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This report illustrates the richness of artistic opportunities Artrix is making available to as wide a range of people as possible in and around the District of Bromsgrove in our desire to deliver our aim of "arts for all." The Trustees' report provides greater detail on the wide range of activity the centre presents, both at our base at Artrix and through a range of outreach and community based work.

This has been a transitional year for the centre as our funding agreement with Bromsgrove District Council came to an end in March 2018. Our new Business plan through to 2020 is designed to make Artrix more resilient and even more engaged with local communities especially through the creation of opportunities for people new to participation in the arts.

Artrix continues to play a major part in the cultural life of the area. It attracts a substantial and appreciative audience and acts as an important resource for local artists, arts organisations, promoters and performing arts groups. Ensuring a welcoming and creative environment it offers a distinctive backdrop for businesses, an increasing number of which now use the centre for their activities.

Growth in our programme of work with children, families and young people is rewarding and we seek to ensure our programmes remain affordable and attractive and that those who are most in need gain the support they require to participate in activities on an equal basis.

We very much appreciate the support of audiences and participants, new and old. And we are grateful to everyone who plays a part in enabling Artrix to deliver its work: our public investors, Bromsgrove District Council, Worcestershire County Council and Arts Council England; companies, trusts, foundations and private individuals.

I thank my colleague board members for their vision and support and we salute the commitment of our staff team, volunteers, artistic partners and collaborators who deliver inspiring activity with and for audiences and participants from all walks of life.

Dorothy J. Wilson MBE, FRSA, D.Univ., D.Litt., D.Univ.
Chair
21 December 2018
TRUSTEES’ AND DIRECTORS’ REPORT
for the year ended 31 March 2018

The trustees (who are also the directors for the purposes of company law) present their report and accounts for the operating period ended 31 March 2018.

Reference and Administrative Information

Charity name
Bromsgrove Arts Centre Trust (also known as Artrix)

Charity Registration Number
1124900

Company number
05455644

Registered office
Artrix
School Drive
Bromsgrove
B60 1AX

Independent Auditors
PKF Cooper Parry Group Limited
Statutory Auditors
Park View
One Central Boulevard
Blythe Valley Business Park
Solihull
B90 8BG

Bankers
Natwest
Bromsgrove Branch
124 High Street
Bromsgrove
B61 8HJ

Principal Officers
Hannah Philips Artistic Director (to April 2018)
Vicky Cieciora General Manager (to June 2018)
Angela Galvin Interim Director (from April 2018)
TRUSTEES’ AND DIRECTORS’ REPORT
for the year ended 31 March 2018

Structure, Governance and Management

_Governing Document_

The charitable company is limited by guarantee and does not have share capital. It is governed by its Memorandum and Articles of Association.

Bromsgrove Arts Centre Trust (trading as Artrix) is a company limited by guarantee and a registered charity. It was incorporated on 18 May 2005, as amended by special resolution dated 14 March 2011. It was registered as a charity on 8 July 2008. The charitable company was dormant until it commenced activities on 1 July 2010.

_Recruitment and Appointment of Directors/Trustees_

The Board of Bromsgrove Arts Centre Trust is made up of 13 Directors/Trustees, of whom 9 are recruited from the community, 2 are appointed by HoW College (formerly North East Worcestershire College) and 2 are appointed by Bromsgrove District Council.

The Directors/Trustees of the charitable company who served during the year and up to the date of this report are set out below:

**Community**
Christopher Bovey
Christine Everall
Donna Farrugia
Fiona Larden (appointed 13 March 2018)
Winfred Maton
Samantha Preece
Jonathan Shapiro (appointed 13 March 2018)
Nicki Sharp
Dorothy Wilson MBE, FRSA, D.Litt, D.Univ.Chair

**Heart of Worcestershire College**
Charlotte Swain
Nicki Williams (appointed 26 September 2017)

**Bromsgrove District Council**
Cllr June GriffithsVice Chair
Cllr Caroline Spencer

_Trustee induction and training_

New Board members receive an induction and welcome from the Chair and Artistic Director on appointment. The charitable company maintains indemnity insurance for its Directors/Trustees.
Organisational Structure

The day to day management of activities, as directed by the Board, has been delegated to the Artistic Director who is assisted by a General Manager, Operational Team, and Sales and Communications Team. Operational matters are overseen by the management team and are carried out by teams of duty managers, technicians, admin and box office staff.

The charitable company is supported in its work by a team of 76 volunteers who staff its technical support, catering operation and provide ushering services for performances.

The board of Directors (trustees) meets on a regular basis. The Directors consider the Director and General Manager to constitute the senior management team and delegate the day to day running of the company to the Senior Management team.

During the year they were:

Hannah Philips    Artistic Director (to April 2018)
Vicky Cieciora   General Manager (to June 2018)

The recruitment of the Senior Management Team is conducted by the Chair and board members. The pay of the Senior Management Team is set with reference to national benchmarking using comparable roles in organisations similar to Artrix.

Our Purposes and Activities:

Artrix is an arts centre committed to promoting a high quality, diverse, inclusive and accessible arts and engagement programme for the local community and beyond.

Artrix was born out of the vision of local people and continues to contribute to the wellbeing of local communities through an arts programme that inspires, provides enjoyment, entertainment and learning.

Working in partnership with HoW College, Artrix is a place to learn and to develop new skills, whether you are an established artist, an emerging artist or a young person keen to try something new.

Our core values are:

- customer focused
- excellence
- partnership working
- equality and diversity
- arts for all
Over the past three years, Bromsgrove Arts Centre Trust (Artrix) has reviewed its business plan, strategies, artistic programme and resources. The strategic focus of the organisation has been recalibrated to better respond to fluctuations in the economic environment, partner relationships and financial models.

2017/2018 has been a transitional year. Trustees have remained informed of charitable and commercial performance, monitoring activity against key deliverables as set out in the Service Level Agreement with Bromsgrove District Council. 2018 marks the end of this three-year agreement, and the first year of the new business plan. The new reporting structure retains some of the SLA indicators as useful tools to measure opportunities and challenges.

Artrix actively programmes events for the annual Bromsgrove Festival. The Artrix festival hub has tended to focus on work with, and performances by, young people.

Bromsgrove Arts Alive groups continue to hire the venue to present their own work.

Bromsgrove Concerts continue to provide Artrix with a classical music programme.

Our gallery exhibition spaces are booked by local artists through until 2020.

Rhythm Time and Translucent Youth Dance Company continue to be resident at Artrix and Artrix Youth Theatre and Choirs are expanding.

We now run daytime classes for adults including Drawing, Pilates, Dancefit, Tai Chi, Chance to Dance in partnership with Dancefest. We run further dance classes in the evening for young people and adults in Ballet and Belly Dancing and we have introduced Family Yoga sessions, Photography and Film Making.

