

LEWES LIVE LITERATURE

England & Wales · Charity number 1071730

Details

Status Registered

Legal form Charitable company

Company number [03593698](#)

Registered 1998-09-28

Register [View on the Charity Commission register](#)

Contact

Address c/o LEWES TOWN HALL
High Street
Lewes
East Sussex
BN7 2Q5

Phone 07972037162

Email info@leweslivelit.co.uk

Website www.leweslivelit.co.uk

Activities

Objects: TO ADVANCE EDUCATION FOR THE PUBLIC BENEFIT BY THE PROMOTION OF THE ARTS, IN PARTICULAR BUT NOT EXCLUSIVELY THE ART OF LITERATURE AND THE SPOKEN WORD.

Activities: The charity organises and promotes arts events and literary events and makes literary productions for the education and entertainment of the general public. The charity also runs creative writing classes and other participative activities.

Classification

- **How:** Provides Services
- **What:** Arts/culture/heritage/science
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** LEWES, EAST SUSSEX
- East Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£49,167	£43,279	-	-
2024-03-31	£31,238	£26,467	-	-
2023-03-31	£34,161	£34,886	-	-
2022-03-31	£31,289	£50,200	-	-
2021-03-31	£42,534	£13,787	-	-

Trustees

Name	Role	Appointed
Linda Salway	Chair	2014-01-12
Annika Ingrid Cooper		2018-09-07
Giorsal Ellison Watcham		2018-07-07
John Frederick Agard		2018-07-07
MS NICKY CRABB		

LEWES LIVE LITERATURE

England & Wales - Charity number 1071730

Accounts

Lewes Live Literature Trustees Annual Report 2024-25

The Trustees present their annual report and accounts for the year ended 31st March 2025

Reference and administrative details of the charity, its trustees and advisers

The full name of the charity is **Lewes Live Literature**

Charity Number: 1071730

The company became a registered charity on 28 September 1998.

Company Number: 03593698

The company was incorporated on 7 July 1998 under the Companies Act 1985.

Registered Office: 19 Newton Road, Lewes, East Sussex BN7 2SH

General Postal Address: LLL Mailbox, Lewes Town Hall, High Street, Lewes, East Sussex BN7 2Q5

Bankers Natwest, Brighton Town Centre (F) Branch, Unit 40, Churchill Square, Brighton BN1 2ES

Accountant Armstrong Hunt 54 Cliffe High Street, Lewes, East Sussex BN7 2AN

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees serving during the year and since the year-end were as follows:

Linda Salway	Trustee / Chairperson
Nicky Crabb	Trustee
Gus Watcham	Trustee / Company Secretary
John Agard	Trustee
Annika Cooper	Trustee

Employees

Mark Hewitt Artistic Director (freelance)

In line with current artistic policy and developments, the company now – for specific projects – operates also under the name: **LLL Productions**.

Structure, Governance and Management

Governing Document

Lewes Live Literature is an incorporated company limited by guarantee governed by its Memorandum and Articles of Association adopted on 18 June 1998. It is registered as a charity with the Charity Commission. There are no restrictions in the governing document on the operation of the charity or on its investment powers, other than those imposed by general charity law.

Appointment of Trustees

Trustees may be appointed at any time either to fill a vacancy or by way of addition to the Board of Directors. We look for trustees that possess relevant skills and experience which may be of practical use to the charity. Every trustee appointed shall retain his or her office until the next Annual General Meeting, but he or she shall then be eligible for re-election.

Induction and Training of Trustees

New trustees are briefed on their obligations in law and under the regulations of the Charity Commission. Every new trustee receives a copy of the Memorandum and Articles of Association, the Charity Commission's leaflet on the responsibilities of being a Trustee, and the aims and objectives of the charity.

Organisational Structure

The board of trustees, with an optimum number of 3 – 6 members, administers the charity. The Board of Trustees meets three to four times per year, to discuss plans and long-term objectives and their implementation. Meetings include budget reviews and risk assessments on current activities. A freelance Artistic Director is appointed by the trustees, to whom the trustees delegate day-to-day

operations of the charity, including finance, employing other freelance support and artistic policy and direction. The Artistic Director reports regularly to the trustees on matters of general concern.

Related Parties

There are no related party transactions.

