

NORFOLK CONTEMPORARY ART SOCIETY

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MAY 2012**

REGISTERED CHARITY NO. 262730

Nigel Wordingham Ltd
The Old Reading Room, 5 Recorder Road,
Norwich, NR1 1NR



Trustees' Report for the financial year ended 31 May 2012

The Norfolk Contemporary Art Society, a charitable trust, is registered with the Charity Commissioners (No. 262730) and for official purposes its official address is St. Ouen, Heigham Grove Norwich NR2 3DH. Its website is at n-cas.org.uk. The charity is governed by its Rules dated 25 May 1971 as varied by the Constitution dated 8 July 2007.

The Trustees: Trustees of the Society for the year from 1 June 2011 to 31 May 2012 were:

Officers:

Keith Roberts – Chairman
Cate Allwood – Treasurer

Member trustees:

Janey Bevington
Susan Curran
Brenda Ferris
Felicity Hartley
Derek Morris
Keith Pollard
Robert Short
Diana Heuvel
Steve Baker

Caroline Fisher (co-opted during the year)

Harriet Godwin (served as the representative of Norwich Castle Museum and Art Gallery)
David Holgate (served as the representative of Norwich 20 Group)

Members of the Society are invited each year to nominate and second the names of prospective Trustees. These are then elected, to a maximum of 16, each year by those present at the AGM. Trustees serve for 3 years.

Eleanor Cherry has held the position of NCAS Administrator throughout the year and received a fee of £1,800 p.a.

The Society: The object of the Society is “to advance the education of the public in the appreciation of the arts and in particular the creative art of the present day in all its branches.”

Under its rules the Society has the following powers of investment:

- a) To purchase works of art for presentation or loan to public museums, art galleries or other organisations where such works of art will be on view to the public.
- (b) To raise funds and invite and receive contributions from any person or persons whatsoever by way of subscription, donation and otherwise; In exercising this power, the Trustees must not undertake any substantial permanent trading activity and must comply with any relevant statutory regulations;

- (c) To buy, take on lease or in exchange, hire or otherwise acquire, property, and to maintain and equip it for use;
- (d) To stage exhibitions, lectures, trips and events to further the object.

Events: In 2011-2012, NCAS held a full programme of publicly accessible lectures, including talks by Lee Marshall, Paul Greenhalgh, Ian Collins, Bruce Gernand, Tom Freshwater, Mary Yule, Harriet Loffler, Mark Edwards and Evelyn Parker. We also hosted a major joint lecture in partnership with NUCA by Cornelia Parker. We organized events for members, including a trip to the Turner Contemporary Gallery, Margate. The 2011 AGM was held on 3 July at Burston Church, with lunch and a look around the strike school afterwards.

Exhibitions: In 2011, NCAS curated the *Elements: Material Worlds* exhibition for the Forum in an effective partnership with The Forum Trust Norwich. It included talks by the artists, a section of school's work and several outreach and public engagement activities. NCAS joined forces with the N20G to curate a small show at the Rocket Café in Cromer as part of the COAST festival. NCAS will be mounting its own open NCA12 show in the Forum in July 2012.

Other matters: The biennial NCAS art auction was held in Nov 2011 in the Council Chamber of City Hall to raise funds for the Society.

NCAS continues to be represented on the trustees of the separate charity, *Sculpture for Norwich (SfN)*.

NCAS lobbied hard, and successfully, to retain the use of the Timothy Gurney Gallery at the Castle for showing contemporary art.

We again awarded an NCAS prize for the most outstanding work in the Norwich University College of the Arts Degree Show. In 2011 the prize was doubled to £500 and will remain at that sum for the degree show in 2012.

NCAS has made available £2,000 towards the purchase of a work by Hubert Duprat, and is also involved in contributing to the purchase of a Mary Webb painting from her recent SCVA show.

The subscription rate remained at £15 (single), £5 (students) and £25 (joint). The approximate number of members at the end of the year was 627.

Dr Andrew Moore, who retired as Keeper of Art at Norwich Castle after 31 years, was made a lifetime member and a patron of the Society.

Nigel Orme designed the new NCAS logo, through competitive tender, and this has now also become part of our new website design by Robert Bird at www.n-cas.org.uk. An email contact list is maintained for members, and those on the list were circulated regularly throughout the year with details of private views and other events of interest in the area.

