
CHAPEL ARTS STUDIOS
(A Company Limited by Guarantee)

UNAUDITED
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2020

CHAPEL ARTS STUDIOS
(A Company Limited by Guarantee)

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CHAPEL ARTS STUDIOS
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 30 APRIL 2020**

Trustees	Yinnon Ezra MBE, Trustee (appointed 12 April 2018) Mark Courtice, Trustee (appointed 12 April 2018) Zoe Crockford, Trustee (appointed 23 October 2018) Gemma Regn�ez, Trustee (appointed 12 April 2018, resigned 18 August 2020) Stephen Foster, Trustee (appointed 12 April 2018)
Company registered number	11307517
Charity registered number	1185771
Registered office	St Mary's Chapel New Street Andover Hampshire SP10 1QW
Independent Examiner	BRC Accountants Winchester Street Andover SP10 2EA
Bankers	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

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TRUSTEES' REPORT
FOR THE YEAR ENDED 30 APRIL 2020

Structure, governance and Management

Governing Documentation

The charity is controlled by its governing document, its memorandum and articles of association, and constitutes a limited company, limited by guarantee as defined by the Companies Act 2006.

In the event of winding up the company, the liability of the members is limited to a sum not exceeding £1 each.

Recruitment and appointment of new trustees

In accordance with the Governing Document, the trustees are responsible for the appointing of new trustees to the board. New trustees are appointed where they have the necessary skills to contribute to the charity and the organisation's management and development.

Induction and training of new trustees

Trustees responsibilities are explained to them before they accept appointment and they are given a copy of the Charity Commission guide The Essential Trustee – what you need to know, what you need to do which they are encouraged to read. Each trustee also provides documentation to enable them to be independently checked under UK Anti Money Laundering legislation.

As part of a new trustees induction, they are given an introduction to the work of the charity, the trustees role and responsibilities and are provided with the information they need to carry out their role fully.

Introduction

CAS is a multi-faceted artist led contemporary visual arts organisation with a strong educational remit. Based in St Mary's Chapel, CAS welcomes visitors to a variety of artistic experiences and educational events at the Chapel and also takes outreach activities into the streets, communities and institutions of Andover and beyond. CAS programmes aim to inspire, challenge, engage, collaborate and include people of all ages and backgrounds. We provide support, and develop artists in order to continue to 1) provide excellent creative education and 2) collaborate with local communities to deliver inspiring art events and experiences.

Prior to April 2018, CAS was governed by Test Valley Arts Foundation, and significant progress has been made this year (until the interruption of coronavirus) to finalise formalities that will see CAS functioning as an independent standalone organisation. For example, the creation of a new lease between CAS and Test Valley Borough Council is still outstanding as of April 2020, and Test Valley Arts Foundation is still responsible for the novation of the funding agreement with Arts Council England. The relationship with Test Valley Arts Foundation remains strong and versatile.

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Potential Risks facing the Charity

The charity, along with many others, faces ongoing challenges to share its work during the time of the pandemic. Whilst ambition and motivation remains high, finding new ways to connect, collaborate and create comes with challenges for both CAS and potential audiences and partners. Similarly retaining a team where the opportunities for work may be limited on an ongoing basis is a consideration.

Organisational Structure

The management committee is made up of:

Mark Courtice, Chairman

Stephen Foster, Trustee

Gemma Regniez, Trustee

Yinnon Ezra MBE, Trustee

Zoe Crockford, Trustee (newly appointed during this financial year)

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 APRIL 2020

The senior management team is made up of:

David Dixon, Chief Executive Officer

Tracey Ward, Finance Manager

The trustees make all strategic decisions and support the staff and CEO to carry out these decisions. The Board appoints to the CEO, and a Board member will attend interviews of any senior management positions. All other staff appointments are made internally. The Board also approves all major suppliers based on staff recommendations and market tested price comparisons.

The day to day running of the organisation is delegated to the CEO and senior management. However, any invoice or payment exceeding £2,000 has to be approved by a Trustee and expense claims or invoices from any trustee requires authority from 1 other trustee before it can be paid.

Based on limited staff numbers there is no requirement for a formal structure for pay scales at Chapel Arts Studios. The organisation is new and growing so salaries are set in line with market forces and local averages and are reviewed annually.

