

Trustees' Report and Financial Statements for the year ended March 31, 2020 for Northern Shape (trading as Equal Arts)



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Report of the trustees

The trustees, who are also directors for the purpose of company law, have pleasure in presenting their report and the financial statements of the charitable company for the year ended March 31, 2020.

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 to the UK and Republic of Ireland (FRS 102).

Vision: A healthy and creative society which values older people.

Mission: To build healthier communities by improving the lives of older people through creativity.

Equal Arts exists to:

- Provide older people with creative opportunities to improve wellbeing and help reduce loneliness
- Champion creative ageing and its benefits to improve the quality of care provided to older people
- Create lasting change, developing community, age-friendly relationships and encouraging social inclusion
- Challenge negative attitudes towards ageing and dementia.



Hello From Our Chair

This past year has been in turn challenging, changing and in true Equal Arts spirit, successful. We have had changes in trustees and I would like to thank Alice Wiseman, Dolan Conway and Margaret Barrett for the knowledge and skills that they shared with the organisation and for all of the time they gave so willingly, I on behalf of the board wish them all well in the future.

As in any organisation there have been staff changes and whilst there were some difficult times they were dealt with well. Ongoing projects, our flagships HenPower and Creative Age in cultural venues, along with our training programmes have ensured that we continue to provide creative experiences for the older people we work with as well as supporting relatives and carers.

Care homes like The Oaks in Blyth and cultural venues like the Hatton Gallery have been great partners to work with, as have the NHS MAMS (Memory Assessment and Management Service) team at Newcastle General Hospital. The latter has been a ground-breaking project for people living with dementia and their carers at the point of diagnosis and one which Equal Arts is proud to have been a part of.

Trustees and staff joined together with the support of Les Roberts from the Cranfield Trust to develop our business plan and set out our vision for the next five years. Change that we were not expecting came with the pandemic later in the year, the office we had only recently moved into closed and the new normal working from home began.

In addition, care homes and venues used for delivering creative activities were closed. The response to these very difficult, testing times has been quite remarkable. The staff team have worked with enthusiasm, energy and innovative thinking to enable Equal Arts to continue doing what it does best, improving older people's lives. Team meetings by Zoom have enabled staff to meet with each other and explore different ways of working and good use has been made of delivering projects online.

The Singing Hinnies visits have created smiles all round and lifted spirits in what have been dark days. The Create at Home packs, together with online workshops, have provided people with continued opportunities to be creative and have been a huge success. New training initiatives have been delivered as well as ongoing support for those partnerships already in place. Equal Arts continues to support projects in Scotland and across the UK.

None of the activities would be possible without finance and the team have really excelled themselves in fundraising, never an easy task made all the more difficult in the present climate. They have been amazing in their efforts and have gained the organisation much needed funds.

Although difficult, this past year has been successful and productive for Equal Arts in achieving the aims of the organisation and supporting older people in the community. My thanks to everyone - staff, trustees, associates and artists who have joined together to make this possible.



“The project has been a great success, supporting patients and carers to express themselves in a creative way. Feedback from the sessions has been really positive in both supporting the wellbeing of patients and carers and providing staff with new ways of engaging with patients.

“To be nominated in the prestigious National Dementia Care Awards was an honour. Getting creative for dementia has been a tremendous success for patients, care-givers and our NHS team, so we’re keen to promote the benefits of arts based interventions in dementia as widely as possible.”

Dr Charlotte Allan, Consultant Psychiatrist at Cumbria, Northumberland, Tyne and Wear NHS Trust

Report of trustees' (continued)

Highlights from 2019 - 2020

Creative Age

From April 2019 the Creative Age programme grew with the addition of seven new venues participating in creating inclusive and dementia from across Newcastle, Sunderland and Durham. The organisations included Hatton Gallery, Northern Print, Bowes Museum, Oriental Museum, and Sunderland Museum and Winter Gardens, National Glass Centre and East Durham Creates. Each venue delivered an extensive programme of creative workshops working with 16 artists and over 100 participants, their families and carers. Project culmination challenge events and exhibitions have taken place or are due to take place in 2021.

The project was funded by Arts Council England and Newcastle Cultural Investment Fund. It aimed to support the cultural sector to be more dementia and age-friendly and for those venues involved to improve their offer and recognise the importance of the Imagination Model.

Get Creative with MAMS

The year-long partnership with Newcastle's Memory Assessment and Management Service (MAMS) ended with a celebratory event and public exhibition at the trust's Newcastle clinic.

It received national recognition as a finalist in the Dementia Care Awards' Outstanding Arts and Creativity in Dementia Care category.

