

COMPANY REGISTRATION NUMBER: 05354844

CHARITY REGISTRATION NUMBER: 1110898

Suffolk Artlink
Company Limited by Guarantee
Unaudited financial statements
31 March 2021

Suffolk Artlink

Company Limited by Guarantee

Financial statements

Year ended 31 March 2021

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Trustees' annual report (incorporating the directors' report)

Year ended 31 March 2021

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and 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 published in October 2019.

Reference and administrative details

Registered charity name	Suffolk Artlink
Charity registration number	1110898
Company registration number	05354844
Principal office and registered office	Unit 14 Malt Store Annex The Cut, 8 New Cut Halesworth Suffolk IP19 8BY

The trustees

The trustees who served during the year and at the date of approval were as follows:

K Axon (appointed 27/04/2020)
M Baker-Woods (appointed 27/04/2020)
S Bardwell
S Burges (appointed 27/04/2020)
J Draper
J Dyball (appointed 27/04/2020)
K Flatt (resigned 28/09/2020)
C Guy-Pearson (appointed 19/04/2021)
M James
A Whitney

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2021

Senior management	A Casey H Field A Winch
Bank	CAF Bank Cambridge & Counties Bank United Trust Bank Hampshire Trust Bank Redwood Bank
Independent examiner	L Thurston FCCA Lovewell Blake LLP Chartered accountants First Floor Suite 2 Hillside Business Park Bury St Edmunds IP32 7EA

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2021

Objectives and activities

The charity's objects are:

(a) to promote, maintain and advance the education of the public in the arts generally and the encouragement of the arts, by utilising all art forms, including painting sculpture, printmaking, crafts, drama, music, literature, photography landscape art, public art and new media;

(b) to provide or assist in the provision of, in the interests of social welfare, facilities for recreation or other time occupation with the object of improving the conditions of life for the public at large and persons who have a particular need of such facilities by reason of youth, age, physical or mental disability, health or their social and economic circumstances.

About Suffolk Artlink

Suffolk Artlink is a participatory arts charity. We develop and deliver inclusive arts programmes that support peoples' health and wellbeing.

Our creative projects help people transform their lives through the arts by bringing skills, support networks, confidence and joy to communities in the East. We work in places including hospitals, hospices, residential homes, schools and community venues.

Our work is led by experienced arts practitioners, encompassing a rich variety of art forms, and is delivered in close partnership with care, education, voluntary and community organisations.

Public benefit

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on Public Benefit including, The Public Benefit Requirement (PB1), Running a Charity (PB2) and Reporting (PB3).

Co-Chairs' report

After several long lockdowns and with the UK only just opening up as we write, we know that the effects of this global pandemic are far reaching and long term.

There is positivity in the air, as friends and families reunite, businesses open and cultural venues welcome artists and audiences back. However, there is still much uncertainty, and the challenges of the past 18 months have deeply affected many people's health and wellbeing.

The work we do has been vital in supporting our communities through lockdown and will continue to be essential as we come out the other side. We've adapted many of our projects to allow for digital delivery, to allow us to engage and encourage people from home.

We've found that we are welcoming an even broader audience to enjoy our work, including those who are still shielding, have disabilities or limited transport, or those who'd just prefer to join us tucked up in the comfort of their own home.

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2021

By learning and innovating over the past year, we are in a strong position to meet emerging needs as well as increasing our reach and impact in new communities. We are committed to continuing online provision as well as embracing opportunities to return to face-to-face delivery.

We would like to thank the trustees for their commitment to Suffolk Artlink and we particularly welcome Chloe Guy-Pearson who has stepped up from her position as young trustee observer to join us as a full Board member.

Our deepest thanks to Hayley, Alex and the staff team, participants, supporters, funders, volunteers and the communities we work in.

Sarah Bardwell and Jeni Draper, Co-Chairs

Co-Directors' report

In a year in which 'together' has had a more nuanced meaning, we have found new and different ways of supporting people to have a shared creative experience.

Where we have engaged with people we have provided a vital positive connection during a very difficult time. There have, however, been significant challenges in reaching new people. We were able to adapt programmes such as Brave Art quickly to meet students' needs. However, our work in settings such as schools, care homes and hospitals had to be paused or delivered at a reduced level, which has impacted the number of people we have reached.

As part of the wider cultural and voluntary sectors we recognise we have not been alone in finding this year challenging. The closure of arts venues has meant many organisations have faced significant restructuring; the wider programmes of voluntary and community organisations have been diverted towards providing emergency responses to the increased needs of people affected by the pandemic. This has impacted the ways we work and connect with other organisations. Our ability to adapt our work is down to the continued flexibility and trust shown by our funders. Thank you.

A massive thank you to our staff, who have worked so hard to continually adjust to the ever changing situation. Our connections across the team have strengthened as we have relied on each other's support to get through the personal and professional challenges of this exceptional time. People working from home have stayed connected through regular online meetings, ensuring our work is better shared across the team than before.

Thanks also go to our amazing freelance artists, who have awed us with their inventive, creative ideas, and have embraced working in, often, completely new ways.

A final thank you must go to our participants who have come along this journey with us, embraced the unknown and generously shared their creativity.

Alex Casey and Hayley Field, Co-Directors

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2021

Achievements and performance

Responding to COVID-19

Through adaptation and innovation, we stayed vibrant and relevant, working together in order to discover new ways to bring creativity and connection to our communities when face-to-face delivery wasn't possible.

