



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1 <sup>st</sup>	July	2017		30th	June	2017

## Section A Reference and administration details

Charity name	Art with a Heart		
Other names charity is known by	AWAH		
Registered charity number (if any)	1159034		
Charity's principal address	24 Stamford New Road		
	Altrincham		
	Postcode	WA14 1EJ	

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Karen Wroe	Project Director / Chair		
2	Keith Oulton	Treasurer		
3	Michael Armstrong			
4	Stephen McHugh			

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
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How the charity is constituted  
(eg. trust, association, company)

CIO

Trustee selection methods  
(eg. appointed by, elected by)

Elected by Trustee Management

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Art with a Heart (AWAH) is a not for profit organisation with a base location in the town centre. Our aims are to educate, develop and support the local community across Trafford and the rest of Greater Manchester..

- We educate and inspire the community in Arts and Heritage, through the delivery of a series of events and activities in the Arts and Heritage Centre and the outreach programme.
- We develop and enhance the skills of young people through our volunteer programme and project activities
- We support the over fifties through our volunteer programme, projects and workshops

Our guiding principles are collaboration, complementing and creativity.

We are also a member of the Independent Museums Association.

As detailed in the AWAH Trustees documentation, the day to day running of the Centre is performed by the Project Director, who in turn updates the Trustees at the trustee meeting.

The Project Director will at times delegate certain activities, including exhibitions, workshops and displays to a volunteer as part of their skills development. The volunteer is mentored by the Project Director during this time to optimise the skills transfer and to ensure that AWAH guiding principles are adhered to.

AWAH Policies and Procedures are available in the Centre, and form part of the induction process for all volunteers. Hardcopies are available in the HR folder, which also contains the Volunteer Handbook, and include:

1. Health and Safety
2. Equal Opportunities
3. Working with Vulnerable Adults and Children
4. Employment policy

A risk assessment is performed by the Project Director for each of the AWAH activities, both in the Centre and Outreach. These Risk Assessments are stored online and in the folder in the Centre.

AWAH continually develops and collaborates with a number of organisations to enable them to deliver the various activities. These typically are ad hoc based on the display or exhibition.

The ongoing relationships include:

Altrincham and Bowdon Civic Society  
Altrincham History Society  
Altrincham Unlimited  
Altrincham Football Club (diversity and inclusion)  
Fablab  
In Bloom Groups across Trafford and North West In Bloom

Manchester Transport Museum  
Oldfield Brow Primary and Junior School  
Other Schools across Trafford (Senior and Junior)  
South Trafford Archaeological Group (STAG)  
Trafford Libraries in particular, Altrincham

## Section C

## Objectives and activities

### Summary of the objects of the charity set out in its governing document

The purpose of Art with a Heart is the advancement of Arts, Heritage and culture through the provision of events, exhibitions and displays in the Arts and Heritage Centre and at off-site locations. This makes the arts and heritage more accessible to a wider audience.

In addition, we aim to develop the skills of young people through our volunteer programme, therefore enhancing their future opportunities while improving their 'soft' skills.

The objects of the CIO are:

1. To advance the arts and heritage in Altrincham, in particular by the provision of an arts and heritage centre and the provision of events, exhibitions and displays.
2. To help young people aged 16 to 24, especially but not exclusively through leisure time activities, so as to develop their capabilities that they may grow to full maturity as individuals and members of society.

The Activities undertaken by AWAH in support of these objects for the public benefit includes:

1. Free creativity area available to the public during the Centre's opening hours, including materials
2. Free permanent Heritage Area displaying local artefacts, photographs, historical books, copies of Maps of the local area dated from the 1750s to 1950s, donated items from the local community and historians and items on permanent loan from STAG and the Transport Museum
3. Regular workshops (Heritage and Arts) organised in the Centre and the local Library, available as a drop-in activity. These are generally free to encourage a wider participation. These are typically created and developed by the volunteers to develop their skills, and therefore enhance their employment opportunities
4. Free regular Arts and Heritage exhibitions and events, inclusive and accessible to all, irrespective of gender, age, race, religion, sexual orientation or disability held in the Gallery space.
5. Outreach activities including workshops, business window displays, organising and participating in public art trails, empty unit displays and involvement in Festivals and celebrations in support of Arts and Heritage, including Easter, Halloween and other religious festivals, eg Diwali. We also deliver the Arts focus to local In Bloom groups. These activities challenges the preconception that Art can only be viewed or appreciated in Art Galleries and Museums.
6. Engage with local schools to develop their arts activities and their engagement in the local community and groups, for example Timperley In Bloom
7. Volunteering opportunities to further skills development and employability of young people, including Duke of Edinburgh, School Student one/two week work experience and regular volunteering
8. Volunteering opportunities for DWP clients with health issues
9. Volunteering opportunities and free activities to support the 'Over Fifties', therefore improving their health and well-being, including reducing social isolation and improved community cohesion. This also encourages intergenerational activities between all our volunteers.
10. Maintain an online presence through social media, websites newsletters, advertising and press releases to promote and raise the awareness of the Arts and Heritage in the Altrincham Area and the volunteering opportunities in AWAH
11. Collaborate with other groups, organisations and businesses to help raise the awareness of the Arts and Heritage in the area,

