



TRUSTEES REPORT AND FINANCIAL STATEMENTS

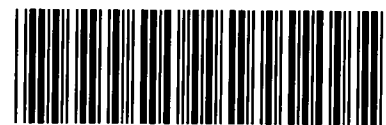
For Year Ended 31 March 2018

RAISING ASPIRATIONS

Zinc exists to inspire people through education and the arts, to raise aspirations, and to develop and promote new talent. Zinc passionately believes that everyone should have the opportunity to discover, or re-discover, their potential, regardless of their background or circumstances. The Zinc Centre and its activities will always provide a safe, welcoming place for anyone and everyone to grow, learn, explore and enjoy, while supported by a family of committed staff.

inspiration, inclusivity, integrity

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COMPANIES HOUSE

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**ZINC ARTS (A COMPANY LIMITED BY GUARANTEE)
REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS FOR THE
YEAR ENDED 31 MARCH 2018**

COMPANY INFORMATION

Trustees

A Smith (resigned 24 April 2018)
D Hufton-Rees, Chief Executive
A Buckley (resigned 17 September 2018)
V Kaye
R Strutt (appointed on 24 April 2018)

Company registered number

02866315

Charity registered number

1035444

Registered office

Great Stony, Ongar Arts & Education Centre, High Street, Ongar, Essex, CM5 0AD

Chief executive officer

D Hufton-Rees

Independent auditors

Rayner Essex LLP, Faulkner House, Victoria Street, St Albans, Herts, AL1 3SE

Bankers

National Westminster Bank PLC, 279 High Street, Epping, Essex, CM16 4BT

Solicitors

Holmes & Hills, Trinity Street, Halstead, Essex, CO9 1JE

**ZINC ARTS (A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2018**

The Trustees (who are also Directors of the charity for the purposes of the Companies Act) have pleasure in submitting their annual report together with the audited financial statements of Zinc Arts (the company) for the year ended 31 March 2018. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, The Charities Act 2011, the Companies Act 2016, and Accounting and Reporting: 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 (FRS102)(effective 1 January 2015)

Directors/ Trustees

The Trustees, who are also Directors of the company, and acted throughout the year except where indicated, are:

A Smith (resigned 24 April 2018)
D Hufton-Rees, Chief Executive
A Buckley (resigned 17 September 2018)
V Kaye
R Strutt (appointed on 24 April 2018)

Structure, governance and management

a. CONSTITUTION

Zinc (Company number 02866315) was incorporated on 27 October 1993 and is a charitable company limited by the guarantees of the members to a maximum of £10 each. The company is a registered charity (number 1035444). The company gained charitable status on 22 March 1994. It changed its name from Theatre Resource to Zinc Arts with The Charity Commission and Companies House on 22 November 2012.

b. SPECIFIC INSTRUCTIONS

There are no specific instructions relating to the operation of the charity, nor are there any specific investment powers.

c. GOVERNANCE

In 2017-2018 the Charity comprised a membership of 4 individuals committed to supporting the aspirations of the organisation. The constitution stipulates that Members are automatically elected to a Board of Directors/Trustees to run the affairs of the organisation. When an individual resigns their position on the Board of Directors/Trustees their membership of the organisation ceases. In 2017-2018 the Directors/Trustees were as detailed above.

The Trustees are responsible for formulating the strategy and policies for Zinc and may meet at such times and regulate its meetings as it sees fit. In 2017-18, The Trustees met regularly both formally and informally, to steer the organisation through the tough financial climate and support the CEO and the organisation through a difficult time.

d. RECRUITMENT, APPOINTMENT AND ELECTION OF TRUSTEES

The Board identifies and regularly reviews the skills of existing Board Members and any needs of the Board which are not being met by the current membership.

Recruitment is through:

- Targeting individuals known to Zinc;
- Advertising for applicants through the media and other sources; and
- Utilising board 'banks', etc. maintained by support bodies.

Recruitment is not limited to within the arts, education or social care field, but reflects the varied needs of the organisation. Whilst specific skills may be sought (for example in relation to regular skills audits undertaken by the Board) enthusiasm and vision may also be considered equally valuable.

The Board has established procedures for recruiting and appointing Board members, including initial identification of potential candidates, informal visits or discussions, formal application and interview, consideration by the full Board and, finally, election by a majority of votes.