We delivered artist-led Zoom sessions that have beamed our Clown Doctors into family living rooms and encouraged participants to explore new worlds together, such as writing poems and trying new recipe ideas. As part of our Make, Do & Friends project, we launched a blog full of specially devised creative activities for people to take part in at home.

During Brave Art, we invited our students to create together, share their work and stay in regular touch at open online sessions each week and through the use of a new private group on Facebook.

Delivering our work online was part of our solution, but the digital divide has also meant we've had to explore other ways of reaching people. We've used the post to send home workbooks of creative activities, seeds for sowing and invitations to try something new. We picked up the phone to keep in touch, such as checking in on our regular Brave Art students, setting up creative conversations with artists during Make, Do & Friends and encouraging supportive telephone tree networks to encourage our Around the Table carers to keep in touch with one another.

Case study: Around the Table

This year we adapted Around the Table from a purely face-to-face delivery model to embrace a range of new ways of reaching family carers across the county. Our priority was to offer our participants choice and flexibility in how they engaged with us, and each other.

We've had some great successes. Posting out 'ingredients boxes' in advance of live online cooking sessions meant that we could provide exactly what our carers needed, avoiding extra expense, effort and waste. Using postal activity packs allowed carers the flexibility to enjoy inspirational activities at a time that best suited them.

Telephone trees and online meet ups allowed us to introduce carers from across the county to each other, without the need for anyone to travel. We even created links with the Museum of East Anglian Life (which is now home to our Stowmarket sessions) and Manchester Jewish Museum.

With some ingenuity and determination, we were able to continue to support our family carers through a difficult year. We've broadened the support systems and inspiration we can offer through new partnerships and delivery models, which will enable us to creatively connect more people, better, in future.

Making a Difference

We were delighted to see clear evidence of the continued positive impact of engaging our communities with creativity during this year, despite reaching them in different ways.

It was evident that the most important part of our work this year, as always, was providing communities with the opportunity to be creative, together. By connecting with artists, each other and themselves, our participants experienced a multitude of benefits, at a time when they were needed more than ever.

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2021

Case study: Clown Round

Julia Gibson-Cranch is the Locality Wellbeing Lead at East Anglia Children's Hospices.

"Clown Round provides East Anglia Children's Hospices with sensitive and fun sessions for our families, who are often struggling with the prospect of their child's illness and condition. Our families' sense of isolation and challenge has been dramatically increased from the impacts of COVID-19 and the restrictions that have been put in place.

As EACH grappled with a move to virtual delivery, Suffolk Artlink and the Clown Doctors adapted their offer to work alongside ours. They embraced this with their usual fun and 'quirky' style, and were able to join a wide range of our sessions for children of all ages and abilities. These sessions gave vulnerable children experiencing palliative illnesses, their siblings and their parent/carer's a welcome break and relief from the, often difficult, reality of their life.

The feedback from the families was a resounding success, with laughter, applause and smiles evident in the sessions. Later feedback by families also noted the 100% positive impact that the Clown Doctors' appearance had given."

Case study: Brave Art

Brave Art student Sally is 32 and has autism. She joined our weekly arts course for adults with learning disabilities during lockdown in September 2020, on Zoom.

Sally says: "For me, since I have social anxiety, doing it from home I feel more relaxed. I can be under a blanket or with a cup of tea, instead of going into a room and meeting people properly. I still like to feel connected, and part of a group, and being involved in Brave Art has really given me that. It gives me structure and I'm finding it really fun."

Sally's mum added: "Your weekly sessions are the highlight of Sally's week. It lifts Sally's spirits and does her a power of good.

The Brave Art sessions are especially important at the moment as most activities have been cancelled during lockdown. The uncertainty of life and constant bad news is hard to deal with for us all, but particularly for people with learning difficulties or autism. Being part of the Brave Art group, having new creative activities to think about and getting lots of positive feedback from you all, makes a huge difference to Sally and the others. They also seem to have bonded as a supportive group which is lovely to see.

The positive approach you take, really helps to make Sally believe in herself."

Case study: Make, Do & Friends

Douglas took part in Dean Parkin's online poetry workshops during lockdown, as part of our Make, Do & Friends programme.

"I spend most of my time each day either home schooling my seven-year-old nephew, or trying to get my 'to do' lists done. I'd lost touch with myself a bit, I was feeling I wasn't good enough and that everything I did had to be the best it could be.

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Year ended 31 March 2021

But I don't feel that sort of pressure in these sessions. They don't have to lead anywhere, you can just have a go and see what happens. Since taking part in the sessions, I feel more creative; I feel more focused and I'm happier.

I feel less anxious too. The difference for me now is that I feel I'm on the right track, creatively, which is positive.

It's been the combination of having a structure, the objectives and the encouragement; it's having the people and having the time that's made the difference.

It doesn't have to be the best poem in the world, there's no pressure. Some days, my mind's a blank, so it's challenging you in a safe environment. It's a reminder that art isn't always planned, it's more freestyle and spontaneous. The session is a reminder that it's safe to step outside our comfort zone.

It's an evolution, isn't it? Small steps, each month, bringing new skills to the equation. It's a bit like having a software upgrade; the hard drive's still the same, but I feel like the software's been updated."

