

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 30 September 2019  
for  
Artspace Lifespace

Moore  
First Floor  
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Artspace Lifespace

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for the Year Ended 30 September 2019

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The trustees are pleased to present their annual trustees' report together with the consolidated financial statements of the charity and its subsidiary for the year ending 30 September 2019 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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 (FRS 102) (effective 1 January 2015).

## **OBJECTIVES AND ACTIVITIES**

### **Objectives and aims**

Summary of our purposes and activities as set out in our governing document.

**MISSION:** Providing Access, Space, Logistics and Support for a vibrant creative community in Bristol and beyond.

Our mission is to provide resources and facilities that enable sustainable, creative communities. We do this through acquisition, provision and maintenance of a diverse portfolio of quality facilities; where artists can make, collaborate and present works and where communities can access affordable arts within their locality.

Our organisation purposes are to promote art for the benefit of the public by the establishment and maintenance of facilities for artists from a variety of artistic practices to create works, to collaborate, and to present and perform those works for the public. We secure interesting, unusual and often difficult buildings usually on a meanwhile basis in which we build workshops, studio spaces, offices, galleries, cafés, performance and training facilities. These spaces are made accessible to the local community for use as vibrant creative hubs. We manage the contracts and act as a broker between the property managers and local communities, engaging with community groups and audiences, creating affordable spaces for artists to produce work. We offer the local community the opportunity to experience art and culture in their own community spaces and local environment and to achieve change and improvement in their local areas.

We also offer support and advice services to artists and community on how to deliver their own projects and create links between projects.

We create networks with other organisations within Bristol and in the UK and beyond to deliver projects together and create work, we provide a support network for artists, we hold open studios regularly and a year-round programme of events and exhibitions. Our aim is to create spaces that are sustainable. We advocate adaptive reuse and work on developing policies, procedures and administrative systems that enable every project to realise its full potential.

### **Public benefit**

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on 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 guidance 'public benefit: running a charity (PB2)'. We endeavour to encourage all within our community to take part in our activities.

## **ACHIEVEMENT AND PERFORMANCE**

Our vision is for everyone to have a place to create.

### **Artspace Residences**

As part of our vision for everyone to have a place to create and offering a more inclusive programme we support a number of artists by providing use of our hireable spaces as support in kind, with support from our venue leads and marketing coordinators. The number of days artists were given use of space for free across all our projects.

|                |            |
|----------------|------------|
| The Island     | 31         |
| The Vestibules | 40         |
| Arts Mansion   | 96         |
| SPACE          | 14         |
|                | <b>181</b> |

### **Futur Ville**

In early 2019 we obtained funding for our Futur Ville programme from Arts Council England and The Heritage Fund.

Futur Ville launched on June 1st 2019 as a 5-month programme of arts activity culminating in a two-day summit with international, national and local speakers exploring the complex relationship between artists, creative communities, urban regeneration and cultural policies through talks, panel discussions and group workshops.

The Launch on June 1st included an open day at Ashton Court Mansion with an exhibition talking about gentrification and highlighting some of the art spaces lost in Bristol in the last decade. The Invisible Circus brought the magic, laughter and marvels of its much-acclaimed street performance festival Weekend of Wonders to Ashton Court Mansion as part of the launch of Futur Ville event with free street performances and entertainers on the lawn for families all afternoon. Arts Enlarge held workshops collecting stories of inspiring women of Bristol to be included in a project called Avona's Tide for the Goram Fair.

With funding from Historic England and the support of the newly formed Friends of Ashton Court Mansion we provided art workshops and tours for almost 300 local primary school children who took part in a community archaeological dig with Archaeoscan at Ashton Court. Over six different days, children from Barton Hill, Glenfrome, Hannah More, Cabot, Easton and Worle Village Primary Schools spent the day at Ashton Court undertaking a series of activities. The children worked with Artspace Lifespace and artist Amy Hutchings to explore the interior of the mansion and created their own visions for the future use of the mansion.

On September 28th we held The People's Mansion at Ashton Court which was at the time earmarked to be sold, marking the 60th anniversary of it being bought by Bristol City Council as a resource for the people of Bristol.

Other events as part of the Futur Ville programme included a takeover of the Bristol Beacon for Celebrate Bristol on October 12 with poetry and musical interventions and a two day summit on October 18th and 19th we were joined by speakers and panellists including artists, architects, developers, international master planners and local writers for the Futur Ville Summit. The summit came to a close with a bauhaus inspired immersive theatrical soirée from The Invisible Circus.

### **Inclusion Project Halt Harassment**

In 2019 our Inclusion Officer Ngaio Aniya launched the Halt Harassment project to emphasise that harassment is a societal problem that needs a citywide framework in place to tackle exclusionary behaviour.

### **Artist Commissions**

In 2019 we commissioned two artists to create original pieces for us

Rtiika <https://www.instagram.com/rtiika/>

Rising arts artist whose work you may have seen across the city as part of the amazing #WhoseFuture campaign created a unique and playful mural for us in our Bridewell Street entrance at The Island.