ZINC ARTS (A COMPANY LIMITED BY GUARANTEE)

a. POLICIES AND PROCEDURES FOR THE INDUCTION AND TRAINING OF TRUSTEES

Zinc is committed to full induction and ongoing training of Trustees. A comprehensive induction pack and standing orders are in place and are regularly updated to ensure compliance with company and charity law.

b. RISK MANAGEMENT

The Trustees have assessed the major risks to which the company is exposed, in particular those related to the operations and finances of the company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

Objectives and Activities

a. COMPANY OBJECTIVES

The objective of Zinc, as stated in the Memorandum and Articles of Association, is to 'advance education for the public benefit through the promotion of the arts, particularly but not exclusively for disabled and disadvantaged people'.

b. ACHIEVEMENT OF OBJECTIVES

Zinc works to promote the creativity, culture and heritage of disabled people and socially-excluded groups for the benefit of all. In our work, we seek to:

- Generate pathways within the arts;
- Stimulate high-quality, diverse and experimental project work;
- Provide lifelong learning, training and employment opportunities;
- Create platforms for the exploration and representation of the cultures and neglected histories of excluded groups;
- Initiate informed debate and influence policy-making;
- Foster enabling environments; and
- Advance inclusiveness, accessibility and equality in the wider arts environment, and in the communities in which we live.

Zinc manages a strategic programme of outreach and centre-based projects, which bring together individuals, schools, community groups, social care providers and arts funding bodies. Longer-term 'Developmental Programmes' offer further opportunities to experience high quality cutting-edge arts practice and a comprehensive range of training and CPD (Continuing Professional Development) opportunities to support individuals in gaining employment, both with Zinc and elsewhere. Volunteering, employment and supported employment opportunities include administration, reception and building management, workshop leading/teaching, creating and creative production development for our state of the art theatre, this includes live music, theatre productions and high quality digital performance.

The charity's work takes place in a variety of venues in Essex, East London, Hertfordshire, Cambridge, Norfolk, Suffolk, Bedfordshire and the Unitary Authorities of Southend-on-Sea and Thurrock and at its own fully-accessible premises in Chipping Ongar, Essex where the company works to develop the highest standards in accessible venue management. Zinc also undertakes regional and national projects, or projects of national significance, and works with several regional and national partners and consortia to deliver these.

c. PUBLIC BENEFIT AND SOCIAL AUDIT

In line with its social responsibility, during 2017/18 Zinc reviewed and updated where necessary the following policies: Child and Vulnerable Adult Safeguarding and Protection Policy, Complaints Policy, Data Protection and Confidentiality Policy, Equal Opportunities and Anti-Discrimination Policy, Health and Safety Policy and Risk Management Policy.

ZINC ARTS (A COMPANY LIMITED BY GUARANTEE)

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance on public benefit and fee charging. Whilst Zinc undertakes work funded by grants, fees are charged to individual beneficiaries to help cover operating costs. Where fees are charged, in setting the level of fees, charges and concessions, the trustees always consider accessibility of activities for those on low incomes and living on benefits.

d. PROJECT WORK

During 2017/18 Zinc continued with its current activities with core participatory groups, including, participants with mental health needs, physical and/or sensory impairments, multiple and profound learning difficulties and/or with experience of other forms of social exclusion.

'Brilliant venue- my event in the theatre was great, those that work at the venue couldn't do enough for us! Highly recommend' (Sarah D)

"Zinc always has an inviting atmosphere" (David W)

"I just want to say a big 'thank you' from the students and staff who visited Zinc Art this morning. They all really enjoyed the visit and were enthusiastic and motivated regarding the activities on offer and would love to come again." Learning Difficulties and Disabilities Administrator, Chelmsford College

"Thank you for being so welcoming! I thought the variety of food was refreshing and exciting" (Molly W)

"I felt welcome from day one, and the staff were all helpful and well-mannered – providing a relaxing, focussed atmosphere to work in" (Tommy H)

"Our weekly sessions at Zinc are always exemplary, Our SEN students are working towards accreditation in their sessions,. They have an amazing at Zinc Arts Centre, which supports their social interaction and confidence building " (Harlowfields SEN School)

"Very friendly and helpful staff and great facilities offered" (Alex)

"Without Zinc this week would not be possible and without the staff and food I wouldn't have been able to dance all week" (Jackson P)

