

Paisley Art Institute
Trustees' Annual Report and Financial Statements
For the year ended 31 July 2020

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For the Year Ended 31 July 2020

Charity number SC000840

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Administrative Information

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Trustees

Jean Cameron	President
Alistair Strachan	Vice President (to 31 st October 2019)
Caroline Gormley	Vice President
Graham Maloney	Honorary Treasurer
Nancy Docherty	Secretary

Accountants

McLaren Ross
19 Glasgow Road
Paisley
PA1 3QX

Charity Number
SC000840

The Trustees present their report with the financial statements of the charity for the year ended 31 July 2019. The financial statements have been prepared in accordance with the basis of accounting, and accounting policies as set out in notes 3 and 4 respectively, to the accounts.

Scottish Charity Number: SC000840

Address: Paisley Art Institute
C/O Unit 33
Sir James Clark Building
Abbeymill Business Centre
Paisley
PA1 1TJ

Trustees during the year:

Jean Cameron	President
Caroline Gormley	Vice President
Nancy Docherty	Secretary
Graham Maloney	Honorary Treasurer

Structure and Management

Paisley Art Institute (PAI) is a charitable, unincorporated organisation. The purpose of the Institute, as recorded in the Constitution dated November 2016, is the encouragement and the promotion of Art by means of exhibitions and occasional lectures, meetings and demonstration classes, and the purchase of works of art or literature or by any other means which the committee determines appropriate.

The Charity's Committee of Management formally meets five times per year and includes the post holders of President, Vice Presidents (2), Secretary, Membership Secretary and Honorary Treasurer. Informal or extraordinary meetings may be arranged throughout the year.

Objectives and Activities

Committee of Management

At the October 2019 AGM there were some changes to the Committee of Management. The following committee members retired from the Management Committee having served their term.

Those retirees were:

Vice-President – Alistair Strachan
Stuart Millar

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The following standing members were re-elected

Elise V. Allan (Artist)
Richard Burgess (Lay)
Jean Cameron (Lay)
Nancy Docherty (Lay)
Eòghann MacColl (Artist)
Dominic Snyder (Artist)
Steven Thomson (Lay)
Rowena Comrie (Artist)
Caroline Gormley (Artist)
Graham Maloney (Lay)
Lindsey McLachlan LL.B (Hons) (Lay)

The effective Committee of Management & Charity Trustees for 2019/20 became:

President – Jean Cameron
Vice-President – Caroline Gormley
Secretary - Nancy Docherty
Membership Secretary – Rowena Comrie
Elise V. Allan
Richard Burgess
Eòghann MacColl
Lindsey McLachlan LL.B (Hons)
Dominic Snyder
Steven Thomson

HONORARY TREASURER

Graham Maloney

Activities 2019/2020

The Trustees began the financial year with the significant organisation of the 131st Annual Exhibition. The exhibition was held in a large retail unit in the Piazza Shopping Centre, Paisley. This was the first year of activity outside of Paisley Museum & Art Galleries which were closed for a four-year programme of refurbishment. The former Co-op retail premises were secured by agreement from Edinburgh Printmakers, from early July through to October 2019. The footprint of the Piazza unit lay on the original grounds of the Government School of Design (1836) where the PAI was formed in 1876. It was most fitting to mark the history of the origin of PAI and reference to this was made in the catalogue of the show with a historic photograph provided by Renfrewshire Council's Heritage Centre.

The exhibition ran from 5th September to 24 October 2019 and received 8,823 visitors. From 600 submissions of work 467 artists were selected. The massive shop unit of some 330sqm was fitted out with exhibition flats kindly donated by RGI and the technical build and lighting was supported by Renfrewshire Leisure's technical team. Additionally, Renfrewshire Leisure donated £16,000 to the staffing costs to run the venue. A Front of House and Sales team of 14 people were hired over the 7 week run. The success of the exhibition was marked not only by a very large footfall but also the highest sales income in its history with over £36,629 in artwork, programme and postcard sales.

The exhibition featured the work of visiting artist John Walter who installed a digital participation artwork of a virtual reality, re-imagined Paisley landscape. This VR headset work attracted many young people and families keen to try out this new innovative medium.

The 131st annual attracted a large number of prize donors and support was also garnered from RGI, The Piazza, Edinburgh Printmakers, Renfrewshire Council, Renfrewshire Leisure, Paisley First and the Edinburgh Fringe Festival.