"As part of our plans to make The Island more inviting we decided to commission a mural in our Bridewell Street entrance corridor to make it more representative of an arts centre rather than a police station. The entranceway is used by dance students, artists and members of the public of all ages so it needed to feel welcoming and inclusive.

Having seen Rtiika's artwork around Bristol we felt it fitted the fun and inviting aesthetic we were looking for. We're delighted with the results, her work has made the area feel colourful, cleaner and improved the wayfinding for visitors". Jane Hartoch - Centre Manager, The Island

Rose Popay <https://rosepopay.co.uk/>

We commissioned artist Rose Popay who runs our Crafting Communities classes to create a map celebrating our current and past projects.

"It was fantastic to see our Bristol projects celebrated in this timeline of our activities across Bristol over the past 13 years". Kathryn Chiswell Jones - Company Manager, Artspace Lifespace

### **Real Living Wage**

In 2020 we amended our pay policy ensuring that our staff get paid the Real National Living Wage and that self-employed staff are entitled to the same sickness and holiday benefits as PAYE staff upon passing their probation. Our remuneration policy is that the highest paid member of staff should not get paid more than three times that of the lowest paid member of staff though exceptions are made for artist commissions and contractors.

**FINANCIAL REVIEW**

**Financial position**

The charity's general funds reduced for the first time since it was formed. The charity had achieved its goal per its reserves policy in the previous year and so the targeted spending of surpluses to meet the aims of the charity is the desired overall result. Having said this we must always be vigilant as to future risks, aim to expand in a way that can more sustainably support the charity, and always question the expenses and outcomes to ensure whatever funds we accumulate are spent responsibly. We have raised the robustness of the organisation through the reserves policy, and the investment in staff. We continue to see greater success in our incoming resources, but there are key areas of expense that we know are going to rise over time, and have done in this year - predominantly rent and maintenance. We will need to look forward to ensuring the most effective use of assets in future to further increase income to deal with these rising costs, while still ensuring we can fulfil our objectives of offering affordable space to artists.

**FINANCIAL REVIEW**

**Grants and Support in Kind**

1/10/2018-30/09/2019

Womble Bond Dickinson - Legal Support

North Somerset Council - Business Rates Relief

Bristol City Council - Business Rates Relief

FUNDERS

2018

Bristol City Council Property Team - to continue running Jacobs Wells Baths until Fusion took over

John James Bristol Foundation - for a Building condition survey and project management training

Bristol City Council Imagination 2018-2020 Imagination Fund - for Development and Marketing work

2019-2020

AFA - Crafting Communities Project.

Bristol City Council Arts Team & Mayoral Office - Contribution to operating costs of The Vestibules

Bristol City Council 2020-2022 Imagination Fund - For Development & Inclusion Work

For the Futur Ville Programme

|  |  |         |
|--|--|---------|
| Arts Council England                             | 5 month FV Programme   | £15,000 |
| Heritage Fund                                    | The People's Mansion   | £10,000 |
| Historic England                                 | 2019 Schools Archaeology Dig Art Workshops and Tours                     | £2,000  |
| Historic England                                 | 2020 Schools Archaeology Dig Art Workshops and Tours (Postponed to 2021) | £1,800  |
| Bristol Community Buildings Federation           | Tours  | £1,167  |
| Artspace Lifespace contribution to the programme | Futur Ville summit   | £6,237  |

In 2020 we also received a £15,000 Arts Council England project grant towards our partner project with We are from Dust to bring sculptures to Ashton Court.

## **FINANCIAL REVIEW**

### **Reserves policy**

The most considerable risk to our business model in 'before Covid' times was when leases of our buildings come to an end, particularly for our main income generating project. With the temporary nature of our projects, we require reserves to set up and get a new income generating project running that will be self-sustaining and profitable.

Steps taken to establish the level of reserves.

The Company Manager and Board Member with Financial expertise have reviewed the last years financial activity to establish the level of reserves and taken the following expenditure into account when setting the reserve limit: Employed Wages, Duty Managers, Consultants, Accountants and Other Personnel, Staff Training, Telephone, Computer and Internet, Subscriptions and Publications, Rent, Building Costs, Cleaner and Cleaning supplies, Electricity, Gas, Insurance, Fire Safety, Pest Control, Repair and Maintenance, Small Tools and Equipment, Waste Disposal, Water and Sewerage Costs

At the end of September 2019, three months of reserves calculated based on expenditure has been set for 2019/2020 at £62,800. The reserves policy is reviewed annually or sooner if the financial position of the charity changes or project plans alter.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

Governing document Artspace Lifespace is a Charitable Incorporated Organisation.

Our full structural, governance and management procedures are outlined in the Artspace Lifespace Constitution created October 2016.

Trustee's are invited to the board based on the skills that they bring to the role.

