



# Annual Report and Accounts for 2022

Registered Charity No. 1156971

[www.ringingteachers.org](http://www.ringingteachers.org)

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## ASSOCIATION OF RINGING TEACHERS

### Annual Report and Accounts of the Trustees for the year ending 31<sup>st</sup> December 2022

CHARITY NAME                      The Association of Ringing Teachers (known as  
“ART”) was founded in March 2012

CHARITY REG'D NUMBER        ART was granted Charity status by the Charity  
Commission in May 2014. Its Registered Charity  
Number is: 1156971

CONTACT ADDRESS                12, The Courtyard, Bridge End, Warwick, CV346PD

#### MEMBERS OF THE MANAGEMENT COMMITTEE

Lesley Belcher (T)                Chairman

Annie Hall (T)                     Secretary

Sue Dixon (T)                     Treasurer

Paul Lewis

Roger Booth

Clare McArdle

Tim Sunter

David Sparling

Lesley Boyle

Dee Smith

Matthew Lawrence

Monica Hollows

The above named are members of the Association's Management Committee and those marked (T) are Trustees. All members were elected to the Management Committee at the Association's AGM in March 2022 or at subsequent Management Meetings.

#### NON-EXECUTIVE CHARITY TRUSTEES

Leslie Boyce

Andrew Wilby

Christopher Enzor

#### ADMINISTRATORS

ART employs a part-time Office Manager, Monica Hollows and two part-time paid administrators: Rose Nightingale and Denise Tremain.

PATRONS: Peter Bevis, Helen McGregor, Len Roberts, Paul Flavell, Eileen Butler

WEBSITE: [www.ringingteachers.org](http://www.ringingteachers.org)

## STRUCTURE, GOVERNANCE AND MANAGEMENT

The Association's governing document is its Constitution which was adopted at the foundation meeting in March 2012 and most recently amended at the Annual General Meeting in March 2021. ART is an unincorporated association with a membership as follows at 31/12/2022:

Type	2022	2021	2020	2019	2018	2017
Full	334	314	330	308	247	209
Associate	283	271	301	301	256	174
Tutor	14	15	13	14	16	18
Affiliate	15	15	17	16	11	7
'Trial'	16	6		15	35	
Total	662	621	661	654	565	408

### Membership

Membership of The Association is offered to all those who are accredited to teach bell ringing under the ART Training Scheme and to those who act as Tutors for the scheme. Those who have completed a single Module of the Training Scheme are eligible for Associate Membership and those completing an additional Module can be Full Members. A small number of persons with particular skills or expertise are offered Affiliate Membership by the Management Committee.

### Management

Policy and executive decisions are made by the Management Committee. The Committee and the Trustees are elected from the membership at the Association's Annual General Meeting. A business plan is produced annually and regularly reviewed at meetings of the Committee.

ART's principal policies are published in detail on the Association's website. These cover the following issues:

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## ART Structure and Governance

- [ART Constitution](#)
- [ART Purpose Statement](#)
- [ART Training Scheme Regulations](#)
- [Reserves Policy](#)
  
- [Code of Practice for ART Members](#)
- [Equality and Diversity Policy](#)
- [Poverty and Disadvantaged Policy](#)
- [Recruitment of Ex-Offenders Policy](#)

## Data Protection and Privacy

- [Data Protection Policy](#)
- [Data Protection Impact Assessment](#)
- [Privacy Policy](#)
- [Guidance on Data Protection for ART Teachers](#)
- [Guidance Note on Safeguarding Documentation \(DBS\)](#)

## Safeguarding

These policies and codes of practice will assist the Association and its members and volunteers to comply with all necessary legal practices and codes of conduct around the safeguarding of children and vulnerable adults.

- [Safeguarding Policy](#)
- [Handling and Safekeeping of DBS Certificate Information Policy](#)
- [Photography and Video Policy](#)
- [Code of Practice for Training Children and Vulnerable Adults](#)
- [Code of Practice for Organising Training and Events](#)
- [Code of Practice for Prevention and Resolution of Bullying](#)

## Health and Safety

- [Health and Safety Policy](#)
- [Code of Practice for Safety](#)
- [Course and Workshop Coronavirus Guidance](#)

## Relationship with other ringing bodies and the ringing community

ART has strong working relationships with other ringing bodies, notably the Central Council of Church Bell Ringers (Reg'd Charity No. 270036) and the Ringing World (Reg'd Charity No. 287182). Regular meetings take place with these and other ringing organisations. There is extensive promotion and organisation of Training Scheme Day Courses and Workshops.

