

Art Therapy Yorkshire (ATY)
Charitable Incorporated Organisation

Annual Report and Accounts
for the year ended 31 October 2020

Charity Number: 1169577

Rayner & Co Limited
Chartered Certified Accountants
6 Arundel Place
Scarborough
North Yorkshire
YO11 1TX

Art Therapy Yorkshire (ATY) Charitable Incorporated Organisation

Contents

	Page
Reference and administrative information	1
Report of the trustees	2 - 7
Independent examiner's report	8
Receipts and payments account	9 - 10
Statement of assets and liabilities	11
Notes to the financial statements	11

Art Therapy Yorkshire (ATY) Charitable Incorporated Organisation

Reference and administrative information

Charity Registration number 1169577

Trustees

Ms Moyra Bentley
Mr Stephen Phipps
Mrs Leslie Stones
Mrs Moira Davies
Mrs Karen Torkington
Mr Andrew Myers

Principal officers

Chair	- Ms Moyra Bentley
Vice Chair	- Mrs Leslie Stones
Treasurer	- Mrs Karen Torkington
Membership Secretary	- Mrs Moira Davies

Principal office

Unit 404, Woodend Creative Workspace
The Crescent
Scarborough
North Yorkshire
YO11 2PW

Bankers

Royal Bank of Scotland
Scarborough Branch
19 Huntriss Row
Scarborough
North Yorkshire
YO11 2ED

Independent examiner

Mr R D Thorpe
Rayner & Co Limited
Chartered Certified Accountants
6 Arundel Place
Scarborough
North Yorkshire
YO11 1TX

Art Therapy Yorkshire (ATY) Charitable Incorporated Organisation

Trustees' report for the year ended 31 October 2020

Introduction

The Trustees present their report and financial statements for the period ending 31 October 2020.

The Charity is a Charitable Incorporated Organisation (CIO) governed according to the Constitution dated 1 October 2016. The CIO was established 10 October 2016 to take forward the work of its previous incarnation.

The CIO's annual reports will be published on the Charity Commission Website. (note the 2017 period end accounts were the first set of accounts prepared by the CIO).

The CIO is an independent charity and not part of any "umbrella" body.

Structure, governance and management

The original trustees which were appointed upon creation of the CIO are recorded below (with an appointment date of 10/10/16). Subsequent trustees are appointed by a resolution of the existing trustees.

The members of the CIO may be an individual, a corporate body, or [an individual or corporate body representing] an organisation which is not incorporated.

Membership of the CIO can not be transferred to anyone else, except in the case of an individual or corporate body representing an organisation which is not incorporated, whose membership may be transferred by the unincorporated organisation to a new representative.

Liability of members to contribute to the assets of the CIO if it is wound up

(1) If the CIO is wound up, each member of the CIO is liable to contribute to the assets of the CIO such amount (but not more than £1) as may be required for payment of the debts and liabilities of the CIO contracted before that person or organisation ceases to be a member, for payment of the costs, charges and expenses of winding up, and for adjustment of the rights of the contributing members amount themselves.

(2) In sub-clause (1) of this clause "member" includes any person or organisation that was a member of the CIO within 12 months before the commencement of the winding up.

(3) But subject to that, the members of the CIO have no liability to contribute to its assets if it is wound up, and accordingly have no personal responsibility for the settlement of its debts and liabilities beyond the amount that they are liable to contribute.

Art Therapy Yorkshire (ATY) Charitable Incorporated Organisation

Trustees' report for the year ended 31 October 2020

Trustees

The trustees are as follows :

Ms Moyra Bentley	(Chair)	(Appointed 10/10/16)	
Mr Stephen Phipps		(Appointed 10/10/16)	
Mr Michael McCauley		(Appointed 10/10/17)	(Resigned 01/01/20)
Mrs Leslie Stones	(Vice Chair)	(Appointed 10/10/17)	
Mrs Moira Davies	(Membership Secretary)	(Appointed 10/10/17)	
Mrs Karen Torkington	(Treasurer)	(Appointed 10/06/19)	(Appointed Treasurer 07/04/20)
Ms Wanda Maciuszko		(Appointed 07/01/20)	(Resigned 06/06/20)
Mr Andrew Myers		(Appointed 13/10/20)	

The constitution states that there must be at least three charity trustees. If the number falls below this minimum, the remaining trustee or trustees may act only to call a meeting of the charity trustees, or appoint a new charity trustee.

Every trustee of the charity must be a natural person, and must also be a member of the CIO.

The maximum number of charity trustees is twelve. The charity may not appoint any charity trustee if as a result the number of charity trustees would exceed the maximum.

At each annual general meeting of the CIO (subsequent to the first annual general meeting), one third of the charity trustees shall retire from office. Section 13 of the constitution covers in detail the methodology for the retirement and appointment of the trustees.