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

including Altrincham Unlimited (Business Improvement District), Blue Badge Tour Guides, local businesses and Wild in Art

As detailed in the constitution, no charity trustee or connected person may:

- a. buy or receive any goods or services from AWAH on terms preferential to those applicable to members of the public;
- b. sell goods, services, or any interest in land to AWAH;
- c. be employed by, or receive any remuneration from AWAH;
- d. receive any other financial benefit from the AWAH;

#### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Project Director creates an annual Planning Document which includes a timeline of future activities. This is used as a basis to identify funding and income requirements in support of AWAH activities and events for the coming year. This information is also used to support funding applications as it contains details of future projects and historical information, including year on year information, for example volunteer hours and visitor footfall.

In 2017/2018, total hours delivered by approximately 40 Art with a Heart staff, volunteers and trustees in support of the objectives is approximately 5,162 hours, of which 4,503 was volunteer hours.

With the support of the volunteers we were able to encourage over 3,000 visitors to the Centre in Altrincham from July 2017 to end of June 2018, therefore giving the people a reason to visit the town while encouraging them to dwell.

**Summary of the main achievements of the charity during the year**

Main achievements in 2017/2018 reporting year were:

1. Continue to develop and enhance the facilities of the Arts and Heritage Centre, resulting in
  - a. Further collaborations with Trafford Fablab to provide additional skills development in new technologies to the young volunteers, including organised training and workshops, eg textile art and electronics, laser cutting and inkscape
  - b. A dedicated Gallery space for regularly updated arts and heritage displays. Exhibitions included:
    - i. The touring art exhibition, Marvellous Days Out project managed and curated by the Intern, expanded to include historical information of women of note from each area. This information was researched by the history university intern as part of her university placement
    - ii. George Allen Art Exhibition, work of a prominent deceased local artist
    - iii. Art Exhibition of Trafford College, end of year Art and Design students, including A level and BTEC
    - iv. Jewel in the Crown heritage exhibition, an exhibition of the history of Altrincham, using the drawings created by one of the volunteers, converted into plaques using laser technology by the other volunteers
    - v. Art display of Resident Artist, Daniel Adler, highlighting his journey of his Art and living on the Autistic Spectrum and other local artists
  - c. A permanent Heritage area, displaying all the Heritage artefacts, maps and books to be freely enjoyed by the members of the public
  - d. A permanent Creative Area, freely accessible to the members of the public during the Centre's normal hours of operation as well as organising and running free arts and heritage workshops outside these times for local schools and organisations, including a curatorial tour and workshops on the Marvellous Days Out exhibition for a local Primary School
2. Increased the Heritage collection through donations and loans from the local community, in addition to the maps (dated 1876), books and artefacts of the local area
3. Increased the number of young volunteers, including Duke of Edinburgh and work experience students, with the aim of skills development through the Arts
4. Recognised as an organisation supporting people with disabilities by the DWP, and offering volunteering opportunities and skills development in the Arts and Culture
5. Organised, delivered and hosted for free regular Art Workshops, Art Exhibitions and Heritage Displays in support of our objects with the support of the volunteers. This included a Halloween

workshop, attended freely by the local community where the public had the opportunity to decorate laser cut objects (designed and created by the volunteers) using rangoli techniques as demonstrated by our volunteers. As a result, local community were able to experience and explore different art media and art forms, as well as understand more about various cultures and their art forms

6. Secured funding for heritage activities, internship and arts activities, including being selected as one of the charities for the year by the Co Op.
7. Contributed to the NWIB Award for Timperley In Bloom from North West In Bloom through the delivery of art trails, displays and other associated activities.
8. Curated and dressed a number of business windows in the Town Centre (Altrincham and Timperley), plus a town wide Jewel in the Crown Heritage Trail.
9. Participated in two festivals held in the town centre – Easter and Halloween - providing an Arts perspective to these events, including free arts workshops
10. Collaborated with Altrincham Rotary to organise the Purple4Polio Crocus Art Competition with the local schools. This was a schoolwide participated competition with shortlisted work displayed in the local library. This enabled the local community to vote on their visitor's choice for each Key Stage. It demonstrated the value of the Arts to help raise awareness of polio and its eradication
11. Collaborated with AFC to help raise the awareness of diversity and inclusivity in football through the Arts, this included running and judging of a 'Design a football shirt' based on the theme for primary school age children in the area; running Arts activities during a football game, including mehndi face painting and 'plein air' painting by the resident artist, further supporting the diversity and inclusion theme.
12. Collaborated with Urmston in Bloom in the judging of the 'Design a logo' competition
13. Continued to deliver and expand on the outreach activities including:
  - a. Arts activities in support of Timperley In Bloom and Urmston in Bloom
  - b. Organising an Oldfield Brow School Exhibition in Timperley Town Centre
  - c. Organising and presenting at a school wide assembly by the Resident Artist on how living with Autism is reflected in his art
  - d. Organising and running Artist Trading Cards workshops with a local school in Altrincham and the Brownies and Guides in Cyprus. These cards were then traded between the groups, locally and internationally.
  - e. Organising and running regular art workshops, supplying the materials, in the local library, with a multi-cultural arts or heritage theme
  - f. Heritage Trail and self-guided tours using a 'hand-drawn'

