

Company registration number: 02748408  
Charity registration number: 1025755

# **Westminster Arts trading as Resonate Arts**

(A company limited by guarantee)

Annual Report and Financial Statements

for the year ended 31 March 2020

# **Westminster Arts trading as Resonate Arts**

## **Contents for the year ended 31 March 2020**

---

Reference and Administrative Details	1
Trustees' Report	2 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8 to 11

## Westminster Arts trading as Resonate Arts

### Reference and Administration Details for the year ended 31 March 2020

---

<b>Charity name</b>	Westminster Arts trading as Resonate Arts
<b>Charity registration number</b>	1025755
<b>Company registration number</b>	02748408
<b>Registered office</b>	12 Carlton House Terrace London SW1Y 5AH
<b>Trustees</b>	Ms J Sweeting (Chair) Ms A Young Ms N Shakerley (Secretary) Mr K Sheehan Ms A Sadler
<b>Bankers</b>	Unity Trust Bank plc Nine Brindley Place Birmingham B1 2HB
<b>Accountant</b>	The Laurel Partnership Ltd 16 Broad Street Eye Suffolk IP23 7AF
<b>Independent Examiner</b>	Peter Torino Chartered Accountant AIMS Accountants for Business 25 Leith Mansions Grantully Road London W9 1LQ

## **Westminster Arts trading as Resonate Arts**

### **Trustees' Report For the year ended 31 March 2020**

---

#### **TRUSTEES**

The directors of the company (referred to as Trustees) who have served during the year are as follows:

Ms J Sweeting (Chair of Trustees)

Ms A Young

Ms N Shakerley (Secretary)

Mr K Sheehan

Ms A Sadler

Honorary Treasurer

Ms B Stephens

The Trustees submit their annual report and the financial statements of Westminster Arts for the year ended 31 March 2020 which have been prepared under the Companies Act 2006.

#### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

Company law requires the Trustees, as directors, to prepare financial statements for each financial year that give a true and fair view of the state of the affairs of the charity and of the surplus or deficit for that period. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. They are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **OBJECTS**

Westminster Arts (now trading as Resonate Arts) is a company limited by guarantee. Originally it was a non-incorporated association founded as the City of Westminster Arts Council in 1965. The company is governed by its Articles of Association: it is a charity registered with the Charity Commission, number 1025755 and as such is a non-profit making organisation.

The Trustees undertook a review of its governance and strategy following Westminster City Council's decision in 2013 to discontinue its core funding and also a small grants programme that the charity delivered on their behalf since the foundation of our organisation in 1965.

This prompted a critical evaluation of the charity's position, and Westminster Arts' role has been reframed to build on its key strengths and track record around the development of projects and services that utilise the arts as a means of improving the health, wellbeing and quality of life of those socially excluded groups and individuals.

## Westminster Arts trading as Resonate Arts

### Trustees' Report for the year ended 31 March 2020

.....Continued

---

The principle focus of work now currently is to support people living with dementia and their families, supported in the main by the Central London and West London Clinical Commissioning Groups and a range of Trusts and Foundations and earned income/private giving. In response to the limitations of being able to provide services exclusively for beneficiaries that live, work or study in Westminster an EGM was held 26 March 2013, at which a special resolution was passed to amend the objects of Westminster Arts as follows:

*“Westminster Arts is established to promote social inclusion with a particular focus on addressing the needs of those socially excluded by age, physical or mental disability (including dementia) through the development and delivery of arts based activities and experiences including but not limited to visual arts, photography, film, dance, music and drama.”*

This allowed the Charity to negotiate funding from the West London and Hammersmith & Fulham Clinical Commissioning Groups, which facilitated the establishment of the new roles of Resonate Projects Co-ordinator and, more recently, Projects Assistant/Administrator; plus, we decided to implement a working name change to benefit our multi borough remit and decrease confusion for our participants.

#### TRUSTEES

The Trustees are responsible for providing overall policy direction, approval and oversight, to enable the programme-based and day-to-day planning, project creation, resourcing, execution and management of Westminster Arts activities by its staff. The Trustees are kept informed by staff and do not receive any remuneration for carrying out their responsibilities.