Developing

This year, perhaps more than ever, we've seen, and facilitated, huge development in our staff, artists and participants. We've experienced a significant increase in our collective confidence and ability to engage with each other in new ways, which we know will bring far-reaching benefits for our future work.

We've been able to engage staff and artists from further afield, bringing new backgrounds, points of view and skills to our services. We've been able to support our artists to explore new technologies, and develop innovative ways of creatively connecting with participants, and each other, breaking down geographical, psychological and logistical boundaries.

We have continued in our role as Eastern Region Arts Champion for the Culture, Health and Wellbeing Alliance as well as leading on a regional Accessibility Forum which shares best practice and resources. This year the Forum has particularly focused on online access requirements and tools to help to bridge the digital divide.

Case study: Little Beats

In partnership with Suffolk Libraries, we aimed to improve wellbeing, child development and musical engagement amongst pre-school children through a cross-sector professional development programme.

Over 12 months, we brought musicians and early years music educators together with librarians from Great Cornard and Lowestoft libraries and staff from Home-Start children's charity.

By sharing skills and experience, our artists worked alongside library staff to develop their personal practice and creativity to deliver musical activities aimed at supporting preschool children and their parents.

Soon after the project began, we had to take our project online, but that didn't curtail the creativity. Library staff and lead musicians attended regular masterclasses delivered by music practitioners, a movement artist and an Early Years Music educator and researcher. These were complemented by sessions supporting our team to deliver online including using Zoom, set design and audio capture.

From here, our artists paired up with library and Home-Start staff, to work together to develop their pre-school music offer. This collaborative approach provided a fantastic support network, fostered enthusiasm for learning and provided fertile ground for creativity and sharing new ideas.

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Year ended 31 March 2021

The project resulted in online music sessions being delivered across Suffolk to families during lockdown, including 'Tot Rock with Tom'. We also produced a bank of online resources that share ideas and inspiration from the project with library staff, children's charities and families right across the county.

Things we achieved in 2020 / 2021

Our reach in 2020/21

Participants engaged 601

Audience reached: 43,645

Creative interventions delivered

Face-to-face sessions (49)

Live online sessions (254)

Non-live online activities (82)

Postal activities (522)

Phone based activities (418)

Artists

Artist training & development sessions: 75

Artist days worked: 407

Volunteers supported: 22

Our participatory programme in brief

How we work

Our varied programme of participatory arts projects reflects the specific needs of the diverse communities we work with. We collaborate with professional artists and partners to develop creative, inclusive activities that put our participants at the heart of our work.

Meaningful and challenging artist-led activities bring a depth of engagement which has a lasting, transformative impact. Our work supports peoples' health, wellbeing, creative development and social connections. We celebrate and share our participants' creativity to enrich communities across the East and beyond.

Projects in 2020/21

Around the Table: By offering adult carers the opportunity to explore food, creativity and culture, they can gain respite from their caring role, develop new support systems, build confidence and a new sense of passion and achievement. In 2020/21 we adapted Around the Table from a purely face-to-face delivery model to incorporate telephone trees, postal activities, online group cookery sessions and in-person meetups when restrictions (and the weather!) allowed.

Brave Art: Our arts training course for people with learning disabilities offers students the chance to enjoy exploring a variety of art forms whilst developing creative and life skills.

In 2020/21 we split our delivery into two streams, Brave Art Online, and the Brave Art Club. Our students could choose to join live online creative and wellbeing sessions, or receive activities in the form of an activity book and materials, delivered to their door. A private Facebook Group and regular phone calls allowed everyone to share their work and stay in touch.

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Year ended 31 March 2021

Celebrating Us: We launched three place-based artist residencies in Halesworth, Ipswich and Eye with the aim of getting the community involved, creative and connected in order to build connections, reduce isolation and increase wellbeing.

In 2020/21 we commissioned our three artists, covering mediums including poetry, dance and sculpture, who began to design creative interventions for residents in their allocated areas to take part in.

Clown Round: Our Clown Doctors bring fun, laughter and distraction to children, young people and their families in hospitals and hospices across Suffolk, Norfolk and Essex. In 2020/21 we continued to visit hospitals and hospices in person where possible. When restrictions were in place we created online resources, such as video Clown Visits, and delivered online home visits to EACH Hospice's families over Zoom.

Kirkley Creates: We welcome Kirkley residents to grow, eat and share through a series of inspiring, social and creative get-togethers that offer the community a chance to explore the place they call home and leave a lasting legacy for friends and neighbours.

In 2020/21 we commissioned 'The Third Person', an artist collaboration, to design the programme. Delivery was delayed until spring 2021. Activities are now in progress at the Kirkley Pantry and Kirkley Centre and we look forward to being part of the forthcoming First Light Festival Longest Days of Summer programme.

Little Beats: A professional development programme that brings musicians and early years music educators together with librarians across Suffolk. It aims to improve wellbeing, child development and musical engagement amongst pre-school children.

In 2020/21 we delivered the full programme, connecting artists and library staff digitally, through Zoom masterclasses and online partnerships. Our creative pairings were supportive, inspiring and productive, resulting in a new and improved pre-school music offer as well as a bank of online resources for use by librarians and parents across the county.

Make, Do & Friends: Bringing creative get-togethers to rural villages and towns in Mid-Suffolk and Babergh, providing an opportunity for older residents to meet, share and learn new skills.