Cumbria, Northumberland, Tyne and Wear NHS Trust partnered with us to deliver a social prescribing initiative for those receiving a dementia diagnosis at the service.

We developed a series of three 'Creative Age' groups for patients and care-givers at MAMS with each eight-week group being co-lead by

professional artists and clinical staff, who worked together to introduce activities themed around creative language, cyanotype print-making, working with clay and glasswork.

Simultaneously, Memory Clinic staff were offered the opportunity to participate in six creative sessions, using activities that mirrored the patient groups. One staff session brought doctors, nurses, occupational therapists and administration together.

Our intervention developed a new paradigm for patients and care-givers, where living with dementia can be a positive experience, and a time for growth and renewal. Participants were proud of their creations, leading to an increased sense of wellbeing and confidence.

Report of trustees' (continued)

“The reaction from residents and their families has been absolutely amazing. It’s fantastic seeing the confidence of residents grown.

“At the start they were saying we can’t or we’ve

never painted but I’d always say you used to run families, have jobs – you’re only discovering art now.

“Their work is just outstanding.”

*Jill Wright, activities coordinator
at Bedewell Grange*



Creating care settings as community hubs, encouraging family involvement

We've supported families, improving ways for them to engage meaningfully with their family members living in care.

With creativity as the catalyst for new relationships, roles and shared experiences, the care settings we work with have become part of the community offering activities with sessions led by professional artists and focusing on the interests of participants.

Highlights included a coastal-themed watercolour and collage project culminating with friends and family attending an outstanding exhibition of amazing work which adorned the walls and corridors of the care home. Prints as well as cards and bookmarks were sold with the proceeds going back into supporting ongoing creative activities.

With funding from Virgin Money iWill we encouraged social action among young people from four different groups to work with residents from Angel Court, Charlton Court, Springvale Court and the Carers Cultural Adventures group. Together they created songs, made environmental improvements and in the run up to Christmas made and sold festive wreaths as part of a young enterprise scheme.

Thanks to support from the National Heritage Lottery Fund we began linking generations to explore LGBTQI+ activism in the North East during the 1970s and 80s changing the perceptions of participants and creating new archive materials as a resource for future generations. Our projects this year have introduced different individuals, groups and communities to each other and provided a focal point for everyone involved to enjoy and 'look forward to' shared experiences.



Report of trustees' (continued)

HenPower

With support from Nesta and DCMS, our HenPower programme continues to explore age-friendly volunteering opportunities within the projects 40+ care settings.

We've brought HenPower to venues in County Durham, Teesside, Cambridgeshire and Sussex where there's been a huge and varied response to the catalyst of hen-keeping. Exhibitions, seasonal events, ceramics, gardening, animation, song writing singing and music have been great ways to involve a variety of people whilst improving the well-being of older people.

Support from the Masonic Charitable Foundation saw us roll the project out to the delight of care homes keen to become HenPowered and with specific support from The County Durham Masons supporting the project across County Durham.

At Parkfield House in London residents showcased their hens and work to local MP and Prime Minister Boris Johnson, while a nation-wide competition saw schools and care homes nominated to become HenPowered.

The year was rounded off with national publicity for the project with the hensioners appearing on ITV's Carols at Christmas on Christmas Eve, chatting about henjoying being together and being friends through hens.



“In the short time we’ve been a part of the project it’s already proven beneficial. It’s been interesting to see how residents respond to the hens, especially those who would not normally venture outside. Having them here has sparked new conversation and it’s been hugely rewarding.”

Lindsay Sale-Thorn, activities coordinator at Pelton Grange Care Home

Training

Arts in Care was an ambitious project aimed at embedding high quality creative practice within Scotland's care sector developed by Luminare in collaboration with the Care Inspectorate, Creative Scotland and the Baring Foundation.

We were commissioned to deliver the Arts in Care training in artist development, creative practice and knowledge exchange.

We supported 18 artists from across Scotland to participate in training. The sessions, led by artist facilitators, were grounded in creative exercises and opportunities for reflection and discussion. Phase 2 will introduce 10 artists into 30 care homes across Scotland to develop the confidence and capacity of care homes to host creative activities.

“Thank you very much for last week’s training. I really learnt a lot, it has put me on a great path to facilitating my next online, multisensory group.”



Our training portfolio grew substantially as we saw increased interest among care and health sector staff to bring creative interventions to their work. Artists too wanted to add to their skill sets, gaining experience and confidence in engaging people living with dementia.

Our offer included Dementia and Imagination training for artists and cultural venues plus Recipes for Creative Care, a series of artist-led workshops for care settings in North Tyneside and Newcastle.