2017/18 saw us devise and programme 496 performances and screenings and facilitate 730 workshop activities, 255 more workshops than last year and 230 above the target figure.

Total ticketed attendance stands at 88,093, an increase of 11,000 on the previous year and 15,169 ahead of target. Of this total, 28,148 were children, young people and families - an increase of 3,000 from 2016/17.

We will continue to contribute to, and work with the town’s creative organisations and practitioners, and are committed to reviewing and reinforcing our contribution as a professional arts venue within a community setting.

Public Benefit

In shaping and reviewing its objectives and planning its activities, the trustees have considered the Charity Commission’s guidance on public benefit, including the guidance on public benefit and fee charging.

Artrix’s commitment is to continue providing the people of Bromsgrove, North Worcestershire, and the wider sub-region, with a year round programme of arts events and learning activities. These activities are designed to meet the interests of all, and embrace specific strands for children, young people, families, those of retirement age and people with disabilities. Artrix places a firm emphasis on equality of access, diversity of practice and of audiences/participants and the celebration of intercultural activities.
Our pricing policy reflects our objective to increase access to art for all in our community. Our ticket prices range from £3 - £30. Concessionary rates are available for most events. Our art exhibitions and our new soft play centre are free activities and our car park is also free of charge. We fundraise to help make our activities affordable and within the reach of those most in need. To view our programme, and for fuller details of ticket prices and discount terms and conditions, or to e-book, visit our website www.artrix.co.uk, email our enquiry team at: boxoffice@artrix.co.uk or telephone our booking office 01527 577330 or visit our booking office. Artrix communicates comprehensively to the general public through a dedicated interactive website and through a wide range of media, electronic and paper-based campaigns. Social media is used actively as a means for encouraging user interaction with on line content and through our communications.

The arts centre relies on grants and the income from fees and charges to cover its operating costs. In setting the level of fees, charges and concessions, the board gives very careful consideration to the accessibility of the centre for those on low incomes and those with particular needs.

Programme development

Artrix has a strong pull for music and comedy audiences. Comedy sell-outs have included Sarah Millican, Tom Stade, jimeoin, Robin Ince, Barry Cryer, Paul Foot, Paul Sinha and Phill Jupitus. Tribute sell-outs during the year have included Gordon Hendricks as Elvis, Johnny Cash Roadshow, Best of Wham, Counterfeit Stones, Fleetwood Bac, T.Rextasy and Genesis Connected.

We have also welcomed well established musicians, including Fairport Convention, the Travellers, the Manfreds, John Illsley, Chris Barber, Roy Hemmings, Cara Dillon, Raymond Froggatt and Craig Ogden. We have also opened the auditorium doors to welcome emerging local talent in January hosting a ‘BBC Introducing’ event at Artrix.

Cinema

Audiences for our cinema programme are inconsistent. Live screenings from the National Theatre, RSC and Royal Opera House tend to draw larger audiences but there are exceptions even to this rule.

Popular films have included Moonlight, Fences, Lion, Murder on the Orient Express, The Greatest Showman and Paddington 2.

Artrix is not yet on a circuit to regularly screen new films on release; and other cinema spaces locally and regionally are enhancing their offer. We are testing ways to respond in this competitive market.

The Valentine’s Day Brief Encounter screenings with afternoon tea for the matinee and tapas and prosecco in the evening accompanied by a classical pianist were well attended. However, attendance was very low for a Free LGBTQ History month networking event, followed by the screening of The Killing of Sister George celebrating the 50th anniversary of the film.

We will continue to explore ways of adding value and generating greater revenue from the cinema programme.
Participation and Engagement

A concerted effort to develop family audiences has resulted in growing numbers attending a rich programme of family shows, including Oddsocks, Wizard of Oz, Monstersaurus, Hairy Maclary, Red Earth’s accessible Mirror Mirror, magicians, Morgan and West, CBeebies favourites Sarah and Duck and Chris and Pui and Ensonglopedia of Science Full House introduced families to new work with their new telling of an old tale, The Elves and the Shoemaker.

Full House introduced families to new work with their new telling of an old tale, The Elves and the Shoemaker. We were heartened that several baby raves and bubble discos for our very youngest audiences and the studio shows of Leaf for 0-3 year olds, A Tam Tam Theatre production, all sold-out.

We welcomed new audiences for our Northern Soul evening and our Rocky Horror event and Scummy Mummies.

Other programming to engage with specific and under-represented audiences has included:

- Lite - a piece which focused on body image especially for young BAME women and girls. We received BDC Equality and Diversity funding to subsidise the ticket prices for this work for young audiences.
- Vamos’ piece Finding Joy, which included a relaxed performance for people living with dementia and their carers.
- The Dancing Club, which culminated in a disco in the foyer for a predominantly over 55s audience on a Monday evening.

While we have had successes in this area, we note that developing new audiences is a resource-intensive activity which we will re-evaluate year-by-year.

2017/18 saw our programming reach out of the building and into community settings. We produced Fusion, a blend of art forms in Bromsgrove Town Centre; Barnt Green Buskers, and the large-scale community event The Festival of Light, 2017 in Bromsgrove Town Centre.

We organised this event for Bromsgrove Town Centre, working closely with a commissioned artist and the Town Centre Manager. In the weeks leading up to the event there were lantern-making workshops in schools and with community groups, culminating in around 300 young people taking part in a lantern parade with a procession of dancing, costumed figures that drew a crowd of almost 1,000, with further engagement via social media.

The creative success of this event, the new community engagement it has developed, and the capacity to grow partnerships in the town encourages us to collaborate with Bromsgrove District Council on a similar project in 2018/19.
Business Development

2017/18 was the first year of the new three-year business plan. The document will be reviewed annually, with particular scrutiny on achievement against the five core objectives:

1. Developing our artistic and engagement provision, ambition and profile
2. Developing audiences and participants - particularly amongst families and young people
3. Diversifying and growing our income and resources to secure greater sustainability in the long term.
4. Developing new strategic partnerships
5. Developing our use of digital technology to enhance engagement

Marketing & Audience Development

A new website, launched in July, enables more online sales (67% of tickets are now sold online, an increase of 7% on last year) and more frequent e-communications to a 19,000 strong mailing list. Social media engagement and press coverage has also benefited.

Operational:

Equality & Diversity
We are an organisation committed to equality and diversity and ensuring we provide arts for all.

Volunteers
Volunteering opportunities at Artrix provide a strong link into the local community and are of huge value to the organisation. There are 79 active adult volunteers who have committed time over the last quarter. The volunteers run the bar, sell merchandise and usher. They are managed and mentored by the Duty Managers with one Duty Manager having the overall responsibility of the Volunteer Coordinator post as an addition to her role.

At the end of 2017/18 we introduced a new young volunteer scheme funded by the Social Action Fund offers 13 young people the chance to experience and influence activities across the organisation.