Objectives and Activities

CAS charitable objectives are:

1. The advancement and promotions of the arts and, in particular, the social, economic and cultural contribution of the visual arts for the public benefit
2. The advancement of education and the furtherance of public knowledge, understanding and appreciation of the arts and in particular, the visual arts

In the second year of its National Portfolio Organisation funding (four years from 2018-2022), the organisation has commissioned and run a number of socially engaged visual art projects, exhibitions, installations, residencies and commissions to engage and benefit those in the local area in line with its objectives. CAS progresses its objectives through a varied programme, working directly with artists, encouraging public engagement with the arts, and working in educational contexts to encourage artistic learning.

Key elements of our delivery strategy were CAS:AIR (an Artist in Residence programme with a focus on involving local people in the arts), and providing Associate Artists with support to devise and deliver projects that further community engagement and enrich the artistic ecology of North Hampshire and our immediate neighbours. The organisation's distinctive approach which prioritises partnership, collaboration and sharing of resources and collaboration has remained important throughout, particularly in the cases of the Education and Dissent programmes and the ongoing development of the CAS network. The themes of challenge, inspire, engage, collaborate and include have been, and continue to be woven into CAS's creative activities.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

CAS Future

This last year, CAS has focused on getting the AIR projects off the ground. We have tested it and it works. Neither went as smooth as we might have hoped, but we learned from our first attempts and still delivered some great successes.

Next year, with the CAS:AIR programme now stable, we will be turning our attention (COVID permitting) to young people and the community. We have allocated funds in the budget to enable us to hire an education coordinator, as well as funds to build and deliver a youth engagement programme. The final form of this will be determined by the impact of COVID.

We will also be looking to realise the plans for CAS2, our second venue. Several options have been discontinued so far, but with the support of the local council TVBC, empty shops are shaping up to be a viable alternative.

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FOR THE YEAR ENDED 30 APRIL 2020

Establishing a CAS2 presence in the town centre will allow us to engage young people, support artists, and bring art to the community. The three pillars of our organisation.

We will continue with our exhibition programme, regardless of COVID. Our team has responded extremely well this year, navigating the troublesome work environment, and shifting plans where needed to a digital output. Our theme for the upcoming year, "Listening to the other" will continue regardless.

Over the next year we intend to grow our organisation. We want more trustees, we want greater diversity and representation in our team as well as our programme. CAS will grow greener, improving the way it runs and sources its supplies. We will be consolidating our rapid growth from being a project belonging to another organisation, to a fully independent charitable NPO.

All these things will be used when we build our new business plan for the next round of NPO applications at the end of the year. It is our intention that we continue to demonstrate a commitment to those around us, in our community, and those visiting to enrich it.

Achievements and Performance

During the course of this year, CAS has undertaken a range of activities with regional and international artists, associate artists, educators and educational institutions and Andover community groups, both at Chapel Arts Studios and in Andover, Southampton, Salisbury and Winchester. Our network of CAS Associate artists continues to grow, we gained 2 new members in this financial year and the total number of members at 30 April 2020 was 18. Three Associates were supported to write successful, independent Project Grants, two of which were ACE supported.

CAS has delivered 31 workshops, 7 exhibitions featuring work from 5 new artists, 17 CAS Associates and 25 international artists. 14 artists were commissioned over the course of the year to deliver workshops, talks and take up residencies. Activities covered the audience span of adults, young people, families and children, artists and educators.

The Chapel venue has hosted 3 artist residencies, 'Safe Play Area' in Summer 2019 (for 3 artists to develop new ideas) and 2 CAS:Air residencies, with the completion of both being carried over into late the following year due to covid-19. 12 Associate Artists undertook a collaborative Laboratory of Dissent residency at Winchester School of Art from 4 November - 6 December 2019.

CAS:Air

CAS:Air is an annual community impact programme that involves a three month artist residency awarded to an artist with an inspiring project proposal for engaging the local Andover people in the arts. The resident artist is given the space and resources inside the Chapel in St Mary's cemetery to further their project aims.

