

COMPANY REGISTRATION NUMBER: 05354844

CHARITY REGISTRATION NUMBER: 1110898

Suffolk Artlink
Company Limited by Guarantee
Unaudited financial statements
31 March 2023

Suffolk Artlink

Company Limited by Guarantee

Financial statements

Year ended 31 March 2023

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Trustees' annual report (incorporating the directors' report)

Year ended 31 March 2023

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 2023.

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:

S Bardwell (Chair)
K Axon
M Baker-Woods
J Draper
J Dyball
C Guy-Pearson
A Whitney
K Wood (Appointed 18/07/2022)
S Burges (Resigned 18/07/2022)
M James (Resigned 18/01/2023)

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

Year ended 31 March 2023

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 2023

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 that brings creativity into the heart of communities. 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 hospitals, hospices, libraries, 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, health, 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' review

Suffolk Artlink has had a fantastic year and achieved important outcomes for all involved with its work. Our participants continue to inspire with their creativity and energy. During the period we have learnt a lot about the changing needs of our communities and responded to this with commitment and innovation. Our collaborations with organisations and the financial support we receive is vital to achieving our aims and our appreciation goes to all our partners and funders.

Particular thanks to all the trustees of Suffolk Artlink but most especially Mike James who stepped down as Treasurer during the year after an incredible contribution ensuring that we presented our finances clearly and effectively.

The organisation has given care and consideration to the staff, volunteers and artists who work within it and worked hard to support and develop them, particularly as everyone overcomes the challenges since the turn of the decade. We thank Alex and Hayley and their team for their contributions and passion for Suffolk Artlink.

Sarah Bardwell and Jeni Draper, Co-Chairs

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

Year ended 31 March 2023

Co-Directors' report: Be Creative, Make Connections and Live Well

We hope you enjoy seeing examples of our work in this year's annual report. This has been a busy productive year although we continue to work in an increasingly challenging environment.

Be Creative

At the heart of so much of our work is allowing playfulness and the unknown to come to the fore, encouraging experimentation, learning and immersion. Providing this uniquely creative space, and supporting people to explore it with others, is central to our practice as a participatory arts organisation.

The positive benefits of creativity are apparent from the case studies in this year's annual report, from library staff finding their musical voices and using them to work with young children, to care staff and care home residents finding new relaxing ways to be with each other.

One of our Brave Artists, Jade, brilliantly captures what being creative means to her and how it supports her resilience in other parts of her life:

"At Brave Art I have learnt that you should embrace your mistakes. I am learning that mistakes are not always a bad thing. Brave Art has really helped my mental health as it gives me something good to focus on. When I do art at Brave Art it makes me feel more positive and happy. I can take the skills and techniques I have learnt and use them when I do art at home."

Make Connections

Building strong, dynamic partnerships is an essential way that we develop and deliver our work, share our practice and better support the communities we work with. Whether it is spending time in an area to grow a community garden with local people or connect with cross-sector partners to pilot new mental wellbeing courses, we value sharing experience with others.

"It wasn't that long ago that I didn't know any of these people, and now they're all my friends." Wild About Kirkley participant.

We believe in bringing the positive benefits of social connection and developing a sense of community through creativity. Our projects have helped grow new connections across organisations, within groups, teams of artists, or have supported people to connect through taking part in activities together.

Live Well

Being creative and connected is good for you! Suffolk Artlink is experienced in gathering a range of evidence to share the impacts of our work. From rigorous wellbeing and loneliness measures, to gathering case studies, journaling, and documenting our work, we understand the importance of demonstrating the change our projects bring to people's lives.

"Doing the Activity Packs together has given care staff another way to be with the residents... It helped build relationships between the carers and the residents and that's obviously beneficial for their wellbeing." Activity Co-ordinator, Britten Court Care Home

We use objective measures to show the positive benefits of being creative, making friends and living well. We used the Office for National Statistics (ONS) Well-being Measure with regular participants of Friends Around the Table, which evidenced the considerable benefits of taking part in our creative activities.

"Reported levels of life satisfaction as 'high' or 'very high' increased from 56% at entry to 100% at the end of their engagement" Suffolk Artlink report.

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

Year ended 31 March 2023

Our work in creative health advocacy through networks and partnerships supports the sector as it is increasingly recognised as a fundamental part of living well for individuals and communities.