The vacancies so arising at the annual meeting may be filled by the decision of the members, and any outstanding vacancies will be filled by the decision of the members at a later date.

Any person who retires as a charity trustee by rotation or by giving notice to the CIO is eligible for reappointment.

Financial review

The receipts and payments account for the year can be found on pages 9 - 10 and together with the statement of assets and liabilities on page 11, represent a financial summary of the charity's activities for the period to 31 October 2020 and its financial position at that date.

Reserves policy

The charity currently holds its funds in bank accounts held with the Royal Bank of Scotland and CAF bank.

ATY believes that it is essential to build reserves whenever possible in order to be in a position to deal with unplanned financial circumstances, and to draw on in the event of cash flow problems. It has now built up some reserve funding.

Art Therapy Yorkshire (ATY) Charitable Incorporated Organisation

Trustees' report for the year ended 31 October 2020

Objectives and activities

The object of the CIO is the relief of sickness and the promotion of good health in Scarborough and the surrounding area by the provision of Art Therapy.

When planning our activities for the year the trustees have considered the commissions guidance on public benefit and, in particular, the specific guidance on charities for the advancement of health.

Art Therapy Yorkshire, originally founded in 2012, has, since its registration as a Charitable Incorporated Organisation on October 10th, 2016, continued with its ongoing programme of activities delivered for the public benefit, and in most cases, free to the beneficiaries. When undertaking any decision making or reporting, the trustees have regard for the Charity Commission Guidance on Public Benefit: rules for charities issued on 14 February 2014. This guidance is drawn to the attention of any potential or newly appointed trustee.

Given the dates of this Annual Review, the remainder of this section, and the following section in which we list our main activities, is a description of two halves, or rather, a third and two thirds because of the timing and the effects of the Covid 19 pandemic. What follows is a summary of our continuation of normal activities until late March, and then the actions taken to continue our work to some degree, wherever possible, with much attention given to mitigations and the development of protocols and agreements. All this has been very challenging given the nature of our work which normally involves supporting either individuals who are all in different ways extremely vulnerable, either 1 to 1, or in very small groups, working practically through art whilst at the same time providing a context in which the clients can start, and hopefully then continue with, a process of talking and healing in a safe and secure environment.

ATY has been able to continue to support many individuals on a 1 to 1 basis through our involvement as delivery partners in the Building Better Opportunities/Action Towards Inclusion project. ATY has also been successful in gaining funds from sources such as the Big Lottery and The Two Ridings Foundation alongside new funders such as DWF Charitable Foundation and The Armed Forces Covenant Fund. Occasionally the trustees have chosen to allow, after careful consideration, some unrestricted funds to be used to allow work to continue, mainly in the cases where we know that funding has been awarded and these funds are "bridging a gap" in an area of work that needs to be as regular and continuous as possible.

Work has developed further in supporting both male clients and young people, and work with veterans has begun, though some of this work has been slow to take place because of problems due to the pandemic. This was resolved by working with the funders to make adjustments.

The protocols and agreements referred to above have been devised by therapists and trustees working together, sometimes drawing on the guidance of the relevant national body ie British Association of Art Therapists. The first approach was to make telephone calls with clients by appointment, and occasionally worked outside in a socially distant manner especially in the early stages of the pandemic when vulnerable clients could not just be left in limbo. As the year went on, more formalised ways of working have been developed. The kind of these protocols or agreements pertain to face to face work, or to digital work include a protocol around delivery within a room, appropriate to the government regulations in force, availability of art packs for home use where required, and an online agreement for therapist and client regarding online working.

Art Therapy Yorkshire (ATY) Charitable Incorporated Organisation

Trustees' report for the year ended 31 October 2020

We are very grateful to the many organisations that are funding our work during these unprecedented times. They have been very supportive in the way they have adapted administrative procedures, extended the deadlines by which funding must be spent, or both, and thereby have had a large part to play in our ability to continue to exist, and to undertake our work, albeit in an adapted form. Funders such as the Nationwide Community Fund, and the Big Lottery Community Fund, have helped us by simply recognising the situation in which we find ourselves. They are allowing us to continue to meet our targets under the terms of the funding in adapted ways that make some form of continued client support possible.

We are similarly grateful to other organisations from whom we have received funding that is not tied to specific outcomes, but instead was able to be spent in ways which have enabled the charity to meet some core costs. This includes a Discretionary Grant of £10,000 from Scarborough Borough Council, and ATY was delighted to receive a donation of £1,000 from the annual Festive Spectacular Charity concert. All these, and any other donations, both large and small, are incredibly important to us and can make the difference of survival or not.