CAS:AIR 2019

CAS:AIR 2019 was themed 'There's a Bigger Picture Out There' and the project commissioned was 'The Andover Space Programme' by Tom Mansfield of Upstart Theatre who had an idea to send a spacecraft into space. It was funded by Test Valley Borough Council, Andover Vision and Andover Town Council. The project included Art in Education alliances with Winchester Science Centre and Andover Library. Local groups Andover Young Carers (14 young people in total) and Picket Twenty Fillies (a local Women's Institute) were engaged as part of 'Mission HQ' to prepare for the Andover Space programme mission. A big part of this was collecting thoughts and hopes from the community in the form of notes, poetry, and images to go up into space. Space Craft Naming Day on 23rd November 2019 was a great success with 278 visitors enjoying family friendly activities across three town centre sites. Activities included activity worksheets at Mission Control in the Chapel, a pop-up Planetarium at Andover Library and 'Create a Space Mural' in The Bus Of Many Things on Andover High Street. The spacecraft launch was delayed until September 2020 due to Covid-19.

CAS:Air 2020 was intended to be a three month residency Feb - April 2020 offering the opportunity for a deaf artist John McDonald to be resident in the chapel to deliver a 'Themes of Life' project that engaged local people

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 APRIL 2020

in an artistic exploration of Andover and the cemetery in particular.

This activity was affiliated with the 'Beautiful Burial Grounds' project by the charity Caring for God's Acre. It opened on 7 February with an exhibition of existing work by John McDonald, to whom he attracted a completely new audience (by simply talking to people in the street) amounting to at least 31 people. Most of those people signed up on the spot to become participants in the project.

This CAS:AIR residency, sponsored by renowned disability arts organisation Unlimited was cut short by 2 weeks and the cumulative exhibition was pushed back until September 2020 due to Covid-19. This posed many challenges but the community of 20+ local people who were engaged in contributing to and creating a final exhibition of artwork displayed in the chapel were supported throughout lockdown by CAS and each other to finish their paintings and artworks.

Exhibitions

Following on from our first ever CAS Associate Artist group exhibition In The Round (18 - 21 March - 2019), CAS Curator Susan Francis also arranged three additional exhibitions for our Associate Artists to form links with external partners and venues. CAS curated Let Us Dissent (2-12 September 2019) at SpudWORKS Sway, Laboratory of Dissent; Inside/Outside (18 Nov - 6 Dec) at Winchester School of Art. There was also Saturated Space at Sandham National Trust which opened 11 March 2020. All of these exhibitions featured unique live-art performances by CAS Associate Artists.

Our first commission took place in the summer of 2019, by renowned black-British artist Jade Monseratt, who delivered Contagion - a charcoal installation of hand drawn words.

The Contagion exhibition was programmed to run the same weekend at the Art in Education project Truth Dare Art Social Practice Forum hosted by John Hansard Gallery so that attendees could come and interact with the artist and her work.

CAS exhibitions attracted a collective audience of 859 known visitors across all sites with an estimated total of 1090 visitors.

Educational work

Education projects and activities delivered by CAS for young people this year are: Salisbury Drawing Walks, a performance drawing event in partnership with the Trinity Wharf Drawing Prize, 'Themes of Life' Kids Art Clubs, and Linn O'Carroll 'Space Mural' activity coinciding with an inflatable planetarium showing a film about the moon landing in Andover library gathering with family audience of over 200. Families queued all day and children read books while they waited.

We ran a series of 8 accessible print workshops for families and children, and a more indepth Introduction to Printmaking short course. Together they covered lino, block, etching and screen printing techniques.

This year CAS has also partnered with Andover Trees United and CAS Associate Artist James Aldridge to deliver a year long art, ecology, and learning project Ash Tree Stream which will now conclude in November 2020 due to Covid-19. The number of students engaged through repeating activities and workshops as part of Ash Tree Stream this financial year was 135.

As part of its developing Creative Digital Technology programme, CAS ran a 2 day creative coding course, and delivered a digital story workshop to a five- school careers day in Southampton.

CAS has established and furthered relationships with the following educational institutions over the year: John Hansard Gallery, Andover Trees United, Andover Library, Hampshire Cultural Trust, Andover Museum, Winchester School of Art, Winchester Science Centre, Andover Church of England Primary School, Appleshaw St Peter's Primary School, Harrow Way Community School (Secondary), Portway Junior School, Vernham Dean Gillum's Church of England Primary School. It is hoped that these will be a key group of establishments which CAS can bring regular projects and opportunities to.

