REGISTERED COMPANY NUMBER: 01114273 (England and Wales) REGISTERED CHARITY NUMBER: 266038

REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019 FOR BATH ARTS WORKSHOP LIMITED

> CHARITY COMMISSION FIRST CONTACT

> > 2 0 DEC 2019

ACCOUNTS RECEIVED

Berkeley Hall Marshall Limited 6 Charlotte Street Bath BA1 2NE

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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2019. The trustees have adopted the provisions of 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 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal objective of the company is to promote, encourage and increase the appreciation and understanding by the general public of the arts generally, and promote education in all sections of the community of both cultural and creative arts. This is achieved primarily though the performances of The Natural Theatre Company (a trading name) and educational workshops.

Significant activities

During the year significant activities contributing to these objectives were:

- Implemented the second year of the 2017-20 Business Plan

- Continued the third year of the three-year commission to provide costumed interpretation at the Roman Baths and secured a further additional two year additional contract for these services, meaning we are now on contract until May 2021

- Ran the 12 month commission to provide Arts Services in Somer Valley for BNES
- The company furthered international touring.
- Development of a new project with The SS Great Britain "Shakespeare Undone"
- New Christmas residency at The American Museum
- Introduced the Theatre School that brought new adult classes into our workshops in Widcombe
- Designed, developed and launched a new website - Developed more links for future collaborative work
- Staff changes: new Administrator was appointed for two days a week

- Improvements and renovations to the building included more work on the roof, and new back boiler and leaks mended at the east side of the building

Public benefit

The charity objectives and aims are performed with regard to the Charity Commission guidance on public benefit.

Social investments

These were received from:

- performance fees
- studio and building hire
- Bath and North East Somerset commissions
- donations from local business and trusts.

Strategies

Strategies employed to achieve the objectives:

- continued support of several community and education projects, including youth theatres and work experience weeks for young people

- the hire of the studio, workshop and office space

- increased Twitter, Facebook and Instagram activity

- because of the chaos of the UK's exit from the EU, corporate bookings have all but disappeared, so we refocussed to heritage and tourism clients.

Future plans

Our future plans are:

- increase our capacity to deal with increased enquires through new systems and increased staffing
- develop new performances
- improve the interior of the building
- organise tours UK and worldwide
- continue to develop education/participation strands
- new marketing drive to increase visibility with the general public.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

RESERVES

The trustees have decided that a minimum of £50,000 should be kept in reserve at all times as a contingency. This figure breaks down as follows; £17,500 to cover pay and redundancy costs, £15,000 to support the cash flow of the charity and £17,500 to meet capital costs. However with major capital costs ahead (we foresee the purchase of a new van) we are increasing the reserves to allow an additional £25,000 on capital expenditures.

At the end of the year, the charity had unrestricted net current assets of £166,483.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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

Trustees and organisational structure

Trustees are appointed by the board of trustees and normally serve for a period of three years, at the end of which time they may seek re-appointment. The minimum number of trustees (a quorum) is three and the maximum thirty. Trustees agree the broad strategy for the company and delegate day to day administration and implementation to the artistic director. The trustees keep the skill requirements of the board under review. New trustees may be sought by open advertisement or through dialogue with candidates with relevant expertise. Selection of new members is a matter for the existing board. On appointment, new members are given an introduction to the work of the company and provided with information about their role and charity law.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number 01114273 (England and Wales)

Registered Charity number 0266038

Registered office

Widcombe Institute Widcombe Hill BATH BA2 6AA

Trustees

- resigned 27.11.18
- Tesigned 27.11.10
- resigned 10.9.18
- resigned 10.9.16
appointed 20.0.10
- appointed 29.6.18
- appointed 14.6.19

Company Secretary A P Burden

Independent examiner

Berkeley Hall Marshall Limited 6 Charlotte Street Bath BA12NF

INVESTMENT POLICY AND OBJECTIVES

The charity has limited reserves and these are generally held in accounts which are readily accessible. The trustees are, however, mindful of their responsibilities and seek to obtain the best returns available within the context of such a policy.

The charity owns the freehold of the building from which it operates. The building is shown as a designated fund in the accounts to distinguish it from readily available funds.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2019

FINANCIAL REVIEW

The financial statements of the charity for the year ended 31 March 2019 show a deficit of £9,098. After taking into account all sources of income, and not including the depreciation of the building, the surplus was £4,601.

During the year, the company received £528 in grants and donations from the general public, which was used during the year to meet the running costs of the company. The trustees continue to actively review and consider all funding options and the Board has implemented strategies to match income to costs to secure the long term future of the Company.

Approved by order of the board of trustees on 36 Nor 30 Mand signed on its behalf by:

D.ILeoman - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BATH ARTS WORKSHOP LIMITED (REGISTERED NUMBER: 01114273)

Independent examiner's report to the trustees of Bath Arts Workshop Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2019.