Risk Management

The trustees have a risk management process which comprises:

- an annual review of any long-term risks the charity may face;
- the establishment of systems and procedures to mitigate these risks;
- the implementation of procedures designed to minimize any potential impact on the charity should these risks materialize;
- financial, health & safety, and operational procedures are annually reviewed

Objectives and Activities

The charity's objects and principal activities are to advance education for the public benefit by the promotion of the arts, in particular literature and the spoken word but also with a view to developing 'live literature productions' and presenting events that involve elements of music, theatre, visual art, and film. Lewes Live Literature (LLL) aims to offer opportunities for local people of all ages to see and participate in high quality artistic activities through the presentation of productions, festivals, events, creative participative workshops and other projects involving professional writers and artists.

The main objectives for 2024-2025 were:

- to continue to build on our core activities as an events promoter and live literature production company;
- to support freelance arts practitioners by creating work and generating opportunities;
- to serve local audiences by maintaining our ongoing programmes of events and participative workshops
- to review company practices and procedures;

The strategies employed to achieve the charity's objectives during 2024-25 were:

- to seek further funding for future programmes of work from Arts Council England and local authority funds;
- to initiate a programme of events and workshops;
- to undertake a phase of enhancing our technical capacity to develop contemporary live literature productions.

The major areas of activity that contributed to our stated objectives were:

- securing our storage space for technical and office equipment at Newhaven Workshops;
- a successful application to the Arts Council to initiate a project entitled 'Technical/Creative Development & Broadening Participation';
- a successful application to continue development work on a new multimedia live literature production entitled 'Flyweight'.

Summary

After completing a project entitled 'Two New Live Literature Productions / Local Support for New Writing / Work In our Local Prison', we went onto develop a project entitled 'Technical/Creative Development & Broadening Participation', which allowed us to continue building our cultural offer for local audiences in Lewes and continue running a programme of events and workshops at Lewes Prison. Our programme of participative workshops was expanded during the year to create new opportunities for local people to get involved in artistic activity under the tutelage of acclaimed tutors. The board was unchanged during this year.

Main achievements

ACTIVITY DURING 2023-24

Local authority support

The organisation applied successfully for further community grant support from Lewes Town Council as well as successfully applying for Arts Council funding as itemised.

Overview of arts activity

The stated objectives for 2024-25 were achieved in the following ways. Our Arts Council funded project: 'Technical/Creative Development & Broadening Participation' was the main body of work initiated during this year. 2025 was the 30th anniversary of Lewes Live Literature and some of the activity undertaken in the first three months of 2025 involved the programming of an anniversary weekend in April 2025. Additionally, we were able to undertake preparatory work for developing and

previewing a new multimedia production entitled *Flyweight* (written and performed by award-winning poet Maggie Sawkins and focused on female boxing with audio/visual material created in partnership with Heart of Portsmouth Boxing Academy) which we made plans to tour between May and July 2025. We feel we were successful in serving the key communities and individuals we set out to support and the extensive handwritten feedback received from audiences continued to be. Also, during the year started a series of podcasts to support the promotion of our events.

Outcomes & highlights

- Our events programme at HMP Lewes included two workshops for prisoners led by author/philosopher Andy West and a Black History Month event with writer Colin Grant, author of *I'm Black So You Don't Have to Be*.
- We initiated a programme at a new venue in Lewes, Westgate Chapel, which turned out to be a productive new partnership leading to a series of well-attended events, including a Slavic Voices choral Christmas concert and local multilingual musical ensemble, Pam and De Femmes. As part of the same partnership, we were able to work with Radio Lewes (based at the venue), using their studio to record a series of podcasts, posted on a range of platforms.
- We continued to support the development of new work by local playwrights and performance makers, emerging and established, through our *Works in Progress* strand of rehearsed readings, taking the audience into the heart of the creative process and creating much-needed work for local actors. Our regular playwriting group went from strength to strength over the year, offering local playwrights a forum for mutual support and critical feedback.
- We continued to support the close-knit well-established community of local poets through another season of Small Group Poetry Seminars, led by poet Mimi Khalvati.
- One key aim driving activity during 2024/25 was technical development. Theatre gauze we acquired created exciting new possibilities for presenting work and it was great to have an opportunity to experiment with it. We were also able to update our ageing projection equipment alongside a new laptop and this significantly increased our capacity for using high-definition visual material as part of future stage productions and events.