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FOR THE YEAR ENDED 30 APRIL 2020

This year our exhibitions also began to attract school visits to assist teachers in inspiring and educating their art students. John McDonald's opening show for CAS:AIR 2020 in February was visited by 10 students from S6C Salisbury Sixth Form College, arranged by their art teacher.

Life-long learning opportunities for all ages have included a 2 day Truth-or-Dare Social Practice Forum for artists and teaching staff, heritage Lottery funded 'Asking Andover' by CAS Artist James Aldridge for Andover Museum (which included the artist maintaining a project blog throughout), and 5-10 sessions of Continuing Professional Development for Associate Artists.

In summer, 15 local artists enjoyed a CAS In Conversation evening which was their chance to meet two "movers and shakers of art in the South West" and listen to them discuss what they do, how they got there and what they can teach us about ways to successfully navigate the arts in our region and beyond."

In September 2019 James Aldridge began a collaboration with Andover Trees United to deliver an Ash Tree themed ecology and heritage project in five local schools and he also delivered an Inset Day at Chapel Arts Studios for teachers involved in the project and 'mutual learning journey'.

In addition to all this, February 2020 also saw the beginning of a Drawing Group led by our Art-Research Consultant Yonat Nitzan Green PhD. For this, 10 artists began to meet monthly to practice and discuss drawing, whilst also reading and reflecting on art theory. Members wanted to come to Andover to take part from as far afield as London, Exeter and Bournemouth. When Covid-19 arrived, the group moved online to discuss texts and draw together via Zoom and WhatsApp.

Performance Summary

CAS has reached at least 1421 people in the community over the last financial year ending 30 April 2020. Each of its projects were evaluated and reviewed in terms of attendance, digital reach, impact and future opportunities for development. Exhibitions attracted at least 859 people, and educational work for young people engaged 207. Other activities including talks, walks and clubs brought an audience of 155.

Feedback from audiences has been overwhelmingly positive, with the diversity of engagement increasing greatly with the introduction of the CAS AIR programme. The Themes of Life CAS AIR in particular demonstrated this, with participants including children as young as 5, adults, parents, elderly, disabled and young people in sheltered accommodation, all with a broad range of creative experience.

In the second year of our NPO programme, the primary aim was setting up and delivering our first CAS AIR residencies. This has been done with great success, acquiring financial support from all our local council groups. With this programme working now, Year 3 we will be focusing on renewing and building a structured education programme.

Covid-19

The impact of COVID 19 from March 2020 led to the chapel being closed for 5 months from April , during which time the gallery underwent some internal refurbishment to improve storage and decoration, and gained us extra wall space for exhibiting. The income that may have been generated from ticket sales was lost, however, great efforts were made to offer free online digital work to maintain relationships with audiences. Furthermore, the team were able to focus on ways and means to continue to deliver CAS's work such as planning an online exhibition for May/June 2020 with a view to doing this digitally on an ongoing basis where necessary in the autumn.

Finances

Chapel Arts Studios became a registered charity in October 2019, therefore, these accounts represent their first year as a charity. However, it should be noted that the studios have been running for a number of years, first as part of Test Valley Arts Foundation (TVAF) and then as an independent Limited Company.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 APRIL 2020

The year end position reflects a positive surplus position reflecting the efforts put into generating match funding for projects and some savings made on project delivery. Chapel Arts Studios gratefully acknowledges the contributions of all its supporters in the delivery of its work.

Principal funding sources

CAS's primary source of income is Arts Council England as a National Portfolio Organisation in the 2018-2022 cycle. CAS intends to apply to retain NPO status and continue to use these funds to support its core activities as set out in the business plan. The nature of this grant is unrestricted and serves to allow CAS to deliver their mission, vision and values in the best way possible.

Earned Income

CAS generated £1,040 in ticket sales for workshops and talks in this financial year. Sales were impacted by Covid-19 and lockdown from March 2020 after which free online digital content was shared.

CAS runs an Associate Artist scheme for £10 a month which includes a number of benefits for artists to develop their practice and connect with CAS as well as each other. This generated £1,876.

Fundraising, Sponsorship and Donations

CAS generated £31,000 in fundraised income across the financial year in relation to specific projects. Some funders were unable to commit as they had originally planned, however, we went on to £8,000 more than the budgeted £27,000 for income raised for projects showing an 30% increase.