Trustees:

Andrew Evans appointed 13 September 2019

Anthony Elliot appointed 21 April 2020

Kara de los Reyes appointed 13 September 2019

James Spencer Rennie Francis

Ryan Corkery

Wim Penhaul

Rachel Buchanan - resigned 22 July 2019

Ruth Essex - resigned 18 December 2018

Appointment of trustees. Apart from the first charity trustees, every trustee must be appointed by a resolution passed at a properly convened meeting of the charity trustees, usually the AGM. Until then any new trustee will be an Observing Trustee. There must be at least three charity trustees. If the number falls below this minimum, the remaining trustee or trustees may act only to call a meeting of the charity trustees, or appoint a new charity trustee. No decision shall be taken at a meeting unless a quorum is present at the time when the decision is taken. The quorum is two charity trustees, or the number nearest to one third of the total number of charity trustees, whichever is greater, or such larger number as the charity trustees may decide from time to time. A charity trustee shall not be counted in the quorum present when any decision is made about a matter upon which he or she is not entitled to vote.



## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Related parties**

The trustees only use income or capital to benefit charities or purposes that are recognised as being in line with our charitable objectives including arts and cultural activities, protection or rejuvenation of difficult and historic buildings, creating greater inclusion, improving our environmental impact and advocating for arts, culture and heritage in Bristol and beyond.

Our trustees do not normally receive remuneration or other benefit from their work with the charity. Any connection between a trustee or senior manager of the charity with a production company, contracted actor, performer or exhibitor must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

A charity trustee or connected person may enter into a contract for the supply of services, or of goods that are supplied in connection with the provision of services, to the CIO where that is permitted in accordance with, and subject to the conditions in, section 185 to 188 of the Charities Act 2011. The amount or maximum amount of the payment for the goods needs to be set out in an agreement in writing between the CIO and the charity trustee or connected person supplying the goods ("the supplier"). The amount or maximum amount of the payment for the goods does not exceed what is reasonable in the circumstances for the supply of the goods in question. The other charity trustees are satisfied that it is in the best interests of the CIO to contract with the supplier rather than with someone who is not a charity trustee or connected person.

The charity's wholly owned subsidiary, Artspace Lifespace Enterprises Limited (ASEL) was established to operate the commercial bar at The Island and is in its second year of operation. ASEL has a licence from the charity to operate those facilities and gift aids the majority of its profits to the charity (see note 12 to the accounts).

### **Pay policy for staff**

The charity's trustees, and the senior management team comprise the key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day to day basis. All trustees give of their time freely and no director received remuneration in the year for their charitable trustee duties. Statements on this can be found in note 4 to the accounts, and related party disclosures can be found in note 12 to the accounts).

Staff pay is reviewed annually.

In 2018 we moved to NJC rates. NJC pay scales are used widely in the voluntary and community sector, although they are local government scales negotiated by the employer and trade union sides of the National Joint Council for Local Government Services. Going forward salaries will be increased in accordance with NJC Rates. Staff may move up pay scales if it is determined that their job role and responsibility has increased, requiring them to be benchmarked against a higher pay scale. In view of the nature of the charity, the trustees benchmark against pay levels in other arts organisations across the city. If recruitment has proven difficult, a market addition may also be paid with the pay maximum no greater than the highest benchmarked salary for a comparable role.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **NJC Pay scales as of 30/09/2019**

PO1 27 x 1  
NCP 20 x 1  
NCP 17 x 1  
NCP 12 x 2 staff  
NCP 9 x 2 staff  
NCP 5 x 4 staff  
NCP 4 x 1 staff  
NCP 3 x 1  
NCP 1 x 5

We provide 13,000 hours of paid employment supporting 12 long term staff and 6 casual staff.

In 2020 we amended our pay policy ensuring that our staff get paid the Real National Living Wage and that self-employed staff are entitled to the same sickness and holiday benefits as PAYE staff upon passing their probation. Our remuneration policy is that the highest paid member of staff should not get paid more than three times that of the lowest paid member of staff though exceptions are made for artist commissions and contractors.

### **Risk management**

The trustees have a risk management strategy which comprises:

An annual review of the principal risks and uncertainties that the charity and its subsidiary ASEL face;  
The establishment of policies, systems and procedures to mitigate those risks identified in the annual review; and  
The implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

This work has identified that the sustainability of The Island is the major financial risk for both the charity and its subsidiary. We have been discussions for two years with our landlord about taking on a long lease of The Old Bridewell Police Station which is the home of The Island.

To date, Artspace Lifespace has operated on an income funded model. We operate from quite difficult buildings through a reduced rent or free rent basis and the income we generate from hires and letting studio spaces provides us with an income. We receive funding for carrying out specific activities to enhance our arts offer but not for operational costs. However the coronavirus pandemic will substantially impact our income in the 2019/2020 and 2020/2021 financial years. We are therefore reliant on government funding to see us through the crisis. Combined with this a period of expensive capital work is required at the Island which could negatively impact on our future income if we cannot raise the funds to carry out the necessary works.