We extended our care staff training in Gateshead to support mental health and use creativity to communicate with people living with dementia. Our interactive sessions included subjects such as hydration within care settings, and working with clinical psychologists to deliver bereavement counselling for care staff.

Report of trustees' (continued)

Creativity and connections for mental health and wellbeing

Connecting with others, a sense of belonging, learning new skills and being present in the moment all support positive mental health.

Our projects have continued to provide ways people can age well and families can be actively involved in the lives of their loved ones. We've worked to connect with those most at risk from isolation and the associated mental health issues.

At Wood Green, our original hensioners said goodbye to friends Bell, Elsie, Doreen, Alan and Pat. They were a huge loss to staff and friends living at the sheltered scheme. Supported by artists, Bell's husband Owen and the group focused their efforts on creating a community orchard in her name. Developed by the hensioners and local school children the orchard has become a peaceful corner of the community for people to enjoy.

One highlight for us this year has been the enthusiasm of residents and staff in equal measure at new HenPower venue The Oaks in Blyth. They approach each workshop with gusto and embrace the varied creative activities. Within a few weeks after they joined us, they were staging drumming workshops and taking on new challenges.

Our Creative Friends and Carers Cultural Adventures groups for independent living older people have made the most of the region's culture venues, meeting each week to take on creative challenges while they share a catch up. Their work culminated with exhibitions at The Laing Art Gallery in Newcastle and The Shipley Art Gallery in Gateshead.

"When Lynne suggested a memorial orchard for Bell I thought it was a fantastic idea. For the past few months we've had the schoolchildren here and been making ceramics, it's been a focus and kept me active since Bell died. I've spent a lot of time selecting the shade of blue for the flowers to match her eyes, they sparkled the brightest blue."

Hensioner Owen Turnball



Report of trustees' (continued)

**"What an enormous impact on their mental health from such a simple, person centred activity! I was thrilled and hugely comforted in the knowledge the Hinnies were able to visit my parents on what became a weekly basis....
"They both love music, it makes them smile, laugh ... and dance! For them, having people sing to them live at their own home was absolutely a unique and wonderful experience." Jill Cushing**



"The creative sessions have really taken off here and the residents love to see Sam every week. One resident who never usually takes part in arts and crafts has given it a go and produces lovely pieces of work. Working alongside Sam has also increased my confidence in working with new materials and just trying new things." Angela Hedley, activities coordinator at The Oaks



Report of trustees' (continued)

Supporting older people at risk of loneliness during a global pandemic

With the onset of Covid-19 in early March, and against a rapidly changing landscape, we saw all of our face-to-face service provision in care homes and community venues halted. At the same time, we were aware of the increased risk of older people and those in care becoming further isolated as a result of lockdown as they became unable to take part in their usual networks and activities.

As a team we quickly adapted and were able to offer care settings and independent living older people different ways they could continue to keep connected through creativity during lockdown. Create at Home packs provided artists designed activities which were innovative in using everyday materials but were still ambitious in their creativity offering 'a life line' to many beneficiaries.

In the wider community, we launched Singing Hinnies, interactive doorstep performances and singalongs with musicians. Family members, care staff and adult social care professionals could refer someone for a visit.

Artist-led online workshops allowed for social interaction and continued creative practice where the boundaries of distance no longer applied with artists now working across the country. However, what became evident was the 'digital divide' for care settings and independent living older people hindering them from accessing online workshops and training with 'Tech in Care' becoming a very real issue to address.



Funding was also secured to support a telephone service focusing on people's individual creative interests. Art-2-Art conversations focus on a person's recent creations or see volunteers reading poetry or extracts of a book. It extends to provide one-to-one support from an artist to explore their artform of choice.

Report of trustees' (continued)

“The weekly sessions with Equal Arts have been a pivotal moment in my husband’s dementia journey. They have helped him accept his diagnosis.” *Get Creative with MAMS participant*

Summary of future plans

- Made evident during the Covid-19 pandemic was the varied access care settings had to online services. We’ll explore how to address ‘Tech in Care’, challenging the dominant narratives of ‘clinical use’ and ‘business efficiencies’ arguing that a person centred digital pathway is equally important
- The pandemic accelerated our training model for cultural venue and care staff. Online provision allowed us to reach new audiences no longer restricted by location. We will further develop this interactive, e-learning to increase individual skills, dementia-awareness and wellbeing
- We will explore ways we can provide older people with opportunities to rebuild their confidence, reclaim their homes, personal space, their routines and reconnect with other through creative interventions following lockdown
- We will develop our cross-generational learning opportunities and develop relationships with new regional partners to reconnect older people, their family, schools and community groups
- In light of the vast numbers of people aged 50+ facing unemployment as a result of the pandemic, we’ll build links within the region to explore the ways creativity can support those 55+ back into training and work.