Alex Casey and Hayley Field, Co-Directors

Achievements and performance

Our Programme in Brief

Total participants	2,456
Number of face-to-face sessions	272
Number of activities shared online, by phone and posted	72
Audience reached	10,840
Volunteers supported	16
Artists employed	57

Our Participatory Programme

Brave Art

Arts training courses for people with learning disabilities and autism.

Brave Art courses offer students the chance to explore a variety of art forms whilst developing creative and life skills. Courses are based at community venues in Bury St Edmunds, Ipswich and Lowestoft. In the summer of 2022 students celebrated their creative achievements at the Geek Retreat Ipswich with an amazing exhibition of their work exploring the theme 'One World'. The showcase included paintings, prints and textile work.

The focus of this final year of Brave Art has been on testing new and different ways of working. Christmas saw wonderful performances in Ipswich and Bury St Edmunds following autumn term Theatre Arts courses. In Lowestoft students focused on creative wellbeing and shared their ideas through a workbook 'My Amazing Self'.

"It's outstanding and better than I thought it could be - I saw the story coming to life. We did really good teamwork." A Brave Art Student on Theatre Arts.

Curious Minds

A mental wellbeing project in partnership with Suffolk Libraries and the Association for Suffolk Museums.

A pilot project supported by Ipswich and East Suffolk Alliance and Public Health to develop artist-led courses using museum collections as inspiration for patients with complex needs referred through Social Prescribing. Having developed a multidisciplinary team of artists we went on to deliver courses at The Food Museum in Stowmarket and with Eye Library. An artist residency at Ipswich Transport Museum developed wellbeing resources for museum visitors.

Courses explored a variety of art forms and creative techniques to support people's wellbeing, develop confidence, social connections and creative skills.

"Opening up my world has helped my mental health." Participant at Eye Library.

"I have enjoyed it loads. Just the experience of integrating with people. Trying textures, photography work, clay work, getting in a mess and trying to make notes about it." Participant at The Food Museum, Stowmarket.

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

Year ended 31 March 2023

Clown Round

Our Clown Doctors bring fun, laughter and distraction to children and young people in hospitals and hospices in Suffolk, Norfolk and Essex.

Our team of Therapeutic Clowns focus on supporting and empowering children and young people and their families at a difficult time. They carefully tailor each interaction, using storytelling, puppetry, music, magic and circus skills, to reduce stress and anxiety and improve wellbeing.

This year has seen the return of face-to-face sessions at the hospitals and hospices, we also worked with refugee families in hotels across Suffolk. Along with delivering our programme of sessions we have expanded and developed the artist team through a programme of training, shadowing and playdays. *"It's like when the sun shines on you and makes you feel warm all over. They really made me and mummy laugh."* Hospital Patient Feedback.

"My little girl wasn't drinking after infection, and they helped me encourage her to drink a little more with fun, bubbles and magic." Hospital Parent Feedback.

Friend Around the Table

Support for groups to grow and develop through relaxed and enjoyable creative activities exploring food, culture and nature.

Friends Around the Table was developed to support groups across Suffolk to re-build and reach out to new members following the COVID pandemic. The programme was developed to address social isolation and loneliness in rural communities. We worked with a multi-disciplinary team of artists to develop activities and resources that were distributed to groups and warm rooms.

The programme helped develop confidence to deliver and take part in creative activities through artist-led participatory sessions, specially commissioned new activities to share or take home and materials and resources to be creative together.

"We all enjoyed ourselves, the tuition was gentle, appropriately encouraging, and the activity box is a cornucopia of delights." Ingham Warm Space.

"Very positive, great engagement by all. Happy, laughs, smiles, music brings all the best in people. Residents absolutely loved it." Care home staff.

Little Beats

An early years music project in partnership with Suffolk Libraries to improve wellbeing, child development and musical engagement amongst pre-school children.

Artists and librarians shared their skills and experience to develop their creative practice and deliver musical activities in five Suffolk libraries for pre-school children and their carers. The programme worked with library staff, emerging music leaders, music mentors and early years practitioners through Explore Days, masterclasses, mentoring and outreach sessions in Children's Centres and nurseries.

"I found this session joyful, engaging, fun, inspiring and educating! It was so brilliant to be back in the room with other early years facilitators and to share ideas." Participant of an Explore Day.

