

**REGISTERED COMPANY NUMBER: 07371445 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1140525**

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2015  
FOR**

**ARTS AT THE OLD FIRE STATION**

Richardsons  
Chartered Accountants  
Statutory Auditors  
30 Upper High Street  
Thame  
Oxfordshire  
OX9 3EZ

**ARTS AT THE OLD FIRE STATION**

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FOR THE YEAR ENDED 30 SEPTEMBER 2015**

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## **ARTS AT THE OLD FIRE STATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2015**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 September 2015. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**  
07371445 (England and Wales)

**Registered Charity number**  
1140525

**Registered office**  
40 George Street  
Oxford  
Oxfordshire  
OX1 2AQ

#### **Trustees**

Tammy Bedford  
Keith Felton  
Anne-Marie Kilday  
Susan Raikes  
Patrick Taylor  
John Terry  
Jennifer Walmsley  
Sarah Whatley  
Christopher Wright

**Company Secretary**  
Patrick Taylor

#### **Auditors**

Richardsons  
Chartered Accountants  
Statutory Auditors  
30 Upper High Street  
Thame  
Oxfordshire  
OX9 3EZ

**Executive Director and day to day management**  
Jeremy Spafford

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT** **Status**

Arts at the Old Fire Station is a registered charity (no. 1140525) and a company limited by guarantee (no. 7371445) with its own constitution - the 'Memorandum and Articles of Association'. The Trustees of Arts at the Old Fire Station are responsible for overseeing the management and administration of the charity and have ultimate responsibility for the charity's activities. The Trustees are also the Directors of the company.

## ARTS AT THE OLD FIRE STATION

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2015

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#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Directors

Arts at the Old Fire Station has a Board of Trustees on which there can be a minimum of three and a maximum of twelve Trustees. They are appointed on the basis of the expertise and experience that they can bring to the running and development of the company. New Trustees are identified through both professional and other contacts and by advertisement. Each year one third of Trustees retire by rotation (those longest serving) but are able to put themselves forward for re-election if they wish. The Trustees of the charitable company as listed per page one, served for the whole of the accounting period. In addition, Peter McQuitty of Oxford City Council attends all meetings as an observer.

##### Structure

The Board of Trustees meet at least twice a year but usually every two months. Day to day responsibility is delegated to paid staff with support from particular Trustees in specific areas, whilst strategic/policy decisions are taken by the board. Over the year, the charity employed 10.3 full time equivalent permanent staff and a further 6 part time casual staff.

The executive director is Jeremy Spafford and the deputy director is Becca Vallins.

#### OBJECTIVES AND ACTIVITIES

##### Objectives and aims

The Objects of the Charity are, for the public benefit, to advance education in the arts in Oxford by the provision and management of an arts facility called The Old Fire Station.

The aims of the company, within the context of these purposes, are to focus on four things:

- **Great art for the public:** We want our reputation to be good quality art aimed at adults which takes a risk, asks a question and entertains. We want our audiences to have fun and be open to new ideas and different people.
- **Professional development of artists:** We support local early to mid-career artists from all disciplines with advice, subsidy, networks and promotion to help them become more successful.
- **Building the confidence and skills of homeless people:** We help homeless people choose their own labels by including them as audience, participant, trainee, volunteer, contributor or artist. This helps develop networks, build resilience and leads to more stable lives.
- **A new kind of public space:** We offer a public space which is shared by very different people and helps to break down barriers and promote solidarity.

We work in close collaboration with the homelessness charity, Crisis, with whom we share the building.

The core activities of the charity are;

- letting space to artists and companies to meet, rehearse, make or showcase work in workshops, studios, the theatre and the gallery;
- selling handmade art and craft;
- organising and supporting activities which enable artists to experiment and share ideas;
- enabling teachers to offer artistic classes to the public;
- enabling homeless people to learn skills and develop networks that promote resilience;
- producing exhibitions and performances for the public to enjoy;
- offering a shared public space in collaboration with the charity Crisis;
- developing and evaluating an innovative model designed to promote access to and participation in high quality artistic experiences.