In 2020/21 we asked people 'What is your village made of?' and explored their responses through face-to-face and online workshops, creative telephone conversations with artists, and a series of home-based creative activities shared through a new blog.

Special Delivery: Our new intergenerational project brings young and old together to enjoy creative time together, with inspiration from letters found in archives from Bury St Edmunds, Halesworth and Lowestoft.

In 2020/21 we brought young and old together by sending inspiring resources into schools to bring letter writing, and the authors of the archived letters, alive through creative activities.

VR Adventures: A pilot project to explore the use of participatory Virtual Reality experiences to improve wellbeing for people in healthcare settings. Our multi-disciplinary team of artists use creative digital content to develop person-centred activities.

In 2020/21 our artists undertook extensive research and development in a variety of VR and digital technologies as well as testing out some of the work created with staff and residents in Broadlands Care Home.

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2021

Growing our profile and supporter base

As with every year, it was important for us to continue to raise awareness of the work we do, and encourage individuals and businesses in the community to support us.

This proved a little more challenging than usual, as communities understandably came together to address the most immediate needs of those affected by the pandemic. However, we still saw some great developments, including our inclusion on the global Google Arts & Culture platform, as well as receiving support from local organisations, including the fabulous Ferini Gallery, who chose us as beneficiaries for their annual postcard auction.

As we took much of our delivery online, our partners and supporters helped to promote our activities using their digital channels. We are hugely grateful to everyone that played a part in sharing news of our work and raising money to support its delivery this year.

Case study: Google Arts & Culture

This year, we were delighted to see hundreds of artworks and photos from our community arts programme featured on the global Google Arts & Culture platform, visible to people around the world thanks to our new partnership with Google.

Google Arts & Culture puts the collections of more than 2,000 museums at your fingertips. It's an immersive way to explore art, history and the wonders of the world, and we are delighted to be one of the first arts and health organisations in the region to be featured. Thanks to this new virtual exhibition, users will be able to see collections of artworks created by our students and participants, alongside imagery taken at our projects in just a few clicks!

We specially curated five virtual exhibits to go live with the launch of our profile, and we can't wait to use this new platform to share many more stories of our work with a world-wide audience.

Case study: Pakefield Postcard Auction

In 2020, we were lucky enough to be selected as the recipients of funds from the annual Pakefield Postcard Auction. The event is run by the Ferini Gallery and raises thousands of pounds each summer for local charities.

Over 80 postcard-sized artworks were donated by a wide variety of artists across the county, with all proceeds going towards our work. And whilst, when the date arrived, we weren't able to hold a face-to-face auction, we invited art lovers to acquire a mini masterpiece from the comfort of home, through an online event.

A huge thank you goes to Michaela Hobbs of the Ferini Gallery, who worked tirelessly to arrange a fabulous event, despite the changed circumstances! Thanks also go to the artists who submitted artworks to buy on the night, and Durrants Auctions who donated the online auction facility, and a live auctioneer for the event.

The event was a huge success, raising £2,931 which we have been able to put directly towards the work we delivered during this exceptional year.

Case study: Volunteer

Amanda Potter has been volunteering for Suffolk Artlink since 2011. She has contributed to the delivery of projects including Suffolk at Play, Lowestoft Folk and most recently, Special Delivery.

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2021

"I was keen to volunteer in a local organisation connected to the arts, and I was impressed by the work that Suffolk Artlink does with people of all ages, regardless of their skills and abilities. I feel strongly that "Art is for everyone" and Suffolk Artlink fulfils that brief in spades.

Apart from being a friendly face (and making the tea!), I get stuck into activities the artists set for our participants and students, whatever they are. I aim to model the activities and to ask questions that the group may want to ask, but are perhaps not able to (e.g "Does it matter if I get paint on the edges?" "Could you repeat the third line again, I couldn't hear the tune?"). This has been useful in this year's Zoom sessions, which was quite a different situation for us all.

I most enjoy the buzz of the sessions, watching two groups of people of wildly disparate ages - as in the "Lowestoft Folk" sessions - really focusing on working together and forging relationships. I also really enjoy doing the creative activities myself!

Volunteering with Suffolk Artlink makes me feel alive! I think we all come out of each session energised, invigorated and eager for the next one. It is an amazing feeling of community and friendship which is generated, and I am immensely pleased to be a small part of it."

Financial review

Suffolk Artlink is a non-venue-based organisation with a small core staff team who have worked tirelessly and creatively to redesign services in response to COVID-19. With the support of our funders and partners we have been able to continue to deliver our charitable mission, achieve positive health, well-being and learning outcomes for vulnerable people and fully employ our staff throughout the financial year.

Whilst Suffolk Artlink has maintained the level of current unrestricted reserves these have fallen relative to the reserves target as the level required to meet the Board's reserves policy.

In addition to the regular review of management accounts at board meetings Suffolk Artlink's Trustee treasurer Mike James, a Chartered Institute of Management Accountant, is joined on the finance subcommittee by Trustees Sara Bardwell, Kate Axon and Alice Whitney. The sub-committee meets with senior staff regularly to review and discuss the charity's finances.