We continue to offer Supported Internships with Heart of Worcester College.

Learning from our engagement with young people as volunteers and interns will shape our policy for creating opportunity in future years.

Staff
The Director, Hannah Phillips, left the company at the end of the 2017/18 financial year. The trustees appointed Angela Galvin as Interim Director to the end of the 2018/19 financial year. Dr Galvin has extensive experience of organisational development within the creative sector.
Operational Communications

We have full staff meetings every 2-3 months and fortnightly / monthly team meetings and 1:1 meetings.

We have 2 /3 volunteer forums each year.

Trustees attend 2 staff meetings a year and 1 volunteers’ forum per year. Trustees also visit the arts centre and staff during working days.

We have introduced a staff / volunteers’ newsletter.

Building Development

During the period under review, trustees instigated a review of options for capital investment to support Artrix’s sustainability.

£4,000 investment has been secured from Bromsgrove District Council and £4,000 match investment from Artrix, is now held in restricted funds for exploring timely and realistic capital development opportunities.

Building developments through 2017-2018 have included:

- Two new flexible office spaces that have been built to increase commercial hire potential.
- Refurbished Rooms 2, 3, and 4 for commercial hire purposes.
- A new box office closer to the front doors.
- A new sound desk in the auditorium.

Financial Review

Artrix’s key financial objective is to ensure financial stability and sustainability so that it can pursue its artistic and engagement aims and objectives. In addition, funds were received from Bromsgrove District Council of £60,000 and rental income from HoW College of £55,219.

For the financial year Artrix recorded a surplus of £24,546.

Fundraising

The fundraising strategy has three major strands: Individual Giving; Trusts and Foundations and applications to Public Bodies.

Project grants were received from Worcestershire County Council, Bromsgrove District Council, North Worcestershire Community Safety Partnership, Birmingham City University, Arts Council England, Big Lottery Awards for All, Social Action Fund, The Helen Rachael Mackaness Trust and North Worcestershire Economic Development and Regeneration.

North Worcester Business Leaders selected Artrix as their chosen charity in 2017 and we were successful in meeting our Big Give Challenge target in 2018 with the help of our partners and supporters. These funds will be used as match funding for further projects around issues of young mental health.
Risks and Challenges

The financial assets of the charitable company are invested in Natwest Bank Current and Deposit accounts with Shawbrook Bank and Virgin Money. The Board is of the view that the current investment has a minimal risk for the charitable company.

The Directors/Trustees consider other risks associated with the charitable company and ensure that there is an adequate control environment to mitigate them through the practice of fire and health and safety risk assessment and monitoring, staff training in health, safety and security matters and the maintenance of safe operating practices and financial protocols laid down in the staff handbook.

A business risk assessment noting areas of financial and organisational risk to which the charitable company is exposed and identifying policies to mitigate those risks was updated by the Board in September 2016. The risk policies have been implemented, and are monitored for continuing effectiveness by the Artistic Director. They are fully assessed annually by the Board.

The Finance and Governance Committee meets several times a year and reports to the full Board. The Finance and Governance Committee reviews the effectiveness of all material internal controls, including operational, financial and compliance controls and risk management systems. The internal systems are designed to meet the Company's particular needs and the risks to which we are exposed, to manage those risks and to provide reasonable assurance that mitigation plans are realistic and likely to be effective. The Committee also reviews and advises the board on established regular procedures, including budgetary controls, and monitors the receipt of income and both revenue and capital expenditure.

The table below shows our identified key risks and how we manage them:

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<th>IDENTIFIED RISK</th>
<th>RISK MANAGEMENT STRATEGY</th>
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<tr>
<td>Reduction in Funding from Bromsgrove District Council (BDC)</td>
<td>• Sustain relationship with BDC to explore commissioning and other potential income streams</td>
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<td></td>
<td>• Developing further partnerships to diversify income strands.</td>
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<td></td>
<td>• Increase emphasis on fundraising</td>
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<td></td>
<td>• Increasing programme and hire income.</td>
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<tr>
<td>Developing artistic and engagement ambition and quality, diversifying audiences, and supporting emerging artists.</td>
<td>• Develop new partnerships</td>
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<td></td>
<td>• Explore new fundraising opportunities.</td>
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<td></td>
<td>• Target new audiences and participants to increase box office income.</td>
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<tr>
<td>Cash flow</td>
<td>• Regular monitoring and review</td>
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<td>Security – risk to the building, staff, users equipment.</td>
<td>• Consistent and regularly refreshed training for Duty Managers</td>
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<tr>
<td></td>
<td>• bringing in security staff for big music evenings.</td>
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<tr>
<td></td>
<td>• Ensure comprehensive insurance to cover all risks</td>
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Our Pricing policy

Our pricing policy reflects our objective to increase access to art for all in our community. Our ticket prices range from £3 - £30. Concessionary rates are available for most events. Our art exhibitions and our new soft play centre are free activities and our car park is also free of charge.

Principal Funding Sources
Artrix receives income from box office, fundraising, commercial hire and fees for engagement activities.

Investment policy

Artrix’s investments are held in current and deposit bank accounts so as to protect the capital invested with funds over £10,000 automatically transferred to and from the deposit account. The bank account balance is regularly reviewed and where funds can be committed they are transferred to higher interest accounts.

Reserves policy

The Artrix Board has considered the guidance published by the Charity Commission in respect of reserves and feel it prudent to begin to build a level of reserves both to support investment in Artrix and its work and to establish a buffer against any decrease in income.

Unrestricted reserves at the year-end totalled £176,332. Free reserves, that is those unrestricted reserves not represented by fixed assets, totalled £83,775 at the year end and the free reserves are represented by the following assets and liabilities:

- Stock £5,954
- Debtors £37,529
- Cash £318,126
- Creditors £240,013
- The strong commitment of future audiences is shown by advanced box office ticket sales of £146,384 which is included within the cash and creditors figures above. In the event that these performances are cancelled, this money would be returned to patrons.

As part of the future strategy, the Board has designated £85,000 of the free reserves to a business development fund in order to ring-fence funds towards the future development of Artrix.

Against the desire to build reserves, the Board are also mindful of their responsibilities to balance the charitable company’s financial stability with its charitable objectives and the fact that the organisation is supported by a range of stakeholders. There is a strong commitment from the Artrix Board to continue to develop the programme of events at Artrix and any surpluses generated are dedicated to sustain such developments.

As reported above, at the year end, free reserves total £83,775. The Board wishes to ensure that it retains sufficient free reserves to meet the costs of wind-up should that become necessary and further to provide an increased level of financial security given the nature of the current funding landscape.
Plans for Future Periods

During 2018/19, Artrix will be focusing on developing a robust organisational structure that enables Artrix to adopt more accurate, predictive and sustainable systems which will support delivery of the business plan aims through:

- Monitoring and responding swiftly to internal and external trends
- Harnessing innovative technologies to review business models and resources
- Connecting our vision, programme and commercial offer with new markets and partners
- Predicting and planning for changes in the wider cultural economy
- Matching (and pricing) activities to patterns of demand and use
- Measuring return on investment and incidental costs across all activities

We will also explore a ‘joined-up’ offer for young people through internships, volunteering and placements.