"Thank you very much for organising such a great Christmas market today!! It was a pleasure to have a stall at and we really enjoyed all the live music" (Handmade Gift Company)

'Creating the best experience for you' (Monique A)

"I think Zinc is a wonderful place and are doing lots of great things. I would recommend to anybody" (Kia S)

"The catering and site staff were very friendly and accommodating. I was made to feel welcome from the first day, and felt like a part of the Zinc community/family" (Jamie B)

2017/18 saw the continued support to the service users of Tolpuddle House, the housing and associated employment and training programme for vulnerable adults living on site in accommodation managed by L & Q Living (Previously East Thames Group). Nine adults received supported living and associated education, training and volunteering opportunities. The excellent partnership with L & Q Living continues with a robust operational steering group.

Zinc maintained a commitment to ArtSpace, the visual arts drop-in for those with Mental Health Needs and The Biz, the weekly training scheme for people with learning disabilities.

ZINC ARTS (A COMPANY LIMITED BY GUARANTEE)

e. OTHER ACTIVITIES AT ZINC 'S ARTS CENTRE BASE

Zinc continues to support its regular hirers to use the centre's facilities, including several local community groups such as Ongar Flower Club, Ongar Millennium History Society, Ongar Wildlife Society as well as groups such as Zumba, Circle Dance, Pilates, West Essex Mind and Yoga. Through this relationship, we have developed more enhanced partnerships with local schools and community groups, thus increasing our participation and funding. This also supports our on-going community work and increased presence within the community. We have developed a more community based programme, which includes, Bingo Nights, School Holiday Activities for children and young people, Cinema Nights, Quiz Nights and Evening Classes

f. SIGNIFICANT CHANGES IN ACTIVITIES

Work is continuing to focus on the development the sites residential facilities. Trustees, management and stakeholders are working closing together on a sustainable solution. It was decided to offer the residential block to local authorities as accommodation for individuals who required mid-term light support. This has opened a new revenue stream and has seen Hawthorne Place become 'The Health, Wellbeing and Focus Centre'; temporary accommodation for up to 9 families in Epping Forest. Pilot projects have been extremely successful, with individuals receiving one to one support, volunteering opportunities and positive participation

g. STAFFING

Staffing in 2017/18 is at 14 staff members, as in 2016/17. We monitor regularly to ensure we still deliver high quality and maintaining efficient fixed costs

ACHIEVEMENTS AND PERFORMANCE

a. GOING CONCERN

After making appropriate enquires, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

b. REVIEW OF ACTIVITIES

As in previous years , following an organisational restructure in March 2012, the team continued, limited to one CEO, throughout 2017/18 and it was agreed during this year, as there was still a degree of financial instability the organisation still needed to operate as lightly as possible. Therefore, the freelance contracts agreed with individuals to support financial management and fundraising, enabling the organisation to work as efficiently as possible were discontinued and those freelance staff were brought in house where possible, whilst at the same time monitoring the staffing needs of the organisation in the future.

The Board of Trustees are extremely grateful to the commitment and hard work of the staff team throughout this year, which benefitted from a far better opening position but continued in an incredibly challenging environment. Future years will undoubtedly continue to be tough for Zinc, as it is for many within the charitable and arts sectors. However, there has been fantastic and significant support from funders, participants, partners, volunteers and staff, demonstrating the value of the organisation's work and the huge opportunities and potential for its future development.

The loan and interest repayment holiday on the investment received for the capital programme, agreed with Futurebuilders in 2011/12 and managed by the Social Investment Business (SIB), was extended throughout to March 2019, with additional support being provided through officer time and advice. NatWest Bank also agreed to extend its overdraft facility throughout 2017/18, to support the organisation to rebuild its financial position and build income from the centre.

ZINC ARTS (A COMPANY LIMITED BY GUARANTEE)

This support and associated activities have been vital to the gradual move back into financial health. Zinc is now past the middle point of what is likely to be a 5-year period of establishing the centre, maximising the income potential of its facilities, and moving towards realising a resilient and sustainable future. The Board is satisfied that the organisation has again achieved significantly more than could have been expected at the year's beginning, and is confident that Zinc is still on the way to becoming financially strong again.