Reserves policy

The Trustees' policy is to maintain adequate reserves for the following purposes:

- To enable the charity to fulfil statutory and legal obligations
- To provide a contingency fund to meet unforeseen falls in income or increases in expenditure
- To allow for orderly wind up of the charity if required"

The charity's current unrestricted reserves policy is based on the Charity Commission guidance, "Charity reserves: building resilience (CC19)". The reserves policy reflects the charity's income risk profile; fixed salary costs and associated redundancy liability; and the extreme vulnerability of the charity's beneficiaries and the potential impact of a sudden and unplanned withdrawal of services on their health and well-being.

The Trustees' reserves policy is to maintain sufficient reserves to cover six months' unrestricted expenditure, closure costs and liabilities and includes an assumption that Full Cost Recovery would not be made to restricted funds in the final month of an orderly wind up of the charity. This policy is reviewed annually by the Board and a reserve target of £103,416 (2020: £90,869) was calculated on that basis.

At 31 March 2021 the charity's current unrestricted general reserves, net of tangible fixed assets, were £87,969 (2020: £81,112).

Suffolk Artlink

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2021

Structure, governance and management

Suffolk Artlink is a charitable company limited by guarantee incorporated on 7 February 2005 and registered as a charity on 16 August 2005. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

The Trustees of the company are also directors for the purposes of company law. Under the Memorandum and Articles of Association the Trustees are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. The Trustees of the charitable company during the year are as described on the reference and administration details page of these financial statements.

Risk management

The Trustees monitor the major risks to which the charity is exposed and have established systems and procedures to manage those risks.

The Board of Trustees follows the Charity Commission's guidance 'Charities and risk management (CC26)' in identifying and weighting risks and the trustees maintain an organisational risk assessment. The register is continually updated and reviewed.

Safeguarding for children and vulnerable adults is the Board's highest priority and our policies, procedures, vetting, training and risk assessment follow from our total commitment to providing safe and high-quality services.

Principal funding sources

The main sources of income for the charity are from grants from national organisations and local authorities. The majority of income is restricted.

The charities approach to investments is cautious with funds being held across different institutions in order to maximise cover under the Financial Service Compensation Scheme.

The charity does not hold any other investments in this or prior year.

Organisation structure

The Trustee Board comprises of nine members who meet quarterly and are responsible for the strategic direction and policy of the charity. The Trustees are from a variety of backgrounds relevant to the work of the charity.

The Board is supported by two Co-Directors, who lead and manage the organisation day-to-day and a General Manager who reports to the Board regarding the charity's finances and acts as Company Secretary.

Trustees are recruited through an open recruitment process and formal interview. The process includes an outline of the Trustees' roles and responsibilities.

New Trustees are provided with a Board pack including Memorandum & Articles of Association, last published accounts, current management accounts and budget, an organogram, Trustees' biographies and contact details, notes regarding major funders, corporate strategy, corporate risk assessment, The Essential Trustee and a list of additional resources. Training is provided as required for each Trustee and may include training for specialist roles such as the Trustee safeguarding lead.

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Trustees' annual report (incorporating the directors' report) *(continued)*

Year ended 31 March 2021

Structure, governance and management *(continued)*

Pay and remuneration

The pay of the senior staff is reviewed annually by the Trustees and where relevant normally increased in accordance with average inflationary increases for similar roles, in the same sector, in the locality.

Related parties

The charities related party transactions are listed in the notes to these accounts, these are on normal commercial terms and are approved by the Trustees.

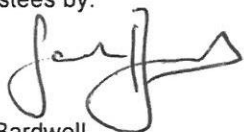
Independent examiner reappointment

A resolution to appoint L Thurston FCCA of Lovewell Blake LLP as independent examiner will be proposed at the next Annual General Meeting.

Small company provisions

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

The trustees' annual report was approved on 27/07/2021 and signed on behalf of the board of trustees by:



S Bardwell
Trustee

Suffolk Artlink

Company Limited by Guarantee

Independent examiner's report to the trustees of Suffolk Artlink

Year ended 31 March 2021

I report to the charity trustees on my examination of the financial statements of the company for the year ended 31 March 2021 which comprise the statement of financial activities (including income and expenditure account), balance sheet, statement of cash flows and the related notes.

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 financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements 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 company's financial statements 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 the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, 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 that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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.

L Thurston 16/8/21

L Thurston FCCA
Independent Examiner

Lovewell Blake LLP
Chartered accountants
First Floor Suite
2 Hillside Business Park
Bury St Edmunds
IP32 7EA

Suffolk Artlink

Company Limited by Guarantee

Statement of financial activities (including income and expenditure account)

Year ended 31 March 2021

		Unrestricted funds £	2021 Restricted funds £	Total funds £	2020 Total funds £
Income and endowments					
Donations and legacies	5	76,737	268,387	345,124	492,347
Charitable activities		251	14,821	15,072	36,913
Investment income	6	3,211	—	3,211	3,718
Total income		<u>80,199</u>	<u>283,208</u>	<u>363,407</u>	<u>532,978</u>
Expenditure					
Charitable activities	7	87,678	298,424	386,102	432,161
Total expenditure		<u>87,678</u>	<u>298,424</u>	<u>386,102</u>	<u>432,161</u>
Net (expenditure)/income and net movement in funds		<u>(7,479)</u>	<u>(15,216)</u>	<u>(22,695)</u>	<u>100,817</u>
Reconciliation of funds					
Total funds brought forward		124,299	229,555	353,854	253,037
Total funds carried forward		<u>116,820</u>	<u>214,339</u>	<u>331,159</u>	<u>353,854</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 18 to 28 form part of these financial statements.

