

**Art Friends Cambridgeshire**

Report and Financial Statements  
Year ended: 31 December 2020

Charity no. 1188903

**2nd ANNUAL GENERAL MEETING**

**12 July 2021**

## Reference and administration detail

Charity name: Art Friends Cambridgeshire

Registered charity number: 1188903

Charity's principal address: 15 Cambridge Place, Cambridge CB2 1NS

Names of the charity trustees who managed the charity during the year

	Trustee name	Office	Dates acted if not for whole year
1	Jenny Josselyn	Chair	
2	Edwina Welham	Secretary	Resigned 31.12.2020
3	Mike Williams	Treasurer	Resigned 24.4.2020
4	Kate Steen	Treasurer	Appointed 24.4.2020
5	Janet Eastwood	Committee member	
6	Ann Keith	Membership Secretary	

**Bank:** NatWest,  
56 St Andrews Street, Cambridge CB2 3DA

**Independent Examiner:** Jeremy Wong  
59 Bridle Way, Grantchester,  
Cambridge CB3 9NY

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

The Trustees of Art Friends Cambridgeshire (AFC) present their annual report and financial statements of the charity for the year ended 31 December 2020 and confirm they comply with the requirements of the Charities Act 2011. This report has been compiled in accordance with The Charity Commission guidance for small non-company charities and the constitution. As the charity is below the larger charity threshold, it has elected to prepare its accounts on a receipts and payments basis, in accordance with commission's guidance Charity reporting and accounting: the essentials (CC15d).

## **Structure, governance and management**

The Charity is constituted as an unincorporated association. It is controlled by its governing document, which is a constitution adopted 7 February 2019, as amended 31 March 2020, and registered with the Charities Commission on 4 April 2020 with registration number 1188903.

Trustees may be appointed by the Management Committee during the year and are elected or re-elected annually at the Annual General Meeting. All trustees give their time voluntarily and receive no remuneration or other benefits.

The Management Committee, which comprises the trustees, oversees the activities of the Charity. The Management Committee welcomes the views of members, who may also serve as volunteers, in deciding the activities to be run.

## **Objectives and Activities**

The objects of the Charity as set out in its governing document are for the public benefit and are:

- (1) the advancement of education in the subjects of art, culture and heritage by providing in particular but not exclusively lectures, workshops, tours and other events at museums, galleries, historic buildings and sites;
- (2) the advancement of the arts, culture and heritage by making grants to projects, museums or galleries that promote the arts, culture and heritage.

## **Main activities**

AFC provides events and lectures related to our aims. AFC also makes grants to projects, museums or galleries that promote the arts, culture and heritage, and these may be proposed by our lecturers or event venues to reinforce the benefits of our fund-raising events. During the financial year, activities were significantly impacted by the coronavirus (COVID-19) outbreak. Activities were adapted in line with the terms of our charity's existing charitable objects. In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our Management Committee meetings. This report addresses in more detail what has been done during the year to carry out those purposes.

## **Grant making policy**

The charity's grant-making policy is to ensure that grants are made only to meet its objectives and that due diligence is made to ensure that any donation will be of value to the public. Value to the public is either direct, through educational

projects and access to museums, galleries, exhibitions or buildings of artistic importance, or indirect, through support for research or archival material which will be available to the public for research purposes. In the case of response to an appeal, the policy is to ensure that the appeal has been duly approved by the trustees of a charitable organisation or equivalent responsible and informed body.

The charity also invites applications for grants from organisations and other beneficiaries identified and nominated by members. Wherever possible we would hope to arrange an event in conjunction with a successful beneficiary.

The grant-making policy will be reviewed annually to ensure that it reflects the charity's objectives and thereby advances public benefit.