FINANCIAL REVIEW

a. RESTRICTED FUNDS

As well as receiving several individual donations and income from individual fundraising activities, all of which were very gratefully received, fundraising for specific activities continued and success included receiving notification of continued funding from Essex County Councils, Cultural Development Fund. Other funds were also received, and utilised, on specific project activities during the year, for example, Shortbreaks awarded funding to support our Summer programme for young people and adults with disabilities.

b. DESIGNATED FUNDS

Capital Repairs and Renewals Fund

Zinc holds a COIF (Charities Official Investment Fund) Charities Fixed Interest Fund with CCLA Investment Management Ltd. The purpose of which is to cover the cost of ongoing capital repairs and renewals to Zinc's premises. It is anticipated that up to 40% of this fund be drawn upon every five years for periodic cyclical repairs / maintenance as necessary (above and beyond annual maintenance) with a higher proportion of up to 70% being drawn upon at 15 yearly intervals for major works during the term of the lease. The investment fund balance at end March 2018 was £1,066.

c. UNRESTRICTED FUNDS

Unrestricted funds are required for the following purposes:

- (a) To provide funds, which can be designated to specific projects to enable these projects to be undertaken at short notice;
- (b) To cover administration, fundraising, staff and support costs without which the charity could not function; and
- (c) To enable the charity to benefit from fundraising opportunities where a proportion of 'partnership funding' is required which cannot be raised from elsewhere.

The directors/trustees consider it prudent that unrestricted reserves should be sufficient:

- (a) To avoid the necessity of releasing fixed assets held for the charity's use; and
- (b) To cover four months' administration, fundraising, staff and support costs

Unrestricted funds currently stand at £7989,674

The reserves policy and the level of reserves is monitored and reviewed by the directors & trustees regularly and may be called upon as and when necessary for the uses identified above (a, b or c) or to meet other unforeseen circumstances.

PLANS FOR THE FUTURE

a. FUTURE PLANS

Zinc continues to develop its accredited courses, with the introduction of 3 new subjects during the financial year. A review of the current business plan has been undertaken and new areas of potential income have been researched. Zinc will continue to develop the community programme in the centre, build the number of external hirers and our project team will continue its excellent programme of work.

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To achieve these plans, Zinc is aware of the need for widespread marketing of the new accredited programme and centre, to attract external business and encourage service users and hires from a range of groups and organisations including:

- local and regional businesses;
- social services;
- national and regional training organisations;
- national, regional and local charities;
- schools and education organisations; and
- Arts and creative organisations.

Getting messages out about our fantastic facilities and resources, and that those hiring our spaces will also be supporting the charitable work of Zinc, will help attract income to support ongoing viability and in the long-term will insure a diverse and healthier income base.

The staff and Board continue to be passionate about the impact of Zinc's work with disabled children, young people and adults, and the need for our services.

b. STRATEGIC PLANNING

In April 2015, Zinc launched its new four-year Business Plan, which will guide the work of the organisation through to March 2019. This plan is based on consultations, a review of its Vision, Aims and Objectives and reflecting the needs of the organisation as it settles into its newly refurbished Arts Centre, as well as the continuing challenging financial climate.

The overarching organisational objective of Zinc, which provides the umbrella for all Zinc activity, is:

To develop Zinc Arts into a nationally recognised arts organisation of excellence, specialising in the fields of Disability, wellbeing and inclusion, providing world class facilities and services that:

- promote equality;
- support great art in all its forms;
- engage diverse communities;
- bring disabled and non-disabled artists and communities together, supporting and developing artists and audiences;
- Enable people to develop personally and professionally through a holistic programme of lifelong learning, training and employment opportunities; and
- Model inclusiveness and wellbeing through every internal and external function of the organisation.

TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees (who are also directors of Zinc Arts for the purposes of company law) are responsible for preparing the Trustees' Report 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. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view 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 these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting 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 operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

ZINC ARTS (A COMPANY LIMITED BY GUARANTEE)

DISCLOSURE OF INFORMATION TO AUDITORS.

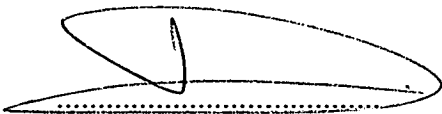
Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable company's auditors are unaware, and
- That Trustee has taken all the steps that ought to have been taken as a Trustee to be aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

AUDITORS

Rayner Essex LLP were appointed auditors and in accordance with Section 485 of the Companies Act 2006, a resolution proposing that they be re-appointed will be put at a General Meeting.