Suffolk Artlink

Company Limited by Guarantee

Balance sheet

31 March 2021

	Note	2021 £	£	2020 £	£
Fixed assets					
Tangible fixed assets	11		554		830
Current assets					
Debtors	12	1,879		1,760	
Cash at bank and in hand		<u>366,625</u>		<u>373,142</u>	
		368,504		374,902	
Creditors: Amounts falling due within one year	13	<u>(37,899)</u>		<u>(21,878)</u>	
Net current assets			<u>330,605</u>		<u>353,024</u>
Total assets less current liabilities			<u>331,159</u>		<u>353,854</u>
Net assets			<u>331,159</u>		<u>353,854</u>
Funds of the charity					
Restricted funds			214,339		229,555
Unrestricted funds			<u>116,820</u>		<u>124,299</u>
Total charity funds	16		<u>331,159</u>		<u>353,854</u>

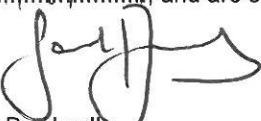
For the year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 27/07/2021, and are signed on behalf of the board by:


S Bardwell
Trustee

Company registration number: 05354844

The notes on pages 18 to 28 form part of these financial statements.

Suffolk Artlink

Company Limited by Guarantee

Statement of cash flows

Year ended 31 March 2021

	2021 £	2020 £
Cash flows from operating activities		
Net (expenditure)/income	(22,695)	100,817
<i>Adjustments for:</i>		
Depreciation of tangible fixed assets	276	535
Other interest receivable and similar income	(3,211)	(3,718)
Accrued (income)/expenses	(2,585)	2,799
<i>Changes in:</i>		
Trade and other debtors	(119)	(768)
Trade and other creditors	18,606	(63,592)
Cash generated from operations	(9,728)	36,073
Interest received	3,211	3,718
Net cash (used in)/from operating activities	(6,517)	39,791
Cash flows from investing activities		
Purchase of tangible assets	—	(1,106)
Net cash used in investing activities	—	(1,106)
Net (decrease)/increase in cash and cash equivalents	(6,517)	38,685
Cash and cash equivalents at beginning of year	373,142	334,457
Cash and cash equivalents at end of year	366,625	373,142

The notes on pages 18 to 28 form part of these financial statements.

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements

Year ended 31 March 2021

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Unit 14, Malt Store Annex, The Cut, 8 New Cut, Halesworth, Suffolk, IP19 8BY.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

The accounts have been prepared on the going concern basis and the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected income and expenditure for the next 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Income tax

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

Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the Trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

3. Accounting policies *(continued)*

Income

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures and fittings	-	15% straight line
Equipment	-	25% straight line

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

3. Accounting policies *(continued)*

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as a basic financial instrument. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

4. Limited by guarantee

The charitable company has no share capital but is limited by guarantee. The members under the memorandum and articles of association each undertake to contribute to the assets of the charitable company, in the event of it being wound up, with each members liability limited to £1.

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

5. Donations and legacies

Year ended 31 March 2021

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Grants			
National Lottery Community Fund	–	101,840	101,840
Suffolk County Council	63,240	25,000	88,240
Arts Council	–	81,783	81,783
Youth Music	–	26,051	26,051
Children in Need	–	19,948	19,948
Other grants and donations	9,447	8,817	13,792
Suffolk Community Foundation	–	4,948	4,948
Mid Suffolk District Council	2,550	–	2,550
Babergh District Council	1,500	–	1,500
	<u>76,737</u>	<u>268,387</u>	<u>340,652</u>

Year ended 31 March 2020

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Grants			
National Lottery Community Fund	–	117,544	117,544
Arts Council	42,637	47,205	89,842
Suffolk County Council	43,324	19,156	62,480
Heritage Lottery Fund	–	56,750	56,750
Suffolk Community Foundation	–	50,620	50,620
Children in Need	–	46,469	46,469
Take Note	–	38,719	38,719
Other grants and donations	8,252	9,627	17,879
Norfolk Community Foundation	–	5,000	5,000
Youth Music	–	2,994	2,994
Mid Suffolk District Council	2,550	–	2,550
Babergh District Council	1,500	–	1,500
	<u>98,263</u>	<u>394,084</u>	<u>492,347</u>

6. Investment income

	Unrestricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Total Funds 2020 £
Bank interest receivable	<u>3,211</u>	<u>3,211</u>	<u>3,718</u>	<u>3,718</u>

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

7. Expenditure on charitable activities

	Activities undertaken directly	Support costs	Total funds 2021	Total fund 2020
	£	£	£	£
Staff costs	251,149	1,454	252,603	253,224
Artist fees and materials	95,797	–	95,797	105,853
Transport, catering and venue hire	8,706	397	9,103	29,671
Marketing and public relations	216	5,437	5,653	8,360
Other project costs	1,250	–	1,250	10,021
Office costs	–	19,801	19,801	22,156
Depreciation	–	276	276	535
Independent examiner's fees	–	1,500	1,500	2,102
Board and meeting expenses	–	119	119	239
	<u>357,118</u>	<u>28,984</u>	<u>386,102</u>	<u>432,161</u>

8. Net (expenditure)/income

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

	2021	2020
	£	£
Depreciation of tangible fixed assets	<u>276</u>	<u>535</u>

9. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021	2020
	£	£
Wages and salaries	231,381	229,461
Social security costs	8,199	9,220
Other pension costs	11,569	11,473
Other staffing expenses	<u>1,454</u>	<u>3,070</u>
	<u>252,603</u>	<u>253,224</u>

The average head count of employees during the year was 13 (2020: 14).