We will be looking to continue to programme more inclusive work and we will continue to programme relaxed film screenings and relaxed live performances. We are looking forward to Vamos’ return with Finding Joy and some focused work around engaging older people living with dementia and their carers as audience members. We are now an official member of the Dementia Action Alliance. We will continue to use our space in more artistically innovative ways, programme work and festivals in outdoor spaces and as we look to develop our audiences, there will be a focus on engaging further families and children.

Responsibilities of directors

The directors (who are also trustees of Bromsgrove Arts Centre Trust for the purposes of charity law) are responsible for preparing the Trustees’ and Directors’ Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepting Accounting Practice) including Financial Reporting Standard 102 “The Financial Reporting Standard Applicable in the UK and Republic of Ireland”.

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

The directors are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.
In so far as the directors are aware:

- there is no relevant audit information of which the charitable company’s auditors are unaware; and
- the directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company’s website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**Auditors**

The auditors PKF Cooper Parry Group Limited have expressed their willingness to continue in office and will be proposed for re-appointment at the Annual General Meeting.

In preparing this report, the directors have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

Approved by the directors on 21 December 2018 and signed on its behalf by

Dorothy Wilson MBE, FRSA, D.Litt, D.Univ.
Chair
Opinion

We have audited the financial statements of Bromsgrove Arts Centre Trust for the year ended 31 March 2018 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 “The Financial Reporting Standard applicable in the UK and Republic of Ireland”.

In our opinion the financial statements:

• give a true and fair view of the state of the charitable company's affairs as at 31 March 2018, and of the incoming resources and application of resources, including its income and expenditure, for the year then ended;

• have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and

• have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor’s responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC’s Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

• the directors’ use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or

• the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company’s ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The directors are responsible for the other information. The other information comprises the information included in the Trustees’ and Directors’ Report, other than the financial statements and our Auditor’s report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.
INDEPENDENT AUDITOR’S REPORT TO THE MEMBERS OF BROMSGROVE ARTS CENTRE TRUST

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees’ and Directors’ Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees’ and Directors’ Report has been prepared in accordance with legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees’ and Directors’ Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept by the charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the charitable company’s financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors’ remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies’ exemptions in preparing the Trustees’ and Directors’ Report and from the requirement to prepare a strategic report.

Responsibilities of directors

As explained more fully in the directors’ responsibilities statement, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the charitable company’s ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.
INDEPENDENT AUDITOR’S REPORT TO THE MEMBERS OF
BROMSGROVE ARTS CENTRE TRUST

Auditor’s responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council’s website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditor’s Report.

Use of our report

This report is made solely to the charitable company’s members, as a body, in accordance with Chapter 3 Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company’s members those matters we are required to state to them in an auditor’s report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company’s members as a body, for our audit work, for this report, or for the opinions we have formed.

Simon Atkins FCA
Senior Statutory Auditor
for and on behalf of:

PKF Cooper Parry Group Limited
Chartered Accountants and Statutory Auditor
One Central Boulevard
Blythe Valley Park
Solihull
West Midlands
B90 8BG

Date: 27 December 2018
BROMSGROVE ARTS CENTRE TRUST  
(a company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES  
(incorporating the income and expenditure account)  
for the year ended 31 March 2018

<table>
<thead>
<tr>
<th>Note</th>
<th>Unrestricted funds £</th>
<th>Restricted funds £</th>
<th>2018 Total £</th>
<th>2017 Total £</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Income from:**

*Donations and Legacies*  
3  
27,900  
-  
27,900  
23,476

*Other Trading Activities*  
Room hire income  
169,696  
-  
169,696  
147,497

*Income from Investments*  
Bank interest receivable  
2,140  
-  
2,140  
2,200

*Income from Charitable Activities*  
Grants receivable  
4  
65,017  
50,933  
115,950  
137,204

Learning and engagement income  
38,826  
-  
38,826  
37,525

Box office and catering income  
5  
666,443  
-  
666,443  
674,689

Other income  
6,938  
-  
6,938  
9,082

**Total income**  
996,960  
50,933  
1,047,893  
1,031,673

**Expenditure on:**

*Charitable activities*  
984,400  
38,947  
1,023,347  
1,062,535

**Total expenditure**  
984,400  
38,947  
1,023,347  
1,062,535

**Net movement in funds being**  
net income/(expenditure) before transfers  
12,560  
11,986  
24,546  
(30,862)

Transfers between funds  
13, 14  
(13,000)  
13,000  
-  
-

**Net movement in funds**  
(440)  
24,986  
24,546  
(30,862)

**Total funds brought forward**  
176,772  
6,835  
183,607  
214,469

**Total funds carried forward**  
176,332  
31,821  
208,153  
183,607

All of the above results are derived from continuing activities. All gains and loses recognised in the year are included above. The notes on pages 19 to 30 form part of these financial statements.
## BALANCE SHEET

Company Number: 05455644

as at 31 March 2018

<table>
<thead>
<tr>
<th>Note</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td><strong>Fixed assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tangible fixed assets</td>
<td>10</td>
<td>92,557</td>
</tr>
<tr>
<td><strong>Current assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stock</td>
<td>5,954</td>
<td>2,981</td>
</tr>
<tr>
<td>Debtors</td>
<td>11</td>
<td>37,529</td>
</tr>
<tr>
<td>Cash at bank and in hand</td>
<td>318,126</td>
<td>280,059</td>
</tr>
<tr>
<td><strong>Creditors: amounts falling due within one year</strong></td>
<td>12</td>
<td>(246,013)</td>
</tr>
<tr>
<td><strong>Net current assets</strong></td>
<td>115,596</td>
<td>106,362</td>
</tr>
<tr>
<td><strong>Total assets less liabilities</strong></td>
<td>208,153</td>
<td>183,607</td>
</tr>
<tr>
<td><strong>Unrestricted funds</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Designated</td>
<td>13</td>
<td>90,288</td>
</tr>
<tr>
<td>General</td>
<td>13</td>
<td>86,044</td>
</tr>
<tr>
<td><strong>Restricted funds</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>31,821</td>
<td>6,835</td>
</tr>
<tr>
<td><strong>Total funds</strong></td>
<td>15</td>
<td>208,153</td>
</tr>
</tbody>
</table>

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006.

The notes on page 20 to 31 form part of these financial statements.