Report of trustees' (continued)

Financial Review

Income of £423,313 (2019 - £375,501) has been generated during the year, £320,969 (2019 - £266,524) relates to restricted funds. An operating deficit of £34,394 (2019 - £114,479 deficit) is shown on the Statement of Financial Activities. Within the overall result was a surplus on restricted funds of £39,014 (2019 – deficit of £83,495).

Reserves Policy and Risks - Reserves Statement

The trustees monitor the progress of the organisation when they meet at their Management Committee Meetings five times a year. The Charity's funding schedule is reviewed and forecast funding compared to actual. This allows the trustees to keep track of projected funding each quarter and to foresee any shortfalls. The trustees are aware of the risk that obtaining core funding, although usually successful, may not be achieved at the beginning of each financial year. To safeguard against this, the

trustees aim to have six months' worth of running costs built up in free reserves to sustain stability. The trustees are working towards this aim and recommend a fundraising strategy to increase free reserves to this level. At 31 March 2020 free reserves were £123,307. The trustees have agreed to continue to designate part of unrestricted reserves for a redundancy reserve and a Creative Ageing Programme, further details can be found in note 17 of the financial statement.

Risks

Area	Risk	Potential Impact	Mitigating Steps	Impact	Likelihood	After action
External factors (the Covid pandemic began to impact upon the UK in March 2020)	Covid 19 virus pandemic	National lockdown Closure of care homes to visitors High death rates amongst older people leading to high levels of anxiety	Adapt services Increases use of online engagement Develop training modules	High	High	High
	Changing Funder priorities	Reduced programme delivery	Innovative thinking around programme	High	Med	Med
Strategic Plan	5 Year Plan to be agreed in Mar/ April 20 restricts new opportunities	Unable to deliver Business plan priorities	Business Plan requires review to incorporate post Covid planning	High	Med	Med
Policies & Procedures	All Policies & Procedures updated	Clear Policies & procedures with Staff Handbook	Annual Reviews	Med	Low	Low
Finance	Grant dependent & reduced Earned Income	Investment in fundraising fails to generate increased income	Continue to explore income diversification opportunities	High	Med	Med

Report of trustees' (continued)

Our advisors

Examiners

Haines Watts, 17 Queens Lane, Newcastle upon Tyne, NE1 1RN.

Legal Advisor: Patterson Wolf & Co.

Bankers

Barclay Bank Plc 215 High Street, Gateshead, Tyne and Wear, NE8 1BX.

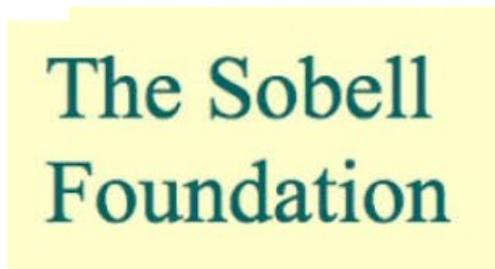
Trustees

Anne Walton (Chair from 19.09.19)	Glenda Cook	Alice Wiseman (retired 06.09.19)
Patricia Anne McDermott (Vice Chair)	Marilyn Charlton (retired as chair 19.09.19)	Margaret Barrett (retired 28.01.20)
Irena Peel (Treasurer from 17.09.19)	Karen Franks	Hugh Dolan Conway (retired 28.01.20)
	Deborah Smith	

A huge thank you to all of the staff members, freelance contractors, volunteers and funders who served and supported the organisation during the year ending March 2020

Aimee Robertson	Cath Walshaw	Georgia Bates	Nichola Rushton
Alberto Fusco	Ceinwen Haydon	Hannah Shaw	Olivia Hunt
Alice Guthrie	Chloe Conquest	Hannah Wood	Paddy Villiers
Amy Madge	Clare Armstrong	Jason Berge	Poppy Crawshaw
Andra Miloiu	Claire Ford	Jeanne Lewistiff	Pete Ross
Anne Marie Quinn	Daisy Barrett-Nash	Jill Hlalo	Rael Rawlinson
Annette Poulson	Danielle Giddins	Jo Spencer	Richard Bliss
Anton Hecht	Davey Poremba	Julia Proud	Rosi Thornton
Ant Photography	David Charlton	Juliette Rajak	Sam Burgess
Ben Poultney	David Napthine	Lindsey Grieves	Sarah Bracey
Bethan Laker	Elizabeth Corney	Lucy Groenewoud	Sarah Wilson
Caroline Fentiman	Ellie Watmough	Michael Davies	Sue Woolhouse
Caroline Roach	Emma Hardman	Natanya Mark	Susan Ratliff
Cath Hodson	Frances Archer	Neil Canavan	Victoria Conner

The February Foundation



Report of trustees' (continued)

Structure, governance and management

Governing document

Northern Shape t/a Equal Arts is a company limited by guarantee and a registered charity currently with a Board of 7 Trustees. Under the memorandum and articles of association with which the organisation is governed, the charity has the power to make any investment that the trustees see fit.

