

Annual Report

Compiled by the Board of Directors 20th August 2014 for the first AGM on 13th September 2014.

Cathy Rogers, Chair
Ruth Payne, Board Member
Claire Manning, Legal Secretary

Summary

This report has been produced for the first AGM of Maidstone Artists' Co-operative Limited who trade as MAKING ART WORK. The date of the AGM is 13th September 2014.

The activity described within this review covers the period from 8th May 2013 – 31st May 2014, our accounting period.

The set of accounts covers this period but also includes our pre-incorporation income and spend which enabled a 3 month pop up project in Union Street, made possible via an Arts Council Grant for the Arts plus donations and covered our activities up until the end of February 2013.

The purpose of this AGM is to:

1. Present the Board of Directors Annual Report and Financial Statements
2. Outline of the Financial Statements for 2013-2014
3. Elect the Board of Directors for 2014-2015
4. Receive Proposals submitted by the current Board of Directors
5. Accept Volunteers for Officer Roles

Who We Are

MAKING ART WORK is a co-operative of artists and those who work together to find a way to sustain a professional career in the creative arts.

We initially came together in September 2011 to establish and develop a network of artists in Maidstone and share our work with the cultural community and others interested in the visual and creative arts through events, talks, workshops and exhibitions.

We incorporated as a bona fide IPS Multi-stakeholder Co-operative on 8th May 2013 with 18 founder members.

As of the date of this review we now have 30 members.

Our Legal Structure

MAKING ART WORK is the trading name of Maidstone Artists' Co-operative Limited a bona fide IPS Multi-stakeholder¹ Co-operative (now known as a Society, 6 April 2014). We are limited by share capital, which is currently £1.

Our Rules (governing document) describe our processes and policies and how we organise ourselves. We are registered with the [Financial Conduct Authority](#) (FCA) where we are also known under the banner of a 'mutual society' and the FCA refers to us as a 'registered society'.

We support the co-operative values and principles as set out by the [International Co-operative Alliance](#) and embed them within everything we do.

¹ **Multi-stakeholder co-operatives.** Enterprises that are owned and controlled by members drawn from a variety of areas. Membership can include employees and users of the co-operative, local residents, partnership organisations or relevant professionals. (Creative Co-operatives – A guide to starting a co-operative in the creative industries <http://www.creatives.uk.coop/>)

Mission, Vision, Aims

Our Mission

Our mission is to develop a sustainable community of professional artists and those working in the small creative industries to share their work with the cultural community and collaborate on national and international projects with other established arts organisations.

Our Vision

We offer a welcoming, supportive artistic community that aims to work to the highest professional standards and cultivate a culture of innovation. We achieve this through regular meet ups, a programme of professional talks and development workshops, and by holding exhibitions and collaborative projects with other artists' groups in and beyond Maidstone. Our culture is one of sharing our skills and expertise whilst constantly developing our own work.

Aims

- To offer high-quality events and workshops in the arts and crafts to share our expertise and skills.
- To constantly develop our own work and collaborate with the wider creative community through enlightening talks and professional critiques.
- To develop a cultural focal point in Maidstone where artists and other creative businesses can meet, network and work together on joint projects.

Our Membership

Our membership is open and voluntary and we currently have no pre-selection criteria apart from the completion of an application form, which is approved by the Directors.

All those wishing to become a member must support the 'objects'¹ of the Co-operative.

As a multi-stakeholder co-operative there are three types of membership:

1. **Employee Members** (an employee of the Co-operative can become a member).
2. **Supporter Members:** a group, organisation, firm, partnership or corporate body that operates in an associated field and or has an interest in supporting the Co-operative's business.

3. **Production Members:** any person working as a professional² in the creative industries who is also using the services of the Co-operative.

Decision Making

The co-operative is owned and run by the members and together we make decisions on how and what we do. We have adopted consensus decision-making.

Board of Directors

The Board of Directors is elected from the membership body and is responsible for governance, policy, strategic planning and look after the legal and financial business of the Co-operative. The membership elects the board of directors and in doing so devolves decision-making in respect of their responsibilities noted above, to them.

Within the first year all current directors must stand down, but can be stand for re-election.

Our current Board of Directors are:

Chair	-	Cathy Rogers	September 2011 - present
Legal Secretary	-	Claire Manning	January 2012 - present
Board Member	-	Ruth Payne	April 2013 – present
Treasurer	-	Vacant	

² The use of the word ‘**professional**’ here is taken to mean someone who is serious about taking their practice forward into professional environments, galleries, museums, art fairs and who is consciously conducting themselves in a professional manner (being polite to other members and external partners, keeping to deadline, being present at meetings and collective events/exhibitions when they have said they will, except in unavoidable situations).