"Little Beats has been instrumental in forging strong and trusting relationships between libraries and other settings working with young children." Suffolk Libraries Creative Communities Producer.

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

Year ended 31 March 2023

Special Delivery

An intergenerational creative heritage project exploring the art of communication.

For the project's final year, we brought different generations together in Halesworth and Lowestoft, connecting with the wonderful Lincolne family letters at Halesworth and District Museum and local correspondence at Suffolk Archives in Lowestoft. Our team of artists took participants on a journey from personal postcards to collective collages, connecting the groups as they investigated historical approaches to letter-writing and shared correspondence of their own. Beautiful films showcase the amazing work and new connections made through the project.

We also led a busy programme of outreach sessions in community venues, schools, care homes and on the beach at First Light Festival. Newly established Postcard Clubs help schools and care homes sustain new friendships.

"Watching you (the children) on the film, seeing all the amazing things you did and the questions you asked when you visited Suffolk Archives, I was so proud of you all." Deputy Head, Oulton Broad Primary School, Lowestoft.

"I enjoyed the whole Museum. I loved seeing the photos of how the town had changed, that (the exhibits were) all from local places and I really loved seeing what the children had seen." Resident, Beech House Residential Care Home.

Wild About Kirkley

A project to develop a community garden with local residents, bringing the wellbeing benefits of being outdoors, a connection to nature and creating new social opportunities.

We worked with lead artists The Third Person, Kirkley Pantry and local residents to develop Kirkley Community Garden as a haven for everyone to enjoy. Inspired by the idea of sharing knowledge and learning and growing together as a community, the project supported people to enjoy the physical and mental wellbeing benefits of being outdoors in good company.

Regular sessions included creative workshops, science talks and foraging walks. Community events such as a winter solstice lantern parade, open gardens, and sessions with Red Oak primary school and other local groups helped build new connections.

"I've had so much fun. It was lovely making things as a community. Thank you for giving me a place to socialise." Participant.

"I'm loving life. My Uni course is the best ... I wouldn't be doing any of what I'm doing now if it hadn't been for this project." Participant.

Greetings from Lowestoft

A Heritage Action Zone project to explore the history of South Lowestoft as a seaside resort.

We have worked with visual artists to plan this celebration of Lowestoft's heritage, inspired by vintage postcards held by Suffolk Archives and local museums. New creative activity packs invite people to join the festivities as part of 2023 First Light Festival through making sea-themed bunting; artist-led workshops with schools, care homes and community groups will inspire people to design their own postcards that reflect on Lowestoft's past and imagine its future as a seaside destination.

"I really enjoyed looking at the old postcards of Lowestoft and chatting about what living in Lowestoft means to me ... when you live by the sea all your life, you take it for granted, and it's only when you get the chance to talk about it that you realise how much it means." Participant.

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

Year ended 31 March 2023

Growing our support

Our free fundraising is hugely enjoyable as well as incredibly important to sustaining our work. This year we raised £8,823 through supporters and businesses. Sometimes people prefer to donate to a particular cause. This year we received generous donations towards our Brave Art programme totalling £14,378, including a wonderful donation of £5,000 from The Perspective Project and monthly donations from the Inclusive Church "with love and support to a wonderful cause".

Thank you to all our generous donors and supporters.

Thank you to:

Artists

Rose Adediran, Gillian Allard, Harriet Ashton, Helen Baggett, Katrina Beckford, Michelle Brace, Felicity Brown, Jac Campbell, Max Clarke (Thinklusive), Jodie Corbett, Filomena Cristallino, Jacqueline Davies, Johann Don Daniel, Chris Draude, Lucy Enskat, Alice-Andrea Ewing, Sophie Fox, Caroline George, Jac Guyton, Bryan Hall, Lily Hammond, Sophie Harley, Maurice Horhut, Xenia Horne, Dot Howard, Caitlin Howells, Nick Ilott, Alex Jeffery, Reuben Kyriakides, Charlie Law, Sarah Lewis, Matthew Magnus, Charlie Meyer, Kimberley Moore, Kate Munro, Shelly O'Brien, Abby Page, Zoe Palmer, Dean Parkin, Carrie Phoenix, Kasia Posen, Real Veg - Rachel Perry and Chloe Tatum, Brian Reid (UEA), Genevieve Rudd, Mark Sewell, Emma Skeet, Vanessa Stansall, Jon Tyler, Vicky Uff, Muntu Valdo, Susanna Wallis, Lynn Whitehead, David Whitney, Willow Phoenix - Emma Lucas and Adam Lawes, and Emma Withers.