A working balance of funds is held in Barclays Bank current accounts (one general account, and one account for dedicated funds). Remaining funds are invested in a COIF Charity Investment Fund.

Trustees and their responsibilities: The trustees are required to prepare for each financial year financial statements which give a true and fair view of the state of affairs of the charity and of the surplus for the year then ended. In preparing financial statements, the trustees are required to select suitable accounting policies and apply them consistently.

The trustees are responsible for ensuring proper accounting records are kept which disclose, with reasonable accuracy at any time, the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and follow the guidance for accounting for smaller charities issued by the Charities Commission. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

A handwritten signature in black ink that reads "Keith Roberts". The signature is written in a cursive, slightly slanted style.

Signed on behalf of the Committee
Professor Keith Roberts OBE, Chair and Trustee

**Norfolk Contemporary Art Society
Receipts and Payments Accounts
For the year ended 31 May 2012**

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	Unrestricted Funds 2012 £	Restricted Funds 2012 £	Total Funds 2012 £	Total Funds 2011 £
Receipts				
Grant for Photo ID exhibition	0	881	881	27,406
Submission fee for exhibitions	1,510	0	1,510	1,875
Subscriptions	6,451	0	6,451	4,481
General grants and donations including gift-aid	350	0	350	744
Income from events & auctions	8,300	0	8,300	2,402
Interest	63	0	63	25
Other income (including AGM income)	565	0	565	788
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Total receipts	17,239	881	18,120	37,721
Payments				
Photo ID exhibition	0	5,160	5,160	23,710
Exhibition expenses	135	0	135	1,445
Auction expenses	489	0	489	0
50 Years On (publication printing)	277	0	277	0
Events	3,851	0	3,851	1,096
NCAS Prize	0	0	0	750
Postage, stationery, printing and admin	3,849	0	3,849	3,796
Publicity, website & programme distribution	614	0	614	502
Accountancy	0	444	444	435
AGM expenses	530	0	530	647
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	9,745	5,604	15,349	32,381
Purchases of work of art for Castle Museum & framing	147	0	147	1,300
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Total payments	9,892	5,604	15,496	33,681
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Net receipts/(payments)	7,347	(4,723)	2,624	4,040
Cash funds at 31 May 2011	13,452	4,723	18,175	14,135
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Cash funds at 31 May 2012	£20,799	£0	£20,799	£18,175
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**Norfolk Contemporary Art Society
Statement of assets and liabilities
As at 31 May 2012**

	Unrestricted Funds 2012 £	Restricted Funds 2012 £	Total Funds 2012 £	Total Funds 2011 £
Cash funds				
Petty cash	22	0	22	25
Cash at bank	20,777	0	20,777	18,150
Total cash funds	<u>£20,799</u>	<u>£0</u>	<u>£20,799</u>	<u>£18,175</u>
Other monetary assets				
Gift aid claim	<u>£574</u>	<u>£0</u>	<u>£574</u>	<u>£0</u>

Heritage Assets

In accordance with the stated objectives, the charity purchases works of art for presentation or loan to public museums, art galleries or other organisations where such works of art will be on view to the public. All works of art form part of unrestricted funds.

Approved by the Committee on 20 June 2012 and signed on its behalf by

Keith Roberts
Keith Roberts
Trustee

Norfolk Contemporary Art Society
Notes forming part of the Financial Statements
For the year ended 31 May 2012

1. Accounting Policies

(a) **Basis of Accounting**

The accounts have been prepared on the receipts and payments basis.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
NORFOLK CONTEMPORARY ART SOCIETY**

I report on the accounts of the Charity for the year ended 31 May 2012, set out on pages 4 to 6.

Respective Responsibilities of Trustees and Examiner

As trustees you are responsible for the preparation of the accounts; you consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under section 145 of the 2011 Act),
- To follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act), and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

(1) Which gives me reasonable cause to believe that in any material respect the requirements:

To keep accounting records in accordance with section 130 of the 2011 Act; and

To preparing accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act,

Have not been met, or

(2) To which in my opinion attention should be drawn in order to enable a proper understanding of the accounts

 22/6/2012

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