Responsibilities and basis of report

As the charity's trustees of the Company (and also 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 Company 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 your charity's accounts as 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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW which is one of the listed bodies

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 Company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
 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

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Matthew Small FCA ICAEW Berkeley Hall Marshall Limited 6 Charlotte Street Bath BA1 2NE

Date: 12 /12 /2019

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STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2019

INCOME AND ENDOWMENTS FROM	l Notes	Jnrestricted funds £	Restricted fund £	2019 Total funds £	2018 Total funds £
Donations and legacies Charitable activities		31,398	-	31,398	11,545
Performing income		277,807	-	277,807	284,449
Other trading activities Investment income	2 3	49,752 93		49,752 93	55,007 19
Total		359,050	17-1	359,050	351,020
EXPENDITURE ON Raising funds Charitable activities Performing income		13,807		13,807	12,9 4 3
Production expenses		660 191,571	-	660 191,571	- 186,747
Touring expenses		15,657	-	15,657	19,346
Administration Overheads		105,890	2,404	108,294	103,375
Overneads		37,084	÷.	37,084	24,386
Other	4	1,075		1,075	1,063
Total		365,744	2,404	368,148	347,860
NET INCOME/(EXPENDITURE)		(6,694)	(2,404)	(9,098)	3,160
RECONCILIATION OF FUNDS					
Total funds brought forward		818,980	123,075	942,055	938,895
TOTAL FUNDS CARRIED FORWARD		812,286	120,671	932,957	942,055

The notes form part of these financial statements

BALANCE SHEET AT 31 MARCH 2019

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	U Notes	nrestricted funds £	Restricted fund £	2019 Total funds £	2018 Total funds £
FIXED ASSETS Tangible assets	9	701,238	96,898	798,136	- 816,940
CURRENT ASSETS Debtors Cash at bank and in hand	10	25,093 101,577	23,774	25,093 1 25,35 1	16,424 130,896
		126,670	23,774	150,444	147,320
CREDITORS Amounts falling due within one year	11	(15,622)	(1)	(15,623)	(22,205)
NET CURRENT ASSETS		111,048	23,773	134,821	125,115
TOTAL ASSETS LESS CURRENT LIABILITIES		812,286	120,671	932,957	942,055
NET ASSETS		812,286	120,671	932,957	942,055
FUNDS Unrestricted funds: General fund	12				
Designated fund				166,483 645,803	162,543 656,437
Restricted funds				812,286 120,671	818,980 123,075
TOTAL FUNDS				932,957	942,055

The notes form part of these financial statements

BALANCE SHEET - CONTINUED AT 31 MARCH 2019

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2019 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
 (b) preparing financial statements which give a true and 6 is a true and 6 is
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees on the statement on its behalf by:

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D J Looman -Trustee

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, 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 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

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

Improvements to property	- 2% on cost
Motor vehicles	- 15% on reducing balance
Equipment	- 25% on reducing balance

Freehold property is to be depreciated over 50 years, holding a residual value of £200,000.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

The restricted fund represents funds received towards the capital building costs to be carried out to transform the premises into more practical workable areas, together with grants from the Arts Council and Bath and North Somerset Council specifically to maintain the artistic programme.

The designated fund consists of funds raised towards the purchase of freehold premises.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. OTHER TRADING ACTIVITIES

	2019	2018
Sundry income	د 49,752	£ 55,007
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NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2019

3. INVESTMENT INCOME

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Bank interest received	2019 £ 93	2018 £
OTHER		
Accountancy Independent examination Sundries	2019 £ 575 500	2018 £ 550 500 13
	1,075	1,063

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

Depreciation - owned assets Deficit on disposal of fixed asset	2019 £	2018
	18,804	18,623
	-	255

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2019 nor for the year ended 31 March 2018.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2019 nor for the year ended 31 March 2018.

7. STAFF COSTS

Staff costs :		
	2019	2018
	£	£
Salaries and fees	250,425	257,922
Social security costs	4,516	3,815
Total	254,941	261,737

The average weekly number of employees during the year, including the services of performers who retained reserved self-employed status, was 47 part time and 2 full time (2018 - 47 part time and 2 full time)

No employee received emoluments of more than £60,000 during the year.

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NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2019

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

INCOME AND ENDOWMENTS FROM	Unrestricted funds £	Restricted fund £	Total funds £
Donations and legacies Charitable activities	464	11,081	11,545
Performing income	284,449	-	284,449
Other trading activities Investment income	55,007 19	-	55,007 19
Total	339,939	11,081	351,020
EXPENDITURE ON Raising funds Charitable activities	12,943	÷	12,943
Production expenses	178,943	7,804	186,747
Touring expenses	18,541	805	19,346
Administration	99,386	3,989	103,375
Overheads	24,386		24,386
Other	1,063		1,063
Total	335,262	12,598	347,860
NET INCOME/(EXPENDITURE)	4,677	(1,517)	3,160
RECONCILIATION OF FUNDS			
Total funds brought forward	814,303	124,592	938,895
TOTAL FUNDS CARRIED FORWARD	818,980	123,075	942,055

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NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2019