Review

This is our first formal AGM as an incorporated group and forgive us if this narrative feels a little like those long letters you get from distant relatives that they include with their Christmas card.

Since leaving Union Street in January 2013 and incorporating on 8th May 2013 we have focused on raising our profile as a group of professional artists. We were all sad to leave Union Street and even though there was an opportunity for us to return last August sharing the building with (what is now) Union 23, it wasn't meant to be. At the end of the day it came down to lack of sufficient resources, not just financial but human effort.

A second opportunity also nearly manifested itself to collaborate with Mid Kent College and use of one of their portacabins as studio space to satisfy our now growing number of enquires for studio space outside of our membership. However this effort was thwarted as Mid Kent decided they needed all available space for storage during refurbishment of the old UCA site.

So we decided to focus on a few key talks and exhibitions for 2013 going into 2014. As our membership runs from February to January each year there is some overlap in our accounting period but this review takes activities between 8th May 2013 and 31 May 2014 as it's basis.

Two great exhibition spaces/partnerships have opened up this past year: The Bowerhouse and Maidstone Museum and Bently Art Gallery.

The Directors have also been out and about evangelising about MAKING ART WORK. Cathy did a talk at one of Kent Creative Lives' networking events at the Beaney in Canterbury on the Co-operative, how we got started and some of the triumphs and pitfalls. Claire spoke about us at Sevenoaks Visual Arts Forum at the Kaleidoscope Gallery in Sevenoaks. Cathy also brokered a partnership with Maidstone Museum and Bently Art Gallery to hold our artist talks at the museum. With the members unanimously deciding that they wanted to hold our member exhibition there, we were delighted when a slot opened up in their main galleries, the Bently and Bearsted, for November 2014.

Membership

Since we incorporated we have increased our membership by 66%, which is amazing, and we now have a wide range of visual artists represented. We've lost four members since the new membership began in February 2014; Korinna McRobert who has moved to Berlin but wants to keep a connection with the group; Jon, Louise and Laz. However we've gained 12 new members since February 2014, so welcome to you all!

Meetings

Between 8th May 2013 and 31st May we have held 10 out of 12 monthly group meetings and the Board of Directors have met formally 3 out of 3 times of their

quarterly meetings. The Board of Directors have also held several informal phone meetings and exchanged in excess of 250 emails on Co-operative business.

Talks, Events and Exhibitions

We've been really lucky in attracting some great artists to come to Maidstone and share their practice with us. In July 2013 we hosted Gayle Chong Kwan, in December 2013 Sculpture in Beirut - Paula Trower and 3 colleagues – talked about their great work with children in Beirut, and in May 2014 photographer Rich Cutler.

Last year in the summer of 2013 FrancisKnight held several artists' surgeries and there were some successful funding bids made by our members as a result. Five of the group also participated in Love Architecture week hosted by RIBA South East and Maidstones' Town Team. Their project (Maidsinki) involved an international collaboration with artists from Tallinn and Helsinki. This project is ongoing.

In October we held our members exhibition SHIFT at The Bowerhouse, which included two great events: ASHA by Korinna McRobert and a theatrical screening of The Company of Wolves to coincide with Halloween.

Ali also interview Tessa Farmer, a London based artist who was due to hold a talk but unfortunately had to pull out at the last minute. The interview is available from our website.

There was a studio visit to an artists group in Dover that a few of us took part in last summer. It was great to see how others work and their working space. This trip sparked off an ongoing partnership/collaboration with a project initiated by Clare Smith whose studio we visited, which now has ACE funding, and three of our members are still involved with.

Finance

Financially we have managed to finish our year-end with the same amount we started with. A note from the group meeting on 13th April 2013 captured a bank balance of approximately £2,400.00 and as at 31st May 2014 we had balance of £2,525.00. However, from now on each year we need to submit accounts to HMRC and are liable for corporation tax of 20% on all profit. This year, that amounts to £1,103.00

We made it a benefit of membership that the annual members exhibition is paid for by the Co-operative, unless the membership agrees otherwise. Currently our only income is from membership fees and public talks.

Going Forward – Proposals to be agreed

As Board of Directors we have some proposals to put forward at this AGM, based on our reflections of our experience over the last 12-24 months.