This report was approved by the Trustees on 4 March 2019 and signed on their behalf by:

A handwritten signature in black ink, consisting of a large, stylized loop followed by a vertical stroke and a horizontal stroke.

D K Hufton - Rees (CEO)
Trustee

**ZINC ARTS (A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ZINC ARTS**

OPINION ON FINANCIAL STATEMENTS

We have audited the financial statements of Zinc Arts for the year ended 31 March 2018 which comprises the statement of financial activities, balance sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

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 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 and
- Have been prepared in accordance with the requirements of the Companies Act 2006 and the Charities Act 2011.

BASIS FOR OPINION

We conducted our audit in accordance with Internal 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 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.

EMPHASIS OF MATTER - GOING CONCERN

In forming our opinion on the financial statements, which is not qualified, we have considered the adequacy of the disclosure made within the accounting policies concerning the charitable company's ability to continue as a going concern.

The charitable company incurred a net deficit of £92,978 in the current year ended 31 March 2018 (*2017: deficit of £265,730*) and had net current liabilities of £276,394 (*2017: £235,706*). These conditions, along with the other matters explained in the notes to the accounts, in particular the loan repayment negotiations with Futurebuilders (Note 15) and the conversion of new studio apartments at Hawthorne Place (Note 21 – and as disclosed in the prior year accounts), indicate the existence of material uncertainty which may cast doubt about the charitable company's ability to continue as a going concern.

The financial statements do not include the adjustments that would result if the company was unable to continue as a going concern.

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 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.

**ZINC ARTS (A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ZINC ARTS**

OTHER INFORMATION

The directors are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does 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.

In connection with our audit of the financial statements, our responsibility is to read 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.

OPINION ON OTHER MATTER PRESCRIBED BY THE COMPANIES ACT 2006

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

- The information given in the Strategic Report and the Trustee's report for the financial Period for which the financial statements are prepared is consistent with the financial statements; and
- The Strategic Report and the Trustee's Report have been prepared in accordance with applicable legal requirements.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- The Trustees were not entitled to prepare the financial statements & Trustees report in accordance with the small companies' regime.

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the Trustees' Responsibilities Statement, 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, and for such internal control as the Trustees 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 trustees are responsible for assessing the 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 company or to cease operations, or have no realistic alternative but to do so.

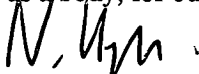
**ZINC ARTS (A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ZINC ARTS**

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 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: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Mr Neil Heyes FCA (Senior Statutory Auditor) for and on behalf of

Rayner Essex LLP
Faulkner House,
Victoria Street,
St Albans,
Herts,
AL1 3SE
Chartered Accountants
Statutory Auditors

Date: 4 March 2019

ZINC ARTS (A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES AS AT 31 MARCH 2018

	Note	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £	Total Funds 2017 £
INCOMING RESOURCES					
Incoming Resources from Generated Funds:					
Donations	3	18,367	-	18,367	12,838
Grants	3, 4	18,000	5,000	23,000	24,334
Building Income	3	22,000	-	22,000	22,000
Activities for Generating Funds	5	300,724	-	300,724	267,358
Investment Income	6	-	-	-	-
Other Incoming Resources	7	5,305	-	5,305	7,851
TOTAL INCOMING RESOURCES		364,396	5,000	369,396	334,381
RESOURCES EXPENDED					
Costs of Generating Funds:					
Fundraising Expenses and Other Costs	5	-	-	-	-
Charitable Activities	8	457,383	5,000	462,383	600,184
TOTAL RESOURCES EXPENDED		457,383	5,000	462,383	600,184
NET RESOURCES EXPENDED BEFORE REVALUATIONS		(92,987)	-	(92,987)	(265,803)
Gains and Losses on Revaluations of Investment Assets		9	-	9	73
NET MOVEMENT IN FUNDS FOR THE YEAR		(92,978)	-	(92,978)	(265,730)
Total Funds as 1 April 2017		882,652	-	882,652	1,148,382
TOTAL FUNDS AT 31 MARCH 2018		789,674	-	789,674	882,652