## **REFERENCE AND ADMINISTRATIVE DETAILS**

Charity name: Artspace Lifespace  
Other name the charity uses: ASLS, ArtspaceUK  
Registered charity number: Reg Charity No: 1168150  
Charity's principal address: The Island, Nelson Street, Bristol BS1 2LE

**FUNDS HELD AS CUSTODIAN FOR OTHERS**

Description of the assets held in this capacity: £1,800 held for art workshops that could not be carried out in June and July 2020 because of the coronavirus pandemic.

Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects: Historic England the public body that helps people care for, enjoy and celebrate England's spectacular historic environment.

Details of arrangements for safe custody and segregation of such assets from the charity's own assets: Held in our savings account under restricted reserves

Approved by order of the board of trustees on 26 November 2020 and signed on its behalf by:

R E Corkery - Trustee

**Independent examiner's report to the trustees of Artspace Lifespace**

I report to the charity trustees on my examination of the accounts of Artspace Lifespace (the Trust) for the year ended 30 September 2019.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

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

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Robert Branch  
Institute of Chartered Accountants in England and Wales  
Moore  
First Floor  
29 St Augustine's Parade  
Bristol  
BS1 4UL

2 December 2020

Artspace Lifespace

Statement of Financial Activities  
for the Year Ended 30 September 2019

|                                    | Notes | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 30.9.19<br>Total<br>funds<br>£ | 30.9.18<br>Total<br>funds<br>£ |
|------------------------------------|-------|----------------------------|--------------------------|--------------------------------|--------------------------------|
| <b>INCOME AND ENDOWMENTS FROM</b>  |       |                            |                          |                                |                                |
| Donations and legacies             |       | 19,188                     | 2,002                    | 21,190                         | 14,170                         |
| <b>Charitable activities</b>       |       |                            |                          |                                |                                |
| Grants                             |       | -                          | 49,155                   | 49,155                         | 43,053                         |
| Other trading activities           | 2     | 248,619                    | 464                      | 249,083                        | 234,059                        |
| Investment income                  | 3     | 211                        | -                        | 211                            | 11                             |
| <b>Total</b>                       |       | <u>268,018</u>             | <u>51,621</u>            | <u>319,639</u>                 | <u>291,293</u>                 |
| <b>EXPENDITURE ON</b>              |       |                            |                          |                                |                                |
| Raising funds                      |       | 28,994                     | 2,692                    | 31,686                         | 23,032                         |
| <b>Charitable activities</b>       |       |                            |                          |                                |                                |
| Administration                     |       | 230,753                    | 32,362                   | 263,115                        | 209,630                        |
| Governance costs                   |       | 2,778                      | -                        | 2,778                          | 2,480                          |
| Other                              |       | <u>17,744</u>              | <u>2,922</u>             | <u>20,666</u>                  | <u>6,987</u>                   |
| <b>Total</b>                       |       | <u>280,269</u>             | <u>37,976</u>            | <u>318,245</u>                 | <u>242,129</u>                 |
| <b>NET INCOME/(EXPENDITURE)</b>    |       | <u>(12,251)</u>            | <u>13,645</u>            | <u>1,394</u>                   | <u>49,164</u>                  |
| <b>Transfers between funds</b>     | 11    | <u>543</u>                 | <u>(543)</u>             | <u>-</u>                       | <u>-</u>                       |
| <b>Net movement in funds</b>       |       | <u>(11,708)</u>            | <u>13,102</u>            | <u>1,394</u>                   | <u>49,164</u>                  |
| <b>RECONCILIATION OF FUNDS</b>     |       |                            |                          |                                |                                |
| <b>Total funds brought forward</b> |       | <u>88,037</u>              | <u>5,776</u>             | <u>93,813</u>                  | <u>44,649</u>                  |
| <b>TOTAL FUNDS CARRIED FORWARD</b> |       | <u><u>76,329</u></u>       | <u><u>18,878</u></u>     | <u><u>95,207</u></u>           | <u><u>93,813</u></u>           |