Partners

Association for Suffolk Museums, Beech House Residential Home, Britten Court Residential Care Home, Bury Football Club, East Anglia's Children's Hospices (The Nook, Norwich & The Treehouse, Ipswich), East Suffolk and North Essex NHS Foundation Trust (Colchester & Ipswich Hospitals), Edgar Sewter Primary School, First Light Festival, The Food Museum, Gecko Theatre, Halesworth and District Museum, Heritage Action Zone East Suffolk Council Historic England, Hocus Pocus Theatre, Kirkley Pantry, Lowestoft Heritage Open Days, National Literacy Trust (Sally Connick), New Wolsey Theatre, NHS Foundation Trust: Norfolk & Norwich University Hospitals & James Paget University Hospital, Red Oak Primary School, Ridley Godfrey Foundation, Roman Hill Primary School, Suffolk Archives, Suffolk Libraries, Suffolk Refugee Support, Theatre Royal Bury St Edmunds, The Geek Retreat, The Kirkley Centre (Community Action Suffolk), Waterfield House Care Home.

Volunteers

Leni Barker, Lynne Fulcher & Community Connectors (Royal Mencap), Robert Gridley, Harvey Harris, Chris Hart, Laura Jacobsen, Jacqui Jahed, Sue Moore, Mary Lou Owen, Amanda Potter, Anthony Ripley, Michael Rooke, Pam Smith, Linda Sourivanh.

Summary of Restricted funds:

Youth Music Recharge funding aims to help people and organisations to recharge from the effects of the pandemic. These funds are to improve Suffolk Artlink's capacity, capability, and wellbeing.

Clown Round Funding for Children in Need provides children in hospitals and hospices the chance to take part in artistic play helping to relieve their fear and insecurities on the ward.

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

Year ended 31 March 2023

Curious Minds / Libraries & Museums Wellbeing Programme Suffolk County Council partnership funding supports Curious Minds, a mental health wellbeing project, delivered in partnership with Suffolk Libraries and the Association for Suffolk Museums.

Curious Minds supports the Primary Care Personalised Care Programme and participation is by referral through Ipswich and East Suffolk Primary Care.

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.

Website and virtual Suffolk Artlink's new website www.suffolkartlink.org.uk provides better online communication and engagement with our participants, information about our in real life activities, and provides digital activities and online resources. The fund balance will be used for enhanced digital service provision and improvements based on user feed feedback.

Brave Art is an arts course with embedded personal and social development for adults with learning disabilities supported by the National Lottery Community Fund, 0010354205. Courses are run in Bury St Edmunds, Lowestoft and Ipswich.

Special Delivery was our wildly successful Heritage Lottery funded programme which creatively engaged 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.

Extra Time is our new Heritage Lottery funded programme which brings together new intergenerational teams to share their personal experiences of the beautiful game and explore Suffolk's remarkable football heritage.

Realising Ambitions: Friends Around the Table explored food, culture and nature in regular workshops, to offer family carers and adults living rurally, relaxed and enjoyable get-togethers, addressing wellbeing, isolation and loneliness. Friends Around the Table was funded by, Suffolk Community Foundation Realising Ambitions (210626 DD).

Friends Around the Table funding from Babergh District Council, Mid Suffolk District Council, Suffolk County Council, National Lottery Awards for All England, and Suffolk Community Fund (Fred Olson) is providing opportunities for people living in rural Suffolk to meet new people, learn new skills and improve physical and mental wellbeing through inspiring creative activities.

Little Beats is a partnership project with Suffolk Libraries that improves 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. Little Beats is funded by Youth Music, 8223_A21, and Suffolk Community Foundation, 210995.

Wild About Kirkley artists and community participants collaborate to develop, curate and deliver a fortnightly programme, ending May 2023, of creative activity exploring food, art and the environment. Funded by Arts Council England, NLPG-00501048, and Suffolk County Council.

Suffolk Artlink

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

Year ended 31 March 2023

Financial review

In addition to trustees reviewing Suffolk Artlink's finances at every Board meeting Suffolk Artlink's finance subcommittee, trustees Sarah Bardwell, Kate Axon and Alice Whitney, meet 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 £109,355 (2022 £102,246) was calculated on that basis.