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## Risk Analysis

The Association maintains a comprehensive risk analysis of its activities and is putting measures in place to mitigate the risks faced wherever possible.

## OBJECTIVES AND ACTIVITIES

The objects of the charity are listed in the constitution:

[Association of Ringing Teachers :: ART Constitution](#)

Our key mission is to maintain the quintessentially English art of ringing changes on church bells and hand bells by training teachers and ringers for the future.

## Staff and Volunteers

The Association employs a part-time Office Manager and two part-time paid administrators. All the trustees are volunteers and none receives any remuneration, other than expenses, for their work. Other volunteers assist the Association in its work through the provision of advice on matters such as safeguarding, recruitment, information technology, communications, tutor development, educational development, fundraising, running its merchandising arm and helping the Administrators.

## FINANCIAL REVIEW

2022 saw a return to near normal income levels with a record number of courses being run. A new member of staff joined the administration team during the year, necessary to maintain services while ART continues to grow, but with associated additional salary costs. In the long term it is expected that these costs will yield corresponding increases in income but for 2022 the main operations incurred a loss of £6,041 despite the continued support of our sponsors and members. Merchandising sales achieved an improved profit of £6,525 leaving the organisation as a whole with a net surplus of £484.

The Trustees consider it necessary and in the best interests of ART to maintain a balance of 'free' unrestricted funds which have not been committed or designated for a particular project. This reserve fund is required to enable the organisation, in the short-term, to maintain ongoing services and enable financial commitments to be fulfilled and is estimated to be a minimum of £35,000, see also Note 4 to the accounts.

## Balance Sheet

### As at 31st December 2022

	<u>2022</u>		<u>2021</u>	
	£	£	£	£
<b>Fixed Assets</b>				
<u>Non-Current</u>				
M&G Investment Account		6,506		6,915
<b><u>Current Assets</u></b>				
Cash at bank and in hand				
Hampshire Trust Bank 45 Day account	40,200		40,000	
HSBC Treasurer account	5,787		11,667	
Lloyds Treasurer account	15,588		20,297	
Lloyds Merchandising	18,523		10,127	
HSBC 50 50 Club	315		267	
Total Bank Balances	80,413		82,358	
Paypal Account	618		10	
<b>Total Cash at Bank and In Hand</b>		81,031		82,368
Debtors - ANZAB		-		590
Merchandising Stock		3,072		5,086
Accrued Income		241		140
<b>Total Assets</b>		90,851		95,099
<b>Creditors</b>				
<b><u>Awards Payable</u></b>				
Youth (Sarah Beacham Fund)	800		1,200	
Recruitment and Retention	444		1,110	
Technology	500		1,300	
ART funded awards, LtR	-		125	
Leadership	505		1,600	
CCCBR University	244		500	
CCCBR Effective Use of Technology	-		300	
LtR Achievement	625		625	
Special Awards	72		72	
<b>Total Awards Payable</b>	3,190		6,832	
HMRC Paye refund due	-158		-	
50 50 Club Receipts	315		267	
<b>Total Liabilities</b>		3,347		7,099
Deferred income (Note 3)		1,430		1,394
<b>Net Assets</b>		£ 86,073		£ 86,606
<b>Represented By:</b>				
<b>Restricted Reserves</b>				
Len Roberts Award Fund	7,500		7,500	
Recruitment Reserve	2,435		3,411	
Sarah Beacham Memorial Fund	5,648		5,689	
		15,583		16,600
<b>Designated Funds</b>				
Heritage Lottery Fund Project	10,000		-	
Son of SmART Ringer Development	10,150		-	
		20,150		0
<b>Retained Earnings (Note 4)</b>				
Balance brought forward	70,006		69,715	
Transfers to Designated Funds	-20,150		-	
Surplus for the year	484		291	
		50,340		70,006
		£ 86,073		£ 86,606