replicated map designed by a volunteer on the autistic spectrum

- g. Participation in Wild in Art Arts Trail in Manchester. This included purchasing a Bee made from fibreglass, which was decorated by the volunteers based on the design created by one of the volunteers using the artwork from year 5 and 6 of a local primary school
- h. Artsmark collaboration and mentoring support to a local school ( 2 year project aiming for Gold or higher)
- i. Organising and running regular 'Craft and Chat', free to attend Arts workshops in the local library and the centre to encourage the public to experience and participate in various artforms, including a free mosaic workshop. All materials supplied free of charge.





## Section E Financial review

### Brief statement of the charity's policy on reserves

All monies generated is reinvested in AWAH through the provision of the events, exhibitions and outreach activities and in supporting the skills development of young adults.

### Details of any funds materially in deficit

Not applicable

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Principle source of funding is donations, raffles, sponsorship, successful funding application and income from the Gift Shop sales, hire of venue and the delivery of service in support of our objects.

Successful funding applications included the Trafford Partnership Voluntary Sector Grant, selected as the Charity for the year by the Co-op, Manchester Airport Community Trust.

Art Services delivery to a number of organisations, including AFC. These brought in valuable income to help with our sustainability of AWAH, but more importantly they delivered activities in support of our aims and objects.

## Section F Other optional information

Our success is based upon our core values:


- ✓ **Trust** – We are reliable, dependable and steadfast; we always deliver
- ✓ **Respect** – We appreciate and are conscious of any individual's capacities in the Arts and Heritage
- ✓ **Inclusive** – We embrace all sections of the community
- ✓ **Passion** – We are focussed, positive, active and passionate about Arts and Heritage events and activities that we deliver
- ✓ **Originality** – We are committed to developing innovative Arts and Heritage programmes for the benefit of the community
- ✓ **Determined** – We strive for quality, achievement and success in all that we do

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	Karen Wroe	
Full name(s)	Karen Wroe	
Position (eg Secretary, Chair, etc)	Chair	
Date	29/04/2018	

	Charity Name Art with a Heart		No (if any)		CC16a
	<b>Receipts and payments accounts</b>				
	For the period from	Period start date 01/07/2017	To	Period end date 30/06/2018	

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Artwork Sales	345	-	-	345	-
Funding	6,152			6,152	
Donations small	960			960	
Services	3,707			3,707	
Donation	132	-	-	132	-
Gift Shop Sales	1,531	-	-	1,531	-
Gift Aid	810	-	-	810	-
Bank Interest	5	-	-	5	-
Other	140	-	-	140	-
<b>Sub total (Gross income for AR)</b>	13,782	-	-	13,782	-
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	13,782	-	-	13,782	-
<b>A3 Payments</b>					
Marketing	638	-	-	638	-
Utilities	2,171			2,171	
Bank Charges	90			90	
Repairs	106			106	
Materials	2,609			2,609	
Event meals/ Refreshments	95	-	-	95	-
Insurance and subscriptions	385	-	-	385	-
Gift shop payments	771			771	
Printing & marketing Costs	262	-	-	262	-
Wages & NI	5,458	-	-	5,458	-
Misc	182	-	-	182	-
Storage and Van hire	346				
Rates	2,066			2,066	
Artist Payments	276			276	
<b>Sub total</b>	15,455	-	-	15,109	-
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	15,455	-	-	15,109	-
<b>Net of receipts/(payments)</b>	- 1,673	-	-	Error	-
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	-	-
<b>Cash funds this year end</b>	- 1,673	-	-	#VALUE!	-

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

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
<b>B1 Cash funds</b>	Bank	3,410	-	-
	Cash		-	-
		-	-	-
	<b>Total cash funds</b>	3,410	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
<b>B2 Other monetary assets</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<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>	Antique Dining Table and Chairs	unrestricted	-	-
	3 Pedestals	unrestricted	-	-
	25 Office Chairs	unrestricted	-	-
	1 Desk L Shape	unrestricted	-	-
	2 Rectangular Desks	unrestricted	-	-
	2 Filing Cabinets	unrestricted	-	-
	1 computer desktop and screen	unrestricted	-	-
	Tea um	unrestricted	-	-