Examples of audience and participant feedback

- "Incredible! Made me cry with joy." (Slavic Voices)
- "Mimi Khalvati's Lewes workshops have been very helpful to my work as a poet. The group includes some very experienced poets so the peer feedback and encouragement is always excellent and Mimi's forensic look at the workshopped poems is absolutely invaluable." (Small Group Poetry Seminars)
- "The Lewes Live Lit sessions have been extremely beneficial to my writing practice, both in terms of craft and community. Regular meetings with other writers to discuss process, share work, and troubleshoot obstacles (whether creative or logistical) have not only strengthened my writing and opened up new opportunities, but also provided a vital sense of connection in what is often a solitary field. These sessions have been especially valuable to my development as a playwright, offering the chance to read work by and learn from other emerging and mid-career writers, while also receiving thoughtful feedback on my own work. The public showings have helped me bring work to a production-ready state much more quickly than the usual development process. Presenting early drafts in front of an audience allows me to immediately see what is working and what isn't, making my edits more focused." (Playwriting Group)
- "'Fascinating, eclectic, thought-provoking. What a privilege to witness these 'states of becoming'.'" (Works in Progress event)

FUNDRAISING ACTIVITY

No fundraising events were held during 2024/25

Financial Review

Transactions and Financial position

The financial accounts are set out in the accompanying document. The financial statements have been prepared implementing the Statement of Recommended Practice for Accounting and Reporting by Charities issued by the Charity Commission for England and Wales (effective October 2005) and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

Operating review

2024-25 was a year in which the charity successfully pursued its key objectives with commitment and integrity.

Gross income for the year was 49,167. Expenditure totalled £43,279

As Lewes Live Literature has no reserves, total reserves at the year end stand at £0.00.

Principal funding sources were funding bodies relevant to the aims of the charity, from Arts Council England (who remain our main source of funding for arts activity), supplemented by small grants from Lewes Town Council and support for prison events from HMPPS (His Majesty's Prison & Probation Service).

Policies on Reserves, Investment Policies and Investment Performance

The charity currently has no reserves of and does not commit to any expenditure without the necessary funding in place. There are no long-term overheads committed.

Share Capital

The company is limited by guarantee and therefore has no share capital

The major risks to which the charity is exposed and reviews and systems to mitigate risks

The trustees identify the major risks to which the charity is exposed each financial year when preparing and updating a strategic plan, in particular those related to the operations and finances of the charity. The trustees then review any major risks which have been identified and establish systems to mitigate those risks. The charity is satisfied that the systems are in place to mitigate their exposure to the major risks which have been so identified and reviewed. Technical equipment is professionally tested and checked each year.

Plan for the Forthcoming Year

Our plan for 2025-26 is to secure further Arts Council funding that will enable us to further develop our work with local playwrights in support of new theatre writing and to continue our commitment to grassroots work live literature production, whilst maintaining our cultural offer for local people through an ongoing programme of participative activities and high quality cultural events. Alongside this, we will continue to work with HMP Lewes to offer inspiring events for prisoners.

Funds Held as Custodian Trustees

This is not relevant to the organisation.

Statement of Directors' and Trustees' Responsibilities

Charity Law and the Companies Acts require the Board to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in business;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The trustees are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 1985. 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 irregularities.

Report approved on 5th January, 2026.

Linda Salway
Chair of Trustees

Report of the Directors and Unaudited Financial Statements

for the year ended 31 March 2025

for

LEWES LIVE LITERATURE

LEWES LIVE LITERATURE
Contents Page
For the year ended 31 March 2025

Company information	3
Directors' report	4
Accountants' report	6
Income statement	7
Statement of financial position	8
Notes to the financial statements	9
Detailed Income Statement	10

LEWES LIVE LITERATURE
Company Information
For the year ended 31 March 2025

Directors	Nicola Crabb Linda Salway Giorsal Watcham John Agard Annika Cooper
Registered Number	03593698
Registered Office	19 Newton Road Lewes Sussex BN7 2SH
Accountants	Armstrong Hunt 54 Cliffe High Street Lewes East Sussex BN7 2AN

LEWES LIVE LITERATURE
Directors' Report
For the year ended 31 March 2025

Director's report and financial statements

The directors present his/her/their annual report and the financial statements for the year ended 31 March 2025.

Principal activities

The company is a charitable organisation (Registered Charity Number 1071730). During the financial year the company organises and promotes arts events and literary events and makes literary productions for the education and entertainment of the general public. The charity also runs creative writing classes and other participative activities.

Directors

The directors who served the company throughout the year were as follows:

Nicola Crabb

Linda Salway

Giorsal Watcham

John Agard

Annika Cooper

LEWES LIVE LITERATURE
Directors' Report
For the year ended 31 March 2025

Statement of directors' responsibilities

The directors are responsible for preparing the directors' report and the financial statements in accordance with applicable law and regulations and in accordance with United Kingdom Generally Accepted Accounting Practice.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and the profit or loss of the company for that period.