A fundraising policy is in development, which, as well as trusts and foundations, and sponsorship and donations, considers the role of gift aid and a Friends Scheme offer.

Key match funders from the last financial year include Unlimited providing £10,000 for the CAS AIR: Themes of Life project with artist John McDonald, The Heritage Lottery Fund provided £10,000 for the Asking Andover project at Andover Museum, £2,700 was donated by Seedbed for Truth-Dare-Art Social Practice Forum, and £5,000 from Test Valley Borough Council to launch CAS:AIR 'There's A Bigger Picture Out There.'

CAS remains in its infancy in terms of exploring the potential for sponsorship and donations and cultivating philanthropic giving for ongoing support. However, £100 was received in cash donations, with a further gift of artwork valued at £1,400 and £250 was given in sponsorship across the year.

CAS is keen to increase its financial resilience by diversifying its income streams. To that end it has recruited professional fundraising consultants Stefan Lipa Consultancy Ltd to assist in building a strategy and strong offer for prospective funders.

Expenditure

There is a small team of 3 part time freelance members of staff leading on the day to day operational activity of CAS. In addition to this there is a Finance Manager who is part of a consultancy but has strong links to the team. The core team is at capacity and will be investigating how to address some of the practical gaps in the coming year. £315 has been spent on staff training and development this year, almost twice the spend in the previous year. £1,383 has been spent on marketing and communications this year which also marks a doubling of expenditure as CAS try to establish their place firmly on the cultural map of Andover and the Test Valley.

The most significant areas of project expenditure for CAS are the annual CAS:AIR projects costing around £10,000 each but which are almost funded in full by third party investors to increase our financial sustainability and develop shared success stories with our valued partners. These major projects have increased CAS's visibility and enhanced its reputation, with several favourable mentions in arts magazines as well as within local papers.

With its longer term plans in mind CAS also invested £12,060 on fundraising consultancy (as above) and £2,087, to add to its spend in 2019 of £473, to create a tools and equipment library which is available to artists to use to make their own work and also to support the installation and exhibition of a broader range of work.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 APRIL 2020

Reserves Policy

The charity is intending to create a surplus this year to start accumulating a reserves fund. The trustees have established a reserves policy of building sufficient reserves to sustain the organisation for three months. This figure has been calculated to be £25,000. They also wish to accumulate reserves for investment in the CAS2 project which will establish CAS in a new, more functional property allowing them to further diversify their work and increase their accessibility to existing and new audiences, rather than the chapel they currently inhabit which is on the perimeter of the towns daily activity centre and the high street.

Restricted Reserves

Where CAS has secured match funding for project specific activity, which it endeavours to do for all its work, the funding is restricted to that particular project. CAS:Air 2 which was originally to feature an exhibition in April 2020 did not have its exhibition until September, leaving £1,282 from Unlimited remaining.

Partners and Funders

In its first year as a charity, CAS has built on its connections and forged strong creative partnerships with various organisations including Unlimited, SPUDworks Artsway, The National Trust, Love Andover and Andover Radio, John Hansard Gallery, Winchester Science Centre, Andover Trees United. These partnerships have enabled CAS to deliver projects that would otherwise have not gone ahead and access development opportunities and particular areas of expertise such as working with disabled artists. These relationships extend beyond financial support for a project and have given life to the projects and the team leading them.

Trustees' responsibilities statement

The trustees (who are also directors of Chapel Arts Studios for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements 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 financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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 enable them to ensure that the financial statements comply with the Companies Act 2006. They 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.

Mark Courtice
Chairman

Date:

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INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 30 APRIL 2020

Independent Examiner's Report to the Trustees of Chapel Arts Studios ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 30 April 2020.

