

CreateBolton - Annual Report 2019/20



Creationships that make a difference...

November 2020

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1. Introduction

CreateBolton has had another amazing year, with lots of stories about the difference we make through the services we provide. We are supporting more people; our finances continue to grow (in the right direction). We have consolidated the number of services we provide, but we are finding some real creativity under the respective service/project banners.

However, this year has of course been so different, like nothing we have ever known. The Coronavirus Pandemic has affected us greatly and from the end of March like so many other charities, we had to suddenly stop doing what we do, the way we've always done it. Our strapline is 'Creationships that make a difference'...for a reason. We are created by God to be in relationship with Him and with each other and that has been sorely tested during this most recent period. As you will go on to read, we have been creative in trying to find a way to still relate to each other in person when we have been able to and online when not.

This annual report reflects the fact that we have reached **Year 8** as a charity registered with the Charity Commission and this report covers the period September 2019 through to August 2020 as we are now a Charitable Incorporated Organisation CIO (1179761) and these dates define our accounting year. We have not added any projects in this year, and yet we grow in other ways as we believe God is leading us. In fact, due to Covid-19 several changes have taken place. The period since lockdown has given some of our volunteers and in fact Ann Lowton our valued colleague the time and opportunity to seek God's wisdom in where He wants them to be, and Ann left Create this summer. We have also taken steps with our trustees to refresh our values, mission and our vision as follows:

2. The Vision – Why does CreateBolton exist?

Our **Objectives** remain consistent with the Charity Commission Objects submitted within our application:

To advance and promote the use of the 'Creative Arts' in their widest sense, as a way of:

- *Providing support and creative experiences for young people that develop their skills, capacities, and capabilities to enable them to participate in society as mature and responsible creative individuals.*

- *Reducing social isolation and building confidence in both vulnerable adults and older people.*
- *To preserve and protect the health of those caring for people with physical, mental or sensory impairment within the family or home by offering a creative break from caring through the provision of a creative experience away from the home.*
- *To advance the Christian faith lived out in practice for the benefit of the public in accordance with the teachings of Jesus Christ.*

Vision

Our vision is a Bolton Community where everyone is included, and where everyone's creative talents and contributions are welcomed, utilised, and celebrated.

Mission

We use multiple forms of creative arts to bring out the gifts and talents of those people who face barriers to being able to confidently play an active part in their community. Through workshops, support groups and one to one mentoring we build confidence, trust, and an aspiration to both create and to contribute. We refer to this as **'creationships that make a difference'**.

Values

Our values reflect who we are and are synonymous with CreateBolton:

- **Inclusion**
 - We are a charity that includes all, that actively seeks to attract all and will bring all together
- **Integrity**
 - We are a charity that is authentic in all that we seek to accomplish; acting in our communities' best interests,' and we can be trusted and relied upon to honour our commitments.
- **Identity**
 - We value all people as unique individuals with something to give. We are a Christian charity, and the teachings and person of Jesus are core to our identity

Within this difficult year, we have been particularly struck by verses in Isaiah 43 v 18-19

*18 “Forget the former things;
do not dwell on the past.*

*19 See, I am doing a new thing!
Now it springs up; do you not perceive it?
I am making a way in the wilderness
and streams in the wasteland.*

3. Resources

Section 4 will update you on the use of the CreateBolton space at Claremont House, however, there have been many other resources used and created in the last 12 months:

- a) **People** – Our staff team (2) has changed during this year, we started with a leadership of three, but for a number of reasons, our friend and colleague Ann Lowton decided that God was calling her in a different direction. Our volunteer numbers continue to be fluid and very flexible. In this year we have been blessed with in excess of 40 different volunteers at different points, although as we approach the end of this period, the numbers have reduced due to Covid. We continue using younger volunteers from 14+ in the Café and most of them either come to us through word of mouth, or through one of the local colleges. We cannot exist without our volunteers and they are the heart and soul of what we do, although Covid has restricted the numbers of volunteers we can utilise as we have needed to change the space within the café in particular to allow for appropriate social distancing. We continue to provide a weekly opportunity to a student from either Rumworth College, Bolton College or Bury College and usually from each September we change the students, and everyone benefits from the rotation. This year we have introduced a student from Bolton College, and she has stayed with us, volunteering on a Saturday in the cafe. In January, this year we held two volunteer briefings where we shared updates in what’s going on in CreateBolton, shared Policies and listened to ideas from our volunteers around areas we could improve. This has been a wonderful experience, planned and purposeful and helping all concerned. We needed to hold further volunteer briefings with a specific focus on Covid in early August as we prepared to reopen Café Create.