By March 2020 the Institute like many other charities faced a year of extraordinary disruption to its usual activities due the Corona virus pandemic which effectively shut down many walks of life for over a year including museums, galleries, and other venues where the public usually gathered. The Trustees embraced this year as a year of change and development and were particularly spurred on by the mandated activity of the 2019 AGM to overhaul its governance and constitutional model. A sub-committee of trustees met throughout the year to refresh all policies and practices in order to update and comply with charity law. Draft proposals were presented to members at the 2020 AGM.

Additionally, it was decided to move the 132nd Annual Exhibition to an online digital showcase and virtual gallery experience. From an initial call for entries, 347 entrants applied with over 624 artworks to choose from. 263 artists were selected to exhibit and 384 works were shown. PAI members made up 45% of entrants. The exhibition opened with live video presentations premiered on YouTube with speeches given by Liz Lochhead, former national poet; music by Grant McFarlane of Fèis Phàislig; and notes of welcome from some of the trustees. The exhibition ran the 25th July to 6th September 2020.

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23 Prizes were awarded to a range of established and emerging artists. The exhibition featured a specially designed online virtual gallery experience, designed by a Berlin based Paisley man, Andrew Hopkins, and over the run it attracted 28,658 unique visitors from across the world. Sales of artwork were more modest, as a result of social lockdown, although 40 art works and 67 catalogues were sold earning almost £13,000.

Both the 131st and the 132nd exhibitions gained a good deal of media recognition with nearly 30,000 hits online from national papers such as the Herald and Daily Record, local radio and a large number of art periodicals and members journals. The charities social media presence grew massively during the year with followers/subscribers climbing to 4.7k and social reach of nearly 400,000 readers.

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Financial Review

The Trustees' policy is to maintain sufficient reserves to cover a minimum of three months expenditure, excluding exhibition costs and artist payments. Exhibition costs are met from commission on exhibition painting sales and catalogue sales. Artist payments are only payable on exhibition sales completed and paid.

Grants Policy

The charity does not make grants. Awards are made annually on the basis of judging panel recommendations for various categories of art. Most of these awards are funded by sponsors.

Risk Statement

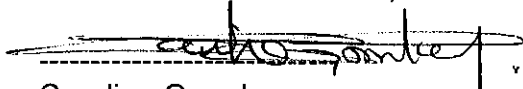
The trustees actively consider the risks to which the charity is exposed and where possible, and appropriate, take such actions as are necessary to mitigate those risks.

Statement of Trustees' Responsibilities

It is the responsibility of the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and the results of the charity for that year. In preparing the financial statements the Trustees are required to:
select suitable accounting policies and then apply them consistently;
make judgement and estimates that are reasonable and prudent;
prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with the constitution. They 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 regularities.

On behalf of the Trustees,



Caroline Gormley
Vice President, Paisley Art Institute
13 July 2021

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Statement of Financial Activities

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	<u>Notes</u>	<u>Unrestricted Funds</u> £	<u>Restricted Funds</u> £	<u>2020 Total Funds</u> £	<u>2019 Total Funds</u> £
<u>Income Resources</u>					
Charitable Income	1	83,610	-	83,610	4,860
Investment Income	1	-	3	3	3
Total Income Resources		83,610	3	83,613	4,863
<u>Resources Expended</u>					
Direct Charity Expenditure	2	79,449	100	79,549	13,144
Support Costs	2	6,138	-	6,138	5,298
Governance Costs	2	480	-	480	480
Total Ongoing Resources		86,067	100	86,167	18,922
<u>Net Movements in Funds</u>		(2,457)	(97)	(2,554)	(14,059)
Total Funds Brought Forward		55,954	5,012	60,966	75,025
Total Funds Carried Forward		53,497	4,915	58,412	60,966

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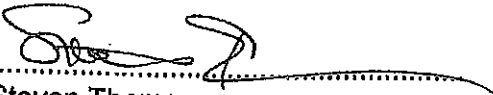
Balance Sheet

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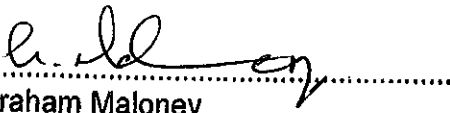
	<u>Notes</u>	<u>2020</u> £	<u>2019</u> £
<u>Fixed Assets</u>		-	-
<u>Current Assets</u>			
Cash at Bank and in Hand		61,293	59,827
Prepayment – Exhibition Expenses		2,918	1,139
Debtor – Advertising & Awards		-	-
		-----	-----
		64,211	60,966
<u>Current Liabilities</u>			
Accrued expenses		(5,799)	-
		-----	-----
		58,412	60,966
		=====	=====
<u>The following funds make up these balances:</u>			
Restricted income funds	7	4,915	5,012
Unrestricted income funds		53,497	55,954
		-----	-----
	8	58,412	60,966
		=====	=====

The Institute has no other investments, assets or material liabilities.