## **ARTS AT THE OLD FIRE STATION**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2015**

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#### **ACHIEVEMENT AND PERFORMANCE**

##### **Great art for the public**

Our offer to the public continues to improve. Our eclectic programme of comedy, contemporary theatre, music, dance, exhibitions, workshops and debates has increased significantly. We presented 210 different public performances in 2014/15 (compared with 154 in 13/14) involving 107 visiting companies (53 in 13/14). 9,069 tickets were taken up for shows (3,389 in 13/14). In September 2015, we presented 4 sell out performances of Hidden Spire (Before the Tempest) which was created jointly by professional artists and homeless people (see below). We have also introduced the Making Space programme which looks at how and why art is made through exhibitions and workshops (19 exhibitions showing the work of 69 artists). We sold nearly 4,000 (c2,000 in 13/14) hand-made items in the shop and hosted over 25 regular weekly dance classes. 35 new volunteers joined us over the year (excluding homeless people).

We have worked closely with local cultural partners including Oxford Playhouse (with whom we will be co-producing a new performing arts festival called Off-Beat) and the University of Oxford Pitt Rivers Museum (with whom we created a ceramics exhibition called Vessels). We presented a fringe event to Skoll World Forum, called Marmalade, and curated a day long debate within it called Art and Money. Where's the Change? We are members of Oxford City Council's strategic Cultural Partnership Group and a working group of the Local Economic Partnership looking at culture, heritage, tourism and the creative industries. Our profile is growing nationally and we have been invited to join national initiatives and debates.

##### **Professional Development of Artists**

We continue to host Dance, Comedy and Theatre Scratch Nights as well as opportunities for sharing work for visual artists (Playground) and musicians (The Listening Room). We continue to host Dance for Parkinsons in partnership with English National Ballet and we provide studio space to 7 artists (two of whom are selected from graduating Fine Art Students at Oxford Brookes University and one is offered to a Maker in Residence - all of whom are given mentoring support) and we give early to mid-career artists opportunities to exhibit, sell and perform. We provide a venue for over 20 dance teachers to run classes for the public and we support new companies to show their work. This year we have supported and promoted a new theatre company - showing new writing at lunchtime. We have also facilitated meetings between artists and venues and led the creation of a venues pack for theatre makers and supported the formation of the Oxfordshire Theatre Makers network and we continue to support the Oxford Dance Forum. We introduce artists to working with vulnerable artists and support them in developing skills and confidence - most notably through Vessels and Hidden Spire.

69 artists have exhibited with us (60 in 13/14) of whom 50 (43 in 13/14) are early to mid career with a further 41 (18 in 13/14) showcasing new work in the theatre. 29 artists have been involved with Hidden Spire working closely with vulnerable adults.

##### **Building the confidence and skills of homeless people**

Our involvement of Crisis members (homeless people) as front of house volunteers and in our training scheme continues to work well with trainees going on to further volunteering or paid opportunities. We worked with Crisis members in partnership with ceramicist Georgie Manley and Pitt Rivers Museum to create Vessels. Our independent evaluators have produced a report which demonstrates strong impact for participants and audience.

We have introduced a Maker in Residence scheme which provides a free studio licence to an artist (funded by Crisis) in return for supporting Crisis members in their participation in public events in the Making Space programme.

We produced Before the Tempest which is this year's Hidden Spire project created over 13 months and funded by Arts Council England. It was co-written, devised, designed and performed by Crisis members with professional artists and played to sell out audiences.

## ARTS AT THE OLD FIRE STATION

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2015

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#### ACHIEVEMENT AND PERFORMANCE

13 new Crisis members joined the volunteer team (10 in 13/14) with an average of 4 volunteering in each month. 9 trainees joined the Arts Training Scheme last year (10 in 13/14). 49 were involved in Hidden Spire. 16 were involved in Vessels. 173 complimentary tickets to theatre shows were taken up (113 in 13/14).