All activities relate to continuing operations

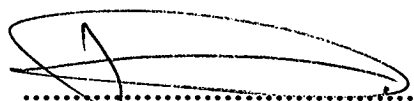
The notes on pages 14 – 21 form part of these financial statements

ZINC ARTS (A COMPANY LIMITED BY GUARANTEE)

BALANCE SHEET AS AT 31 MARCH 2018

	Note	2018 £	2017 £
FIXED ASSETS			
Tangible Assets	11	4,139,439	4,191,729
CURRENT ASSETS			
Debtors	12	15,156	27,672
Investments	13	1,066	1,057
Cash at Bank		0	163
		<u>16,222</u>	<u>28,892</u>
CREDITORS: Amounts Falling Due Within 1 Year	14	<u>(292,616)</u>	<u>(264,598)</u>
NET CURRENT LIABILITIES		<u>(276,394)</u>	<u>(235,706)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		3,863,045	3,956,023
CREDITORS: Amounts Falling Due After More Than 1 Year	15	<u>(3,073,371)</u>	<u>(3,073,371)</u>
NET ASSETS		<u>789,674</u>	<u>882,652</u>
CHARITY FUND			
Unrestricted Funds	16	<u>789,674</u>	<u>882,652</u>
TOTAL FUNDS		<u>789,674</u>	<u>882,652</u>

The financial statements were approved by the Trustees on 4 March 2019 and signed on their behalf by:



D K Hufton –Rees (CEO)
Trustee

Company Registration Number: 02866315

ZINC ARTS (A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention, in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities and in accordance with the Financial Reporting Standard applicable in the United Kingdom and the Republic of Ireland (FRS102), the Companies Act 2006 and the UK Generally Accepted Practice as it applies from 1 January 2015.

1.2 Company status

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £10 per member of the company.

1.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company at the discretion of the trustees and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for future purpose or project. The aim and use of each designated fund is set out in the notes to the financial statements.

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

1.4 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the company has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

Donations, grants and funds received for specific projects and subject to specific wishes of the donors are credited to the relevant restricted fund. When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods. The capital element of grants received towards the cost of acquiring fixed assets are released to the unrestricted reserves over a four-year period in line with the depreciation policy of the fixed assets capitalised. Other income received for the general purpose of the company is credited to the general fund.

Building income is included in the period to which it relates and includes the renting of accommodation provided, hiring of facilities and other services available within the building to the public and project participants.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1.5 Resources expended

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to activities they have been allocated on a basis consistent with the use of the resources.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Charitable activity costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at the registered office. These costs are those which have not been directly allocated to an activity but nevertheless support those activities. These costs are allocated on an actual basis where possible and where general expenses, allocated

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on a time per room basis.

Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

1.6 Going concern

The financial statements have been prepared on a going concern basis which assumes that the charitable company will continue in operational existence for the foreseeable future and reflects the Trustees' belief that the charitable company will continue to generate sufficient cash flows to meet its liabilities as they fall due.

The Trustees are disappointed with the deficit continued to be suffered in the year and recognise the uncertainty which arises however, the Trustees have continued to take appropriate action since the year end to reduce the ongoing deficit and minimise any adverse effects on cash flow.

The Trustees are confident that appropriate arrangements can be made with Futurebuilders in regards to the repayment of capital and interest, beginning in March 2017 that will not adversely affect the charity's options for the foreseeable future. It is therefore deemed appropriate by the Trustees to prepare these financial statements on a going concern basis.

1.7 Cash flow

The company has taken advantage of the exemption in Financial Reporting Standard No.1 from the requirement to produce a cash flow statement on the grounds that it is a small charitable company.

1.8 Turnover

Turnover comprises revenue recognised by the company in respect of goods and services supplied during the year, exclusive of Value Added Tax and trade discounts.

1.9 Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised.

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:

Long term leasehold property over the term of the lease
Fixtures & fittings 10% - 25% straight-line

No depreciation is provided on Freehold land and buildings. This policy represents a departure from the rules set out in the Companies Act 2006 which requires all fixed assets to be depreciated over their expected useful lives. The trustees consider that systematic annual depreciation would be inappropriate and would not represent a true and fair view.

1.10 Investments

Investments are stated at market value at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluations throughout the year.

