



Trustees' Annual Report for the period

From *1st January 2020 To 31st December 2020*

Charity name: **Newbiggin Arts Centre**
(formerly known as **The Little Gem Arts and Crafts Gallery**)

Charity registration number: **1163002**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The advancement of education in arts and crafts for the public benefit of people living in Northumberland in particular but not exclusively by providing tuition and art/craft facilities
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	We provide a space for artists to carry out their artistic work and to exhibit their work to the public. The Centre also hosts art clubs that are open to the public to join.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All activities are planned with regard to the guidance on public benefit by the charity commission.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	All our trustees and helpers are volunteers, providing their time free-of-charge for the benefit of the local community
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>In early 2020 we continued to run the extant watercolours workshops, oil club, acrylics club, craft club and children's art club.</p> <p>Because of the COVID-19 restrictions from March onwards, we had to restrict our workshops to a maximum of 6 persons (when able to open), which severely curtailed our income and the service provided to the community. However, due to Government assistance and various grants, we were able to survive the time of limited operations.</p> <p>The new administration, with new vitalised Trustees, took over running the Charity in August; used the hiatus of the National Lockdown to refurbish the Centre, improve the working and display environments, and re-brand; the resulting Centre better serves the community and establishes a basis for an expanding more 'up market' operation.</p> <p>We continue to work with like-minded organisations to address the needs of the community as they relate to all sectors of arts and crafts.</p> <p>The charity has now firmly established itself, in its newly-refurbished shop-front facilities, as a 'go to' venue for artists old and young, expert and novice, and to all diverse and disadvantaged individuals.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Despite the COVID restrictions to operations, the Charity has improved liquidity and a basis for ongoing improvement. However, post-COVID the Trustees shall have to improve income generation to maintain this stability.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Money held in reserves will be used for its obligation for rents for its premise and for support and refurbishment cost for its new premise it hopes to acquire in 2021 as well as a support for the normal running cost of the charity.
Amount of reserves held	Para 1.22	£15,500
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	No material deficit
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Restoring members' attendance and resultant financial stability in the post-COVID period are the highest priorities for 2021

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Members attendance fees, the small retail outlet and commission from artists' sales, together with Grants from various sources
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	Financial insolvency due to lack of planned growth or strategy. The new administration fully recognises this risk and are working hard to mitigate it, despite the impact of COVID-19 restrictions.
Other		It is envisaged that the newly-refurbished Centre will attract new participants and better quality artworks for exhibition; the latter acting as a further catalyst to expansion and stability.

Structure, Governance and Management

Description of charity's trusts:		Venue for artist workshops, clubs and social meeting place
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Selected and appointed by extant Trustees

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Newbiggin Arts Centre
Other name the charity uses	
Registered charity number	1163002
Charity's principal address	27 Gibson Street Newbiggin-by-the-Sea Northumberland NE64 6BW
Telephone	077 66 856 365
Website	www.newbigginartscentre.org

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Stephen Wilkinson	Chair & Treasurer		The Trustees
2	Susan Case	Secretary		The Trustees
3	Christine Davison			The Trustees
4	Keith Robson		Appointed 29 Sept 2020	The Trustees
5	Valerie Hearn		Appointed 29 Sept 2020	The Trustees
6	Heather Peel		Appointed 29 Sept 2020	The Trustees
7	Fiona Rowley		Appointed 29 Sept 2020	The Trustees
8	Susan Nicholson		Appointed 29 Sept 2020	The Trustees
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

--

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>Steve R Wilkinson.</i>	
Full name(s)	Stephen Wilkinson	
Position (eg Secretary, Chair, etc)	Chair	
Date	19 th April 2021	

NEWBIGGIN ARTS CENTRE: Formerly Little Gem Arts and Crafts Gallery

A Charitable Incorporated Organisation No. 1163002

BALANCE SHEET AS AT 31 DECEMBER 2020

	31 December 2020 £	31 December 2019 £
CURRENT ASSETS		
Stock at cost	1,917	-
Cash at bank and in hand	7,001	18
	<u>8,918</u>	<u>18</u>
CURRENT LIABILITIES		
Sundry creditors	-	182
	<u>8,918</u>	<u>(164)</u>
THE FUNDS OF THE CHARITY		
Balance at 1 January 2020	(164)	1,484
Surplus/Deficit for the year	9,082	(1,648)
	<u>8,918</u>	<u>(164)</u>

The attached Income and Expenditure Account and note for the year ended 31 December 2020 and the Balance Sheet at that date have been prepared from the books, records and from information received from the Charity, and they are in accordance therewith.

R. A. James
Northumberland CVA
Ashington
09 March 2021

NEWBIGGIN ARTS CENTRE: Formerly Little Gem Arts and Crafts Gallery

A Charitable Incorporated Organisation No. 1163002

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2020

	Year ended 31 Dec 2020 £	Year ended 31 Dec 2019 £
INCOME		
Sales, commissions, workshops, donations and grants received	3,456	5,723
Grants Received	3,353	2,118
COVID-19 grants	11,334	-
Camera Club funds on their closure	488	-
TOTAL	18,631	7,841
EXPENDITURE		
Purchases: art materials and sundry supplies	3,635	1,382
	<u>3,635</u>	<u>1,382</u>
Less stock at end	1,917	-
	<u>1,718</u>	<u>1,382</u>
Rent	5,720	5,980
Utilities	633	1,386
Sundry and premises cost	183	340
Equipment and fixtures	1,295	-
Insurance	-	401
	<u>9,549</u>	<u>9,489</u>
Total Expenditure	9,549	9,489
Surplus / Deficit for the year	9,082	(1,648)

NOTE:

The trustees are very grateful for the grants received from the Joicey Trust, the Hadrian Trust, the Catherine Cookson Trust, Newbiggin by the Sea Town Council and Northumberland County Council Community Chest.

The COVID-19 grant has improved the liquidity of the charity and has enabled it to increase the range of artist's materials stocked and unspent funds at 31 December will make it possible to increase our activities in the following years.

No value is made in these accounts for fixtures and fittings. The stock has been valued at cost.