#### Evaluation

Our independent evaluators, Liz Firth and Anne Pirie, published a retrospective evaluation in January 2015 and, since then, have been looking at our Arts Training Scheme, The Vessels project and Hidden Spire. They have also advised on data collection. As a result we are now introducing a data management system which will improve business management as well as monitoring/evaluation. The board has settled on clearer mission statements and a strategic plan. The partnerships with Crisis and Oxford City Council remains strong and we will be publishing a further evaluation report in 2016 investigating evidence of impact in relation to our mission. We will also be conducting research into the significance of shared inclusive public space.

#### FINANCIAL REVIEW

##### Financial Position

In accordance with the charity's Memorandum and Articles of Association, all surpluses are applied solely towards the promotion of activities of the charity. Turnover in the year was £490,075 which was less than the previous year because fewer new grants were received. There was a surplus on unrestricted funds of £4,591 which results in a balance on unrestricted funds at the end of the year of £31,656.

Several major national Foundations continued to contribute funding to the charity during the year. These include Esmée Fairbairn Foundation, Monument Trust, Lankelly Chase Foundation, Tudor Trust and Wates Foundation. Oxford City Council has also continued to support the charity with funding and in-kind contributions.

In the first year of operations a loan of £70,000 was taken from the Charities Aid Foundation (Venturesome) guaranteed by Oxford City Council. The outstanding loan was repaid in full in November 2014- 21 months early. The company registered for VAT from 1st April 2015.

##### Risk

No system of internal control is able to give absolute assurance against material misstatement or loss. However, Arts at the Old Fire Station believes that it has appropriate procedures and controls to adequately mitigate against risks to which it is exposed.

Systems include:

- plans and budgets which are approved by the Trustees
- regular consideration by the Trustees of financial results, variance from budgets, non-financial performance indicators and benchmarking reviews
- in depth review of financial performance and risk by the Treasurer
- identification and management of risks.

The charity's approach to risk management includes the rating of identified risks according to the likelihood and impact of the risk occurring. Mitigating controls have been identified and, where further action is required, deadlines and responsibilities assigned. Those activities with higher risk ratings are prioritised. The risk register is reviewed annually by the Board of Trustees.

The main risks facing Arts at the Old Fire Station have been identified as failure to meet fundraising or income generation targets, loss of key staff at this early stage of development and reputational damage that would result from a high profile operational issue.

## ARTS AT THE OLD FIRE STATION

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2015

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#### RESERVES POLICY

The charity's reserves policy is designed to reflect the underlying risks facing the charity and to ensure that it has an appropriate level of reserves to safeguard its operations and services. Where appropriate, Arts at the Old Fire Station holds restricted funds in accordance with donors' requirements. The Trustees have considered the minimum level of free reserves, i.e. excluding restricted funds, required to support the charity's operations. Relevant factors include projected financial performance including cash flow requirements, and an assessment of the risks to the charity's income streams. Following this review, the trustees have determined that the required level of free reserves is a minimum of £50,000. The charity's reserves are currently lower than the desired level; this is not unexpected at this stage of the charity's development. The Trustees plan to continue to focus on seeking external funding for core costs, in particular multi-year awards from significant funders which will provide stability as the organisation grows. In addition, income from hires and artistic productions will be further developed whilst maintaining tight control over expenditure. The Trustees anticipate that reserves will reach the desired level in 2017. The requirement and underlying factors are considered annually and the minimum reserves requirement is, therefore, expected to change over time.

#### STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Arts At The Old Fire Station for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees 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 trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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 trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees 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.

#### AUDITORS

The auditors, Richardsons, will be proposed for re-appointment at the forthcoming board meeting.

Approved by order of the board of trustees on .....09/02/16..... and signed on its behalf by:

  
.....  
Christopher Wright Trustee

## **REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF ARTS AT THE OLD FIRE STATION**

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We have audited the financial statements of Arts At The Old Fire Station for the year ended 30 September 2015 on pages eight to sixteen. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's trustees, as a body, in accordance with Section 144 of the Charities Act 2011 and regulations made under Section 154 of that Act. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' 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 trustees as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of trustees and auditors**

As explained more fully in the Statement of Trustees Responsibilities set out on page five, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly we have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with regulations made under Section 154 of that Act.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Trustees to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 September 2015 and of its 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 applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.