Responsibilities and Basis of Report

As the Trustees of the Charity (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

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

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

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

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:

Dated:

Jacqueline Taylor

FCCA

BRC Accountants
Aldwych House
Winchester Street
Andover
Hampshire
SP10 2EA

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**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 30 APRIL 2020**

	Note	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £	<i>Total funds 2019 £</i>
Income from:					
Donations and legacies	3	10,000	200,701	210,701	118,080
Other trading activities	4	-	4,385	4,385	3,018
Total income		10,000	205,086	215,086	<i>121,098</i>
Expenditure on:					
Raising funds		-	12,060	12,060	5,228
Charitable activities	5	14,839	86,781	101,620	82,449
Other expenditure	6	-	24,801	24,801	19,240
Total expenditure		14,839	123,642	138,481	<i>106,917</i>
Net movement in funds		(4,839)	81,444	76,605	<i>14,181</i>
Reconciliation of funds:					
Total funds brought forward		6,121	8,060	14,181	-
Net movement in funds		(4,839)	81,444	76,605	14,181
Total funds carried forward		1,282	89,504	90,786	<i>14,181</i>

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 12 to 25 form part of these financial statements.

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REGISTERED NUMBER: 11307517

BALANCE SHEET
AS AT 30 APRIL 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	12	5,838	5,461
		<u>5,838</u>	<u>5,461</u>
Current assets			
Debtors	13	74,910	41,579
Cash at bank and in hand		53,723	15,790
		<u>128,633</u>	<u>57,369</u>
Creditors: amounts falling due within one year	14	(43,685)	(48,649)
Net current assets		<u>90,786</u>	<u>14,181</u>
Total assets less current liabilities		<u>90,786</u>	<u>14,181</u>
Total net assets		<u><u>90,786</u></u>	<u><u>14,181</u></u>
Charity funds			
Restricted funds	18	1,282	6,121
Unrestricted funds	18	89,504	8,060
Total funds		<u><u>90,786</u></u>	<u><u>14,181</u></u>

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

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

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

.....
Mark Courtice
Chairman
Date:

The notes on pages 12 to 25 form part of these financial statements.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2020

1. General information

The charitable company is an individual private charity limited by guarantee incorporated in England and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charitable company in the event of liquidation.

The address of its registered office is: St Mary's Chapel, New Street, Andover, Hampshire, SP10 1QW

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Chapel Arts Studios meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. The following specific policies are applied to particular categories of income:

Donations and legacies

Donations, grants and gifts are recognised when receivable. In the event that a donation is subject to fulfilling performance conditions before the charitable company is entitled to the funds, the income is deferred and not recognised until it is probable that those conditions will be fulfilled in the reporting period. Income from Gift Aid reclaims is recognised for any donations with relevant Gift Aid certificates recognised in income for the year. Any amounts of Gift Aid not received by the year-end are accounted for in income and accrued income in debtors.

Donated services and facilities are included at the value to the charitable company where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charitable company earns the right to consideration by its performance.

2.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2020

2. Accounting policies (continued)

2.3 Expenditure (continued)

Grants payable

Grants payable are payments made to third parties in the furtherance of the charitable objects of the Trust. In the case of an unconditional grant offer, this is accrued once the recipient has been notified of the grant award. The notification gives the recipient a reasonable expectation that they will receive the grant. Grant awards that are subject to the recipient fulfilling performance conditions are only accrued when the recipient has been notified of the grant and any remaining unfulfilled condition attaching to the grant is outside the control of the Trust.

Raising funds

Cost of generating funds comprise the costs associated with attracting voluntary income, the management of investments and the costs of trading for fundraising purposes.

Charitable activities

Charitable expenditure comprises those costs incurred by the charitable company in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

2.4 Tangible fixed assets and depreciation

Tangible fixed assets costing £100 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following basis:

Furniture, fittings and equipment -	20% straight line
Art equipment -	33% straight line

2.5 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.6 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2020

2. Accounting policies (continued)

2.7 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

2.8 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.9 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. 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.

2.10 Comparatives restated

For the year ended 30th April 2019 the charity was a limited company. The 2019 comparatives in these financial statements have been adjusted to reflect this and are now stated under the charity accounts formats.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2020**

3. Income from donations and legacies

	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £
Donations	-	1,500	1,500
Grants	10,000	198,951	208,951
Sponsorship	-	250	250
	<u>10,000</u>	<u>200,701</u>	<u>210,701</u>
	<u><u>10,000</u></u>	<u><u>200,701</u></u>	<u><u>210,701</u></u>
	<i>Restricted funds 2019 £</i>	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Donations	-	205	205
Grants	6,122	111,753	117,875
	<u>6,122</u>	<u>111,958</u>	<u>118,080</u>
	<u><u>6,122</u></u>	<u><u>111,958</u></u>	<u><u>118,080</u></u>