Appointment of trustees

New trustees are appointed by serving trustees. The trustees meet five times each year and the trustees who served during the year are as set out on page 16. A third of the longest standing committee members need to stand down at the Annual General Meeting but can be re-elected by the existing trustees. All Company Members and Management Committee Members are circulated with papers prior to the AGM advising them of the retiring trustees. Trustees are encouraged to attend appropriate external training courses whenever they are arranged.

Induction and training of trustees

The trustees are encouraged to attend external training and are notified of relevant training by the charity.

Organisational structure

The organisation currently has a Board of Trustees comprising 7 members. A Chief Executive manages the day to day operations of the charity and line manages the staff including Programme Managers, Programme Leads, Communications Officer, Associates, Artists and freelance support staff.

Pay policy for senior staff

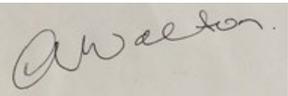
The pay of senior staff is reviewed by the board annually.

Relationships with related parties

None of the trustees receive remuneration or other benefit from their work with the charity.

This report has been prepared in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on December 8 2020 and signed on its behalf by:

... 

Mrs Anne Walton (Chair)

Northern Shape T/A Equal Arts

Independent Examiner's Report to the Trustees of Northern Shape For the Year Ended 31 March 2020

I report on the accounts of the company for the year ended 31 March 2020 which are set out on pages 20 to 32.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company'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 ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe 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 accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.


Gillian Benjamin ACA

17th December 2020
Date

For and on behalf of Haines Watts

17 Queens Lane
Newcastle upon Tyne
NE1 1RN

Northern Shape T/A Equal Arts

Statement of Financial Activities (Including Income and Expenditure Account)
For the year ended 31 March 2020

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2020 £	Total 2019 £
Income from:						
Donations and legacies	4	34,450	-	310,084	344,534	289,305
Charitable activities	5	60,702	5,430	10,885	77,017	84,636
Investment income	6	1,762	-	-	1,762	1,560
		<u>96,914</u>	<u>5,430</u>	<u>320,969</u>	<u>423,313</u>	<u>375,501</u>
Expenditure on:						
Raising funds	7	63,319	-	-	63,319	51,332
Charitable activities	8	3,657	29,351	361,380	394,388	438,648
		<u>66,976</u>	<u>29,351</u>	<u>361,380</u>	<u>457,708</u>	<u>489,980</u>
Net income/(expenditure)		29,938	(23,921)	(40,411)	(34,394)	(114,479)
Transfers between funds	17	(50,768)	2,200	48,568	-	-
Net movement in funds		<u>(20,830)</u>	<u>(21,721)</u>	<u>8,157</u>	<u>(34,394)</u>	<u>(114,479)</u>
Reconciliation of funds						
Total funds brought forward		80,844	116,740	105,377	302,961	417,440
Total funds carried forward		<u>60,014</u>	<u>95,019</u>	<u>113,534</u>	<u>268,567</u>	<u>302,961</u>

All income and expenditure has arisen from continuing activities.

Northern Shape T/A Equal Arts

Balance Sheet

As at 31 March 2020

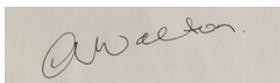
	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2020 £	Total 2019 £
Fixed assets						
Tangible assets	13	2,072	-	-	2,072	2,713
Current assets						
Debtors	14	2,000	-	-	2,000	21,337
Cash at bank and in hand		89,739	95,019	113,534	298,292	319,153
		91,739	95,019	113,534	300,292	340,490
Creditors: amounts falling due within one year	15	(33,797)	-	-	(33,797)	(32,242)
Net current assets		57,942	95,019	113,534	266,495	308,248
Total assets less current liabilities		60,014	95,019	113,534	268,567	310,961
Creditors: amounts falling due after more than one year	16	-	-	-	-	(8,000)
Net assets		60,014	95,019	113,534	268,567	302,961
Funds						
Unrestricted fund					60,014	80,844
Designated funds					95,019	116,740
Restricted funds					113,534	105,377
	17				268,567	302,961