During this year, we have also cemented our working relationship with a growing number of local artists who have become associates with CreateBolton. This has been a blessing to CreateBolton, and we can see more fruit to come in the years ahead.

- b) **Financial** – CreateBolton continues to operate in line with Charity Commission guidelines, holding enough reserves which are currently slightly greater than we require which is a healthy position to be in. We continue to actively use an accounting system called Sage and are currently considering the best model to serve us well in the years ahead.
 - i. We continue to rent space at Claremont House for many of our services but specifically for Café Create, and all the activities that take place within the café and within the Create Studios on the mezzanine level and the Rudkin Room.
 - ii. We continue to bid for grants to help achieve our financial targets and are currently at the early stages of considering other longer lasting funding options to supplement the annual grants or one-off commitments.
 - iii. We have been blessed again by some amazingly generous donations and kindness this year, increased regular giving and by funding raised through our various fundraising events. We have had a significant increase on the levels recorded in the previous year, although this has again been affected by Covid. We continue to work with Stuart Chell and Mark Perkins from ChellPerkins Fundraising as they support us in writing bids. This has proved to be beneficial for all concerned.
- c) **Physical** – CreateBolton has needed to acquire many other physical resources during this year. In particular we have added more equipment to the kitchen and purchased other equipment in the Create Studios. As we speak, we are operating with three kilns and three pottery wheels. We have again upgraded our izettle card payment machine to enable us to take payments more reliably and via contactless payments which is critical now that we need to serve and take payment from café customers at their table. We will continue to upgrade and improve as money and good wisdom suggests in 2020/21. We have also ‘moved in’

to the room across the corridor from the Café, now known as the Rudkin Room.

4. Claremont

We continue to creatively use the space we rent at Claremont House which currently stands at Café Create, the kitchen, The Rudkin Room, and the Create Studios on the mezzanine. Up until Covid and the restrictions, we had continued to provide a break for parents of some children with a learning disability in partnership with the Octagon Theatre (Little Bridges), although at the time of writing this has been paused due to Covid since the end of March. We've again made good use of the gallery space for exhibitions of work (How Great Thou Art) and for expansion when needed at the Café on a Friday and Saturday. Create Boltone's had also grown to the extent that we have needed to spread out a bit to accommodate everyone. This is where the Rudkin Room comes in as this is designated as the Band Room for Boltone's and a safe space for Little Bridges when everyone returns to face to face activities.

We continue to benefit greatly from additional storage space within Claremont but we were definitely at a point in our journey where we needed to be able to expand and we will reassess when we get back to some sense of normality, whatever that looks like.

5. The Services

The following update on services reflects the extent of the work during the last 12+ months and forms the basis of how we hope to grow during 2020/21 and beyond. We are very mindful as we celebrate each year as a charity that change always lies ahead and that we need to seek God's will not ours as we move forward. Never has this been more important than at this time of Pandemic. We will constantly review what we do and why we do it to ensure that it meets the needs of those we support and continues to be viable.

a. Café Create

- i. Café Create continues to be the central meeting place at the heart of CreateBolton. As we approached lockdown at the end of March, we were consistently serving between 70 and 80 people across Friday and Saturday between 10am and 2pm every week except Easter and Christmas.

The café wouldn't exist without our regular willing and very able band of volunteers. We have benefited from a very static team of approx. 15 volunteers across Fridays and Saturdays. This continues to be an answer to prayer and Carol who covers for Andrew, Joy ensures that we get some time off and we are truly thankful to everyone for their service.