At 31 March 2023 the charity's current unrestricted general reserves, net of tangible fixed assets, were £103,506 (2022: £98,225).

Suffolk Artlink

Company Limited by Guarantee

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

Year ended 31 March 2023

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 Commissions 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 eight 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. The General Manager 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 & 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.

Suffolk Artlink

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

Year ended 31 March 2023

Structure, governance and management *(continued)*

Pay and remuneration

The pay of the senior staff is reviewed annually by the Trustees and where appropriate 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 and signed on behalf of the board of trustees by:



S Bardwell (Chair)
Trustee

Suffolk Artlink

Company Limited by Guarantee

Independent examiner's report to the trustees of Suffolk Artlink

Year ended 31 March 2023

I report to the charity trustees on my examination of the financial statements of the company for the year ended 31 March 2023 which comprise the statement of financial activities (including income and expenditure account), balance sheet 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 FCCA
Independent Examiner

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

14 August 2023

Suffolk Artlink

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Statement of financial activities (including income and expenditure account)

Year ended 31 March 2023

		Unrestricted funds	2023 Restricted funds	Total funds	2022 Total funds
	Note	£	£	£	£
Income and endowments					
Donations and legacies	5	81,506	354,198	435,704	424,455
Charitable activities		6,472	35,071	41,543	15,124
Investment income	6	3,739	–	3,739	2,074
Total income		<u>91,717</u>	<u>389,269</u>	<u>480,986</u>	<u>441,653</u>
Expenditure					
Charitable activities	7	86,354	321,272	407,626	429,101
Total expenditure		<u>86,354</u>	<u>321,272</u>	<u>407,626</u>	<u>429,101</u>
Net income and net movement in funds		<u>5,363</u>	<u>67,997</u>	<u>73,360</u>	<u>12,552</u>
Reconciliation of funds					
Total funds brought forward		113,712	229,999	343,711	331,159
Total funds carried forward		<u>119,075</u>	<u>297,996</u>	<u>417,071</u>	<u>343,711</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 16 to 27 form part of these financial statements.

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Balance sheet

31 March 2023

	Note	2023 £	£	2022 £	£
Fixed assets					
Tangible fixed assets	11		1,529		276
Current assets					
Debtors	12	191,081		114,127	
Cash at bank and in hand		<u>272,907</u>		<u>328,181</u>	
		463,988		442,308	
Creditors: Amounts falling due within one year	13	<u>(48,446)</u>		<u>(98,873)</u>	
Net current assets			415,542		343,435
Total assets less current liabilities			<u>417,071</u>		<u>343,711</u>
Net assets			<u>417,071</u>		<u>343,711</u>
Funds of the charity					
Restricted funds			297,996		229,999
Unrestricted funds			<u>119,075</u>		<u>113,712</u>
Total charity funds	16		<u>417,071</u>		<u>343,711</u>

For the year ending 31 March 2023 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, and are signed on behalf of the board by:



S Bardwell (Chair)
Trustee

Company registration number: 05354844

The notes on pages 16 to 27 form part of these financial statements.

Suffolk Artlink

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Notes to the financial statements

Year ended 31 March 2023

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

As a registered charity, the activities are exempt from United Kingdom Income and Corporation taxation, provided that the income is applied to charitable purposes.

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 2023

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.

Operating leases

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

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.

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2023

3. Accounting policies *(continued)*

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

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 2023

5. Donations and legacies

Year ended 31 March 2023

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Grants			
Heritage Lottery Fund	–	135,213	135,213
Suffolk County Council	61,470	34,400	95,870
National Lottery Community Fund	–	63,364	63,364
Youth Music	–	42,521	42,521
Children in Need	–	40,972	40,972
Other grants and donations	14,986	20,216	35,202
Mid Suffolk District Council	3,550	7,756	11,306
Babergh District Council	1,500	7,756	9,256
Suffolk Community Foundation	–	2,000	2,000
	<u>81,506</u>	<u>354,198</u>	<u>435,704</u>