1.11 Leasing and hire purchase

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible fixed assets. Assets acquired by finance lease are depreciated over the shorter of the lease term and their useful lives. Assets acquired by hire purchase are depreciated over their useful lives. Finance leases are those where substantially all of the benefits and risks of ownership are assumed by the company. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the Statement of Financial Activities so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

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1.12 Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes. The company's activities fall under the exemption given by HMRC to charities, consequently no liability to UK Corporation tax has arisen on the ordinary activity of the company, neither for the year ended 31 March 2018 nor for the year ended 31 March 2017.

2. TURNOVER

The whole of the turnover is attributable to charitable activities as detailed in the trustees' report.

All turnover arose within the United Kingdom

3. VOLUNTARY INCOME

	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £	<i>Total Funds 2017 £</i>
Donations	18,367	-	18,367	12,838
Grants	18,000	5,000	23,000	24,334
Building Income	22,000	-	22,000	22,000
Voluntary Income	58,367	5,000	63,367	59,172

4. SOURCES OF REVENUE GRANTS

	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £	<i>Total Funds 2017 £</i>
Essex County Council	-	5,000	5,000	7,117
Arts Council England	-	-	-	-
Children in Need	-	-	-	-
Epping Forest District Council	-	-	-	-
Herts. Adult Family Learning Service	-	-	-	17,217
Cultural Development Fund	18,000	-	18,000	-
Comic Relief	-	-	-	-
Royal Opera House	-	-	-	-
Music Net	-	-	-	-
Redbridge	-	-	-	-
	18,000	5,000	23,000	24,334

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5. TRADING ACTIVITIES

	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £	Total Funds 2017 £
Contracts and Fees	300,724	-	300,724	267,358

6. INVESTMENT INCOME

	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £	Total Funds 2017 £
Investment Income	-	-	-	-

7. OTHER INCOMING RESOURCES

	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £	Total Funds 2017 £
Sundry Income	5,305	-	5,305	7,851

8. CHARITABLE ACTIVITY COSTS

	Unrestricted Funds 2018 £	Restricted Funds 2018 £	Total Funds 2018 £	Total Funds 2017 £
Staff Costs	204,978	5,000	209,978	312,055
Insurance	9,684	-	9,684	9,737
Direct Project Expenses	30,365	-	30,365	36,848
Marketing and Communications	8,173	-	8,173	4,558
Irrecoverable VAT	6,307	-	6,307	15,004
Other Costs	20,545	-	20,545	36,980
Interest Payable	5,059	-	5,059	7,827
Office and Supplies	29,982	-	29,982	32,578
Legal and Professional	30,206	-	30,206	17,553
Premises Costs	59,794	-	59,794	75,097
Depreciation	52,290	-	52,290	51,947
	457,383	5,000	462,383	600,184

Premises costs incorporate a notional charge of £22,000 in respect of rent. This has been brought in to reflect the difference between the estimated commercial rent due for the premises. This has been reflected as a donation within Building income.

Staff costs incorporates Board and Volunteer expenses.

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9. NET RESOURCES EXPENDED

This is stated after charging:

	2018	2017
	£	£
Depreciation of tangible fixed assets:	52,290	51,947
Auditors Remuneration	10,000	9,000
	62,290	60,947

During the year, no Trustees received any remuneration (2017 - £Nil.)

During the year, no Trustees received any benefits in kind (2017 - £Nil.)

During the year, Trustees received reimbursement of expenses £13,632 (2017 - £12,591.)

10. STAFF COSTS

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

	2018	2017
Administration and Project Workers	17	21
	17	21

The cost of employing staff which were included within Charitable activities in note 8 were:

	2018	2017
	£	£
Wages and Salaries	198,482	283,423
Social Security Costs	9,754	20,679
Pension Contribution	794	-
	209,030	304,102

No employee received remuneration amounting to more than £60,000 in either year.

The cost of Senior management personnel was £nil.