## **Contribution made by volunteers**

We are grateful for the many hours that member volunteers have spent supporting the activities of AFC. In particular, we are grateful to those volunteers who organised events during 2020, including Janet Eastwood and Jenny Josselyn, and our thanks go to Jean Calhoun for all of her time and dedication spent on managing the ticketing process so seamlessly and to Frances Hazlehurst and Richard Andrewes for their assistance in the Zoom lectures. Others had also spent a lot of time and effort organising events, which sadly had to be cancelled due to the Covid pandemic. In this respect our thanks go to Frances Hazlehurst, Ann Keith, Tricia Bennett, Jean Calhoun and Richard Andrewes, and we hope that all of the work they have already undertaken will be of benefit to members in the coming year. We are also grateful to Frances Hazlehurst for all her work to develop and launch the charity's website, supported by Richard Andrewes, Janet Eastwood and in 2021 also by Sue Cross.

Without this valuable contribution of time, energy and expertise we would not have been able to achieve so much.

## **Achievements and performance**

Like all charities, AFC has found 2020 a challenging year as a result of the Coronavirus pandemic. We managed to hold two visits, to the Milton Keynes Art Gallery and the National Horseracing Museum in Newmarket, and four lectures on Zoom, but sadly other planned visits had to be put on hold. Nevertheless, thanks to the support of our loyal membership and our hard-working volunteers we have been able to raise from these events a total of £4,144.08. See Events and Beneficiaries Report at Appendix B.

We are enormously grateful to the members who forewent taking refunds for events that were cancelled and donated the cost of their tickets, amounting to £990, to our Grant Fund.

The visit to Milton Keynes Art Gallery included a talk about Milton Keynes, the Gallery, and the exhibition of works by George Stubbs, *All done from Nature*, and a tour of the exhibition. In August 2020, a visit was organised to Palace House, Newmarket, home of the National Horseracing Museum and the British Sporting Art Trust, and the nearby Jockey Club.

We also held four very popular Zoom lectures (Japanese art in the Royal Collection; Robert Adam's country houses; Artists of The Artists' Rifles Brigade; What is Classical Art?).

On 3 April 2020, we were delighted to achieve charitable status from the Charity Commission as an unincorporated charitable association. The inaugural Annual General Meeting, originally planned for April, had to be postponed and was eventually held online by email completing on 14 September 2020.

## **Trustees**

Our Treasurer (Mike Williams) retired on 24 April 2020 and a new Treasurer (Kate Steen) was appointed on 28 April 2020. Our Secretary (Edwina Welham) retired on 31 December 2020. (A new Secretary (Sue Cross) was appointed and took up her position on 1 January 2021 but has since resigned, so the secretary position is now vacant. We appointed John Harding in the much needed new role of Grants Officer which he also took up on 1 January 2021.)

The trustees are confident that AFC will be able to move forward during 2021 on a very sound basis.

## **Financial review**

The balance in the account at the beginning of the year more than made up for the deficit in income and expenditure (including donations) during the year. Of this balance £2,591.17 related to funds raised from subscriptions and specific donations from members to cover administration expenses. With the addition of subscriptions received in 2020 we were able to pay off the significant initial one-off set up costs and to meet routine administration expenditure.

We made a total of £7,217.14 in grants, including some from funds raised by events that took place in 2019.

The balance of £3,703.95 remaining at end the year is largely made up of a subscription balance of £2,529.86 to go towards administration expenses in 2021, and of a grants balance of £1,134.09 designated to benefit arts causes we may support.

The main financial risk to the charity is loss of subscriptions and reduced donations. It is our policy to hold our cash with an authorised bank that is covered by the government's Financial Services Compensation Scheme.

## **Reserves policy**

It is AFC's policy to maintain a balance on its subscription account, which equates to at least the budgeted expenses for the following year, currently equivalent to £2,230.00, including a sum to cover emergency situations that may arise from time to time. The balance of £2,529.86 held in the subscription account at the year end exceeded this target.

## **Future plans**

The coronavirus pandemic prevented us from holding many events planned for 2020 and continues to make it difficult for us to plan much in advance. The coming year will see a continued emphasis on tailoring events and lectures to support the charity's objectives, whilst adhering to the restrictions placed on us by the ongoing coronavirus pandemic.

We have been able to reinstate some of the events postponed from last summer and have plans for ones which can be managed within requirements for social distancing, although arrangements may need to be provisional until nearer the date proposed. The coronavirus pandemic continues to have a major impact on charity events. In all of our activities, it is critical to ensure that we protect and safeguard our members and volunteers.