**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF  
ARTS AT THE OLD FIRE STATION**

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**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements ; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

*Richardsons*

Richardsons  
Chartered Accountants  
Statutory Auditors  
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006  
30 Upper High Street  
Thame  
Oxfordshire  
OX9 3EZ

Date: 9 February 2016

**ARTS AT THE OLD FIRE STATION**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 30 SEPTEMBER 2015**

	Notes	Unrestricted fund £	Restricted fund £	2015 Total funds £	2014 Total funds £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	225,719	37,498	263,217	344,332
Activities for generating funds	3	226,382	-	226,382	182,830
Investment income	4	476	-	476	396
<b>Total incoming resources</b>		<b>452,577</b>	<b>37,498</b>	<b>490,075</b>	<b>527,558</b>
<b>RESOURCES EXPENDED</b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income	5	15,663	3,836	19,499	14,827
Fundraising trading: cost of goods sold and other costs		76,809	-	76,809	51,105
<b>Charitable activities</b>	6				
General		353,114	53,660	406,774	352,356
<b>Governance costs</b>	7	2,400	-	2,400	2,820
<b>Total resources expended</b>		<b>447,986</b>	<b>57,496</b>	<b>505,482</b>	<b>421,108</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>4,591</b>	<b>(19,998)</b>	<b>(15,407)</b>	<b>106,450</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>27,065</b>	<b>19,998</b>	<b>47,063</b>	<b>(59,387)</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>31,656</b>	<b>-</b>	<b>31,656</b>	<b>47,063</b>

The notes form part of these financial statements

**ARTS AT THE OLD FIRE STATION**

**BALANCE SHEET  
AT 30 SEPTEMBER 2015**

	Notes	Unrestricted fund £	Restricted fund £	2015 Total funds £	2014 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	11	6,795	-	6,795	9,822
<b>CURRENT ASSETS</b>					
Stocks		2,512	-	2,512	2,973
Debtors	12	18,130	-	18,130	25,909
Cash in hand		68,870	-	68,870	85,896
		<u>89,512</u>	<u>-</u>	<u>89,512</u>	<u>114,778</u>
<b>CREDITORS</b>					
Amounts falling due within one year	13	(64,651)	-	(64,651)	(46,703)
<b>NET CURRENT ASSETS</b>		<u>24,861</u>	<u>-</u>	<u>24,861</u>	<u>68,075</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		31,656	-	31,656	77,897
<b>CREDITORS</b>					
Amounts falling due after more than one year	14	-	-	-	(30,834)
<b>NET ASSETS</b>		<u>31,656</u>	<u>-</u>	<u>31,656</u>	<u>47,063</u>
<b>FUNDS</b>	15				
Unrestricted funds				31,656	27,065
Restricted funds				-	19,998
<b>TOTAL FUNDS</b>				<u>31,656</u>	<u>47,063</u>

The notes form part of these financial statements

**ARTS AT THE OLD FIRE STATION**

**BALANCE SHEET - CONTINUED  
AT 30 SEPTEMBER 2015**

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The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2015.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

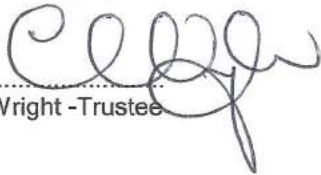
The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been audited under the requirements of Section 144 of the Charities Act 2011.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 09/02/16 and were signed on its behalf by:



.....  
Christopher Wright -Trustee

The notes form part of these financial statements

## ARTS AT THE OLD FIRE STATION

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2015

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#### 1. ACCOUNTING POLICIES

##### **Accounting convention**

The accounts of the charity are prepared in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in 2005 (the Charities SORP) and with applicable accounting standards, and comply with the Charities (Accounts and Reports) Regulations 2005 issued under the Charities Act 2011. These accounts are drawn up on the historical cost accounting basis.