4. Income from other trading activities

Income from non charitable trading activities

	Unrestricted funds 2020 £	Total funds 2020 £
Event and general sales	1,040	1,040
Other income	1,469	1,469
Associate fees	1,876	1,876
	<u>4,385</u>	<u>4,385</u>
	<u><u>4,385</u></u>	<u><u>4,385</u></u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2020**

4. Income from other trading activities (continued)

Income from non charitable trading activities (continued)

	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Event and general sales	667	667
Rental income	1,310	1,310
Associate fees	1,041	1,041
	<u>3,018</u>	<u>3,018</u>

5. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £
Direct costs	<u>14,839</u>	<u>86,781</u>	<u>101,620</u>

	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Direct costs	<u>82,449</u>	<u>82,449</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2020**

6. Other expenditure

	Unrestricted funds 2020 £	Total funds 2020 £
Finance manager fees	11,615	11,615
Administrator fees	1,810	1,810
Staff training	315	315
Insurance	1,173	1,173
Repairs and maintenance	2,447	2,447
Telephone and fax	812	812
Computer, software and maintenance costs	1,149	1,149
Printing, postage and stationary	1,060	1,060
Sundry expenses	904	904
Travel and subsistence	576	576
Accountancy	2,340	2,340
Legal and professional fees	600	600
	<u>24,801</u>	<u>24,801</u>
	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Finance manager fees	11,113	11,113
Administrator fees	1,830	1,830
Staff training	191	191
Insurance	928	928
Repairs and maintenance	821	821
Telephone and fax	868	868
Computer, software and maintenance costs	528	528
Printing, postage and stationary	682	682
Sundry expenses	133	133
Travel and subsistence	646	646
Accountancy	1,500	1,500
	<u>19,240</u>	<u>19,240</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2020**

7. Analysis of expenditure by activities

	Activities undertaken directly 2020 £	Total funds 2020 £
Direct costs	101,620	101,620

	<i>Activities undertaken directly 2019 £</i>	<i>Total funds 2019 £</i>
Direct costs	82,449	82,449

Analysis of direct costs

	Total funds 2020 £	<i>Total funds 2019 £</i>
Depreciation	1,679	-
Project costs	41,538	19,138
Artist fees	-	3,505
Artist Tools	2,087	474
Curator fees	14,067	14,387
Management fees	39,000	41,253
Rent and rates	166	156
Light, heat and power	1,638	2,851
Advertising	1,383	610
Bank charges	62	75
	101,620	82,449

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2020

8. Independent examiner's remuneration

	2020	<i>2019</i>
	£	£
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	1,340	-
Fees payable to the Charity's independent examiner in respect of: All other services not included above	1,000	<i>1,500</i>

9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits *(2019 - £NIL)*.

During the year ended 30 April 2020, general expenses totalling £47 were reimbursed or paid directly to 1 Trustee *(2019 - £152 to 1 Trustee)*.

10. Staff costs and emoluments

There were no employees of the charitable company during the year to 30 April 2020 (2019: nil). The average number of employees (including directors) of the charitable company during the year was nil (2019: nil).

The key management personnel of the charitable company comprise the trustees and the management team. The total employee benefits of the key management personnel of the charitable company were nil (2019: nil).

11. Taxation

The Charitable Company is a registered charitable company and is therefore exempt from taxation.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2020**

12. Tangible fixed assets

	Fixtures and fittings £	Other fixed assets £	Total £
Cost or valuation			
At 1 May 2019	1,637	3,824	5,461
Additions	656	1,400	2,056
At 30 April 2020	<u>2,293</u>	<u>5,224</u>	<u>7,517</u>
Depreciation			
Charge for the year	404	1,275	1,679
At 30 April 2020	<u>404</u>	<u>1,275</u>	<u>1,679</u>
Net book value			
At 30 April 2020	<u>1,889</u>	<u>3,949</u>	<u>5,838</u>
At 30 April 2019	<u>1,637</u>	<u>3,824</u>	<u>5,461</u>

13. Debtors

	2020 £	2019 £
Due within one year		
Trade debtors	52	30
Other debtors	73,440	40,288
Prepayments and accrued income	1,418	1,261
	<u>74,910</u>	<u>41,579</u>

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2020

14. Creditors: Amounts falling due within one year

	2020	<i>2019</i>
	£	£
Payments received on account	-	100
Trade creditors	1,123	9,187
Other creditors	53	153
Accruals and deferred income	42,509	39,209
	<u>43,685</u>	<u>48,649</u>

15. Financial instruments

	2020	<i>2019</i>
	£	£
Financial assets		
Financial assets measured at fair value through income and expenditure	<u>53,723</u>	<u>15,790</u>

Financial assets measured at fair value through income and expenditure comprise of cash at bank and in hand.