For the year ending 31 March 2020 the company 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 accounts 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 accounts

The financial statements were approved by the trustees on December 8, 2020 and signed on their behalf by:



Mrs A Walton – (Chair) – Trustee

Company Registration No: 01992359

The notes form part of these financial statements

Northern Shape T/A Equal Arts

Cash Flow Statement

For the year ended 31 March 2020

	Notes	2020 £	2019 £
Cash flows from operating activities			
Cash generated from operations	20	(22,623)	(92,366)
Net cash provided by (used in) operating activities		<u>(22,623)</u>	<u>(92,366)</u>
Cash flows from investing activities			
Interest received		1,762	1,560
Payment to acquire tangible assets		-	(2,451)
Net cash provided by (used in) investing activities		<u>1,762</u>	<u>(891)</u>
Change in cash and cash equivalents in the reporting period		<u>(20,861)</u>	<u>(93,257)</u>
Cash and cash equivalents at the beginning of the reporting period		319,153	412,410
Cash and cash equivalents at the end of the reporting period		<u>298,292</u>	<u>319,153</u>

**Notes to the financial statements
for the year ended 31 March 2020**

1. Accounting Policies

1.1 Basis of preparing the financial statements

The financial statements have been prepared in accordance with 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) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements are prepared under the historical cost convention or transaction value unless otherwise stated in the relevant accounting policy note(s). The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

1.2 Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the impact of COVID-19 on the going concern of the trust, the trust has been awarded a number of one off COVID grants after the year end. The trustees have considered the levels of funds held and the expected level of income and expenditure for 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.

1.3 Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

1.4 Income

All income is recognised in the Statement of Financial Activities (SoFA) when the charity has entitlement to the funds, any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific performance conditions and is recognised as earned. Grant income included in this category provides funding to support performance activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with reasonable certainty. Income received to deliver services over a specific period covering more than one financial year is accounted for over the specific period; related expenditure is accounted when incurred.

Investment income relates to interest earned through holding assets on deposit.

Notes to the financial statements (Continued)
for the year ended 31 March 2020

1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is possible 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 costs 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.

1.6 Tangible fixed assets

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

Fixtures and fittings	-	Straight line over 6 years
Computer equipment	-	Straight line over 3 years

1.7 Debtors

Debtors (including trade debtors and loan receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

1.8 Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with instant access from the date of opening of the deposit or similar account.

1.9 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement after allowing for any trade discounts due.

1.10 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.11 Taxation

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

2. Legal status

Northern Shape is a Company Limited by Guarantee in the United Kingdom. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charitable company. The address of the registered office is given in the charity information in the reference and administration pages of these financial statements.

Notes to the financial statements *(Continued)*
for the year ended 31 March 2020

3. Comparatives for the Statement of Financial Activities

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2019 £
Income from:					
Donations and legacies	4	22,781	-	266,524	289,305
Charitable activities	5	84,636	-	-	84,636
Investment income	6	1,560	-	-	1,560
		<u>108,977</u>	<u>-</u>	<u>266,524</u>	<u>375,501</u>
Expenditure on:					
Raising funds	7	51,332	-	-	51,332
Charitable activities	8	28,857	49,157	360,634	438,648
		<u>80,189</u>	<u>49,157</u>	<u>360,634</u>	<u>489,980</u>
Net income/(expenditure)		28,788	(49,157)	(94,110)	(114,479)
Transfers between funds	17	13,272	(23,887)	10,615	-
Net movement in funds		42,060	(73,044)	(83,495)	(114,479)
Reconciliation of funds					
Total funds brought forward		38,784	189,784	188,872	417,440
Total funds carried forward		<u>80,844</u>	<u>116,740</u>	<u>105,377</u>	<u>302,961</u>

Northern Shape T/A Equal Arts

Notes to the financial statements (Continued) for the year ended 31 March 2020

4. Donations and legacies

	2020	2019
	£	£
Grants receivable	313,412	252,664
Donations	31,122	36,641
	<u>344,534</u>	<u>289,305</u>

Grants receivable analysis:

	£
Community Foundation – Tyne and Wear & Northumberland – The Henry Smith Charity	26,984
ESC Lottery Fund (Sport England)	10,000
The Henry Smith Charity	17,500
National Heritage Lottery Fund	33,450
Arts Council England	16,500
Main Grants (Awards for All – National Lottery Community Fund)	9,980
Gateshead Council	5,614
Sir James Knott Charitable Trust	5,000
NESTA	120,000
Virgin Money #IWill	29,560
Masonic Charitable Foundation	24,000
Other	14,824
	<u>313,412</u>