##### **Incoming resources**

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

##### **Resources expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

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

Fixtures and fittings	- 25% straight line basis
Computer equipment	- 33% straight line basis

##### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

##### **Taxation**

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

##### **Fund accounting**

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

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

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

## ARTS AT THE OLD FIRE STATION

### NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 30 SEPTEMBER 2015

#### 2. VOLUNTARY INCOME

	2015	2015	2015	2014
	£	£	£	£
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
Lankelly Chase Foundation	50,000	-	50,000	50,000
Wates Foundation	10,000	-	10,000	10,000
Oxford City Council	32,134	2,250	34,384	86,160
Oxford University	-	2,250	2,250	-
PF Charitable Trust	1,000	-	1,000	1,000
St Michael's and All Saints Charities	-	3,000	3,000	3,000
Arts Council England	-	25,998	25,998	37,978
Crisis	3,200	-	3,200	4,500
The D'Oyly Carte Charitable Trust	-	-	-	5,000
City of Oxford Charity	-	-	-	500
The Doris Field Charitable Trust	500	-	500	500
Centre for Innovation	-	4,000	4,000	-
The Syder Foundation	500	-	500	500
Esmée Fairbairn Foundation	50,000	-	50,000	70,000
The Tudor Trust	25,000	-	25,000	25,000
Monument Trust	50,000	-	50,000	50,000
Donations	2,016	-	2,016	194
Sponsorship	1,369	-	1,369	-
	<u>225,719</u>	<u>37,498</u>	<u>263,217</u>	<u>344,332</u>

#### 3. ACTIVITIES FOR GENERATING FUNDS

	2015	2015	2015	2014
	£	£	£	£
Product sales	65,749	-	65,749	52,575
Venue and equipment hire	108,318	-	108,318	102,882
Commissions	3,644	-	3,644	2,824
Catering	3,253	-	3,253	1,820
Services	5,844	-	5,844	5,419
Box office income	39,574	-	39,574	17,310
	<u>226,382</u>	<u>-</u>	<u>226,382</u>	<u>182,830</u>

#### 4. INVESTMENT INCOME

	2015	2014
	£	£
Deposit account interest	<u>476</u>	<u>396</u>

**ARTS AT THE OLD FIRE STATION**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 30 SEPTEMBER 2015**

**5. COSTS OF GENERATING VOLUNTARY INCOME**

	Unrestricted 2015 £	Restricted 2015 £	Total 2015 £	Total 2014 £
Advertising and marketing	15,383	3,836	19,219	14,465
Hospitality	280	-	280	362
	<u>15,663</u>	<u>3,836</u>	<u>19,499</u>	<u>14,827</u>

**6. CHARITABLE ACTIVITIES COSTS**

	Unrestricted £	Restricted £	Total 2015 £	Total 2014 £
Bookkeeping	1,235	-	1,235	3,504
Equipment hire	430	-	430	2,750
Bad debts	1,002	-	1,002	2,010
Bank charges and loan interest	1,783	-	1,783	4,035
Consultants	23,926	26,154	50,080	34,948
Depreciation	3,027	-	3,027	573
Licenses and insurance	3,383	52	3,435	3,505
Premises	54,217	-	54,217	50,093
Printing postage and stationery	2,266	267	2,533	2,390
Repairs and maintenance	3,323	-	3,323	2,996
Staff costs	248,100	23,730	271,830	231,003
Telephone and IT expenses	3,692	-	3,692	8,003
Travel and subsistence	3,067	3,457	6,524	6,215
Subscriptions	3,663	-	3,663	331
	<u>353,114</u>	<u>53,660</u>	<u>406,774</u>	<u>352,356</u>

**7. GOVERNANCE COSTS**

	2015 £	2014 £
Auditors' remuneration	<u>2,400</u>	<u>2,820</u>

**8. NET INCOMING/(OUTGOING) RESOURCES**

Net resources are stated after charging/(crediting):

	2015 £	2014 £
Auditors' remuneration	2,400	2,820
Depreciation - owned assets	<u>3,027</u>	<u>573</u>

## ARTS AT THE OLD FIRE STATION

### NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 30 SEPTEMBER 2015

#### 9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 September 2015 nor for the year ended 30 September 2014.

##### Trustees' expenses

Trustees' expenses of £136 were paid for the year ended 30 September 2015 (2014: £nil).