16. Related party transactions

During the year Test Valley Arts Foundation Limited received receipts of £nil (2019: £36,251) on behalf of Chapel Arts Studios and incurred payments on behalf of Chapel Arts Studios of £3,099 (2019: £42,752), the transactions have been recorded through the balance sheet and the amount owed by Test Valley Arts Foundation Limited at the year end is £940 (2019: £4,039).

17. Controlling party

The Company was controlled throughout the period and the previous by the Trustees, by virtue of the powers afforded to them by the Memorandum and Articles of Association.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2020**

18. Statement of funds

Statement of funds - current year

	Balance at 1 May 2019 £	Income £	Expenditure £	Balance at 30 April 2020 £
Unrestricted funds				
General Funds - all funds	8,060	205,086	(123,642)	89,504
	<u>8,060</u>	<u>205,086</u>	<u>(123,642)</u>	<u>89,504</u>
Restricted funds				
ACE development grant	2,472	-	(2,472)	-
Aviva community grant	1,000	-	(1,000)	-
Christian Seed grant	50	-	(50)	-
ACE grant for BMT	2,599	-	(2,599)	-
Themes of life project	-	10,000	(8,718)	1,282
	<u>6,121</u>	<u>10,000</u>	<u>(14,839)</u>	<u>1,282</u>
Total of funds	<u><u>14,181</u></u>	<u><u>215,086</u></u>	<u><u>(138,481)</u></u>	<u><u>90,786</u></u>

CHAPEL ARTS STUDIOS
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2020**

18. Statement of funds (continued)

Statement of funds - prior year

	<i>Income</i> £	<i>Expenditure</i> £	<i>Balance at</i> <i>30 April 2019</i> £
Unrestricted funds			
General Funds - all funds	114,976	(106,916)	8,060
	<u>114,976</u>	<u>(106,916)</u>	<u>8,060</u>
Restricted funds			
ACE development grant	2,472	-	2,472
Aviva community grant	1,000	-	1,000
Christian Seed grant	50	-	50
ACE grant for BMT	2,599	-	2,599
	<u>6,121</u>	<u>-</u>	<u>6,121</u>
Total of funds	<u>121,097</u>	<u>(106,916)</u>	<u>14,181</u>

Restricted Funds

Ace development grant - Chapel Arts Studios business development

Aviva community grant - Creative digital technology equipment

Christian Seed grant - Truth Dare art project

ACE grant for BMT - Development of the Bus of many things

Themes of life project

CHAPEL ARTS STUDIOS
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2020**

19. Summary of funds

Summary of funds - current year

	Balance at 1 May 2019 £	Income £	Expenditure £	Balance at 30 April 2020 £
General funds	8,060	205,086	(123,642)	89,504
Restricted funds	6,121	10,000	(14,839)	1,282
	<u>14,181</u>	<u>215,086</u>	<u>(138,481)</u>	<u>90,786</u>

Summary of funds - prior year

	Income £	Expenditure £	Balance at 30 April 2019 £
General funds	114,976	(106,916)	8,060
Restricted funds	6,121	-	6,121
	<u>121,097</u>	<u>(106,916)</u>	<u>14,181</u>

20. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	-	5,838	5,838
Current assets	1,282	127,351	128,633
Creditors due within one year	-	(43,685)	(43,685)
Total	<u>1,282</u>	<u>89,504</u>	<u>90,786</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2020**

20. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior period

	<i>Restricted funds 2019 £</i>	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Tangible fixed assets	-	5,461	5,461
Current assets	6,121	51,248	57,369
Creditors due within one year	-	(48,649)	(48,649)
Total	<u>6,121</u>	<u>8,060</u>	<u>14,181</u>