## **Declaration**

The trustees declare that they have approved the trustees' report above.  
Signed on behalf of the charity's trustees

Signature .....

Full name .....

Position ..... Date .....

AFC

Art  
Friends  
Cambridgeshire

**INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS FOR THE  
YEAR 2020**

**FOR ART FRIENDS CAMBRIDGESHIRE**

**Charity Nod. 1188903**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31<sup>st</sup> December 2020. As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I have completed my examination. I confirm that no material matters have come to my attention (other than disclosed below\*) in connection with the examination which gives me cause to believe that in any material respect:

- Accounting records were not kept in accordance with section 130 of the Act or
- The accounts do not accord with the accounting records

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

Signed:.....

Name: JEREMY FRANCIS WONG Date: 13.11.21

Address: 59 BRIDLE WAY, GRANTCHESTER  
CB3 9JY

**\* Notes:**

1. 2020 Events Income & Charitable Donations inflated by £713.61 for 2019 Christmas party
2. Donations to Grant Fund increased by members' donations following event cancellations

## ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2020

£

**Balance in Account brought forward from last year** 5,683.35

<b>2020 INCOME</b>	£		
Subscriptions	3,055.00		
Event Income	6,798.61		
Donations to AFC/GF	1,020.00		
Members Excess Payments	40.00		
<b>TOTAL INCOME</b>	<b>10,913.61</b>	<b>10,913.61</b>	<b>10,913.61</b>

<b>2020 EXPENDITURE</b>			
Routine Administration	520.41		
One-off Set up Costs	2,596.00		
Event Expenditure	1,934.42		
<b>TOTAL EXPENDITURE</b>	<b>5,050.83</b>	<b>-5,050.83</b>	<b>-5,050.83</b>

### DONATIONS PAID TO CHARITIES

2019 Char.Dons	2,933.06		
2020 Events Profit Paid direct	3,684.08		
	<b>6,617.14</b>	<b>6,617.14</b>	
2020 Direct from Grant Fund		<b>600.00</b>	
<b>TOTAL DONATIONS TO CHARITIES</b>		<b>7,217.14</b>	<b>-7,217.14</b>

**2020 Expenditure Deficit** **-1,354.36**

## Balance in Account at 31st December 2020

**Cash at bank at 31 December 2020** **8,317.46**

### Less Uncleared items:

2019 Don. To make	878.65		
2020 Don. To make	460.00		
2020 dons. To clear	3,265.00		
Admin ch To Clear	9.86		
	<b>4,613.51</b>	<b>4,613.51</b>	<b>-4,613.51</b>

### Also Retained in Account

2019/20 GF Balance	1,134.09		
2019/20 Subs Balance	2,529.86		
Mmb.Excess Payments	40.00		
	<b>3,703.95</b>	<b>3,703.95</b>	<b>3,703.95</b>



**ART FRIENDS CAMBRIDGESHIRE 2020 EVENTS & BENEFICIARIES**

	<b>Donation Paid Direct</b>	<b>Donation Paid from Grant Fund</b>	<b>Beneficiary</b>
<b>EVENTS/LECTURES</b>			
MK Gallery	250.00	0.00	MK Gallery
Winter Lect.3 - Musson	769.08	0.00	Kelmscott Manor
201 -Musson on zoom	460.00	0.00	Soane Museum
Nat.Horseracing Mus.	125.00	0.00	Nat Horseracing Museum
203 R.Peat/WL4	1,160.00	0.00	Royal Collection Trust
204 -Artists'R/Baty	520.00	0.00	Kelmscott Past, Present & Future
205 -Classical Beauty	860.00	0.00	RCET for ARTiculation
<b>DONATIONS FROM GRANT FUND</b>			
St Giles Window appeal		500.00	
Fry Art Gallery		100.00	
<b>TOTALS DONATED TO CHARITIES</b>	<b>4,144.08</b>	<b>600.00</b>	<b>4,744.08</b>