- ii. We continue to function as a 5* café which is well deserved recognition for all the volunteers' hard work.
- iii. We have just refreshed our volunteers Food Hygiene training in preparation for the reopening of the café in August.
- iv. Up until Covid we continued to support University of the Third Age (U3A) every third Friday through both the café and the studios.

b. Create Experience

- i. We hosted another How Great Thou ART in partnership with Year 7 students from Canon Slade School this year, just before lockdown. This is always such an exciting and encouraging piece of work that and we feel so blessed by this continuing partnership. In this year we also celebrated the Rudkin Awards again, in memory of our dear friend Mary.
- ii. One of our Associated Artists Andy has run even more pottery courses, from which he chooses to make a donation to CreateBolton, and we have supported Suzanne as she has run some more very well received photography courses this year.
- iii. We continue to be blessed by a range of Associate Artists that often give of their time and skills for free, so that others may experience the joy of art, craft and creating.

c. Create Schools

Joy has worked with teams of volunteers in a reduced number of schools this year. We have changed our focus on the schoolwork we are directly involved in so that it better fits our charitable

objects. Much of the school work is able to be designed and monitored by Joy, but often delivered by Associate Artists.

d. Create Boltones

Up until lockdown and the various restrictions applied to Bolton, the Boltones were continuing to go from strength to strength and were potentially at our limit in terms of numbers. We are so excited that when we are eventually able to return to face to face playing, we will be able to access the Rudkin Room. The numbers of young people feeling the benefit of Boltones was growing; their skills and confidence improving, and we held an amazing Brass Concert Autumn 2019 celebrating just how great this project is. We continue to owe so much to Anna, Toby, Ruth and all our volunteers and mentors who continue to give of their time and experience in nurturing our Boltones members. The Boltones did more 'gigs' outside of Claremont and busked in town last Christmas. We need to say a huge thanks again to the All-Star band that comes together every year at our concert, and for the Middleton Band for their ongoing support and encouragement. It must be said that lockdown has been tough for the Boltones, difficult to meet over Zoom and hard to maintain the buzz that exists when face to face, however we are optimistic that we will adapt and support people in new and different ways. We should also say thanks to [Youth Music](#) as they have provided us with a grant through until 2022 to support the Boltones in their journey.

e. Create Community

Create Community was successful in receiving a grant to support from the [National Lottery Community Fund](#). The Community continues to utilise the Create Studios space in Claremont, and they meet regularly every Tuesday and Wednesday with the numbers growing to the point where we have now been able to expand into a second day. They are producing work of a very high standard and this in turn is supporting the retail range and once again we have a stock of very encouraging stories about the difference this project is making in the lives of its members. Covid and the lockdown required a different approach to reducing isolation and combating loneliness. Joy was able to providing Create@Home challenges to an increasing number of people, to their doorstep, and when the restrictions allowed, we were able to test out meeting face to face again in the building (socially distanced).

However, as I write, we are in Tier 3 the most restricting Covid restriction, and in a national (England) lockdown, so we are redesigning the project yet again.

f. Create Retail

Create Retail has changed during this year. Even prior to lockdown, we spent some time purposefully reviewing who and how we support local artists and craftspeople, creating an opportunity for them to promote their work and in return donations are made back to CreateBolton. Our focus has become more directed towards people that better fit our charitable objects. Towards the end of 2019, we once again held a successful Christmas@Create for a five-week period during November, early December. The retail space in the café has sadly had to reduce since lockdown, as we have needed to create better social distancing to enable the café to reopen. We have streamlined the creations on sale and have still been able to generate a good experience for our customers.

g. Create a Break

Our partnership with colleagues from the Octagon Theatre on a Friday evening - 'Little Bridges' provides a drama experience for young people between 5-11 years old with a learning disability and while that's been taking place upstairs, CreateBolton provides parents with a well-deserved break in Café Create. Up until lockdown this continued to provide a very worthwhile service and we know this to be true as the parents are very good at sharing their stories about the difference we and the Octagon are making. We had started to make use of the Rudkin Room, so the young people and their parents were on the same level, and numbers had started to grow again. The families are very supportive of each other and friendships have been established that go beyond this project. Some young people have moved on and others have joined us this year. One of the young people we had come to know well over many years, sadly passed away. Rest in Peace M.