Approved by the Trustees on 13 July 2021 and signed on their behalf by: -



 Steven Thomson
 Secretary



 Graham Maloney
 Honorary Treasurer

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Notes to the Financial Statements

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	<u>Notes</u>	Unrestricted <u>Funds</u> £	Restricted <u>Funds</u> £	2020 <u>Total</u> <u>Funds</u> £	2019 <u>Total</u> <u>Funds</u> £
<u>Incoming Resources</u>					
Exhibition Sales		37,709	-	37,709	-
Catalogue sales		4,210	-	4,210	-
Displacement Costs/Sponsorship		17,000	-	17,000	-
Postcard sales		4,118	-	4,118	130
Exhibition fees		8,133	-	8,133	-
Members subscriptions		5,300	-	5,300	4,730
Catalogue advertising		3,500	-	3,500	-
Prize and awards sponsors		3,550	-	3,550	-
Donations		90	-	90	-
		83,610	-	83,610	4,860
<u>Investment Income</u>					
Interest received		-	3	3	3

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Notes to the Financial Statements (continued)

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Resources Expended

	<u>Notes</u>	Unrestricted <u>Funds</u> £	Restricted <u>Funds</u> £	2020 Total <u>Funds</u> £	2019 Total <u>Funds</u> £
<u>Direct Charitable Expenditure</u>					
Payments to Artists		24,753	-	24,753	65
Exhibition Expense		19,630	-	19,630	-
Museum Commissions		675	-	675	-
Prizes & Awards		3,750	-	3,750	-
Advertising		1,994	-	1,994	-
Website		7,025	-	7,025	2,740
Insurance		371	-	371	329
Legal Fees		-	-	-	6,810
Transport/Storage		862	-	862	2,640
PR/Photography		-	-	-	320
Gift Vouchers		-	-	-	240
Archive		1,500	-	1,500	-
Exhibition staffing		18,777	-	18,777	-
Miscellaneous		112	-	112	-
		79,449	-	79,449	13,144
<u>Support Costs</u>					
Secretary/Treasurers Fees	6	4,833	-	4,833	4,500
Postage, Stationery & telephone		510	-	510	510
Meeting Costs		795	-	795	288
Equipment		-	-	-	-
		6,138	-	6,138	5,298
<u>Governance Costs</u>					
Accountancy		480	-	480	480

3 Basis of accounting

These accounts have been prepared on the basis of historic cost accordance with:

- accounting and Reporting by Charities – Statement of recommended Practice (SORP 2005)
- and with applicable Accounting Standards.

4 Accounting Policies

- Income and expenditure are accounted for on an accruals basis.
- It is the Trustees belief that they are the owners of a specific collection of paintings, but as the precise position of ownership has as yet to be legally confirmed, no value is shown in the accounts of Paisley Art Institute at this time.

5 The nature and purpose of the funds: -

General Funds

The general fund is used for the day to day running of the Institute.

Mary Armour Fund

The artist Mary Armour left £5,000 in her will to be used by the Institute. The Institute presents the William and Mary Armour Award each year at our annual exhibition.

6 Secretary/Treasurer Fees

Secretarial fees of £4,833 (2019: £4500) were paid during the year for administrative duties of which. £3,500 was paid to trustees (2019: £3,500)

7 Restricted Income Fund

	<u>Sculpture Fund</u> £	<u>Robert Edmonds Fund</u> £	<u>Mary Armour Fund</u> £	<u>Total</u> £
Balance brought forward	262	407	4,243	4,912
Activity -	-		3	3
Balance carried forward	262	407	4,246	4,915

8 Analysis of Net Assets Over Funds

	<u>Unrestricted</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>Funds</u> £
Fixed Assets	-	-	-
Debtors	2,918	-	2,918
Cash	56,378	4,915	61,293
Accrued Expenses	(5,799)	-	(5,799)
	<hr/>		
Total Net Assets	53,497	4,915	58,412
	=====		

I report on the accounts of the Charity for the year ended 31 July 2020 which are set out on pages 8 to 13.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

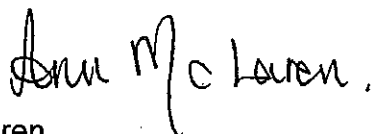
My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of 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 44(1)(a) of the 2006 Act and Regulation 4 of the 2006 Accounts Regulations, and

to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2007 Accounts Regulations
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 to be reached.



Ann McLaren
McLaren Ross
19 Glasgow Road
Paisley PA1 3QX

13 July 2021