## Income and Expenditure Account For the Year Ended 31st December 2022

	<u>2022</u>		<u>2021</u>	
<b>Income</b>	£	£	£	£
Subscriptions		2,720		3,426
Unrestricted Donations		11,123		11,194
Gift Aid recovery		1,770		1,583
Conference receipts		-		-
Course and Workshop fees		11,018		1,772
Recruitment Reserve (See Note 4)		976		-
50/50 Club (See Note 1)		738		704
Bank Interest		300		145
<b><u>Total Income from Operations</u></b>		<b>28,646</b>		<b>18,825</b>
<b>Direct Costs</b>				
Conference expenses	-		227	
Cost of Course Packs	5,079		533	
Other Events	-		-	
Tutor Travel Expenses	1,403		235	
Assessor Travel	174		24	
Hub Packs	-		83	
LtR Events	73		-	
Youth Expenditure	976		2,776	
Regional Development	1,000		-	
ART funded Awards (See Note 2)	-		125	
<b><u>Total Operational Expenditure</u></b>		<b>8,705</b>		<b>4,003</b>
<b><u>Net Operational Income</u></b>		<b>19,941</b>		<b>14,822</b>
<b>Administrative Expenses</b>				
Salaries	21,721		12,701	
IT Expenditure	1,103		2,593	
Meeting Expenses	859		491	
Insurance	443		424	
Paypal Fees and Bank Charges	345		117	
Promotional Expenses	884		368	
General Expenses	243		96	
Volunteer expenses	383		309	
<b><u>Total Administrative Expenditure</u></b>		<b>25,982</b>		<b>17,098</b>
<b><u>Net Operational (Loss)/Income over Expenditure</u></b>		<b>-6,041</b>		<b>-2,276</b>
<b><u>Net ART Shop Income (see Appendix)</u></b>		<b>6,525</b>		<b>2,567</b>
<b><u>Net Income over Expenditure for the Year</u></b>		<b>£ 484</b>		<b>£ 291</b>

## ART Shop Income and Expenditure Account For the Year Ended 31st December 2022

	<u>2022</u>		<u>2021</u>	
	£	£	£	£
<b>ART Shop Sales</b>				
50 Ringing Things		548		159
50 Ringing Things 4 Teams		2		-
Discover Bell Ringing		732		274
LtR Ringers Guide		4872		2176
Teaching with Simulators		97		85
LtR Teachers Guide		581		362
LtR Achievement Log Book		137		25
LtR Progress Log Book		3170		1514
LtR Call Changes Log Book		780		-
LtR Hand Bell Log Book		97		114
LtR Bell Handling DVD		884		385
Raising & Lowering DVD		847		305
LtR Badges		184		42
Inside Story Recruitment DVD		12		9
Carry on Counting WS		122		15
Doubles or Quit WS		99		-
Plain Bob Minor WS		51		-6
Come On Listen To It WS DVD		233		-
Rounds to Ropesight WS DVD		186		50
Miscellaneous Shop Income		115		-
Shop Discounts		-303		-134
<b>Total ART Shop Sales</b>		13447		5375
<b>Cost of Sales</b>				
50 Ringing Things	125		39	
50 Ringing Things 4 Teams	2		-	
Discover Bell Ringing	228		107	
LtR Ringers Guide	2135		968	
Teaching with Simulators	44		28	
LtR Teachers Guide	245		161	
LtR Achievement Log Book	32		6	
LtR Progress Log Book	645		297	
LtR Call Changes Log Book	229		-	
LtR Hand Bell Log Book	56		39	
LtR Bell Handling DVD	86		44	
Raising & Lowering DVD	92		35	
LtR Badges	48		9	
Inside Story Recruitment DVD	-		-	
Carry on Counting WS	68		8	
Doubles or Quit WS	51		-	
Plain Bob Minor WS	27		-3	
Come On Listen To It WS DVD	131		-	
Rounds to Ropesight WS DVD	114		30	
L5 Achievement	-		-	
Stock Shrinkage	-28		-	
<b>Total Cost of Shop Sales</b>		4,327		1,767
<b>Gross Profit on Shop Sales</b>		9,120		3,608
<b>Other Shop Expenditure</b>				
Storage Costs	559		280	
Office Supplies, Ink & labels	138		-	
Shop Postage and Packing	1,647		556	
Paypal fees	234		104	
Written off old/damaged Stock	17		101	
		2,595		1,041
<b>Net ART Shop Income</b>		£ 6,525		£ 2,567



## Notes to the Accounts For the Year Ended 31st December 2022

### Note 1

#### 50/50 Club

	£
Balance at Bank 1/1/2022	267
Club Receipts for the Year	1,524
Prizes	-738
Net Income to ART	-738
Balance at Bank 31/12/2022	£ 315

Bank charges of £60.80 on the club account have been excluded and added to the main operational bank charges.

