte Triggs gaining us access to places that otherwise do not normally permit visitors. The great Tudor Hall we saw was very impressive, and we learned a lot about restoration of old buildings. Charlotte is relinquishing her role in mid-2020, and will be a hard act to follow.

**Our Arts Tours** were organised initially by Annie Giles, who took us on her last - and very successful - trip to Romania in mid 2019. During her time in charge, Annie 'upped the ante' by increasing our tours from one to two per year, and we are all grateful to the energy she brought to the post which she gave up in mid-2019. Our next trip was organised by Di Hill and Stevie Shakesheff - to Florence in March 2020. In the event, only 20 or so of our original party decided to go on the trip because of increasing Covid-19 concerns in northern Italy. Those that went were treated to tours of Florence and Sienna without the normal crowds, and had a wonderful time. In view of the Covid-19 concerns, our other 2020 tour has been put back until 2021, to avoid members losing deposits and trip fees if lockdown is increased.

# THE ARTS SOCIETY STRATFORD-UPON-AVON - "STRADFAS"

## TRUSTEES' REPORT (continued)

### CONSERVATION, VOLUNTEERS, CHURCH RECORDERS AND COMMUNITY ARTS

Apart from our lectures educating our members in arts subjects, another important Society role is **conservation work undertaken by our Heritage conservation volunteers**. This work is led by Kay Anderson, and can take several forms; (for example) repairing church embroidery (St. Nicolas Church, Alcester), and creating garments for the Shakespeare Birthplace Trust, work that is very welcome by the organisations concerned.

**We give grants to local charities** in support of their arts projects. The programme is led by Anne Maguire, and examples of recipients were the Young Carers in the community, and Alveston School (where STRADFAS funded a session for the winners of an Art Competition which they held). We also funded an application by Stratford-upon-Avon Primary School for the Artsmark Award, and a photographic exhibition entitled 'Grief' at the Shakespeare Hospice.

**Our church recorders group** continued their work, this time at St Laurence's Church, Mickleton, which was found to have wonderful treasurers that kept the group busy researching and cataloguing, led by the indefatigable Jean Vaudeau, who produces our final reports to an exemplary standard.

### BULLETIN and WEBSITE

**The emailed monthly 'Bulletin'** is prepared by Tony Hughes, who also edits our website, and both convey a lot of news to our members, and are worth looking at. The 'Bulletin' has been particularly useful in communicating with members when our normal meetings have been curtailed. Almost 90% of our members are on email, giving us an economical way of contacting them.

### ADMINISTRATION AND FINANCIAL

Behind the scenes administration is essential in a Society of our size. Ruth Bartlett has shouldered the burden of recording memberships for over three years, no small task when we have three databases to keep up to date, visitors to process, and all the normal payments for renewing and recording to organise. Ruth will step down in mid-2020. The Committee Secretary's position was continued by Lynne Reekes, then by Ann Langton, until Caroline Johnson was recruited into the position – many thanks to all. The Treasurer's job was taken on by Nick Lister as an interim measure which lasted 18 months(!).

We brought in subscription payments payable by BACS, and about 15% of our members took advantage of this, which is much easier to administer. We hope for more 'BACS' payments next year.

Ursula Russell completed her three years as Chairman in mid-2019 – many thanks and tributes have been paid to Ursula who led the Society through some difficult times, and was previously a wonderful Programme Secretary. To reiterate all those remarks here would take too long, but we all say a heartfelt thank-you for sound guidance and judgements during those times.

David Triggs took over as Chairman in mid-2019, and has subsequently led the Society exceptionally well during the year. David is the first male Chairman of the Society in its history, reversing the 'glass ceiling' effect. The year for David proved to be the (relative) calm before the Covid storm broke in March 2020 (but more of that next year).

### OTHER LOCAL ARTS SOCIETIES

We enthusiastically embraced the **formation of a new Arts Society in Coventry**, and our Charman, Ursula Russell, was instrumental in giving them help in the early stages of their formation. Covid-19 regulations intervened before they could properly get 'up and running', but we wish them well once they can meet in the usual way.

### THE TRUSTEES and VOLUNTEERS

**Our Trustees** have continued to keep a watching brief over the Society, and included former committee members Sue Cragoe Jones and Christopher Purser. They offered valuable advice where needed. I am grateful for their help.

**We also have a number of volunteers**, who do not normally receive a mention, from our members who organise coffees and raffles, to our technical team, all of which bring in or save valuable cash resources. They are all remembered at committee meetings for the work they put in.