Year ended 31 March 2022

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Grants			
Suffolk County Council	63,870	57,900	121,770
National Lottery Community Fund	–	102,875	102,875
Children in Need	–	49,122	49,122
Heritage Lottery Fund	–	39,560	39,560
Suffolk Community Foundation	–	31,264	31,264
Youth Music	–	27,570	27,570
Other grants and donations	12,723	13,377	26,100
Arts Council	3,859	18,285	22,144
Mid Suffolk District Council	2,550	–	2,550
Babergh District Council	1,500	–	1,500
	<u>84,502</u>	<u>339,953</u>	<u>424,455</u>

6. Investment income

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Bank interest receivable	<u>3,739</u>	<u>3,739</u>	<u>2,074</u>	<u>2,074</u>

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements (continued)

Year ended 31 March 2023

7. Expenditure on charitable activities

	Activities undertaken directly	Support costs	Total funds 2023	Total fund 2022
	£	£	£	£
Staff costs	235,391	1,517	236,908	246,488
Artist fees and materials	104,545	–	104,545	129,417
Transport, catering and venue hire	21,817	5,796	27,613	14,646
Marketing and public relations	222	12,646	12,868	11,673
Other project costs	3,854	–	3,854	2,574
Office costs	–	18,760	18,760	21,429
Depreciation	–	786	786	278
Independent examiner's fees	–	1,927	1,927	2,375
Board and meeting expenses	–	365	365	221
	<u>365,829</u>	<u>41,797</u>	<u>407,626</u>	<u>429,101</u>

8. Net income

Net income is stated after charging/(crediting):

	2023	2022
	£	£
Depreciation of tangible fixed assets	<u>786</u>	<u>278</u>

9. Staff costs

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

	2023	2022
	£	£
Wages and salaries	219,826	222,086
Social security costs	4,642	10,601
Other pension costs	10,923	11,013
Other staffing expenses	1,517	2,788
	<u>236,908</u>	<u>246,488</u>

The average head count of employees during the year was 13 (2022: 15). The full time equivalent, based on full time being 35 hours per week, was 7 people (2022: 8).

No employee received employee benefits of more than £60,000 during the year (2022: 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 £104,604 (2022: £103,407).

10. Trustee remuneration and expenses

No Trustee received remuneration in the current or prior year, directly or indirectly, from the charity. Trustees received £Nil (2022: £6) of expenses during the year.

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2023

11. Tangible fixed assets

	Fixtures and fittings £	Equipment £	Total £
Cost			
At 1 April 2022	1,736	12,989	14,725
Additions	–	2,039	2,039
At 31 March 2023	<u>1,736</u>	<u>15,028</u>	<u>16,764</u>
Depreciation			
At 1 April 2022	1,736	12,713	14,449
Charge for the year	–	786	786
At 31 March 2023	<u>1,736</u>	<u>13,499</u>	<u>15,235</u>
Carrying amount			
At 31 March 2023	<u>–</u>	<u>1,529</u>	<u>1,529</u>
At 31 March 2022	<u>–</u>	<u>276</u>	<u>276</u>

12. Debtors

	2023 £	2022 £
Trade debtors	25,715	23,040
Prepayments and accrued income	165,366	91,087
	<u>191,081</u>	<u>114,127</u>

13. Creditors: Amounts falling due within one year

	2023 £	2022 £
Trade creditors	6,581	10,991
Accruals and deferred income	36,919	82,178
Social security and other taxes	2,869	3,587
Other creditors	2,077	2,117
	<u>48,446</u>	<u>98,873</u>

14. Deferred income

	2023 £	2022 £
Amount deferred in year	<u>18,395</u>	<u>75,995</u>

15. Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £10,923 (2022: £11,013).

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2023

16. Analysis of charitable funds

Restricted funds

	At 1 April 2022	Income	Expenditure	Transfers	At 31 March 2023
	£	£	£	£	£
YM Revenue Funding	–	39,780	(8,408)	–	31,372
Restart	34	–	(34)	–	–
Clown Round	13,592	–	(13,057)	(535)	–
Clown Round Extension Libraries & Museums	–	43,752	(29,296)	535	14,991
Well-Being Programme	42,183	35,000	(30,552)	–	46,631
Lowestoft Folk	463	–	–	–	463
Website & Virtual	5,095	–	(4,645)	–	450
Brave Art	72,534	95,214	(111,440)	–	56,308
Special Delivery (Letters From...)	30,434	9,439	(39,873)	–	–
Extra Time HLF	–	125,774	(65)	–	125,709
Friends Around the Table (Realising Ambitions)	12,134	–	(12,134)	–	–
More Friends Around the Table	–	36,669	(15,272)	–	21,397
Little Beats Progression (Youth Music)	17,630	2,741	(20,079)	–	292
Wild About Kirkley	35,900	900	(36,417)	–	383
	<u>229,999</u>	<u>389,269</u>	<u>(321,272)</u>	<u>–</u>	<u>297,996</u>