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

Key management personnel

Key management personnel include all personnel that have the authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation, including employers national insurance contributions paid to key management personnel for services provided to the charity was £99,165 (2020: £99,980).

10. Trustee remuneration and expenses

No Trustee received remuneration in the current or prior year, directly or indirectly, from the charity. Trustees received £29 (2020: £122) of expenses during the year.

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

11. Tangible fixed assets

	Fixtures and fittings £	Equipment £	Total £
Cost			
At 1 April 2020 and 31 March 2021	<u>1,736</u>	<u>12,989</u>	<u>14,725</u>
Depreciation			
At 1 April 2020	1,736	12,159	13,895
Charge for the year	<u>–</u>	<u>276</u>	<u>276</u>
At 31 March 2021	<u>1,736</u>	<u>12,435</u>	<u>14,171</u>
Carrying amount			
At 31 March 2021	<u>–</u>	<u>554</u>	<u>554</u>
At 31 March 2020	<u>–</u>	<u>830</u>	<u>830</u>

12. Debtors

	2021 £	2020 £
Trade debtors	220	100
Prepayments and accrued income	<u>1,659</u>	<u>1,660</u>
	<u>1,879</u>	<u>1,760</u>

13. Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	13,069	11,261
Accruals and deferred income	1,624	4,209
Social security and other taxes	3,494	4,195
Other creditors	<u>19,712</u>	<u>2,213</u>
	<u>37,899</u>	<u>21,878</u>

14. Deferred income

	2021 £	2020 £
At 1 April 2020	–	62,000
Amount released to income	<u>–</u>	<u>(62,000)</u>
At 31 March 2021	<u>–</u>	<u>–</u>

15. Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £11,569 (2020: £11,473).

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

16. Analysis of charitable funds

Restricted funds

	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
	£	£	£	£	£
Clown Round	12,804	23,349	(29,409)	–	6,744
Brave Art	55,097	107,327	(92,619)	–	69,805
Celebrating us	–	26,035	(1,156)	–	24,879
Lowestoft Folk	463	–	–	–	463
Forgot-Me-Not Visitors	1,765	–	(1,765)	–	–
Libraries & Museums	–	–	–	–	–
Well-Being Programme	–	25,000	–	–	25,000
Little Beats	–	28,802	(26,326)	–	2,476
Website & Virtual	–	2,000	–	–	2,000
Around the Table	17,455	21,448	(23,946)	–	14,957
Make, Do & Friends	38,624	23,399	(62,023)	–	–
VR Adventures	22,961	18,848	(36,974)	–	4,835
Special Delivery (Letters From...)	43,364	7,000	(22,770)	–	27,594
Kirkley Creates (Take, Note, Connect)	37,022	–	(1,436)	–	35,586
	<u>229,555</u>	<u>283,208</u>	<u>(298,424)</u>	<u>–</u>	<u>214,339</u>

Unrestricted funds

	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
	£	£	£	£	£
General fund	81,942	80,199	(73,619)	–	88,522
Designated fund	42,357	–	(14,059)	–	28,298
	<u>124,299</u>	<u>80,199</u>	<u>(87,678)</u>	<u>–</u>	<u>116,820</u>

Restricted funds

	At 1 April 2019	Income	Expenditure	Transfers	At 31 March 2020
	£	£	£	£	£
Clown Round	11,762	58,012	(56,970)	–	12,804
Brave Art	7,634	120,500	(73,037)	–	55,097
Festival Arts	14,753	15,042	(29,795)	–	–
Lowestoft Folk	24,847	7,300	(31,684)	–	463
Forgot-Me-Not Visitors	21,991	–	(20,226)	–	1,765
Rock On	31,116	2,994	(34,110)	–	–
Where We Meet	580	–	(580)	–	–
Around the Table	9,570	30,943	(23,058)	–	17,455
Make, Do & Friends	23,130	62,061	(46,567)	–	38,624
VR Adventures	2,100	30,061	(9,200)	–	22,961
Special Delivery (Letters From...)	–	49,450	(6,086)	–	43,364
Kirkley Creates (Take, Note, Connect)	–	38,720	(1,698)	–	37,022
	<u>147,483</u>	<u>415,083</u>	<u>(333,011)</u>	<u>–</u>	<u>229,555</u>

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

Unrestricted funds	At 1 April	Income	Expenditure	Transfers	At 31 March
	2019				2020
	£	£	£	£	£
General fund	77,317	56,672	(77,682)	25,635	81,942
Designated fund	28,237	61,223	(21,468)	(25,635)	42,357
	<u>105,554</u>	<u>117,895</u>	<u>(99,150)</u>	<u>-</u>	<u>124,299</u>

Purpose of restricted funds:

Around the Table explores food, creativity and culture in regular workshops, to offer adult carers a moment of respite from their caring role. The workshops enable carers to develop new support systems, build their confidence and enjoy a new sense of passion and achievement in their daily lives.