With effect from 26 June 2012, the members of Westminster Arts are persons (“the Trustees”) who support the Company’s objects and who have each guaranteed to contribute the sum of £1 in the event of the company being wound up.

The organisation has ended this period in deficit for the first time, due to a significantly decreased capacity to meet fund-raising targets following from the Director’s ill health. This has been despite the Trustees’ response to engage a fund-raiser whose work has since reaped benefits. Meaning that the issue of deficit is on track to being fully addressed in 2020/21.

The Trustees continue to have due regard to the Charity Commission’s public benefit guidance when exercising their powers and duties in achieving the purpose of the charity.

In the year reported on the Trustees have continued to provide social and well-being benefits to people living with dementia in Kensington, Chelsea and Westminster and some of the public services they come into contact with, through three principal activities:

1. Creative Befrienders: volunteer artists who support the well-being of people living at home through the social opportunity of exploring and/or making art together.
2. Arts in the Community: running arts projects or experiences, in a variety of localities which provide conducive environments for people living with dementia to enjoy social contact with others. These projects ensure local opportunities for ‘social prescription’.
3. Dementia Consultancy: supporting local health, social and arts organisations to understand and respond to dementia as a ‘social disability’ in order to build dementia friendly communities.

We fully met the delivery requirements and projects for the Charity’s funders. Our outcomes are outlined in our Impact Report 2019 – 20.

## Westminster Arts trading as Resonate Arts

### Trustees' Report for the year ended 31 March 2020

.....Continued

---

In summary, we:

- Concluded work in Hammersmith and Fulham following withdrawal of support from their Clinical Commissioning Group for all dementia services.
- Worked with existing and new partners to provide projects in Westminster, Kensington and Chelsea. This work has been supported financially in partnerships with Victoria & Albert Museum, Carers Network, Science Museum and European Reminiscence Network.
- Participated in conferences to promote Social Prescribing and undertaken a service user consultation for the new Dementia Strategy in KCW.
- Recruited a new Project Manager, Julie Foord, and promoted Emma Nutland to Project Manager.
- Supported the Director to reduce working hours and manage a long-term health condition, including recruiting external support for fund-raising and appointing an Honorary Treasurer.
- Updated the Charity's Reserve Policy in the light of staff changes.
- Developed a transitional plan for new leadership and review of the organisation's operations to allow the Director to leave for reasons of ill health.
- Articulated the need to newly evidence effectiveness in reducing social isolation; and review the operation of Creative Befrienders as a core service.

#### RESERVES POLICY

Westminster Arts aims to maintain a consistent level of provision for arts activities. In some years this means it has to draw on its unrestricted funds while in others it may add to these funds. In the year under review funds overall have decreased by £14,907, leaving unrestricted funds at 31 March 2020 of £57,280 (2019: £72,187).

Unrestricted funds are in addition to restricted funds which were nil at 31 March 2020 and 31 March 2019.

#### CONTINUING OPERATIONS

The Company's future is dependent on identifying and securing new funding. There have been capacity challenges in reaching targets this year.

#### RISK REVIEW

The Trustees review the major risks to which the charity is exposed at each Board Meeting and a risk register is established to help check and mitigate these risks. The significant external risk in regard to the receipt of income assessed in 2018-19 continues into 2019-20 and has been monitored through improved budgetary forecasting and financial reporting led by the new Honorary Treasurer. The funding from the Clinical Commissioning Groups is not guaranteed from one year to the next and delays in contracting causes considerable uncertainty.

Internal risks are minimised by the implementation of procedures for the approval and authorisation of transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

Signed on behalf of the Board of Trustees

Ms J. Sweeting

Approved by the Board on 20 January 2021.

## Westminster Arts trading as Resonate Arts

### Independent Examiner's Report for the year ended 31 March 2020

---

I report to the Trustees on the accounts of the company for the year ended 31 March 2020, as set out on pages 6 to 11 following.

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

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- 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 following statement.