Unrestricted funds

	At 1 April 2022	Income	Expenditure	Transfers	At 31 March 2023
	£	£	£	£	£
General fund	98,501	91,717	(85,183)	–	105,035
Designated fund	15,211	–	(1,171)	–	14,040
	<u>113,712</u>	<u>91,717</u>	<u>(86,354)</u>	<u>–</u>	<u>119,075</u>

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements (continued)

Year ended 31 March 2023

Restricted funds

	At 1 April 2021	Income	Expenditure	Transfers	At 31 March 2022
	£	£	£	£	£
Clown Round	6,744	49,122	(42,274)	–	13,592
Brave Art	69,805	113,281	(110,552)	–	72,534
Celebrating us	24,879	2,893	(27,772)	–	–
Lowestoft Folk	463	–	–	–	463
Friends Around the Table (Realising Ambitions)	–	25,338	(13,204)	–	12,134
Libraries & Museums	–	–	–	–	–
Well-Being Programme	25,000	22,000	(4,817)	–	42,183
Little Beats	2,476	2,894	(4,155)	(1,215)	–
Little Beats Progression (Youth Music)	–	26,672	(10,257)	1,215	17,630
Website & Virtual Around the Table	2,000	4,980	(1,885)	–	5,095
Make, Do & Friends	14,957	1,500	(16,457)	–	–
VR Adventures	–	9,100	(9,100)	–	–
Restart	4,835	4,712	(9,547)	–	–
Special Delivery (Letters From...)	–	2,160	(2,126)	–	34
Wild About Kirkley	27,594	39,560	(36,720)	–	30,434
Kirkley Creates (Take, Note, Connect)	–	46,072	(10,172)	–	35,900
	35,586	500	(36,086)	–	–
	<u>214,339</u>	<u>350,784</u>	<u>(335,124)</u>	<u>–</u>	<u>229,999</u>

Unrestricted funds

	At 1 April 2021	Income	Expenditure	Transfers	At 31 March 2022
	£	£	£	£	£
General fund	88,522	90,869	(80,890)	–	98,501
Designated fund	28,298	–	(13,087)	–	15,211
	<u>116,820</u>	<u>90,869</u>	<u>(93,977)</u>	<u>–</u>	<u>113,712</u>

Purpose of restricted funds:

Around the Table: Funded by Arts Council England, ACPG-00303754, this programme explored food, creativity, and culture in regular workshops, offering adult carers a moment of respite from their caring role. The workshops enabled 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 supported by the National Lottery Community Fund, 0010354205. Courses are run in Bury St Edmunds, Lowestoft and Ipswich.

Celebrating Us: Arts Council England funding, INV-00384216, provided three ten-week artist residencies in Halesworth, Ipswich and Eye. The residencies tackled isolation and loneliness and improved wellbeing.

Clown Round: Funding for Children in Need provides children in hospitals and hospices the chance to take part in artistic play helping to relieve their fear and insecurities on the ward.

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2023

Clown Round Extension: Funding for Children in Need provides children in hospitals and hospices the chance to take part in artistic play helping to relieve their fear and insecurities on the ward. This is an extension from the previously successful Clown Round project.

Extra Time HLF: is our new Heritage Lottery funded programme which brings together new intergenerational teams to share their personal experiences of the beautiful game and explore Suffolk's remarkable football heritage.

Friends Around the Table: explores food, culture and nature in regular workshops, to offer family carers and adults living rurally, relaxed and enjoyable get-togethers, addressing wellbeing, isolation and loneliness. Friends Around the Table is funded by, Suffolk Community Foundation Realising Ambitions (210626 DD).

Kirkley Creates (Take Note Connect): was a partnership project with The Kirkley Centre (Community Action Suffolk), Kirkley Pantry and The First Light Festival. Participants explored food, foraging and the landscape in green spaces and created a community garden. Choreographer Tim Casson created a new work in response to participants' experience and his company Casson & Friends performed the work at First Light.