On behalf of the Board of Trustees, Nick Lister, Chairman, September 15<sup>th</sup> 2020

# THE ARTS SOCIETY STRATFORD-UPON-AVON - "STRADFAS"

## TRUSTEES' REPORT (continued)

### TREASURER'S REPORT

*Note: These accounts are up to the end of March 2020, and thus only include a couple of weeks of the 'lockdown' requirements due to the Covid-19 virus. Thus the accounts are almost unaffected from a 'normal' 12-month accounting year for STRADFAS.*

The Independently Examined Accounts for the year ended March 31<sup>st</sup> 2020 show that STRADFAS has maintained its sound financial base. We have fulfilled our general aim of maintaining reserves that would cover the costs of a normal 12 month programme, the reserves having been carefully built up by our previous Treasurers Bryan Knight, and Christopher Purser.

Our financial programme was one of consolidation after the issues of the previous audited period (when we had a 15-month 'financial year'). **Thus this 12-month accounting period cannot be directly compared to the previous 15-month one.**

#### Surplus

STRADFAS had a financial surplus on the year of almost £1900 (based on a 'like for like comparison' with the previous 15 month period), which represents a satisfactory outcome.

#### Income

STRADFAS reversed a decline in membership during the previous 4-5 years. There was an approximate 5% increase, with a commensurate increase in membership income.

Thanks are due to our volunteers overseeing raffles and coffees, who have all helped our income. Also thanks to the technical team who have reduced our technical costs - although absence of cost is not apparent in the accounts. We lost income due to only one Day of Special Interest being held, although this day generated a healthy surplus. A substantial number of refunds on tickets bought for cancelled events were processed.

Members have 'Gift Aided' have increased significantly to above 60%, generating a larger refund from HMRC.

Tax recoverable in relation to Gift Aid is recognised at the time of the donation.

#### Expenditure

We had increases in hire costs, and also increases in our Affiliation Fees to the Arts Society in London. Lecturer costs were slightly below last year, thanks to negotiations by our Programme Secretary.

We maintained our direct charitable donations at £3000, supporting arts-based projects for young people at local hospices and schools.

Our investment in the COIF accumulation fund rose, then fell back to break-even for the year during the stock markets drop in March 2020 (due to Covid-19) – a very satisfactory outcome in the circumstances.

#### Thanks

I would particularly like to thank our accounts examiner, Matrix (Lisa Lerner), who provided much needed help when I was very stretched for time during June 2020.

#### Looking forward

Because of the Covid-19 issues, our financial outlook from March 2020 onwards is subject to considerable uncertainty due to (for example) moving lectures online, paying for online delivery platforms, and supporting smaller Arts Societies with our new online lecture programme. Additionally we lose income from Raffles, Coffee sales, and visitors. However, thanks to our previous Treasurers, STRADFAS is in the position of having substantial reserves to cope with these uncertainties, and we have been able to keep our membership fee at £45, representing about £3 per lecture, after removing the affiliation fee that is payable to Head Office.

Nick Lister,  
STRADFAS Treasurer, 20th July 2020

# **THE ARTS SOCIETY STRATFORD-UPON-AVON - "STRADFAS"**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ARTS SOCIETY STRATFORD UPON AVON**

I report on the accounts of the charity for the Period ended 31 March 2020, which are set out on pages 8 to 10.

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

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

It is my responsibility to:

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

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

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

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

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

(a) which gives me reasonable cause to believe that in any material respect the requirements:

- i) to keep accounting records in accordance with section 130 of the 2011 Act; and
- ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;

have not been met, or

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

Matrix

17 Holbrook Road, Stratford-upon-Avon, CV37 9DZ

25th June 2020

# THE ARTS SOCIETY STRATFORD-UPON-AVON - "STRADFAS"

## STRADFAS Statement of financial activities

1<sup>st</sup> April 2019 – 31<sup>st</sup> March 2020

	Notes	Unrestricted funds	Designated funds	Total 2020	2019; see note*
<b>Incoming resources</b>					
Subscriptions	2	£24,627.00		£24,627.00	£29,762
Interest/Gains on bank funds (Lloyds, COIF)	3	-£29.85		-£29.85	£94
<b>Total</b>		<b>£24,597.15</b>		<b>£24,597.15</b>	£29,856
Incoming resources from charitable activities	4	£4,405.37		£4,405.37	£5,714
Other incoming resources (Gift aid)	5	£3,613.58		£3,613.58	£2,451
<b>Total incoming resources</b>		<b>£32,616.10</b>		<b>£32,616.10</b>	£38,021
<b>Resources expended</b>					
<b>Cost of generating funds</b>					
Website and online publicity costs	7	£930.37		£930.37	£1,441
<b>Net incoming resources available</b>		<b>£31,685.73</b>		<b>£31,685.73</b>	£36,580
<b>Charitable activities</b>					
Speakers expenses & fees	8a	£7,379.45		£7,379.45	£10,113
Hire of halls & equipment	8b	£6,727.80		£6,727.80	£7,751
Affiliation fees - Arts Society	8c	£1,322.92		£1,322.92	£7,556
Donations	8d	£3,000.00		£3,000.00	£3,804
<b>Total charitable expenditure</b>		<b>£18,430.17</b>		<b>£18,430.17</b>	£29,224
<b>Governance Costs</b>	9	£2,583.42		£2,583.42	£3,885
<b>Total resources expended</b>		<b>£21,943.96</b>	<b>£0.00</b>	<b>£21,943.96</b>	£34,550
<b>Net incoming (expenditure) resources</b>		<b>£10,672.14</b>	<b>£0.00</b>	<b>£10,672.14</b>	£3,471
<b>Other recognised gains/losses</b>					
Unrealised gain on charity investments		-£36.58		-£36.58	£387
<b>Net movement in funds</b>		<b>£10,635.56</b>	<b>£0.00</b>	<b>£10,635.56</b>	£3,858
At 1/04/2019 (reserve + investment a/cs)		£28,367.21	£396.00	£28,763.21	£24,905
<b>Fund balances at 31 Mar 2020</b>		<b>£39,039.35</b>	<b>£396.00</b>	<b>£39,435.35</b>	£28,763