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

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

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

- to keep accounting records in accordance with section 386 of the Companies Act 2006 and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met, or

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

.....  
Peter Torino  
AIMS Accountants for Business

..... January 2021

25 Leith Mansions  
Grantully Road  
London  
W9 1LQ

**Westminster Arts trading as Resonate Arts**

**Statement of Financial Activities (including Income and Expenditure Account)  
for the year ended 31 March 2020**

	<b>Note</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2020 £</b>	<b>Total Funds 2019 £</b>
<b>Incoming resources</b>					
Donations and legacies		2,902	-	2,902	-
<u>Income from charitable activities:</u>					
Contracts for services		-	75,819	75,819	104,059
Grants		3,500	3,417	6,917	-
Total incoming resources		6,402	79,236	85,638	104,059
<b>Resources expended</b>					
Costs of raising funds		2,928	-	2,928	-
Expenditure on charitable activities	<b>3</b>	3,500	79,599	83,099	79,500
Other expenditure	<b>5</b>	-	14,518	14,518	22,564
Total resources expended		6,428	94,117	100,545	102,064
Net income/(expenditure) for the period		(26)	(14,881)	(14,907)	1,995
Transfers between funds		(14,881)	14,881	-	-
Net movement in funds		(14,907)	-	(14,907)	1,995
<b>Reconciliation of funds</b>					
Total funds brought forward		72,187	-	72,187	70,192
Total funds carried forward		57,280	-	57,280	72,187

The notes on pages 8 to 11 form an integral part of these financial statements



**Westminster Arts trading as Resonate Arts**

**Balance Sheet  
as at the 31 March 2020**

			2020		2019
	Note	£	£	£	£
<b>Fixed assets</b>					
Tangible fixed assets	6		<u>1,871</u>		<u>2,155</u>
<b>Current assets</b>					
Trade debtors		-		8,027	
Prepayments & accrued income	7	3,430		-	
Cash at bank and in hand		<u>62,156</u>		<u>84,878</u>	
			65,586		92,905
<b>Current liabilities</b>					
Trade creditors		-			
Other creditors	8	1,705		22,873	
Accruals and deferred income	9	8,472		-	
			<u>(10,177)</u>		<u>(22,873)</u>
<b>Net Current Assets</b>			<u>55,409</u>		<u>70,032</u>
<b>Net Assets</b>			<u><u>57,280</u></u>		<u><u>72,187</u></u>
<b>The funds of the charity:</b>					
Unrestricted funds	10		<u>57,280</u>		<u>72,187</u>
<b>Total charity funds</b>			<u><u>57,280</u></u>		<u><u>72,187</u></u>

For the financial period ended 31st March 2020, the charity was entitled to exemption from audit under section 477 of the Companies House Act 2006 relating to small companies

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the Board on 20 January 2021 and signed on its behalf by:

Ms. J Sweeting (Chair)

## **Westminster Arts trading as Resonate Arts**

### **Notes to the Financial Statements for the year ended 31 March 2020**

---

#### **1 Accounting policies**

##### **Basis of preparation**

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

The financial statements have also been prepared with reference to the guidelines set out in the Statement of Recommended Practice 'Accounting and Reporting by Charities : SORP FRS102' and the Companies Act 2006.

##### **Fund accounting policy**

Where Westminster Arts receives monies from sources where there is a requirement for those monies to be applied towards a particular project, these are treated as restricted. Otherwise funds received from other sources which carry no such obligation are treated as unrestricted funds.

Funds which are wholly attributable to specific charitable projects are classified as restricted.

The company incurs administrative costs to enable it to run multiple charitable projects.

Accordingly, unless a fund received is specifically restricted to direct project costs the company will allocate a proportion of all funds to overhead costs as described in Note 4 to the accounts.

All restricted funds are income funds.

##### **Incoming resources**

Donations and other income are taken to the credit of the Statement of Financial Activities on a receivable basis. Incoming resources from tax reclaims are included in the statement of financial activities at the same time as the gift to which they relate.

##### **Resources expended**

Expenditure has been charged to the Statement of Financial Activities on an accrual basis inclusive of irrecoverable Value Added Tax.

##### **Fixed assets**

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Office equipment:            33.3% reducing balance method

# Westminster Arts trading as Resonate Arts

## Notes to the Financial Statements for the year ended 31 March 2020

.....Continued

### 2 Employee numbers

The average number of employees during the year was 3 (2019: 3). There were no employees who received employment benefits of more than £60,000.