5. Income from charitable activities

	2020	2019
	£	£
Earned income	77,017	82,053
Other income	-	2,583
	<u>77,017</u>	<u>84,636</u>

6. Investment income

	2020	2019
	£	£
Bank interest receivable	1,762	1,560

7. Raising funds

	2020	2019
	£	£
Wages and salaries	44,561	31,687
Individual Giving fundraising officer	18,000	18,000
Fundraising costs	758	1,645
	<u>63,319</u>	<u>51,332</u>

Northern Shape T/A Equal Arts

Notes to the financial statements *(Continued)* for the year ended 31 March 2020

8. Charitable activities costs

	Direct costs £	Support costs £	Total 2020 £	Total 2019 £
Wages and salaries	112,637	27,949	140,586	194,606
Staff travel and training	9,268	-	9,268	11,223
Direct project costs	180,795	-	180,795	161,053
Property costs	19,621	-	19,621	13,005
Office costs	14,650	-	14,650	20,785
Comms	20,483	-	20,483	17,140
Professional fees	1,600	-	1,600	6,739
Other costs	5,225	2,160	7,385	14,097
	<u>364,279</u>	<u>30,109</u>	<u>394,388</u>	<u>438,648</u>

9. Support costs

	2020 £	2019 £
Wages and salaries	27,949	44,286
Professional fees	-	36
Governance costs (note 10)	2,160	2,160
	<u>30,109</u>	<u>46,482</u>

10. Governance costs

	2020 £	2019 £
Independent examiners' fee	2,160	2,160
	<u>2,160</u>	<u>2,160</u>

11. Net incoming /(expenditure)

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

	2020 £	2019 £
Independent examiners' fee	2,160	2,160
Depreciation – owned assets	641	522
	<u>2,801</u>	<u>2,682</u>

Notes to the financial statements *(Continued)*
for the year ended 31 March 2020

12. Staff costs

	2020	2019
	£	£
Wages and salaries	124,891	137,890
Social security costs	43,526	53,356
Pension costs	16,719	35,047
	<u>185,136</u>	<u>226,293</u>

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

2020	2019
6	6
<u>6</u>	<u>6</u>

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

The charity trustees were neither paid nor received any other benefits from employment in the year (2019 - £nil) neither were they reimbursed expenses during the year (2019 - nil). No charity trustee received payment for professional services or other services supplied to the charity (2019 - nil).

The key management personnel of the charity comprise the trustees and one Director, in 2019 there were two Co-Directors. The total amount of employee emoluments received by key management personnel of the charity is £52,291 (2019 - £100,095).

Northern Shape T/A Equal Arts

Notes to the financial statements (Continued)
for the year ended 31 March 2020

13. Tangible fixed assets

	Fixtures and fittings £	Computer equipment £	Total £
Cost			
At 1 April 2019	2,935	3,824	6,759
Additions	-	-	-
Disposals	-	-	-
At 31 March 2020	<u>2,935</u>	<u>3,824</u>	<u>6,759</u>
Depreciation			
At 1 April 2019	1,369	2,677	4,046
Charge for year	212	429	641
Disposals	-	-	-
At 31 March 2020	<u>1,581</u>	<u>3,106</u>	<u>4,687</u>
Net book value			
At 31 March 2020	<u>1,354</u>	<u>718</u>	<u>2,072</u>
At 31 March 2019	<u><u>1,566</u></u>	<u><u>1,147</u></u>	<u><u>2,713</u></u>

14. Debtors: amounts falling due within one year

	2020 £	2019 £
Trade debtors	2,000	17,249
Prepayments	-	4,088
	<u>2,000</u>	<u>21,337</u>

15. Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	14,205	13,999
Social security and other taxes	3,154	5,338
Accruals	16,438	12,905
	<u>33,797</u>	<u>32,242</u>