Approved by the Board on 21 December 2018 and signed on its behalf by:

Dorothy Wilson MBE, FRSA, D.Litt, D.Univ.
Chair
## CASHFLOW STATEMENT

for the year ended 31 March 2018

<table>
<thead>
<tr>
<th>Note</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Cash flow from operating activities</td>
<td>19</td>
<td>78,784</td>
</tr>
<tr>
<td>Cash flow from investing activities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest Received</td>
<td></td>
<td>2,140</td>
</tr>
<tr>
<td>Purchase of Fixed Assets</td>
<td></td>
<td>(42,857)</td>
</tr>
<tr>
<td>Adjustment to/Disposals of Fixed Assets</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td><strong>Net cash outflow from investing activities</strong></td>
<td></td>
<td>(40,718)</td>
</tr>
<tr>
<td>Net increase/(decrease) in cash and cash equivalents</td>
<td></td>
<td>38,067</td>
</tr>
<tr>
<td>Cash and cash equivalents at 1 April 2017</td>
<td></td>
<td>280,059</td>
</tr>
<tr>
<td>Cash and cash equivalents at 31 March 2018</td>
<td></td>
<td>318,126</td>
</tr>
</tbody>
</table>
1a Accounting policies

Basis of preparation

Bromsgrove Arts Centre Trust is a charity limited by guarantee in the United Kingdom. In the event of the charity being wound up every member undertakes to contribute an amount not exceeding £1 to the assets of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are to provide Bromsgrove with a year round programme of theatre, dance, music, cinema and exhibitions, supported by an educational programme of classes, workshops and residencies. It does this through both direct promotion and partnership with other cultural organisations.

The charity constitutes a public benefit entity as defined by FRS 102. 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 on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are prepared in sterling which is the functional currency of the charity.

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.

Fund accounting

Restricted funds

Restricted funds represent grants and donations which are subject to restrictions on their expenditure imposed by the donor through the terms of an appeal.

Unrestricted funds and designated funds

Unrestricted funds represent funds that are expendable at the discretion of the Board in the furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment. Designated funds are those funds which are unrestricted in nature but which have been designated by the Board to be used in a particular manner.
1b Accounting policies (continued)

Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charitable company is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

- Voluntary income by way of grants, donations and gifts is included in full in the Statement of Financial Activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charitable company are recognised when it becomes unconditionally entitled to the grant.

- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charitable company earns the right to consideration by its performance. Where income is received in advance of performance it is treated as deferred income and included within creditors.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred.

Charitable expenditure comprises those costs incurred by the charitable company in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charitable company and include audit fees and costs linked to the strategic management of the charitable company.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity comprise both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

VAT

Bromsgrove Arts Centre Trust is a charity partially exempt for Value Added Tax. VAT is not fully recoverable on all expenditure due to the Charity being able to retain VAT on its own income derived from cultural activities. A quarterly calculation and a subsequent annual review is carried out to calculate the value of VAT which is recoverable by the charity, this is included as a credit in the Statement of Financial Activities.
1b Accounting policies (continued)

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

- Office equipment: 20% - 33% straight line
- Fixtures and equipment: 20% - 33% straight line

The charity capitalises fixed assets over a value of £1,000.

Operating leases

Rentals applicable to operating leases where substantially all the benefits and risks of ownership remain with the lessor are reflected in the Statement of Financial Activities as incurred.

Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within any year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Recognition of liabilities

Liabilities are recognised when an obligation arises to transfer economic benefits as a result of past transactions or events.

Stock

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing stock to its present location and condition. Cost is calculated using the first-in, first-out formula. Provision is made for damaged, obsolete and slow-moving stock where appropriate.

Tax

The charity is an exempt charity within the meaning of Schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Employee Benefits

When employees have rendered services to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.
NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2018

2 Net incoming resources

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Depreciation</td>
<td>27,545</td>
<td>34,117</td>
</tr>
<tr>
<td>Auditors’ remuneration</td>
<td>6,000</td>
<td>4,473</td>
</tr>
</tbody>
</table>

These are stated after charging the following:

3 Voluntary income – donations and similar incoming resources

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Unrestricted</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sponsorship</td>
<td>1,130</td>
<td>2,641</td>
</tr>
<tr>
<td>Volunteer fundraising</td>
<td>2,051</td>
<td>880</td>
</tr>
<tr>
<td>Website donations and individual giving</td>
<td>24,719</td>
<td>19,955</td>
</tr>
<tr>
<td></td>
<td>27,900</td>
<td>23,476</td>
</tr>
</tbody>
</table>

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2018

4  Incoming resources from activities to further the trust’s objects

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Unrestricted grants receivable</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Bromsgrove District Council</td>
<td>60,000</td>
<td>60,000</td>
</tr>
<tr>
<td>- Worcestershire County Council</td>
<td>-</td>
<td>15,000</td>
</tr>
<tr>
<td>- Bournville Charitable Trust</td>
<td>-</td>
<td>10,000</td>
</tr>
<tr>
<td>- Others</td>
<td>5,017</td>
<td>7,095</td>
</tr>
<tr>
<td><strong>Total Unrestricted grants</strong></td>
<td>65,017</td>
<td>92,095</td>
</tr>
<tr>
<td><strong>Restricted grants receivable</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Worcester County Council – Outspoken</td>
<td>1,000</td>
<td>3,000</td>
</tr>
<tr>
<td>- NHS University Hospital Birmingham – Outspoken</td>
<td>-</td>
<td>10,000</td>
</tr>
<tr>
<td>- Birmingham City University – Outspoken</td>
<td>-</td>
<td>10,000</td>
</tr>
<tr>
<td>- Arts Council – Outspoken</td>
<td>-</td>
<td>13,500</td>
</tr>
<tr>
<td>- Arts Council – Arts for Children</td>
<td>-</td>
<td>760</td>
</tr>
<tr>
<td>- Watershed Arts Trust Limited – BFI Black Star</td>
<td>-</td>
<td>1,885</td>
</tr>
<tr>
<td>- Bromsgrove District Council – LGBT</td>
<td>-</td>
<td>1,000</td>
</tr>
<tr>
<td>- Bromsgrove District Council – Multicultural</td>
<td>-</td>
<td>250</td>
</tr>
<tr>
<td>- Wyre Forest DC – Illuminate Lantern Parade</td>
<td>6,000</td>
<td>1,500</td>
</tr>
<tr>
<td>- Arts Connect West Midlands – ACWM Bursary</td>
<td>-</td>
<td>813</td>
</tr>
<tr>
<td>- University of Wolverhampton – Mentoring Bursary</td>
<td>-</td>
<td>603</td>
</tr>
<tr>
<td>- Bromsgrove District Council – Capital Feasibility Study</td>
<td>4,000</td>
<td>-</td>
</tr>
<tr>
<td>- Open Door Youth Counselling – Outspoken</td>
<td>3,000</td>
<td>-</td>
</tr>
<tr>
<td>- The Birmingham Repertory Theatre – Outspoken</td>
<td>500</td>
<td>-</td>
</tr>
<tr>
<td>- The Courtyard Trust – Outspoken</td>
<td>500</td>
<td>-</td>
</tr>
<tr>
<td>- Birmingham City University – Outspoken</td>
<td>5,000</td>
<td>-</td>
</tr>
<tr>
<td>- Bromsgrove Festival – High Street Dance Project</td>
<td>3,000</td>
<td>-</td>
</tr>
<tr>
<td>- Wyre Forest District Council – Barnt Green Buskers</td>
<td>1,500</td>
<td>-</td>
</tr>
<tr>
<td>- Worcester County Council – Inspiring Futures Project</td>
<td>1,400</td>
<td>-</td>
</tr>
<tr>
<td>- Big Lottery Fund – Disorder – School Mental Health</td>
<td>9,820</td>
<td>-</td>
</tr>
<tr>
<td>- Worcester Community Donation – Youth Social Action Fund</td>
<td>4,974</td>
<td>-</td>
</tr>
<tr>
<td>- Wyre Forest District Council – Morph Event</td>
<td>1,000</td>
<td>-</td>
</tr>
<tr>
<td>- Redditch Borough Council – CSE project</td>
<td>1,500</td>
<td>-</td>
</tr>
<tr>
<td>- Helen Rachael Mackaness Charitable Trust – Piano Restoration Project</td>
<td>6,500</td>
<td>-</td>
</tr>
<tr>
<td>- Other</td>
<td>1,239</td>
<td>988</td>
</tr>
<tr>
<td><strong>Total Restricted grants</strong></td>
<td>50,933</td>
<td>44,299</td>
</tr>
</tbody>
</table>