The demand for our services has always been greater than we have been able to meet, and that demand will only increase given the known growth in people of all ages with mental health needs, ATY has an excellent reputation both locally, and more widely in the county, for achieving success in helping individuals to make positive progress in their lives. That is why I believe we have had repeat funding from certain providers over several years in recognition of the success we have.

The success of ATY is due to a very high quality and committed team of therapists, enhanced by the supportive environment of Woodend Creative, both as a building, and its staff. We do excellent work in a superb environment and hope to be able to continue so to do in coming years. For that we will need to be successful in our bidding processes, but, as everyone in the charity sector knows, there are no guarantees of continuing success.

Achievements and performance

In some ways it is good to be able to say at the start that ATY is still in existence and continuing with our work in these very difficult times. The best way of summarising our main achievements and performance this year is to list them under the headings of the different aspects of the work undertaken with both groups and individuals:

Building Better Opportunities/Action Towards Inclusion:

ATY was awarded an extension of 3 years by the funding body. It began well with referrals continuing to be made from partner organisations, and the 10 week 1 to 1 face work carried on as before in line with the terms of the project.

The arrival of Covid 19, and the consequent lockdown, meant that fewer referrals were made as many keyworkers were working from home. Clients were contacted by telephone throughout the period, and then as the lockdown eased, clients could be seen face to face again in a Covid secure way. Referrals also increased again over the summer and autumn period.

Nationwide Community Grant:

This grant received late in the previous accounting period was purposed to offer 1 to 1 support but was able to be adapted to fit the new circumstances and offer support in alternative ways. The mainly been delivered remotely.

Art Therapy Yorkshire (ATY) Charitable Incorporated Organisation

Trustees' report for the year ended 31 October 2020

Women's group:

This group funded by the Big Lottery Awards For All, ended effectively with lockdown, but the work has been adapted to offer support to women either by online delivery or 1-1 where possible.

It is important to recognise that many of our clients, male and female, have differing levels of support needs. Many of them are on a journey - usually a long one - and to enable them to develop into individuals who become more well, and who can perhaps begin to take part in activities such as work or study in some instances, requires both funding, and a degree of flexibility on the part of ATY to be able to offer some form of recurrent support as and when needed.

Men's group:

The group had a break in the last quarter of 2019 but ATY received some sponsorship from DWF law firm that enabled the work to resume in 2020. The group had to stop for a while during Covid with telephone support being offered during the closure. That has now finished, but, as with the Women's group, it has been possible to continue to support those men who have been in need and wanted their support to continue.

Work with Veterans:

Work got underway in the early part of 2020, with referrals from a local charity, Firstlight, funded by NYCC Stronger Communities. When indoor work was not possible, some work continued outside, but that too had to stop. Towards the end of the period of this report, ATY received some funding from Forces Together Community Fund to begin to take steps to continue this work.

East Riding Children's Services:

ATY has worked for some years now with young people referred by this service for support. Some work with individuals has occurred, but the work has been very difficult to maintain in a regular way due to the pandemic.

Further financial review details

ATY is heavily reliant on charitable foundations for the major part of its income.

We are extremely grateful for the support of the Nationwide Building Society, and the Big Lottery as funders, the Two Ridings Foundation (York) and Your Consortium (North Yorkshire) as fund managers, all of whom have supported ATY to enable us to extend our work into 2020/2021 and beyond.

It is worth noting that, because of the nature of its work with vulnerable clients, confidentiality both inhibits the use of volunteers and has to be taken into account when fundraising eg funding providers of any kind can only have access to, for example, redacted evaluations by clients or therapists. This does, of course, make our fundraising work even more difficult in a time when we know that many small charities are struggling. And it also makes the success that we have had to be something to be even more proud of when we cannot show or share in an open way the success our therapists have with many clients who are so much in need of help. The potential number of such clients is especially high in in our deprived coastal town where government provided services in the field of mental health are hard pressed.

Art Therapy Yorkshire (ATY) Charitable Incorporated Organisation

**Trustees' report
for the year ended 31 October 2020**

Review of major risks

The trustees have assessed the major risks to which the charity is exposed, in particular those relating to the operations and finances of the trust, and are satisfied that systems are in place to mitigate exposure to the major risks.

Declaration

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

Signed on behalf of the charity's trustees:-

Ms Moyra Bentley
Chair

Date 30 March 2021

Mrs Karen Torkington
Treasurer

Date 30 March 2021

Art Therapy Yorkshire (ATY) Charitable Incorporated Organisation

Independent examiner's report to the trustees of Art Therapy Yorkshire (Charity Number 1169577)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 October 2020 which are set out on pages 8 to 11.

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 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.