Brave Art is an arts course with embedded personal and social development for adults with learning disabilities. In real life courses were held in Bury St Edmunds, Lowestoft and Ipswich, but in 2020 / 2021 our Brave Art courses and club have been virtual and distanced learning.

Celebrating Us will provide three ten-week artist residencies in Halesworth, Ipswich and Eye, with the brief of reducing isolation, reducing loneliness and increasing wellbeing.

Clown Round offers children in hospital and hospices the chance to take part in artistic play helping to relieve their fear and insecurities on the ward.

Forget-Me-Not Visitors is a programme that improves the health and wellbeing of older people with dementia in hospital through interaction and opportunities for positive engagement. No services were delivered in hospital under this programme in the year, but some staff time was spent at the beginning of the year concluding the project, evaluating and disseminating our final report and learning.

Kirkley Creates (Take Note Connect) - is a partnership project with The Kirkley Centre (Community Action Suffolk) and The First Light Festival.

Libraries & Museums Wellbeing Programme: Funds received in March 2021 towards the cost of a partnership programme aimed at improving the well-being of vulnerable people in Suffolk. The funds are held as match funding for a partnership application to the Heritage Lottery Fund.

Little Beats is partnership project with Suffolk Libraries that aims to improve wellbeing, child development and musical engagement amongst pre-school children. 'Little Beats' brings musicians and early years music educators together with librarians from Great Cornard and Lowestoft libraries.

Lowestoft Folk was an intergenerational heritage programme between school pupils and older people in care exploring artefacts and stories found in Lowestoft Museum and the Maritime Museum. The programme produced exhibits that continue to be used by the museums and a small sum is held in the fund for repair, maintenance and decommissioning.

Make, Do and Friends creative workshops, events, activities and ideas for older people living in rural areas in Mid-Suffolk and Babergh, providing opportunities to share, learn new skills and make friends.

Special Delivery is a project to creatively engage primary school children and care home residents in their heritage through intergenerational artist-led activities using inspiring collections of letters from Suffolk's museums and archives.

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

VR Adventures is an arts programme exploring how immersive virtual reality experiences can benefit people in health and care settings in Suffolk and Norfolk. This project, in association with Google Arts & Culture, uses VR technology to deliver participatory creative experiences to improve wellbeing for young people being cared for in hospitals and older people in residential homes.

Website and virtual: The funds held here are for the specific purpose of redesigning Suffolk Artlink's website and online content to improve our accessible virtual and online services and better communicate with our participants.

Purpose of designated fund

These funds are set aside to continue the development of Suffolk Artlink's individual and business engagement, audience development and fundraising, ending 31 March 2022, in accordance with the charity's commitments made under the Arts Council's Catalyst: Evolve grant programme.

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements (continued)

Year ended 31 March 2021

17. Analysis of net assets between funds

Year ended 31 March 2021

	Tangible fixed assets £	Net current assets £	Non current liabilities £	Total £
Restricted income funds				
Clown Round	–	6,744	–	6,744
Brave Art/JumpstART	–	69,805	–	69,805
Celebrating Us	–	24,879	–	24,879
Lowestoft Folk (Lowestoft Network)	–	463	–	463
Libraries & Museums Well-Being Programme	–	25,000	–	25,000
Little Beats	–	2,476	–	2,476
Website & Virtual Around the Table	–	2,000	–	2,000
VR Adventures	–	14,957	–	14,957
Special Delivery (Letters From)	–	4,835	–	4,835
Kirkly Creates (Take, Note, Connect)	–	27,594	–	27,594
		35,586	–	35,586
Unrestricted income funds				
Designated funds	–	28,298	–	28,298
General funds	553	87,969	–	88,522
	<u>553</u>	<u>330,606</u>	<u>–</u>	<u>331,159</u>

Year ended 31 March 2020

	Tangible fixed assets £	Net current assets £	Non current liabilities £	Total £
Restricted income funds				
Clown Round	–	12,804	–	12,804
Brave Art/JumpstART	–	55,097	–	55,097
Lowestoft Folk (Lowestoft Network)	–	463	–	463
Forgot-Me-Not-Visitors	–	1,765	–	1,765
Around the Table	–	17,455	–	17,455
Make, Do and Friends	–	38,624	–	38,624
VR Adventures	–	22,961	–	22,961
Special Delivery (Letters From)	–	43,364	–	43,364
Kirkly Creates (Take, Note, Connect)	–	37,022	–	37,022
Unrestricted income funds				
Designated funds	–	42,357	–	42,357
General funds	830	81,112	–	81,942
	<u>830</u>	<u>353,024</u>	<u>–</u>	<u>353,854</u>

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2021

18. Analysis of changes in net debt

	At 1 Apr 2020	Cash flows	At 31 Mar 2021
	£	£	£
Cash at bank and in hand	<u>373,142</u>	<u>(6,517)</u>	<u>366,625</u>

19. Related parties

During the year the charity paid:

- £Nil (2020: £3,400) for exhibit design and build to Creative Nation Limited, a business in which A Whitney has an interest, in the period for which they were a Trustee.

- £4,137 (2020: £Nil) for a service agreement with The Rural Coffee Caravan, a business in which K Axon has an interest, in the period for which they were a Trustee.

These transactions were on normal commercial terms and were approved by the Trustees.