5  Box office and catering income

(all unrestricted)

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cinema sales</td>
<td>60,476</td>
<td>63,246</td>
</tr>
<tr>
<td>Catering income</td>
<td>146,225</td>
<td>141,234</td>
</tr>
<tr>
<td>Box Office sales – events</td>
<td>476,026</td>
<td>467,943</td>
</tr>
<tr>
<td>Other</td>
<td>3,716</td>
<td>2,266</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>686,443</td>
<td>674,689</td>
</tr>
</tbody>
</table>
## NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2018

### 6 Total resources expended

<table>
<thead>
<tr>
<th>Cinema</th>
<th>Live Events</th>
<th>Education and Outreach</th>
<th>Catering</th>
<th>Development</th>
<th>Arts Governance</th>
<th>Hires</th>
<th>2018 Total</th>
<th>2017 Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>£</td>
<td>£</td>
<td>£</td>
<td>£</td>
<td>£</td>
<td>£</td>
<td>£</td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Film hire and transport</td>
<td>31,096</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>31,096</td>
<td>33,526</td>
</tr>
<tr>
<td>Artists costs</td>
<td>-</td>
<td>296,219</td>
<td>24,545</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>320,764</td>
<td>352,154</td>
</tr>
<tr>
<td>Performing rights royalties</td>
<td>729</td>
<td>14,122</td>
<td>342</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>15,193</td>
<td>12,671</td>
</tr>
<tr>
<td>Catering purchases</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>62,925</td>
<td>-</td>
<td>-</td>
<td>62,925</td>
<td>66,611</td>
</tr>
<tr>
<td>Other direct costs</td>
<td>-</td>
<td>9,526</td>
<td>527</td>
<td>-</td>
<td>69,746</td>
<td>-</td>
<td>79,799</td>
<td>79,796</td>
</tr>
</tbody>
</table>

**Costs directly allocated to activities**

**Support costs allocated to activities**

- Wages, salaries and other staff costs: 6,527, 206,782, 13,655, 16,844, 30,039, - | 6,892 | 280,739 | 259,750 |
- Marketing: 37,123, 9,282, 13,655, 16,844, 30,039, - | 46,404 | 37,416 |
- IT Costs: 911, 29,253, 1,541, 2,311, - | 34,166 | 15,430 |
- Premises: 305, 9,842, 519, 4,775, 10,664, - | 5,729 | 31,843 |
- Repairs and renewals: 383, 12,327, 650, 2,991, - | 3,589 | 19,940 |
- Insurance: 88, 2,854, 150, 3,092, - | 6,185 | 5,524 |
- Licences: - | 931 | 49 | 3,618 | 980 | 741 |
- Heat and light: 542, 17,134, 904, 190, 4,718, - | 4,811 | 28,299 |
- Travel and motor: - | 1,031 | 320 | 150 | 1,501 | 5,200 |
- Rates and water: - | 2,180 | 120 | 3,129 | 1,477 | 6,906 |
- Telephone: 2,530, 2,403, 127, 631, 631 | - | 6,322 | 6,409 |
- Office costs: 1,915, 1,819, 96, 478, 478 | - | 4,786 | 25,790 |
- Depreciation: 7,109, 17,677, 932, 1,275, 551 | - | 27,544 | 34,118 |
- Bank charges: - | 735 | 82 | - | 817 | 737 |
- Professional charges: - | 171 | 19 | 47 | 237 | 5,315 |
- Equipment hire: - | 5,231 | 275 | - | - | 5,006 |
- Other costs: 90, 2,078, 233, 600, 3,002 | - | 6,002 | 2,031 |

**Total** | 52,225 | 669,438 | 54,367 | 96,196 | 123,308 | 5,315 | 22,498 | 1,023,347 | 1,062,535 |

Support costs are allocated on the following basis: Wages and salaries: actual time spent on activity and other costs: estimate of resources spent on activity.

Of the above costs £984,400 (2017: £995,616) was attributable to unrestricted expenditure and £38,947 (2017: £66,919) was attributable to restricted expenditure.
NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2018

7 Staff costs and number

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and wages</td>
<td>268,417</td>
<td>239,855</td>
</tr>
<tr>
<td>Social security</td>
<td>4,777</td>
<td>14,039</td>
</tr>
<tr>
<td>Staff training costs</td>
<td>5,406</td>
<td>5,238</td>
</tr>
<tr>
<td>Pension costs</td>
<td>1,186</td>
<td>618</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>279,786</strong></td>
<td><strong>259,750</strong></td>
</tr>
</tbody>
</table>

The average number of employees during the year was:

- Artistic Director: 1 (2017: 1)
- Administration and support: 20 (2017: 20)

The full time equivalent number of employees during the year was 14 (2017:14).

No employee earned in excess of £60,000.

In addition to the above paid staff, there are 76 (2017: 76) volunteers who assist duty staff with ushering and catering tasks, learning & engagement activities and the technical team with event presentation.

The total amount of employee benefits received by key management personnel is £63,869 (2017: £63,088). The trust considers its key management personnel comprise of two individuals and they are detailed in the Trustees’ and Directors’ Report.