16. Creditors: amounts falling due after more than one year

	2020 £	2019 £
Trade creditors	-	8,000

Notes to the financial statements (*Continued*)
for the year ended 31 March 2020

17. Analysis of funds

For the year ended 31 March 2020

	At 1 April 2019 £	Income £	Expenditure £	Transfers £	At 31 March 2020 £
Unrestricted funds					
General fund	80,844	96,914	(66,976)	(50,768)	60,014
Designated funds					
Redundancy reserve	25,400	-	-	30,000	55,400
Creative Ageing Programme	91,340	5,430	(29,351)	(27,800)	39,619
	<u>116,740</u>	<u>5,430</u>	<u>(29,351)</u>	<u>2,200</u>	<u>95,019</u>
Total unrestricted funds	<u>197,584</u>	<u>102,344</u>	<u>(96,327)</u>	<u>(48,568)</u>	<u>155,032</u>
Restricted funds					
HenPower	67,815	164,701	(163,655)	-	68,861
Creative Friends	28,112	17,560	(66,441)	20,768	-
Creative Age	-	39,294	(67,094)	27,800	-
Capacity Building	-	30,790	(30,790)	-	-
NLHF	-	33,450	(5,625)	-	27,825
IWill – Virgin	-	29,560	(12,712)	-	16,848
MECC	5,460	5,614	(11,074)	-	-
Creative Dementia Project	3,990	-	(3,990)	-	-
	<u>105,377</u>	<u>320,969</u>	<u>(361,381)</u>	<u>48,568</u>	<u>113,534</u>
Total funds	<u>302,961</u>	<u>423,313</u>	<u>(457,708)</u>	<u>-</u>	<u>268,567</u>

Designated funds

Redundancy reserve – the fund has been set up to cover contractual redundancy costs and estimated 6 months operational costs the charity would have to meet should it be required to wind up, this calculation is reviewed annually.

Restricted funds

HenPower – This projects works with older people, volunteers and care staff, equipping them with the skills and knowledge to become hen keepers in residential care settings. Alongside the hens, artists deliver creative programmes and involve school children, the community and volunteers.

Creative Friends - A project that enables older people to meet each other and go out to arts and creative venues and share their interests.

Creative Age and Dementia Project - This project works with arts venues to support them to develop imaginative creative ageing programmes that enable older people, particularly those with long term health conditions, to participate.

Notes to the financial statements (Continued)
for the year ended 31 March 2020

17. Analysis of funds (Continued)

Virgin Money #IWill – This cross generational project ‘Green Feet Friends’ supports young people’s social action in the community.

NLHF – This cross-generational project focuses on LGBT Activism in the North East to support in capturing oral histories and working with young people to produce a touring exhibition to be displayed across the North East.

Tyne & Wear Care Alliance – This project delivers training to care staff and supports the Creative Ageing Network for activities staff in Gateshead.

Making Every Contact Count - MECC is a Gateshead public health initiative about supporting people to make positive changes to their physical and mental health and wellbeing through everyday conversations and consistent information.

<u>For the year ended 31 March 2019</u>	At 1 April				At 31 March
	2018	Income	Expenditure	Transfers	2019
	£	£	£	£	£
Unrestricted funds					
General fund	38,784	108,977	(80,189)	13,272	80,844
Designated funds					
Redundancy reserve	38,672	-	-	(13,272)	25,400
Creative Ageing Programme	151,112	-	(49,157)	(10,615)	91,340
	<u>189,784</u>	<u>-</u>	<u>(49,157)</u>	<u>(23,887)</u>	<u>116,740</u>
Total unrestricted funds	<u>228,568</u>	<u>108,977</u>	<u>(129,346)</u>	<u>(10,615)</u>	<u>197,584</u>
Restricted funds					
HenPower	113,148	184,915	(230,248)	-	67,815
Creative Friends	50,976	35,010	(57,874)	-	28,112
Creative Age	-	24,055	(34,670)	10,615	-
Capacity Building	14,748	-	(14,748)	-	-
Volunteering	10,000	-	(10,000)	-	-
MECC	-	16,844	(11,384)	-	5,460
Creative Dementia Project	-	5,700	(1,710)	-	3,990
Total restricted funds	<u>188,872</u>	<u>266,524</u>	<u>(360,634)</u>	<u>10,615</u>	<u>105,377</u>
Total funds	<u>417,440</u>	<u>375,501</u>	<u>(489,980)</u>	<u>-</u>	<u>302,961</u>

Notes to the financial statements *(Continued)*
for the year ended 31 March 2020

18. Pension costs

The scheme is a defined contribution scheme and the pension charge represents the amount payable by the charity to the fund in respect of the year. Pension contributions payable for the year ended 31 March 2020 amount £16,719 (2019 - £35,047).

19. Related party disclosures

There were no related party transactions for the year ended 31 March 2020 (2019 – None).

20. Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2020	2019
	£	£
Net income/(expenditure) for the reporting period	(34,394)	(114,479)
Adjustments for:		
Depreciation charges	642	522
Interest received	(1,762)	(1,560)
(Increase) in debtors	19,337	(7,003)
Increase/(decrease) in creditors	(6,446)	30,154
Net cash provided by (used in) operating activities	<u>(22,623)</u>	<u>(92,366)</u>