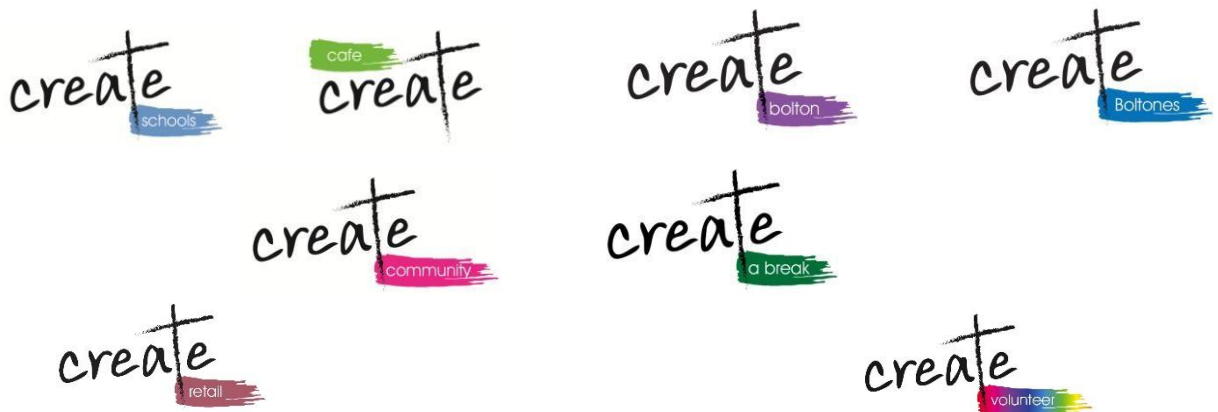
h. Create Praise

We gave praise and thanks to God through an online presence at St Bedes just after lockdown celebrating all that God is doing through CreateBolton.

i. Even more.....

Alpha – We have run our third Alpha course for people with a learning disability during this period and we expanded beyond the Bible Story course to also testing out running a Discipleship course, an amazing experience for all concerned. We have continued to maximise funding to help support this development from the [Henry Smith](#) charity. Once again, it has to be said that Covid has made it very difficult to continue providing the same experience for our guests and we started unpacking the Parables over Zoom, until such times as we can recruit and deliver Alpha again.

Each of the above services is identifiable by the following logos, designed and produced very kindly by [Genesis Seven](#). Genesis Seven have supported us for many years but have sadly decided to branch into different ventures and we cannot thank them enough for the professionalism reflected through our range of services, starting with the branding.



CreateBolton has throughout the year continued to maximise the use of relevant social networking like Facebook and Twitter and thanks to Bec for getting us to the point where our website is now much more practical and informative.

6. The Future (2020/21)

In Summary

- ❖ Continue to raise awareness of CreateBolton across Churches, Community groups, the general public and of course the Town Centre of Bolton as an integral part of the Bolton 2030 vision.
- ❖ Expand the number and range of praying partners
- ❖ To continue to increase the pool of volunteers and the range of gifts they bring to enable CreateBolton to be all that God wants us to be.
- ❖ We intend to continue consolidating the number of services we are involved in, until such times as we feel called to expand.
- ❖ Whilst we are always open to developing partnerships, any future relationships needs to align to our charitable objects.
- ❖ Develop the potential scope of what we offer following the Alpha course and bible stories group we have been running with people with a learning disability/difficulty.
- ❖ Seek sustainable funding for CreateBolton
- ❖ Maximise the funding opportunities available to us to enable us to sustain and multiply that which God has already provided.
- ❖ Refresh and implement a new Business Plan – fit for a different world.

This eighth Annual Report owes thanks and appreciation to our Trustees as they continue to serve God through this position.

We continue to appreciate all the support from everyone connected with [Claremont Church](#); in particular in this strangest of years, without their understanding of our financial predicament we would not be in the position we are today. We give thanks to the growing range of partners linked to Create; to the partners within Claremont House that we have got to know better and of course to the volunteers that give of their time and resources out of their desire to serve, and ultimately to our wonderful Creator God for His faithful provision every day. We thank God for those that have supported us financially by providing us with grants, with donations, and with regular pledges. These people know who they are, and they know the difference this makes – thankyou.

Our desire through 2020/21 is to help establish Creationships that make a difference...