9. TANGIBLE FIXED ASSETS

	Freehold In property £	nprovements to property £	Motor vehicles £	Equipment	Totals
COST	~	~	L	£	£
At 1 April 2018 and 31 March 2019	650,000	234,908	25,321	123,057	1,033,286
DEPRECIATION					
At 1 April 2018	72,000	25,465	2,635	116,246	216,346
Charge for year	9,000	4,698	3,403	1,703	18,804
At 31 March 2019	81,000	30,163	6,038	117,949	235,150
NET BOOK VALUE					
At 31 March 2019	569,000	204,745	19,283	5,108	798,136
At 31 March 2018	578,000	209,443	22,686	6,811	816,940

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Trade debtors	2019 £ 19,632	2018 £ 10,000
Other debtors Prepayments	5,461	674 5,750
	25,093	16,424

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019	2018
T	£	£
Trade creditors	5,417	2,168
Social security and other taxes	2,064	2,061
VAT	5,255	7,365
Other creditors	1,530	1,029
Accrued expenses Deferred income	1,357	1,357
Deletted income	-	8,225
	15,623	22,205

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NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2019

12. MOVEMENT IN FUNDS

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	Net movement in		
	At 1.4.18	funds	At 31.3.19
Unrestricted funds	£	£	£
General fund	162,543	3,940	166,483
Designated fund	656,437	(10,634)	645,803
	818,980	(6,694)	812,286
Restricted funds			
Restricted funds	123,075	(2,404)	120,671
TOTAL FUNDS	942,055	(9,098)	932,957

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds	2	~	E.
General fund	359,050	(355,110)	3,940
Designated fund		(10,634)	(10,634)
	359,050	(365,744)	(6,694)
Restricted funds			
Restricted funds	-	(2,404)	(2,404)
TOTAL FUNDS	359,050	(368,148)	(9,098)
	·····	-	

Comparatives for movement in funds

	m	Net ovement in	
	At 1.4.17	funds	At 31.3.18
	£	£	£
Unrestricted Funds			
General fund	147,232	15,311	162,543
Designated fund	667,071	(10,634)	656,437
	814,303	4,677	818,980
Restricted Funds			
Restricted funds	124,592	(1,517)	123,075
			<u> </u>
TOTAL FUNDS	938,895	3,160	942,055

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2019

12. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
Unrestricted funds	£	£	£
General fund	339,939	(324,628)	15,311
Designated fund		(10,634)	(10,634)
	339,939	(335,262)	4,677
Restricted funds			
Restricted funds	11,081	(12,598)	(1,517)
			·
TOTAL FUNDS	351,020	(347,860)	3,160

A current year 12 months and prior year 12 months combined position is as follows:

	m	Net ovement in	
Unrestricted funds	At 1.4.17 £	funds £	At 31.3.19 £
General fund Designated fund	147,232 667,071	19,251 (21,268)	166,483 645,803
Restricted funds Restricted funds	124,592	(3,921)	120,671
TOTAL FUNDS	938,895	(5,938)	932,957

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

Unrestricted funds	Incoming resources £	Resources expended £	Movement in funds £
General fund Designated fund	698,989 -	(679,738) (21,268)	19,251 (21,268)
	698,989	(701,006)	(2,017)
Restricted funds Restricted funds	11,081	(15,002)	(3,921)
TOTAL FUNDS	710,070	(716,008)	(5,938)

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2019.

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DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2019

	2019 £	2018 £
INCOME AND ENDOWMENTS		
Donations and legacies Donations Grants	528 30,870	465 11,080
	31,398	11,545
Other trading activities Sundry income	49,752	55,007
Investment income Bank interest received	93	19
Charitable activities Performance fees	277,807	284,449
Total incoming resources	359,050	351,020
EXPENDITURE		
Raising donations and legacies Administration staff fees	13,807	12,943
Charitable activities Administration staff fee	78,242	73,346
Social security	4,516	3,815
Pensions	1,245	564
Rates and water	1,981	2,111
Insurance	8,848	9,897
Light and heat Telephone	4,444	3,622
Stationery and printing	1,604 1,219	1,359 1,271
General publicity	2,462	2,957
Performer fees	157,131	171,010
Other production fees	21,857	4,311
Costume and props	11,854	10,801
Misc running costs	970	625
Travelling	9,468	9,041
Accommodation	2,242	3,225
Subsistence	2,267	1,819
Vehicle maintenance	278	2,570
Vehicle insurance Vehicle leasing and hire	1,329	1,138
Subscriptions	89	1,553
Sundries	20 1,309	55
Cleaning	3,184	1,882 3,026
Repairs and renewals	16,924	4,314
Freehold property	9,000	9,000
Improvements to property	4,699	4,699
Carried forward	347,182	328,011

This page does not form part of the statutory financial statements

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DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2019

Charitable activities	2019 £	2018 £
Brought forward Depreciation Motor vehicles Loss on sale of tangible fixed assets Bank charges	347,182 1,703 3,403 978	328,011 2,291 2,635 255 662
	353,266	333,854
Other Accountancy Independent examination Sundries	575 500	550 500 13
Total resources expended	1,075 368,148	1,063 347,860
Net (expenditure)/income	(9,098)	3,160

This page does not form part of the statutory financial statements