8 Board remuneration and related party transactions

No Board member received any remuneration or was reimbursed expenses during the year.

No Board member or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

9 Taxation

As a charity, Bromsgrove Arts Centre Trust, is exempt from tax on income and gains falling within section 478 of the Taxes Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

No tax charges have arisen within the charity.
## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2018

### 10 Tangible fixed assets

<table>
<thead>
<tr>
<th></th>
<th>Plant and machinery</th>
<th>Fixtures and fittings</th>
<th>Office equipment</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cost</strong></td>
<td>£</td>
<td>£</td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>At 1 April 2017</td>
<td>191,737</td>
<td>66,008</td>
<td>30,171</td>
<td>287,916</td>
</tr>
<tr>
<td>Additions</td>
<td>5,208</td>
<td>9,616</td>
<td>28,033</td>
<td>42,857</td>
</tr>
<tr>
<td><strong>At 31 March 2018</strong></td>
<td>196,945</td>
<td>75,624</td>
<td>58,204</td>
<td>330,773</td>
</tr>
</tbody>
</table>

### Depreciation

<table>
<thead>
<tr>
<th></th>
<th>£</th>
<th>£</th>
<th>£</th>
<th>£</th>
</tr>
</thead>
<tbody>
<tr>
<td>At 1 April 2017</td>
<td>136,814</td>
<td>54,967</td>
<td>18,890</td>
<td>210,671</td>
</tr>
<tr>
<td>Charge for the year</td>
<td>17,353</td>
<td>7,966</td>
<td>2,226</td>
<td>27,545</td>
</tr>
<tr>
<td><strong>At 31 March 2018</strong></td>
<td>154,167</td>
<td>62,933</td>
<td>21,116</td>
<td>238,216</td>
</tr>
</tbody>
</table>

### Net book value

<table>
<thead>
<tr>
<th></th>
<th>£</th>
<th>£</th>
<th>£</th>
<th>£</th>
</tr>
</thead>
<tbody>
<tr>
<td>At 31 March 2018</td>
<td>42,779</td>
<td>12,691</td>
<td>37,088</td>
<td>92,557</td>
</tr>
<tr>
<td><strong>At 31 March 2017</strong></td>
<td>54,923</td>
<td>11,041</td>
<td>11,281</td>
<td>77,245</td>
</tr>
</tbody>
</table>

### 11 Debtors

<table>
<thead>
<tr>
<th></th>
<th>£ 2018</th>
<th>£ 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade debtors</td>
<td>8,619</td>
<td>2,771</td>
</tr>
<tr>
<td>Prepayments</td>
<td>28,910</td>
<td>22,996</td>
</tr>
<tr>
<td>Other debtors</td>
<td></td>
<td>544</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>37,529</td>
<td>26,311</td>
</tr>
</tbody>
</table>

### 12 Creditors: amounts due within one year

<table>
<thead>
<tr>
<th></th>
<th>£ 2018</th>
<th>£ 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade creditors</td>
<td>39,845</td>
<td>21,532</td>
</tr>
<tr>
<td>Other creditors</td>
<td>9,449</td>
<td>19,724</td>
</tr>
<tr>
<td>Other taxation</td>
<td>11,421</td>
<td>8,887</td>
</tr>
<tr>
<td>Accruals</td>
<td>38,914</td>
<td>37,282</td>
</tr>
<tr>
<td>Deferred income</td>
<td>146,384</td>
<td>115,564</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>246,013</td>
<td>202,989</td>
</tr>
</tbody>
</table>
NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2018

<table>
<thead>
<tr>
<th>13</th>
<th>Unrestricted reserves</th>
<th>Balance at 1 April 2017</th>
<th>Incoming resources</th>
<th>Outgoing resources</th>
<th>Transfers</th>
<th>Balance at 31 March 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Designated funds</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business Development Fund</td>
<td>85,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>85,000</td>
</tr>
<tr>
<td>Individual giving 16/17</td>
<td>13,076</td>
<td>-</td>
<td>-</td>
<td>(12,163)</td>
<td>913</td>
<td></td>
</tr>
<tr>
<td>The Big Give Christmas Challenge</td>
<td>-</td>
<td>5,017</td>
<td>(642)</td>
<td>-</td>
<td>4,375</td>
<td></td>
</tr>
<tr>
<td>General funds</td>
<td>78,696</td>
<td>991,943</td>
<td>(983,758)</td>
<td>(837)</td>
<td>86,044</td>
<td></td>
</tr>
</tbody>
</table>

The designated funds represent funds that have been ring fenced by the trustees for the following purposes:

Business Development Fund - funds ring fenced for the future development of Artrix.

Individual Giving 16/17 – this fund is to be used for our work with and for young people during 2017/2018. It will be divided between our mental health projects for young people, a large scale lantern project offering free lantern making workshops and subsidising ticket prices for programmed work for young people and children at Artrix.

The Big Give Christmas Challenge - The Big Give Christmas Challenge offers supporters of participating charities the opportunity to have their donation doubled on theBigGive.org.uk. £1,743 was raised via individual online pledges, £600 from North Worcestershire Business Leaders and Bizsmart (Big Give Pledgers) and a further £1,500 from The Reed Foundation (The Big Give Champion). These funds were used as match funding for further projects around issues of young mental health.
BROMSGROVE ARTS CENTRE TRUST  
(a company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2018