The notes form part of these financial statements

Artspace Lifespace

Balance Sheet

30 September 2019

|  | Notes | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 30.9.19<br>Total<br>funds<br>£ | 30.9.18<br>Total<br>funds<br>£ |
|--|-------|----------------------------|--------------------------|--------------------------------|--------------------------------|
| <b>FIXED ASSETS</b>                          |       |                            |                          |                                |                                |
| Tangible assets                              | 7     | 10,661                     | -                        | 10,661                         | 8,409                          |
| Investments                                  | 8     | 1                          | -                        | 1                              | 1                              |
|  |       | <u>10,662</u>              | <u>-</u>                 | <u>10,662</u>                  | <u>8,410</u>                   |
| <b>CURRENT ASSETS</b>                        |       |                            |                          |                                |                                |
| Debtors                                      | 9     | 34,005                     | -                        | 34,005                         | 51,374                         |
| Prepayments and accrued income               |       | 4,178                      | -                        | 4,178                          | 3,551                          |
| Cash at bank and in hand                     |       | 53,723                     | 18,879                   | 72,602                         | 51,206                         |
|  |       | <u>91,906</u>              | <u>18,879</u>            | <u>110,785</u>                 | <u>106,131</u>                 |
| <b>CREDITORS</b>                             |       |                            |                          |                                |                                |
| Amounts falling due within one year          | 10    | (26,240)                   | -                        | (26,240)                       | (20,728)                       |
|  |       | <u>65,666</u>              | <u>18,879</u>            | <u>84,545</u>                  | <u>85,403</u>                  |
| <b>NET CURRENT ASSETS</b>                    |       |                            |                          |                                |                                |
|  |       | <u>65,666</u>              | <u>18,879</u>            | <u>84,545</u>                  | <u>85,403</u>                  |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b> |       | <u>76,328</u>              | <u>18,879</u>            | <u>95,207</u>                  | <u>93,813</u>                  |
| <b>NET ASSETS</b>                            |       | <u>76,328</u>              | <u>18,879</u>            | <u>95,207</u>                  | <u>93,813</u>                  |
| <b>FUNDS</b>                                 | 11    |                            |                          |                                |                                |
| Unrestricted funds                           |       |                            |                          | 76,328                         | 88,037                         |
| Restricted funds                             |       |                            |                          | 18,879                         | 5,776                          |
| <b>TOTAL FUNDS</b>                           |       |                            |                          | <u>95,207</u>                  | <u>93,813</u>                  |

The financial statements were approved by the Board of Trustees and authorised for issue on 26 November 2020 and were signed on its behalf by:

R E Corkery - Trustee

The notes form part of these financial statements

## **1. ACCOUNTING POLICIES**

### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

### **Income**

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

### **Expenditure**

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

### **Tangible fixed assets**

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

### **Taxation**

The charity is exempt from tax on its charitable activities.

### **Fund accounting**

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

### **Pension costs and other post-retirement benefits**

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

Payments in respect of other post-retirement benefits are charged to the Statement of Financial Activities in the period to which they relate.

Notes to the Financial Statements - continued  
for the Year Ended 30 September 2019

**2. OTHER TRADING ACTIVITIES**

|                      | 30.9.19        | 30.9.18        |
|----------------------|----------------|----------------|
|                      | £              | £              |
| Room hire            | 98,296         | 83,059         |
| Space membership     | 13,672         | 13,895         |
| Studio rent          | 107,507        | 112,197        |
| Miscellaneous income | 29,608         | 24,908         |
|                      | <u>249,083</u> | <u>234,059</u> |

**3. INVESTMENT INCOME**

|                               | 30.9.19    | 30.9.18   |
|-------------------------------|------------|-----------|
|                               | £          | £         |
| Interest receivable - trading | <u>211</u> | <u>11</u> |

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits paid for the year ended 30 September 2019 (2018: £600).

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 30 September 2019 nor for the year ended 30 September 2018.

**5. STAFF COSTS**

The average monthly number of employees during the year was as follows:

|                | 30.9.19  | 30.9.18  |
|----------------|----------|----------|
| Administration | <u>6</u> | <u>4</u> |

No employees received emoluments in excess of £60,000.



Notes to the Financial Statements - continued  
for the Year Ended 30 September 2019

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

|                                    | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>funds<br>£ |
|------------------------------------|----------------------------|--------------------------|---------------------|
| <b>INCOME AND ENDOWMENTS FROM</b>  |                            |                          |                     |
| Donations and legacies             | 14,170                     | -                        | 14,170              |
| <b>Charitable activities</b>       |                            |                          |                     |
| Grants                             | 10,500                     | 32,553                   | 43,053              |
| Other trading activities           | 227,209                    | 6,850                    | 234,059             |
| Investment income                  | 11                         | -                        | 11                  |
| <b>Total</b>                       | <b>251,890</b>             | <b>39,403</b>            | <b>291,293</b>      |
| <br>                               |                            |                          |                     |
| <b>EXPENDITURE ON</b>              |                            |                          |                     |
| Raising funds                      | 23,032                     | -                        | 23,032              |
| <b>Charitable activities</b>       |                            |                          |                     |
| Administration                     | 173,642                    | 35,988                   | 209,630             |
| Governance costs                   | 2,480                      | -                        | 2,480               |
| Other                              | 6,987                      | -                        | 6,987               |
| <b>Total</b>                       | <b>206,141</b>             | <b>35,988</b>            | <b>242,129</b>      |
| <br>                               |                            |                          |                     |
| <b>NET INCOME</b>                  | <b>45,749</b>              | <b>3,415</b>             | <b>49,164</b>       |
| <br>                               |                            |                          |                     |
| <b>RECONCILIATION OF FUNDS</b>     |                            |                          |                     |
| <b>Total funds brought forward</b> | <b>42,288</b>              | <b>2,361</b>             | <b>44,649</b>       |
| <br>                               |                            |                          |                     |
| <b>TOTAL FUNDS CARRIED FORWARD</b> | <b>88,037</b>              | <b>5,776</b>             | <b>93,813</b>       |