Proposal 1

Our monthly group meetings have turned into business meetings and we are in danger of not fulfilling one of our main aims to talk about our work and to learn from each other. So **Proposal No. 1** is that 3 meetings each year are set aside for the membership to discuss and make decisions on co-operative business, and that the other 9 meetings be dedicated to Show and Tell and Skills Swaps/Professional Development sessions.

Proposal 2

The current Board of Directors is made up of 3 people, all members, and all artists, who get involved with a lot of daily work on behalf of the Co-operative. However, in order for the co-operative to grow they need to be freed from some of the day-to-day operational activities to think more about strategy, planning, legal and governance issues. It is not viable or sustainable for the current Board to maintain current levels of work. Therefore, we propose creating a greater division of labour by setting up 'officer' roles to take on the day-to-day operational aspects of our activities. We would further propose finding ways to pay individuals in key roles for their labour.

Proposal 3

To fulfill Proposal 2, we need to find a way to generate revenue so we can start working as an independent business and meet one of our aims to sustain careers in the arts by being able to offer financial compensation for work done on behalf of the co-operative.

Proposal 4

The Board proposes scheduling a planning day so we can discuss what we want our programme for 2015 to look like. We also suggest we identify ways in which might increase our income, membership, newsletter subscribers, get better at shouting about

what we do, our successes, and member collaborations. We should also undertake another market survey.

So all in all another very exciting and busy year all made possible by the enthusiasm, energy and talent of our members! Here's to an even more vibrant co-operative 2015!

Cathy Rogers
Chair

Ruth Payne
Board Member

Claire Manning
Legal Secretary

Statement of Financial Accounts

MAKING ART WORKS' accounts have been produced by Russell Smith Tax and Accountancy Services Limited, based in Leeds who specialise in the creative industries. As the Board of Directors are responsible for ensuring we meet our legal obligations they contracted Russell Smith Tax and Accountancy Services Limited in May 2014. We currently do not need an auditor as our income and profits do not exceed £5,000.00.

Russell Smith have compiled these accounts in accordance with our obligations to HMRC (we are liable for Corporation Tax) and the FCA who we have to submit a AR30 detailing our profit, loss and other trading information and pay a small fee of £55.00.

These accounts include our pre-trading or pre-incorporation activities, such as the time in Union Street and all income and expenditure leading up to 8th May. These figures are denoted with an *.

Profit and Loss
As at 31 May 2014

	Notes	2014 £
Turnover		1,609
Cost of sales		(2,539)

Gross loss		(930)
Administrative expenses*		(7,885)
Other operating income**		11,136

Operating profit	2	2,321
Interest receivable		5

Profit on ordinary activities before taxation		2,326
Tax on profit on ordinary activities	3	(583)

Profit for the period		1,743

*This is the final spend from activities which were part of the pop up project in Union Street prior to incorporation on 8th May 2013.

** This is the income from ACE plus donations and 2013 membership received prior to incorporation on 8th May 2013.

Balance Sheet
As at 31 May 2014

	Notes	2014 £
Fixed assets		
Tangible assets	4	401
Current assets		
Cash at bank and in hand		2,525
Creditors: amounts falling due within one year	5	(1,103)

Net current assets		1,422

Total assets less current liabilities		1,823
Provisions for liabilities	6	(80)
Net assets		1,743
Capital and reserves		
Profit and loss account	7	1,743
Shareholder's funds		1,743

Accounts Notes:

2. Operating profit

2014
£

This is stated after charging:

Depreciation of owned fixed assets 134

3. Taxation

2014
£

UK Corporation tax 503
Deferred tax 80

583

4. Tangible fixed assets

**Plant and
Machinery
Etc**
£

Cost
Additions 535

At 31 May 2014 535

Depreciation

Charge for the period 134

At 31 May 2014 134

Net book value

At 31 May 2014 401

5. Creditors: amounts falling due within one year	2014
	£
Corporation tax	503
Other creditors	600

	1,103

6. Provisions for liabilities	2014
Deferred taxation:	£
Accelerated capital allowances	80

	2014
	£
Deferred tax charge in profit and loss account	80

At 31 May	80

7. Profit and loss account	2014
	£
Profit for the period	1,743

At 31 May 2014	1,743

8. Ultimate controlling party

There is no ultimate controlling party as it is registered under the Co-operative and Community Benefit Societies Act 2014.

i

Objects

The objects of the Co-operative shall be to carry on the business as a co-operative and to carry on any other trade, business or service and in particular to grow a vibrant creative community where artists share their work with the cultural community and collaborate on national and international projects with other established arts organisations. Our mission is to develop a sustainable community of professional artists and those working the small creative industries.

Taken from our Certified Rules dated 8 May 2013