### Note 2

#### ART Awards

No ART awards were made in 2022

### Note 3

#### Deferred Income and Accrued Expenses

	£
Courses after date	1,426
E-gift cards	4
	£ 1,430

### Note 4

#### Reserves policy

	Opening Balance	Transfer from Retained Earnings	Income	Expenditure	Closing Balance
	£	£	£	£	£
<b>Restricted Reserves</b>					
Len Roberts Award Fund	7,500				7,500
Recruitment Reserve	3,411			-976	2,435
Sarah Beacham Memorial Fund	5,689		367	-408	5,648
	16,600	0	367	-1,384	15,583
<b>Designated Funds</b>					
Heritage Lottery Fund Project	-	10,000			10,000
Son of SmART Ringer Development	-	10,150			10,150
	0	20,150	0	0	20,150
<b>Unrestricted Reserves</b>	70,006	-20,150	484		50,340
<b>Total Reserves</b>	£ 86,606	£ 0	£ 851	-£1,384	£ 86,073

The Trustees have established a reserves policy whereby the unrestricted funds not committed or invested in tangible fixed assets (the free reserves) held by the Association should be at least equivalent to one year's expenditure, approximately £35,000 for 2022. At this level the Management committee are confident that activities could be maintained in the event of a significant drop in funding and allow sufficient time to secure alternative funding or failing that, to wind up the Charity. At 31st December 2022 free reserves amounted to £50,340, considerably above the target level. The free reserves equate to the net assets of £86,073 less that committed to restricted funds totalling £15,583, (comprising the Len Roberts Award Fund of £7,500, the Recruitment Reserve of £2,435, and the Sarah Beacham Memorial Fund of £5,648) and the Designated Funds of £20,150 (comprising the Heritage Lottery Fund Project of £10,000 and the Son of SmART ringer Development of £10,150).

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## **Independent examiner's report to the trustees of The Association of Ringing Teachers (ART)**

I report to the trustees on my examination of the accounts of the Association of Ringing Teachers (The Trust) for the year ended 31st December 2022.

### **Responsibilities and basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act, and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

I further note the Trustees' decision to classify the funds received in respect of both the Heritage Lottery Fund Project and Son of SmART Ringer Development as Designated Funds rather than Restricted Reserves.


Chris Ridley FCCA CPFA  
26 February 2023

## ACHIEVEMENTS AND PERFORMANCE – REVIEW OF 2022

- 59 courses were held during 2022 (13 in 2021):
  - Module 1            48 Courses (11 in 2021).
  - Module 2            11 Courses (2 in 2021)
- This is the highest number of courses ever run in a year.
- There were also four M1 refresher workshops in 2022.
- 525 delegates attended day courses in 2022 (92 in 2021). This is the highest number since 2018. 427 on Module 1 Course and 98 on Module 2.
- 59 teachers were accredited in 2022 (M1:41 M2: 18) (14 in 2021). This is similar to the level in 2020, though significantly lower than 2019.
- 905 new ringers were registered in the Learning the Ropes scheme in 2022 (405 in 2021).
- 724 LtR certificates were issued in 2022 (211 in 2021).
- The total number of course delegates who have attended ART courses since the start is 4664 (4,142 as at 2021).
- The total number of ringers registered on SmART Ringer since the start is 7598, (6693 as at 2021).
- It should be noted, that while the numbers of ringers active in the UK has still not returned to pre pandemic levels, the number of courses run by ART has and continues to grow to support bell ringing as a whole.
- The Annual General Meeting took place on-line on 5 March 2022 with approx. 68 delegates attending.
- Significant investment of ART reserves has been allocated to:
  - Funding investment in university recruitment and training projects
  - Supporting people who are delivering training at ART teaching centers.
  - Recruitment of a new office manager to support the development of the Charity.
  - Upgrading of the ART IT systems and the SmART Ringer website.
- The successful search and appointment of the new Chair Elect
- Chairman’s Chatter continues to be published for the benefit of ringing teachers.
- Tower Talk continues to be published for the benefit of all ringers on the Learning the Ropes scheme.
- Sales of ART products were £13,447 in 2022 (£5375 in 2021).
- Support for ‘Ring for the King’, is actively pursued as part of the preparation for the Coronation.
- Publication of books and pamphlets promoting bell ringing to the public is a major part of ARTs on going commitment.
- The continued financial contributions of our Supporters have provided a firm financial base.

## DECLARATION OF THE TRUSTEES

This Annual Report was approved by the Trustees.

A photograph of a handwritten signature in black ink on a light blue background. The signature reads "Annie Hall." with a period at the end.

Signed: Annie Hall (Secretary)

Date: 26 February 2023