Notes to the Financial Statements - continued  
for the Year Ended 30 September 2019

**7. TANGIBLE FIXED ASSETS**

|                       | Fixtures,<br>fittings<br>and<br>equipment<br>£ |
|-----------------------|--|
| <b>COST</b>           |  |
| At 1 October 2018     | 10,932   |
| Additions             | 4,133  |
|                       | <hr/>  |
| At 30 September 2019  | 15,065   |
|                       | <hr/>  |
| <b>DEPRECIATION</b>   |  |
| At 1 October 2018     | 2,523  |
| Charge for year       | 1,881  |
|                       | <hr/>  |
| At 30 September 2019  | 4,404  |
|                       | <hr/>  |
| <b>NET BOOK VALUE</b> |  |
| At 30 September 2019  | 10,661   |
|                       | <hr/> <hr/>                                    |
| At 30 September 2018  | 8,409  |
|                       | <hr/> <hr/>                                    |

**8. FIXED ASSET INVESTMENTS**

|  | Shares in<br>group<br>undertakin<br>£ |
|--|---------------------------------------|
| <b>MARKET VALUE</b>                        |                                       |
| At 1 October 2018 and<br>30 September 2019 | 1                                     |
|  | <hr/>                                 |
| <b>NET BOOK VALUE</b>                      |                                       |
| At 30 September 2019                       | 1                                     |
|  | <hr/> <hr/>                           |
| At 30 September 2018                       | 1                                     |
|  | <hr/> <hr/>                           |

There were no investment assets outside the UK.

Notes to the Financial Statements - continued  
for the Year Ended 30 September 2019

**9. DEBTORS**

|   | 30.9.19 | 30.9.18 |
|---|---------|---------|
|   | £       | £       |
| Amounts falling due within one year:          |         |         |
| Trade debtors                                 | 23,094  | 22,720  |
| Amounts falling due after more than one year: |         |         |
| Other debtors                                 | 10,911  | 28,654  |
| Aggregate amounts                             | 34,005  | 51,374  |

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|                              | 30.9.19 | 30.9.18 |
|------------------------------|---------|---------|
|                              | £       | £       |
| Trade creditors              | 11,546  | 8,651   |
| Taxation and social security | 1,006   | 859     |
| Other creditors              | 13,688  | 11,218  |
|                              | 26,240  | 20,728  |

**11. MOVEMENT IN FUNDS**

|                           | At<br>1.10.18 | Net<br>movement<br>in funds | Transfers<br>between<br>funds | At<br>30.9.19 |
|---------------------------|---------------|-----------------------------|-------------------------------|---------------|
|                           | £             | £                           | £                             | £             |
| <b>Unrestricted funds</b> |               |                             |                               |               |
| General fund              | 88,037        | (12,252)                    | 543                           | 76,328        |
| <b>Restricted funds</b>   |               |                             |                               |               |
| Bristol City Council      | 2,279         | 5,617                       | (712)                         | 7,184         |
| Jacob Wells Hub           | -             | 524                         | (524)                         | -             |
| Big Lottery Fund          | 1,464         | 6,901                       | (1,251)                       | 7,114         |
| HLF Grant                 | 2,033         | (3,977)                     | 1,944                         | -             |
| Futur Ville               | -             | 2,661                       | -                             | 2,661         |
| John James Grant          | -             | 1,920                       | -                             | 1,920         |
|                           | 5,776         | 13,646                      | (543)                         | 18,879        |
| <b>TOTAL FUNDS</b>        | 93,813        | 1,394                       | -                             | 95,207        |

Notes to the Financial Statements - continued  
for the Year Ended 30 September 2019

**11. MOVEMENT IN FUNDS - continued**

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

|                           | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b> |                            |                            |                           |
| General fund              | 268,018                    | (280,270)                  | (12,252)                  |
| <b>Restricted funds</b>   |                            |                            |                           |
| Bristol City Council      | 12,006                     | (6,389)                    | 5,617                     |
| Jacob Wells Hub           | 6,149                      | (5,625)                    | 524                       |
| Big Lottery Fund          | 10,001                     | (3,100)                    | 6,901                     |
| HLF Grant                 | 1                          | (3,978)                    | (3,977)                   |
| Futur Ville               | 15,964                     | (13,303)                   | 2,661                     |
| John James Grant          | 7,500                      | (5,580)                    | 1,920                     |
|                           | <u>51,621</u>              | <u>(37,975)</u>            | <u>13,646</u>             |
| <b>TOTAL FUNDS</b>        | <u>319,639</u>             | <u>(318,245)</u>           | <u>1,394</u>              |