## BALANCE SHEET AT 31ST MARCH 2020

### Current Assets

Debtors	12	£2,425.32		£2,513
Investments and reserve account		£27,347.04		£27,377
Loan to Patricia Fay fund held by the Arts Society		£500.00		£500
Cash at Bank and in hand		£11,702.31		£7,256
		<b>£41,974.67</b>		£37,146
<b>Creditors: falling due within one year</b>	13	-£2,539.32		-£8,353
<b>Total assets less current liabilities</b>		<b>£39,435.35</b>		£28,753

### Income funds

Unrestricted funds		£39,039.35		£27,980
Designated funds		£396.00		£396

**Note \* 2019 figures were for a 15 month period, and cannot be compared with the current financial year.**

**Treasurer: Nick Lister**



# THE ARTS SOCIETY STRATFORD-UPON-AVON - "STRADFAS"

Notes to the accounts for the period ending 31st March 2020

1	<b>Accounting policies</b>			
1.1	<b>Basis of preparation</b>			
	The accounts have been prepared under the historical cost convention. The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Charities Act 2011.			
	<b>Incoming resources</b>			<b>2020</b>
1.2	<b>Investments</b>			
	Current asset investments are stated at market value.			
2	<b>Subscriptions</b>			
	Members subscriptions			£24,627.00
3	<b>Investment income</b>			
	Interest receivable			£6.73
	Unrealised gain (loss) on investment a/c			-£36.58
4	<b>Incoming resources from charitable activities</b>			
	Visitors and other Donations			£819.00
	Surplus, sundry events (Raffle, Coffee, lunch)			£1,697.47
	Surplus on Special Interest Days			£1,568.40
	Surplus on Visits			£320.50
			<b>Total</b>	£4,405.37
5	<b>Other incoming resources</b>			
	Tax Refunds - Gift Aid Repayment			£3,613.58
	<b>Total resources expended</b>	<b>Costs</b>	<b>Grant funds</b>	<b>Total</b>
	<b>Costs of generating funds</b>			
7	Sales: Website and online publicity costs	£930.37		£930.37
	<b>Charitable activities</b>			
8a	Speakers expenses and fees	£7,379.45		£7,379.45
8b	Hire of halls and equipment	£6,727.80		£6,727.80
8c	Arts Society Affiliation fees (now paid monthly = 3 months)	£1,322.92		£1,322.92
	<b>Donations</b>			
8d	Grant funding of activities		£3,000.00	£3,000.00
9	<b>Governance costs</b>	£2,583.42		£2,583.42
	Governance costs incl the independent examination fees for the period			
10	<b>Trustees</b>			
	None of the trustees/Committee (or persons connected with them) received remuneration/reimbursement other than out-of-pocket expenses during the period			
11	<b>Employees</b>			
	There were no employees during the period			
12	<b>Debtors</b>			
	Prepayments (Playhouse hire)	£2,425.32		
	Other Debtors	£500.00		
13	<b>Creditors: amounts falling due within one year</b>			
	Trade Creditors incl Arts Society, Auditors, refunds not cashed	£2,539.32		

# THE ARTS SOCIETY STRATFORD-UPON-AVON - "STRADFAS"

## Note to the accounts (continued)

Analysis of net assets between funds	Unrestricted funds	Designated	Total
Fund balances at 31 March 2019 are represented by:			
Current assets	£41,578.67	£396.00	£41,974.67
Creditors: amounts falling due within one year	-£2,539.32	£0.00	-£2,539.32
<b>Totals</b>	<b>£39,039.35</b>	<b>£396.00</b>	<b>£39,435.35</b>

3 Unrealised gains included above at 31-03-2020	-£36.58	-£36.58
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**NOTE:** The 2018-2019 financial period was 15 months, and thus cannot be compared directly to the reported 2019-2020 period of 12 months.

The accounts were approved by the Trustees and signed on 30<sup>th</sup> June 2020

Nick Lister

Treasurer