Libraries & Museums Wellbeing Programme: Suffolk County Council partnership funding, GFPH180, Funds supports Suffolk libraries, museums and creative organisations to improve the wellbeing of Suffolk residents in both prevention and recovery.

Little Beats Progression (Youth Music): is a partnership project with Suffolk Libraries that improves 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. Little Beats is funded by Youth Music, 8223_A21, and Suffolk Community Foundation, 210995.

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.

More Friends Around the Table: A successor to our successful programme, Friends Around the Table. This programme explores food, culture and nature in regular workshops, to offer family carers and adults living rurally, relaxed and enjoyable get-togethers, addressing wellbeing, isolation and loneliness. Friends Around the Table is funded by, Suffolk Community Foundation Realising Ambitions.

ReStart: East Suffolk Council's restart grant provided funds for audiovisual equipment for groups to interact virtually and COVID -19 signage to support safer delivery of in real-life activity.

Special Delivery: is a Heritage Funded, OM-19-01488, programme 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.

VR Adventures: explored how immersive virtual reality experiences can benefit people in health and care settings in Suffolk and Norfolk. This Arts Council England funded project, in association with Google Arts & Culture, used VR technology to deliver participatory creative experiences to improve the wellbeing of young people being cared for in hospitals and older people in residential homes.

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2023

Website and virtual: Funding from Leslie Mary Carter Charitable Trust and Suffolk Community Foundation/Co-op Community Cares Grant Award 210444 is enabling Suffolk Artlink to redevelop the charity's website and online content to improve our accessible virtual and online services and better communicate with our participants.

Wild about Kirkley: artists and community participants collaborate to develop, curate and deliver a fortnightly programme of creative activity exploring food, art and the environment. The programme will connect with local events such as First Light. Funded by Arts Council England, NLPG-00501048, and Suffolk County Council.

YM Revenue Funding: funding aims to help people and organisations to recharge from the effects of the pandemic. These funds are to improve Suffolk Artlink's capacity, capability, and wellbeing.

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 2024, 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 2023

17. Analysis of net assets between funds

Year ended 31 March 2023

	Tangible fixed assets £	Net current assets £	Non current liabilities £	Total £
Restricted income funds				
YM Revenue Funding	–	31,372	–	31,372
Clown Round Extension	–	14,991	–	14,991
Libraries & Museums Well-Being Programme	–	46,631	–	46,631
Lowestoft Folk (Lowestoft Network)	–	463	–	463
Website & Virtual	–	450	–	450
Brave Art	–	56,308	–	56,308
Extra Time HLF	–	125,709	–	125,709
More Friends Around the Table	–	21,397	–	21,397
Little Beats Progression (Youth Music)	–	292	–	292
Wild About Kirkley	–	383	–	383
Unrestricted income funds				
Designated funds	–	14,040	–	14,040
General funds	1,529	103,506	–	105,035
	<u>1,529</u>	<u>415,542</u>	<u>–</u>	<u>417,071</u>

Year ended 31 March 2022

	Tangible fixed assets £	Net current assets £	Non current liabilities £	Total £
Restricted income funds				
Clown Round	–	13,592	–	13,592
Brave Art/JumpstART	–	72,534	–	72,534
Lowestoft Folk (Lowestoft Network)	–	463	–	463
Friends Around the Table (Realising Ambitions)	–	12,134	–	12,134
Libraries & Museums Well-Being Programme	–	42,183	–	42,183
Little Beats / Early Years Progression (Youth Music)	–	17,630	–	17,630
Website & Virtual	–	5,095	–	5,095
Restart	–	34	–	34
Special Delivery (Letters From)	–	30,434	–	30,434
Wild About Kirkley (ACE)	–	35,900	–	35,900
Unrestricted income funds				
Designated funds	–	15,211	–	15,211
General funds	276	98,225	–	98,501
	<u>276</u>	<u>343,435</u>	<u>–</u>	<u>343,711</u>

Suffolk Artlink

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 March 2023

18. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2023	2022
	£	£
Not later than 1 year	5,794	–
Later than 1 year and not later than 5 years	5,794	–
	<u>11,588</u>	<u>–</u>

19. Related parties

During the year the charity paid:

- £2,633 (2022: £6,093) for filming to Creative Nation Limited, a business in which A Whitney 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.