If you want to see more of what we're about, please go to our web-site www.createbolton.org.uk or view us on Facebook @createbolton or on Twitter @BoltonCreate



Unaudited Financial Statements

For Year Ended 31st August 2020

Report to

Board of Trustees Create (Bolton)



Ross Pyle

PRINCIPLE BOOKKEEPING SERVICES

07713461214

	Year Ended 31.08.2020		Year Ended 31.08.2019	
	£	£	£	£
Receipts				
		89895		70731
Bids	57528		34890	
Donations	11632		7321	
Café	6603		9713	
Retail	4248		6750	
Workshops	1803		7842	
Fund Raiser Income	8081		4215	
Cost of Receipts				
Purchases		4554		5438
Gross Receipts		<u>85341</u>		<u>65293</u>
Expenditure				
Rent & Rates	11791		7342	
Stationery	35		45	
Arts & Crafts	5700		5171	
Outreach Work	165		316	
Fundraising Costs	3966		4371	
Insurance	532		578	
Retailer Costs	5044		4112	
Equipment Costs	562		926	
Premises Costs	3545		4175	
Professional Costs	42877		30332	
Advertising Costs	698		641	
Subscription	130		141	
General Expenses	220		361	
Computer & Software	876		356	
I Zettle Charges	82		287	
Travel Charges	1762		1814	
Depreciation Cost	1258		806	
		79243		61774
Net Receipts		6098		3519

Create (Bolton)

Balance Sheet

for the Year Ended 31st August 2020

	Year Ended 05.04.2019		Year Ended 31.08.19	
	£	£	£	£
Fixed Assets				
Tangible Assets		1025		2283
Current Assets				
Stock	310		310	
HSBC Account	8671		8610	
CO-OP Account	65702		59052	
	<u>74683</u>		<u>67972</u>	
		75708		70255
Current Liabilities				
Accrued Expenses	17667		19570	
Net Assets		<u>58041</u>		<u>50685</u>
Finance by		50685		45612
Surplus Funds		7356		5073
		<u>58041</u>		<u>50685</u>

Create (Bolton)

Notes to the financial statements

For the year ended August 2020

Accounting Policies

The financial statements have been compiled on a basis which enables receipts to be calculated in accordance with generally accepted accounting practices and which provides sufficient and relevant information to enable the completion of a tax return.

Tangible Fixed Assets

Depreciation is provided at the following annual rates in order to write off the cost less estimated residual value of each asset over its estimated useful life.

Plant and machinery – 30% on cost

Cost	Plant & Machinery
	£
At August 2020	4195
Depreciation	
Charge for year	1258
Depreciation Values Previous years	1912
Total Depreciation	3170
Net Book Value	
As at 31.08.2020	1025

Unaudited Financial Statements
for the Year Ended 31st August 2020

Report to
Board of Trustees Create (Bolton)

This report is made solely to you, in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of Create (Bolton). To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than you for our work or this report.

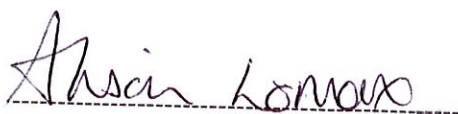
You have approved the financial statements for the year ended August 2020 and have acknowledged your responsibility for them, for the appropriateness of the financial framework adopted and for providing all information and explanations necessary for their compilation.

We have not verified the accuracy or completeness of the accounting records or information and explanations you have given us and we do not, therefore, express any opinion on the financial statements.

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

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

These financial statements were approved and authorised for issue by the Board on 10th January 2021 and signed on its behalf.



Mrs A Lomax
Chair of Trustees
Charity Registration number: 1179761



Mr A Kilpatrick
Lead Officer
Charity Registration number: 1179761

Principle Bookkeeping Services
27 Redcar Road
Smithills
Bolton



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Create Bolton

On accounts for the year
ended

31st August 2020

Charity no
(if any)

1179761

Set out on pages

(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 / 08 / 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:

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:

C Berry

Date:

14/04/2021

Name:

Chris Berry

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

AAT Qualified

Address:

Grange Drive

Coppul, Chorley

PR7 5FG

Section B

Disclosure

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.