

ARTSPACE LIFESPACE 6th ANNUAL GENERAL MEETING

Meeting Location: Sparks / Zoom

Date: Friday 15th November 2024 **Time:** 17:15

AGENDA

1. Welcome and Apologies
2. Minutes of the [5th Annual General Meeting](#) held on December 6th 2023, and matters arising.
3. Overview of Accounts for Year End 2023 and Looking Forward to 2025.
4. To receive and consider a report from the Board of Trustees, including the accounts.
5. Overview of 2024
6. Looking ahead to 2025
7. Any Other Business

Impact Report and Audited Statement of Accounts

Access the [Charity's Impact Report](#), and [Trustees' Annual Report and Financial Statements](#)

PRESENTATION LINK

https://www.canva.com/design/DAGSm6rAifY/14QW3dQqd9pcQC1pvlItSA/view?utm_content=DAGSm6rAifY&utm_campaign=designshare&utm_medium=link&utm_source=editor

1. Welcome and Opening Remarks

Chair: Melissa Blackburn

Melissa welcomed all attendees and provided introductory remarks on the format of the meeting, noting that it would be recorded for reference. She reflected on Artspace's activist roots, which emerged from a movement that recognised the importance of creative spaces alongside the art created within them.

She provided an overview of the mission since 2016 and highlighted a shift in focus for 2024: emphasising *people* rather than buildings as the core of Artspace's mission. While Artspace continues to envision owning its own building, the primary aim is to provide stability and certainty for its community of artists and independent studio holders.

Artspace's vision for 2024 was discussed, focusing on revitalising neglected spaces, inspiring innovation, promoting inclusivity, and encouraging artistic talent. The values of the organisation—*Responsive, Activist, Flexible, Trusted, Enabling, Responsible, and Supportive*—were also shared.

Melissa concluded her speech with a reminder of Artspace's commitment to activism as a core value and how this would guide the organisation through challenges ahead.

2. Introductions & Apologies for Absence

Apologies: Clarissa Jeakings

Introductions were made for the rest of the Board and the CEO.

3. Approval of Previous AGM Minutes

Melissa invited a motion to approve the minutes of the previous AGM, held on 6th December 2023.

Motion:

- Richard moved to approve the minutes as presented.

- Peri seconded the motion.

The motion to approve the minutes was carried unanimously.

4. Annual Financial Statements

Presenter: Peri (Treasurer)

Peri presented the Statement of Financial Position for the year ending 30th September 2023. The key financial figures were as follows:

- Total Funds: £186,030
- Deficit: £67,411 (due to the taking on of Sparks Bristol and losses at The Island)
- Despite the deficit, the organisation was able to manage the temporary reduction in net assets, supported by reserves.

Peri also presented the Statement of Cash Flows, outlining the various revenue streams, including studio and retail space rentals, event space hires, and membership fees.

Expenditures primarily consisted of staff costs, rent and rates, and utilities. The overview highlighted the importance of earned income as part of Artspace's financial strategy.

Financial Performance Overview:

- In 2023, Artspace Lifespace underwent an Earned Income Strategy Review with support from the Heritage Compass programme. Each venue now contributes a percentage of their turnover towards the charity's core costs.
- Financial reserves were strategically managed, with a surplus anticipated at year-end 2024 which will be put towards anticipated deficit in year-end 2025..

Financial Sustainability and Reserves Policy:

ARTSPACE
LIFESPACE

The Island
Nelson Street
Bristol
BS1 2BE

Arts Mansion
Ashton Court Mansion
Long Ashton
Bristol
BS41 9JN

Sparks Bristol
78-82 Broadmead
Bristol
BS1 3DS

The Vestibules
Bristol City Hall
College Green,
Bristol
BS1 5TR

- Total Funds at year-end 2023: £186,030
- Restricted Funds: £14,614
- Designated Funds: £104,104
- General Funds: £67,312 (below the desired level due to investment in Sparks)

The Board acknowledged the ongoing challenge of securing core funding and the need to continue fundraising efforts.

5. Resolution to Accept Year-End Accounts

Proposed by: Melissa Blackburn

Melissa proposed a resolution to accept the year-end accounts for 2023 as presented and to appoint an independent examiner for the financial statements for the year 2024.

Motion: Wim Penhaul move to accept the year-end accounts

Seconded by: Doug Francis

The motion was put to a vote and carried unanimously.

6. Donor and Grant Information

Presenter: Kathryn (CEO)

Kathryn provided an overview of major donors and grants received in 2023 and 2024:

Completed Grants

- The Nisbet Trust: £36,000 for ventilation improvements at The Island in 2023.
- Bristol City Council Vacant Commercial Property Grant: £7,500 towards Sparks Bristol
- Arts Council England: £49,983 for Sparks Bristol.

- Postcode Lottery Fund: £20,631 for core operational costs
- Bristol City Council Imagination Fund towards artist support programs, now concluded
- Pro-Bono Support: From organisations including Power to Change, Heritage Compass, and Futureground.

Kathryn also acknowledged the generous pro-bono support from various law firms, architects, and volunteers, which has been instrumental in delivering Artspace's mission. and looked at the Grants that will support us over the next 2-3 years.

7. Achievements & Impact in 2024

Presenter: Melissa Blackburn

Melissa highlighted several achievements in 2024:

- Artspace's commitment to protecting creative spaces in Bristol amidst gentrification and urban redevelopment.
- Challenges faced, including building issues such as the warping of floors at Ashton Court and a methane leak at The Island.
- Support from local stakeholders such as the Friends of Ashton Court Mansion and Broadmead BID for maintaining Sparks Bristol as a cultural venue.
- The ongoing challenge of adaptive reuse of old buildings, which continues to support grassroots creativity and public access to the arts.
- The Visitor Numbers to our Venue in 2024.

The Board was also reminded of the importance of opening spaces to the public to ensure continued community engagement and growth.

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Kathryn provided key data from the annual survey conducted at The Island, and more detailed information is available in the annual impact report on the Artspace website.

8. Looking Ahead to 2025

Presenter: Melissa Blackburn

Trustee Recruitment:

Melissa announced that Anthony Elliot would be stepping down from the Board in 2025 after five years of service. She also shared that she would be stepping down as Chair but would remain on the Board. The Board will rotate the chairing duties until a new Chair is identified. Artspace Lifespace is actively seeking new trustees to join the Board.

Bristol City Council Cultural Impact Survey:

Melissa encouraged all studio holders to complete the Bristol City Council Cultural Impact Survey to ensure the cultural value of spaces like The Island, Sparks, and BroadmeadXP is recognised in the regeneration planning for Broadmead.

Residencies:

Melissa announced that applications for the 2025 residency program are now open. The residency program offers artists the opportunity to develop projects with free space and support from the Artspace team.

9. Any Other Business (AOB)

Kathryn expressed her gratitude to the outgoing Trustee, Anthony Elliot, who provided great support as Chair and to Melissa Blackburn the new chair and to all the Trustees for their dedication and support. She also thanked the wider Artspace team community for their continued involvement and contributions to the charity's success.

Meeting Adjourned at 18:05

Minutes Approved By:

Melissa Blackburn, Chair



20 November 2024