### 3 Charitable Activities

Activity	Direct Costs £	Support Costs £	Charitable Activities £
Creative Befrienders	587	31,267	31,854
Arts in the Community	5,272	43,173	48,445
Dementia Consultation	1,025	1,775	2,800
	<u>6,884</u>	<u>76,215</u>	<u>83,099</u>

### 4 Support Costs

	Creative Befrienders £	Arts in the Community £	Dementia Consultation £	Total Costs £
Staff costs	25,491	36,536	1,700	63,727
Rent	4,705	4,706	-	9,411
Other office costs	1,071	1,931	75	3,077
	<u>31,267</u>	<u>43,173</u>	<u>1,775</u>	<u>76,215</u>

Staff costs are allocated in proportion to the time spent on each activity. Other costs are apportioned by reference to the demands the various charitable activities make on central resources.

### 5 Other expenditure

	2020 £	2019 £
Salaries	67,545	73,581
Social security costs	2,932	-
Pension costs	1,477	-
Staff costs	<u>71,954</u>	<u>73,581</u>
Less reallocation to charitable activities	<u>(63,727)</u>	<u>(57,348)</u>
	8,227	16,233
Rent	2,353	10,475
Independent Examination	420	980
Accountancy Fees	1,800	-
Depreciation	936	1,077
Other office costs	726	5,359
Insurance	56	279
Apportionment to projects	<u>-</u>	<u>(11,839)</u>
	<u>14,518</u>	<u>22,564</u>

**Westminster Arts trading as Resonate Arts**

**Notes to the Financial Statements  
for the year ended 31 March 2020**

.....Continued

**6 Tangible fixed assets**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Office equipment	11,732	8,987
Cost brought forward	652	2,745
Additions	<u>12,384</u>	<u>11,732</u>
Cost carried forward		
Depreciation brought forward	9,577	8,500
Charge in the year	936	1,077
Depreciation carried forward	<u>10,513</u>	<u>9,577</u>
Net book value	<u>1,871</u>	<u>2,155</u>

**7 Prepayments and accrued income**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
KCSC Self-care	1,459	-
Remembering Together	630	-
Westminster AC	417	-
Carers Network	924	-
	<u>3,430</u>	<u>-</u>

**8 Other creditors**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Other taxes and social security payments	1,108	4,159
Net wages	328	299
Pension contributions	269	-
Accrued expenses	-	980
Sundry creditors	-	17,435
	<u>1,705</u>	<u>22,873</u>

**9 Accruals and deferred income**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Accruals	6,522	-
Deferred income	1,950	-
	<u>8,472</u>	<u>-</u>

Deferred income relates to income already received for which services are due to be provided in the following accounting period.

# Westminster Arts trading as Resonate Arts

## Notes to the Financial Statements for the year ended 31 March 2020

.....Continued

### 10 Reconciliation of funds

Fund	Brought Forward £	Income £	Expenditure £	Transfers £	Carried Forward £
Carers Network	-	2,772	(2,772)		-
Charles Hayward Foundation	-	3,000	(3,000)		-
Central London CCG	-	38,500	(53,381)	14,881	-
Hammersmith & Fulham CCG	-	1,667	(1,667)		-
KCSC Self Care	-	5,240	(5,240)		-
Science Museum	-	1,760	(1,760)		-
Victoria & Albert Museum	-	12,450	(12,450)		-
Westminster Council	-	2,800	(2,800)		-
West London CCG	-	10,000	(10,000)		-
Other Restricted Funds	-	1,047	(1,047)		-
Total Restricted Funds	-	79,236	(94,117)	14,881	-
The London Community Foundation	-	3,500	(3,500)	-	-
General Funds	72,187	2,902	(2,928)	(14,881)	57,280
Total Unrestricted Funds	72,187	6,402	(6,428)	(14,881)	57,280
Total Funds	72,187	85,638	(100,545)	-	57,280

### 11 Trustees and related parties

Trustees receive no remuneration and are entitled to only modest out-of-pocket expenses.  
During this year, no payments were made to any trustee or related party.