**Comparatives for movement in funds**

|                           | At<br>1.10.17<br>£ | Net<br>movement<br>in funds<br>£ | At<br>30.9.18<br>£ |
|---------------------------|--------------------|----------------------------------|--------------------|
| <b>Unrestricted funds</b> |                    |                                  |                    |
| General fund              | 42,288             | 45,749                           | 88,037             |
| <b>Restricted funds</b>   |                    |                                  |                    |
| Bristol City Council      | 2,361              | (82)                             | 2,279              |
| Big Lottery Fund          | -                  | 1,464                            | 1,464              |
| HLF Grant                 | -                  | 2,033                            | 2,033              |
|                           | <u>2,361</u>       | <u>3,415</u>                     | <u>5,776</u>       |
| <b>TOTAL FUNDS</b>        | <u>44,649</u>      | <u>49,164</u>                    | <u>93,813</u>      |

Notes to the Financial Statements - continued  
for the Year Ended 30 September 2019

**11. MOVEMENT IN FUNDS - continued**

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

|                             | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|-----------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b>   |                            |                            |                           |
| General fund                | 251,890                    | (206,141)                  | 45,749                    |
| <b>Restricted funds</b>     |                            |                            |                           |
| Bristol City Council        | 20,310                     | (20,392)                   | (82)                      |
| Architectural Heritage Fund | 500                        | (500)                      | -                         |
| Quartet                     | 2,800                      | (2,800)                    | -                         |
| Big Lottery Fund            | 6,393                      | (4,929)                    | 1,464                     |
| HLF Grant                   | 9,400                      | (7,367)                    | 2,033                     |
|                             | <u>39,403</u>              | <u>(35,988)</u>            | <u>3,415</u>              |
| <b>TOTAL FUNDS</b>          | <u>291,293</u>             | <u>(242,129)</u>           | <u>49,164</u>             |

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

|                           | At<br>1.10.17<br>£ | Net<br>movement<br>in funds<br>£ | Transfers<br>between<br>funds<br>£ | At<br>30.9.19<br>£ |
|---------------------------|--------------------|----------------------------------|------------------------------------|--------------------|
| <b>Unrestricted funds</b> |                    |                                  |                                    |                    |
| General fund              | 42,288             | 33,497                           | 543                                | 76,328             |
| <b>Restricted funds</b>   |                    |                                  |                                    |                    |
| Bristol City Council      | 2,361              | 5,535                            | (712)                              | 7,184              |
| Jacob Wells Hub           | -                  | 524                              | (524)                              | -                  |
| Big Lottery Fund          | -                  | 8,365                            | (1,251)                            | 7,114              |
| HLF Grant                 | -                  | (1,944)                          | 1,944                              | -                  |
| Futur Ville               | -                  | 2,661                            | -                                  | 2,661              |
| John James Grant          | -                  | 1,920                            | -                                  | 1,920              |
|                           | <u>2,361</u>       | <u>17,061</u>                    | <u>(543)</u>                       | <u>18,879</u>      |
| <b>TOTAL FUNDS</b>        | <u>44,649</u>      | <u>50,558</u>                    | <u>-</u>                           | <u>95,207</u>      |

Notes to the Financial Statements - continued  
for the Year Ended 30 September 2019

**11. MOVEMENT IN FUNDS - continued**

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

|                             | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|-----------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b>   |                            |                            |                           |
| General fund                | 519,908                    | (486,411)                  | 33,497                    |
| <b>Restricted funds</b>     |                            |                            |                           |
| Bristol City Council        | 32,316                     | (26,781)                   | 5,535                     |
| Architectural Heritage Fund | 500                        | (500)                      | -                         |
| Quartet                     | 2,800                      | (2,800)                    | -                         |
| Jacob Wells Hub             | 6,149                      | (5,625)                    | 524                       |
| Big Lottery Fund            | 16,394                     | (8,029)                    | 8,365                     |
| HLF Grant                   | 9,401                      | (11,345)                   | (1,944)                   |
| Futur Ville                 | 15,964                     | (13,303)                   | 2,661                     |
| John James Grant            | 7,500                      | (5,580)                    | 1,920                     |
|                             | <u>91,024</u>              | <u>(73,963)</u>            | <u>17,061</u>             |
| <b>TOTAL FUNDS</b>          | <u><u>610,932</u></u>      | <u><u>(560,374)</u></u>    | <u><u>50,558</u></u>      |

**12. RELATED PARTY DISCLOSURES**

The trustees R E Corkery, J S Francis and W A Penhaul are also directors of the company Artspace Lifespace Enterprises Limited.

There is an intercompany loan to Artspace Lifespace Enterprises Limited for £1,721 (2018: £14,734) which is deemed to be at arms length.

The trustees J S R Francis and W Penhaul are also directors of The Invisible Circus CIC which had shared funding with Artspace Lifespace.