Mr Robert David Thorpe FCCA
Rayner & Co Limited
Chartered Certified Accountants
6 Arundel Place
Scarborough
North Yorkshire
YO11 1TX

8 April 2021

Art Therapy Yorkshire (ATY) Charitable Incorporated Organisation

**Receipts and payments account
for the year ended 31 October 2020
Charity Number 1169577**

	Unrestricted		2020	2019
	General	Restricted	Total	Total
	Funds	Funds	Funds	Funds
	£	£	£	£
Receipts				
One/one clients	4,800	-	4,800	5,548
ATI BBO	-	16,933	16,933	20,810
Sundry donations	2,734	-	2,734	5,435
Bank interest received	1	-	1	10
Two Ridings	-	2,990	2,990	14,820
Nationwide charities trust	-	153	153	15,950
Big lottery A4A	-	9,950	9,950	9,995
Tesco bags of help	-	-	-	1,000
ERCS	1,707	-	1,707	11,582
Co-op Donate	-	-	-	3,848
The Armed Forces Covenant Fund	-	9,300	9,300	-
DWF Foundation	-	4,500	4,500	-
Stronger Communities	-	1,000	1,000	-
SBC Discretionary Grant	10,000	-	10,000	-
Coronavirus Community Support Fund Grant	-	10,000	10,000	-
Total receipts	19,242	54,826	74,068	88,998
Charitable payments				
Therapists	6,544	32,690	39,234	53,671
Art materials	23	569	592	315
Supervision	240	1,480	1,720	1,900
Training	620	337	957	665
Rent payable	1,881	4,751	6,632	8,318
Insurance	407	238	645	645
Office expenses	372	816	1,188	1,120
Advertising	444	501	945	225
Refreshments	115	46	161	198
Travelling expenses	316	336	652	2,847
Sundry expenses	-	-	-	110
Cost of fundraising	155	-	155	75
Computer costs	-	-	-	236
Legal & professional	93	-	93	24
Accountancy	900	-	900	900
Bank charges	78	-	78	50
Subscriptions	-	-	-	93
	12,188	41,764	53,952	71,392

Art Therapy Yorkshire (ATY) Charitable Incorporated Organisation

Other payments

Assets retained for the charity's own use	476	448	924	3,943
Creditor payments	290	-	290	-

Total payments	<u>12,954</u>	<u>42,212</u>	<u>55,166</u>	<u>75,335</u>
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Net surplus/(deficit) for the year	6,288	12,614	18,902	13,663
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Accumulated surplus/(deficit) brought forward	7,352	15,950	23,302	9,639
Non cash transactions	-	-	-	-
Transfers to unrestricted	-	-	-	-
Project funded by unrestricted funds	367	(367)	-	-

Cash funds carried forward	<u>14,007</u>	<u>28,197</u>	<u>42,204</u>	<u>23,302</u>
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Art Therapy Yorkshire (ATY) Charitable Incorporated Organisation

**Statement of assets and liabilities
as at 31 October 2020**

	Unrestricted	Restricted	2020	2019
	£	£	£	£
<u>Cash funds</u>				
Royal Bank of Scotland (Treasurer's Account)	2,426	-	2,426	268
CAF Bank	11,442	28,197	39,639	23,008
Petty cash	139	-	139	26
Total cash funds	<u>14,007</u>	<u>28,197</u>	<u>42,204</u>	<u>23,302</u>
<u>Tangible fixed assets</u>				
IT Equipment				
As at 1 November 2019	4,182	-	4,182	239
Additions in year	924	-	924	3,943
Fixtures & Fittings				
As at 1 November 2019	289	-	289	289
Additions in year	-	-	-	-
Total tangible fixed assets	<u>5,395</u>	<u>-</u>	<u>5,395</u>	<u>4,471</u>
<u>Liabilities</u>				
Creditors	-	-	-	(290)
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>(290)</u>
Total assets less liabilities carried forwards	<u>19,402</u>	<u>28,197</u>	<u>47,599</u>	<u>27,483</u>

Signed on behalf of the trustees:

Ms Moyra Bentley
Chair

Date 30 March 2021

Art Therapy Yorkshire (ATY) Charitable Incorporated Organisation

1. Notes to the financial statements

1.1. CIO formation and related party

As disclosed in the introduction section of the Trustees' report, the charity operates as a Charitable Incorporated Organisation (CIO), and the CIO was established on 10 October 2016 to take forward the work of the previous incarnation of the charity.

The previous incarnation of the charity transferred its assets to the newly formed CIO upon formation and this was verbally agreed between the trustees, however this was not formally documented until an EGM of the trustees on 3 January 2018.

The transfer between the organisations consisted of cash and bank balances (transferred at their value at 10 October 2016), together with other small sundry assets, which were deemed to have a negligible financial value.

Other related party

During the period, the charity paid for therapy services from Mrs Susan Holmes, who acts as bookkeeper for the charity (she is not remunerated for bookkeeping services). The therapy services are assumed to have taken place on an arm's length basis, under normal commercial terms.