<table>
<thead>
<tr>
<th>14</th>
<th>Restricted reserves</th>
<th>Balance at 1 April 2017</th>
<th>Incoming resources £</th>
<th>Outgoing resources £</th>
<th>Transfers £</th>
<th>Balance at 31 March 2018 £</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>£</td>
<td>£</td>
<td>£</td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>New Generation</td>
<td></td>
<td>1,010</td>
<td>-</td>
<td>(1,010)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>LGBT</td>
<td></td>
<td>443</td>
<td>-</td>
<td>(443)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>The Next Decade</td>
<td></td>
<td>239</td>
<td>-</td>
<td>(239)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Piano Renovation</td>
<td></td>
<td>975</td>
<td>6,500</td>
<td>-</td>
<td>-</td>
<td>7,475</td>
</tr>
<tr>
<td>Arts Award</td>
<td></td>
<td>78</td>
<td>-</td>
<td>(78)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Film Ambassadors</td>
<td></td>
<td>565</td>
<td>-</td>
<td>(565)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Multicultural</td>
<td></td>
<td>354</td>
<td>-</td>
<td>(354)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Family Fun</td>
<td></td>
<td>29</td>
<td>-</td>
<td>(29)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Dance Engagement</td>
<td></td>
<td>400</td>
<td>-</td>
<td>(400)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Visual Arts Engagement</td>
<td></td>
<td>250</td>
<td>-</td>
<td>(250)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>ACWM Bursary Leadership</td>
<td></td>
<td>740</td>
<td>-</td>
<td>(740)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Illuminate Lantern Parade</td>
<td></td>
<td>1,168</td>
<td>6,000</td>
<td>(9,168)</td>
<td>2,000</td>
<td>-</td>
</tr>
<tr>
<td>Mentoring Bursary</td>
<td></td>
<td>584</td>
<td>-</td>
<td>(584)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Christmas Morph Suits</td>
<td></td>
<td>-</td>
<td>1,000</td>
<td>(1,000)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>CSE Project</td>
<td></td>
<td>-</td>
<td>1,500</td>
<td>(1,000)</td>
<td>565</td>
<td>1,065</td>
</tr>
<tr>
<td>Disorder-Schools Mental Health</td>
<td></td>
<td>-</td>
<td>9,820</td>
<td>(1,513)</td>
<td>1,000</td>
<td>9,307</td>
</tr>
<tr>
<td>Inspiring Futures Project</td>
<td></td>
<td>-</td>
<td>1,400</td>
<td>(1,400)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Barnt Green Buskers</td>
<td></td>
<td>-</td>
<td>1,500</td>
<td>(1,500)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>High Street Dance Project</td>
<td></td>
<td>-</td>
<td>3,035</td>
<td>(3,035)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>WCF-Youth Social Action Fund</td>
<td></td>
<td>-</td>
<td>4,974</td>
<td>-</td>
<td>1,000</td>
<td>5,974</td>
</tr>
<tr>
<td>Outspoken</td>
<td></td>
<td>-</td>
<td>11,204</td>
<td>(16,204)</td>
<td>5,000</td>
<td>-</td>
</tr>
<tr>
<td>Capital Feasibility</td>
<td></td>
<td>-</td>
<td>4,000</td>
<td>-</td>
<td>4,000</td>
<td>8,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>6,835</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>50,933</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(38,947)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>13,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>31,821</td>
</tr>
</tbody>
</table>

The above reserves are held for the following purposes:

New Generation Festival: funding specifically to extend young people's creative opportunities
LGBT: free screening of the film Pride and associated networking event.
The Next Decade: working in partnership with students from Birmingham City University in order to launch Artrix’s fundraising campaign to raise funds for our work with and for children and young people.
Piano Renovation: funds raised specifically for renovation of the Steinway D grand piano.
Arts Award: funding specifically to deliver Arts Award, young people’s accredited qualification.
Film Ambassadors: funding specifically to research and develop a young people’s film education programme.
Multicultural: free screening of the film The Colour Purple and associated networking event.
14 **Restricted reserves (continued)**

Family Fun to develop new family audiences, enhance engagement and to offer an example of the range of artistic and family activities on offer at Artrix.

Dance Engagement to increase accessibility for dance for young people and children.

Visual Art Engagement to increase accessibility for visual arts for young people and children.

ACWM Bursary Leadership to enable Leadership Training.

Illuminate Lantern Parade to provide Lantern Parade in Bromsgrove Town Centre.

Mentoring Bursary person specific funding to provide mentoring.

Christmas Morph Suits costumes for a dance event funded by BDC and Wyre FDC.

CSE Project to make a short film with young people around issues of Child Sexual Health received from North Worcestershire Community Safety Project.

Disorder-Schools Mental Health to develop a performance project with young people.

Inspiring Futures Project: to work with vulnerable young people at risk of offending or experiencing mental health issues.

Barnt Green Buskers to produce a day of free music entertainment.

WCF – Youth Social Action to support a programme of knowledge and skills development for young volunteers.

High Street Dance Project to produce a free dance event.

Outspoken funds for an independent company of emerging artists based at Artrix during 2017-2018.

Capital Feasibility investment from Bromsgrove District Council and match investment from Artrix to explore timely and realistic capital development opportunities.

15 **Analysis of net assets between funds**

<table>
<thead>
<tr>
<th></th>
<th>Unrestricted funds £</th>
<th>Restricted funds £</th>
<th>2018 Total £</th>
<th>2017 Total £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tangible fixed assets</td>
<td>92,557</td>
<td>-</td>
<td>92,557</td>
<td>77,245</td>
</tr>
<tr>
<td>Net current assets</td>
<td>83,775</td>
<td>31,821</td>
<td>115,596</td>
<td>106,362</td>
</tr>
<tr>
<td></td>
<td><strong>176,332</strong></td>
<td><strong>31,821</strong></td>
<td><strong>208,153</strong></td>
<td><strong>183,607</strong></td>
</tr>
</tbody>
</table>
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2018

16 Financial commitments

<table>
<thead>
<tr>
<th></th>
<th>2018 Other</th>
<th>2017 Other</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td></td>
</tr>
<tr>
<td>One year</td>
<td>5,572</td>
<td>5,572</td>
</tr>
<tr>
<td>Two to five years</td>
<td>5,775</td>
<td>11,347</td>
</tr>
</tbody>
</table>

The charitable company has guaranteed future minimum lease payments under the following non-cancellable operating leases

17 Capital commitments

The charity had capital commitments of £25,000 as at 31 March 2018.

18 Related party transactions

A number of the Board members of Bromsgrove Arts Centre Trust have interests in organisations which have provided support and funding to the charity in the year. The Trustees of Bromsgrove Arts Centre Trust have considered the disclosure requirements of Accounting and Reporting by Charities: Statement of Recommended Practice (SORP FRS 102) and of Financial Reporting Standard 102, and consider that the transactions requiring disclosure are as follows:

Councillors June Griffiths and Caroline Spencer are appointed by Bromsgrove District Council. During the period the charity received grants of £60,000 (2017: £60,000) from Bromsgrove District Council.

Councillor June Griffiths was appointed by Worcestershire County Council (until 4 May 2017). During the period the charity received grants of £2,400 (2017: £19,280).

Nikki Williams and Charlotte Swain are appointed by and represent, HoW College. During the period, the charity received rental income of £55,219 (2017: 2017: £55,219) from HoW college.

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

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Net income/(expenditure) for the year</td>
<td>24,546</td>
<td>(30,862)</td>
</tr>
<tr>
<td>Interest receivable</td>
<td>(2,140)</td>
<td>(2,200)</td>
</tr>
<tr>
<td>Depreciation</td>
<td>27,545</td>
<td>34,117</td>
</tr>
<tr>
<td>(Increase)/Decrease in Stock</td>
<td>(2,973)</td>
<td>1,462</td>
</tr>
<tr>
<td>(Increase)/Decrease in Debtors</td>
<td>(11,218)</td>
<td>9,602</td>
</tr>
<tr>
<td>Increase/(Decrease) in Creditors</td>
<td>43,024</td>
<td>(19,105)</td>
</tr>
<tr>
<td>Net cash flow from operating activities</td>
<td>78,784</td>
<td>(6,986)</td>
</tr>
</tbody>
</table>