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11. TANGIBLE FIXED ASSETS

	Long Term Leasehold Property £	Fixtures and Fittings £	Total £
Cost			
At 1 April 2017	4,289,237	656,717	4,945,954
Additions	-	-	-
Disposals	-	-	-
At 31 March 2018	4,289,237	656,717	4,945,954
Depreciation			
At 1 April 2017	169,386	584,839	754,225
Charge for the year	31,772	20,518	52,290
At 31 March 2018	201,158	605,357	806,515
At 31 March 2018	4,088,079	51,360	4,139,439
At 31 March 2017	4,119,851	71,878	4,191,729

The net book value of assets held under finance leases or hire purchase contracts, included above, are as follows:

	2018 £	2017 £
Fixtures and Fittings	-	-

12. DEBTORS

	2018 £	2017 £
Due Within One Year		
Trade Debtors	15,156	27,672
Other Debtors	-	-
Prepayments and Accrued Income	-	-
	15,156	27,672

13. CURRENT ASSET INVESTMENTS

	2018 £	2017 £
COIF Fixed Interest Fund	1,066	1,057
At 1 April	1,057	984
Sale of Units	-	-
Realised Gain / Loss on Sale of Investment	-	-
Unrealised Gain / Loss on Investment	9	73
Transfer Received	-	-
At 31 March	1,066	1,057

Current asset investments are stated at market value and held to provide a return to the charity.

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14. CREDITORS

Amounts falling due within one year

	2018	2017
	£	£
Bank Loans and Overdrafts	25,986	23,821
Trade Creditors	56,832	61,376
Other creditors	38,351	21,761
Other Taxation and Social Security	149,364	136,395
Accruals and Deferred Income	22,083	21,245
	292,616	264,598

The loans are secured by way of a fixed charge over the charity's long leasehold property. Hire purchase liabilities are secured on the assets purchased.

15. CREDITORS

Amounts falling due after more than one year

	2018	2017
	£	£
Futurebuilders Loan 1	1,715,366	1,715,366
Futurebuilders Loan 2	1,313,005	1,313,005
Bridging Loan S.I.B.	45,000	45,000
	3,073,371	3,073,371

The loan agreement provides for the loans to be repaid over a period of 25 years at an interest rate of 6%. However, interest and repayment holidays have been granted until June 2021 and the repayment terms remain under negotiation.

16. SUMMARY OF FUNDS

	Brought Forward	Incoming Resources	Resource Expenditure	Gains / (Losses)	Carried Forward
	£	£	£	£	£
Designated Funds (note 18)	1,057	-	-	9	1,066
General Funds	881,595	364,396	(457,383)	-	788,608
	882,652	364,396	(457,383)	9	789,674
Unrestricted Funds	882,652	364,396	(457,383)	9	789,674
Restricted Funds (note 17)	-	5,000	(5,000)	-	-
	882,652	369,396	(462,383)	9	789,674
Total of Funds	882,652	369,396	(462,383)	9	789,674

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17. RESTRICTED FUNDS ANALYSIS

	Opening Balance £	Incoming Resources £	Utilised £	2018 £
Essex County Council	-	5,000	(5,000)	-
Arts Council England	-	-	-	-
Herts, Adult Family Learning Service	-	-	-	-
Comic Relief	-	-	-	-
Cultural Development Fund	-	-	-	-
Music Net	-	-	-	-
Redbridge	-	-	-	-
	<u>-</u>	<u>5,000</u>	<u>(5,000)</u>	<u>-</u>

18. UNRESTRICTED FUNDS ANALYSIS

	Opening Balance £	Release of Funds £	Unrealised Gain £	2018 £
Capital Repairs and Renewal Fund	1,057	-	9	1,066

19. OPERATING LEASE COMMITMENTS

At 31 March 2018, the company had annual commitments under non-cancellable operating leases as follows:

Expiry Date:	Land and Buildings		Other	
	2018 £	2017 £	2018 £	2017 £
Between 2 and 5 Years	-	-	21,598	22,671
More Than 5 Years	22,000	22,000	-	-

20. RELATED PARTY TRANSACTIONS

Included within creditors is a balance of £4,211 (2017: £4,211) due to the director Daryn Hufton-Rees.

Trustees received reimbursement of expenditure in respect of the charity's activities during the current year.

21. Post Balance Sheet Event

In May 2017, the company signed an agreement with Epping Forest District Council relating to Hawthorne Place. Under this agreement Epping Forest District Council and Zinc work together to provide self-contained units of temporary accommodation to persons on Licence until permanent accommodation can be found. The number of Licences is currently 8

Hawthorne Place was renamed the Health, Focus and Wellbeing Centre but no major changes to the building took place.

In July 2018 Zinc reached a resolution with HMRC over an outstanding monies owed and a payment plan was put in place to pay the outstanding sum over a period of 12 months with the final payment due on 31st August 2019.