



## **Trustees' Annual Report for the period**

**From** 1 April 2019 **To** 31 March 2020

**Charity name:**Hammersmith and Fulham Arts Festival

**Charity registration number:** 1162116

## **Objectives and Activities**

### **Summary of the purposes of the charity**

The object of the Hammersmith and Fulham Arts Festival (HF ArtsFest) is to advance the appreciation of and involvement in the arts in the London Borough of Hammersmith and Fulham for the public benefit, in particular, but not exclusively, through the provision of an arts festival. HF ArtsFest is an inclusive annual ArtsFest for the whole community including disabled and non-disabled artists.

### **Main Charitable activities carried out during the year to 31 March 2020**

2019 saw our most successful Arts Fest yet. The introduction of the Big Red Bus significantly increased the extent of our community engagement by taking arts activities into the community. We took on the organisation of the stage for the borough's community day, showcasing artistic talent from the diverse communities represented in our area. For a second year, we co-produced the JOY festival of disability arts, providing a range of participative activities primarily with young people in special and other educational settings and inaugurating an integrated choir which performed at a range of events including community day.

In developing the programme of work, the trustees are fully aware of the Charity Commission guidance on public benefit and are encouraged by the increasing diversity of the charity's beneficiaries.

## Achievements and Performance

*'What a great borough we live in! HF Arts Fest what a great weekend, thanks for the joy you're giving us.'* **Disabled Artist**

- "Such an inspiration. The first act of the show made me cry literal tears of Joy!"
- (Feedback on JOY)

"The Park is full of love today." (Leader of the Council re community day)

Overall, the HF ArtsFest offers quality arts activities to enhance the lives of the whole community. It brings positive and enjoyable benefits to the cultural lives of residents, opening their eyes to the cultural diversity within their own borough and strengthening social capital by bringing people together around a shared enjoyment of the arts.

For many children and young people, the festival offers a real introduction to the possibilities of the arts – as a vehicle for self expression, as a means for understanding others, as a place where they can flourish and develop their individuality.

For our community of people with disabilities, artists and non artists alike, JOY has provided a unique opportunity to take part, to demonstrate talent, to quite literally take the stage and enjoy all that goes with that. It is energizing for the whole community.

The arts provides an opportunity to tell and hear stories, to reach across divides, to celebrate together. In these divided times, the festival has never been more important.

## Financial Review

At the end of the reporting period, the charity was in a strong financial position with sufficient reserves to enable the delivery of a festival in 2020 and a supporting programme of work across the rest of the year.

The charity aims to build up reserves over the financial year for a festival delivered in the summer. Beyond that the aim is to hold the minimum reserves consistent with responsible operating in view of staffing and other obligations at any given time.

During the year, the charity received grants from Arts Council England, LBHF, John Lyons Charity, Hammersmith United Charities, Dr Edwards and Bishop Kings Charity.

## **Structure, Governance and Management**

The charity is a registered charity and CIO governed by a constitution.

During the year, the trustees were

Petrea Owens Chair Appointed 10.11.15 - resigned November 2019

Shauna Higgins Treasurer Appointed 16.07.18 – resigned November 2019

Helen Rowe Trustee Appointed 10.06.15

Lucy Pittaway Trustee Appointed 10.08.16

Esther Calatayud Trustee Appointed 10.08.16

The trustees were supported by 2 freelance project managers and by a much valued team of 10 volunteers.

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Hammersmith and Fulham Arts Festival

1162116

## Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/04/2019		31/03/2020

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
grants	-	43,275	-	43,275	159,662
interest	54	-	-	54	-
fees	1,161	-	-	1,161	-
other	300	-	-	300	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>1,515</b>	<b>43,275</b>	<b>-</b>	<b>44,790</b>	<b>159,662</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>1,515</b>	<b>43,275</b>	<b>-</b>	<b>44,790</b>	<b>159,662</b>
<b>A3 Payments</b>					
Artists fees	-	9,729	-	9,729	-
Commission (JOY)	-	62,900	-	62,900	35,500
event expenses	-	7,824	-	7,824	15,387
marketing and comms	-	5,708	-	5,708	14,327
producer and project management	-	20,947	-	20,947	13,150
website	1,087	-	-	1,087	1,065
vol expenses	-	270	-	270	331
travel	297	-	-	297	629
office costs	1,927	-	-	1,927	31
bank charges	60	-	-	60	60
miscell	-	690	-	690	-
	-	-	-	-	-
<b>Sub total</b>	<b>3,371</b>	<b>108,068</b>	<b>-</b>	<b>111,439</b>	<b>80,480</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>3,371</b>	<b>108,068</b>	<b>-</b>	<b>111,439</b>	<b>80,480</b>
<b>Net of receipts/(payments)</b>	<b>- 1,856</b>	<b>- 64,793</b>	<b>-</b>	<b>- 66,649</b>	<b>79,182</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>- 1,856</b>	<b>- 64,793</b>	<b>-</b>	<b>- 66,649</b>	<b>79,182</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	cash in bank	2,876	20,241	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>2,876</b>	<b>20,241</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Hammersmith and Fulham Arts Festival

On accounts for the year  
ended

31<sup>st</sup> March 2020

Charity no  
(if any)

1162116

Set out on pages

As per the receipts and payments accounts CC16a form

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2020**

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date:

04/05/2021

Name:

Allen Evangelista

Relevant professional  
qualification(s) or body  
(if any):

CIMA – Chartered Institute of Management Accountants

Address:

79 St Pauls Avenue

Kenton, Harrow,

Middlesex HA3 9PR

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**