The charity received a donation of £19,190 (2018: £13,920) from Artspace Lifespace Enterprises Limited for the year ended 30 September 2018.

Artspace Lifespace

Detailed Statement of Financial Activities  
for the Year Ended 30 September 2019

|                                 | 30.9.19        | 30.9.18        |
|---------------------------------|----------------|----------------|
|                                 | £              | £              |
| <b>INCOME AND ENDOWMENTS</b>    |                |                |
| <b>Donations and legacies</b>   |                |                |
| Trading Subsidiary donation     | 19,190         | 13,920         |
| JWB Community Hub               | -              | 150            |
| Sundry                          | -              | 100            |
| Future Ville                    | 2,000          | -              |
|                                 | <hr/>          | <hr/>          |
|                                 | 21,190         | 14,170         |
| <b>Other trading activities</b> |                |                |
| Room hire                       | 98,296         | 83,059         |
| Space membership                | 13,672         | 13,895         |
| Studio rent                     | 107,507        | 112,197        |
| Miscellaneous income            | 29,608         | 24,908         |
|                                 | <hr/>          | <hr/>          |
|                                 | 249,083        | 234,059        |
| <b>Investment income</b>        |                |                |
| Interest receivable - trading   | 211            | 11             |
| <b>Charitable activities</b>    |                |                |
| Bristol City Council            | 12,005         | 20,960         |
| Quartet                         | -              | 2,800          |
| Big Lottery Fund                | 10,000         | 9,393          |
| HLF Grant                       | -              | 9,400          |
| Architectural Heritage Fund     | -              | 500            |
| Future Ville                    | 13,500         | -              |
| JWB Community Hub               | 6,150          | -              |
| John James Grant                | 7,500          | -              |
|                                 | <hr/>          | <hr/>          |
|                                 | 49,155         | 43,053         |
| <b>Total incoming resources</b> | <b>319,639</b> | <b>291,293</b> |
| <b>EXPENDITURE</b>              |                |                |
| <b>Raising funds</b>            |                |                |
| Advertising                     | 6,874          | 7,444          |
| Property repairs                | 24,812         | 15,588         |
|                                 | <hr/>          | <hr/>          |
|                                 | 31,686         | 23,032         |

This page does not form part of the statutory financial statements

Artspace Lifespace

Detailed Statement of Financial Activities  
for the Year Ended 30 September 2019

|                                       | 30.9.19 | 30.9.18 |
|---------------------------------------|---------|---------|
|                                       | £       | £       |
| <b>Raising funds</b>                  |         |         |
| <b>Charitable activities</b>          |         |         |
| Wages                                 | 68,791  | 50,270  |
| Subcontract costs                     | 54,460  | 37,818  |
| Pensions                              | 981     | 404     |
| Book-keeping                          | 3,395   | 6,539   |
| Rent                                  | 51,124  | 32,347  |
| Rates and water                       | 15,685  | 5,060   |
| Insurance                             | 3,918   | 3,876   |
| Light and heat                        | 26,413  | 36,283  |
| Telephone                             | 3,587   | 4,295   |
| Postage and stationery                | 1,379   | 1,434   |
| Cleaning                              | 5,715   | 5,231   |
| Computer and internet costs           | 3,891   | 1,484   |
| Subscriptions                         | 573     | 244     |
| Licences and permits                  | 1,410   | 1,927   |
| Consultancy                           | 3,000   | 9,460   |
| Staff training and welfare            | 1,705   | 1,598   |
| Travel and accommodation              | 1,386   | 742     |
| Entertaining                          | 247     | 1,103   |
| Artist and performer fees             | 9,906   | 9,515   |
|                                       | <hr/>   | <hr/>   |
|                                       | 257,566 | 209,630 |
| <b>Other</b>                          |         |         |
| Purchases                             | 5,489   | 2,783   |
| Sundries                              | 7,003   | 1,123   |
| Bank charges                          | 530     | 423     |
| Bad debts                             | 1,201   | 1,018   |
| Depreciation of tangible fixed assets | 1,881   | 1,640   |
|                                       | <hr/>   | <hr/>   |
|                                       | 16,104  | 6,987   |
| <b>Support costs</b>                  |         |         |
| <b>Other</b>                          |         |         |
| Donations                             | 80      | -       |
| <b>Governance costs</b>               |         |         |
| Legal and professional fees           | 8,769   | 680     |
| Accountancy                           | 4,040   | 1,800   |
|                                       | <hr/>   | <hr/>   |
|                                       | 12,809  | 2,480   |

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Artspace Lifespace

Detailed Statement of Financial Activities  
for the Year Ended 30 September 2019

|                          | 30.9.19<br>£ | 30.9.18<br>£  |
|--------------------------|--------------|---------------|
| Total resources expended | 318,245      | 242,129       |
| <b>Net income</b>        | <u>1,394</u> | <u>49,164</u> |

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