#### 10. STAFF COSTS

	2015 £	2014 £
Salaries and wages	256,906	220,315
Social security costs	12,780	6,937
	<u>269,686</u>	<u>227,252</u>

No employee received emoluments of more than £60,000 in the year.

The average number of employees during the year was 21 (2014-18)

Trustees received no emoluments in the year for performing their duties as trustees and directors. They are entitled to claim legitimate expenses incurred on behalf of the charity.

#### 11. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>			
At 1 October 2014 and 30 September 2015	<u>8,467</u>	<u>3,079</u>	<u>11,546</u>
<b>DEPRECIATION</b>			
At 1 October 2014	1,245	479	1,724
Charge for year	<u>2,160</u>	<u>867</u>	<u>3,027</u>
At 30 September 2015	<u>3,405</u>	<u>1,346</u>	<u>4,751</u>
<b>NET BOOK VALUE</b>			
At 30 September 2015	<u>5,062</u>	<u>1,733</u>	<u>6,795</u>
At 30 September 2014	<u>7,222</u>	<u>2,600</u>	<u>9,822</u>



ARTS AT THE OLD FIRE STATION

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 30 SEPTEMBER 2015

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015	2014
	£	£
Trade debtors	15,817	13,475
Other debtors	-	80
Prepayments and accrued income	2,313	12,354
	<u>18,130</u>	<u>25,909</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015	2014
	£	£
Trade creditors	32,935	22,297
Other creditors	4,629	3,881
Accruals and deferred income	27,087	20,525
	<u>64,651</u>	<u>46,703</u>

14. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2015	2014
	£	£
Other creditors	-	30,834
	<u>-</u>	<u>30,834</u>

15. MOVEMENT IN FUNDS

	At 1/10/14	Net movement in funds	At 30/9/15
	£	£	£
<b>Unrestricted funds</b>			
General fund	27,065	4,591	31,656
<b>Restricted funds</b>			
Restricted fund	19,998	(19,998)	-
<b>TOTAL FUNDS</b>	<u>47,063</u>	<u>(15,407)</u>	<u>31,656</u>

## ARTS AT THE OLD FIRE STATION

### NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 30 SEPTEMBER 2015

#### 15. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	452,577	(447,986)	4,591
<b>Restricted funds</b>			
Restricted fund	37,498	(57,496)	(19,998)
<b>TOTAL FUNDS</b>	<u>490,075</u>	<u>(505,482)</u>	<u>(15,407)</u>

#### 16. RELATED PARTY DISCLOSURES

Keith Felton, a trustee of Arts at the Old Fire Station, (AOFS), is a member of the Crisis UK senior management team. Crisis UK are tenants of the building at 40 George Street, Oxford and hold the lease. Crisis UK then provides a sub lease to AOFS.

Crisis UK in Oxford provide various administrative services to AOFS. However, no rental costs were charged as the costs are covered by a grant from Oxford City Council. All transactions with AOFS are on an arm's length basis.

**ARTS AT THE OLD FIRE STATION**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 30 SEPTEMBER 2015**

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	2015 £	2014 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Donations	2,016	194
Grants	261,201	344,138
	<u>263,217</u>	<u>344,332</u>
<b>Activities for generating funds</b>		
Activities	226,382	182,830
<b>Investment income</b>		
Deposit account interest	476	396
	<u>490,075</u>	<u>527,558</u>
<b>Total incoming resources</b>		
<b>RESOURCES EXPENDED</b>		
<b>Costs of generating voluntary income</b>		
Advertising and marketing	19,499	14,827
<b>Fundraising trading: cost of goods sold and other costs</b>		
Cost of goods	76,809	51,105
<b>Charitable activities</b>		
Charitable activities	406,774	352,356
<b>Governance costs</b>		
Auditors' remuneration	2,400	2,820
	<u>505,482</u>	<u>421,108</u>
<b>Total resources expended</b>		
<b>Net (expenditure)/income</b>	<u>(15,407)</u>	<u>106,450</u>

This page does not form part of the statutory financial statements