In preparing these financial statements, the directors are required to :

- select suitable accounting policies and then apply them consistently
- make judgements and accounting estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. The directors are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in the United Kingdom, governing the preparation and dissemination of financial statements, may differ from legislation in other jurisdictions

This report was approved by the board and signed on its behalf by:



12/11/2025

Linda Salway
Director

LEWES LIVE LITERATURE
Accountants' Report
For the year ended 31 March 2025

Report to the directors on the preparation of the unaudited statutory accounts of Lewes Live Literature for the year ended 31 March 2025.

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Lewes Live Literature for the year ended 31 March 2025 which comprise of the Profit and Loss Account, the Statement of Comprehensive Income, the Balance Sheet, the Statement of Changes in Equity and the related notes from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at <http://rulebook.accaglobal.com/>.

This report is made solely to the Board of Directors of Lewes Live Literature, as a body, in accordance with the terms of our engagement letter dated 09 December 2025. Our work has been undertaken solely to prepare for your approval the accounts of Lewes Live Literature and state those matters that we have agreed to state to the Board of Directors of Lewes Live Literature, as a body, in this report in accordance with the requirements of the Association of Chartered Certified Accountants as detailed at <http://www.accaglobal.com/factsheet163>. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Lewes Live Literature and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Lewes Live Literature has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit of Lewes Live Literature. You consider that Lewes Live Literature is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of Lewes Live Literature. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts

31 March 2025.

Armstrong Hunt

.....
Armstrong Hunt
54 Cliffe High Street
Lewes
East Sussex
BN7 2AN
09 December 2025

LEWES LIVE LITERATURE
Income Statement
For the year ended 31 March 2025

	Notes	2025 £	2024 £
Turnover		49,167	31,238
Cost of sales		(35,318)	(26,467)
Gross profit		13,849	4,771
Administrative expenses		(7,961)	(4,485)
Operating profit		5,888	286
Profit/(Loss) on ordinary activities before taxation		5,888	286
Tax on profit on ordinary activities		-	-
Profit/(Loss) for the financial year		5,888	286

LEWES LIVE LITERATURE
Statement of Financial Position
As at 31 March 2025

	Notes	2025 £	2024 £
Current assets			
Cash at bank and in hand		16,825	10,938
Creditors: amount falling due within one year	3	(305)	(306)
Net current assets		16,520	10,632
Total assets less current liabilities		16,520	10,632
Net assets		16,520	10,632
Capital and reserves			
Profit and loss account	4	16,520	10,632
Members' funds		16,520	10,632

For the year ended 31 March 2025 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

1. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.
2. The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the board of directors and were signed on its behalf by:



12/11/2025

 Linda Salway
 Director

LEWES LIVE LITERATURE
Notes to the Financial Statements
For the year ended 31 March 2025

General Information

Lewes Live Literature is a private company, limited by guarantee, registered in England and Wales, registration number 03593698, registration address 19 Newton Road, Lewes, Sussex, BN7 2SH.

The presentation currency is £ sterling.

1. Accounting policies

Significant accounting policies

Statement of compliance

These financial statements have been prepared in compliance with FRS 102 – The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006.

Basis of preparation

The financial statements have been prepared under the historical cost convention as modified by the revaluation of land and buildings and certain financial instruments measured at fair value in accordance with the accounting policies.

The financial statements are prepared in sterling which is the functional currency of the company.

2. Average number of employees

Average number of employees during the year was 1 (2024 : 1).

3. Creditors: amount falling due within one year

	2025	2024
	£	£
Accrued Expenses	305	306
	<u>305</u>	<u>306</u>

4. Profit and loss account

	2025
	£
Balance at 01 April 2024	10,632
Profit for the year	5,888
Balance at 31 March 2025	<u>16,520</u>

5. Company Limited by Guarantee

The company is limited by guarantee and therefore has no shares.

LEWES LIVE LITERATURE
Detailed Income Statement
For the year ended 31 March 2025

	2025	2024
	£	£
Turnover		
Grants - project related	35,888	19,959
Hire of premises	7,851	1,542
Ticketing Sales	5,428	9,737
	<u>49,167</u>	<u>31,238</u>
Cost of sales		
Performers' fees and expenses	16,730	13,282
Venue, staging and production costs	6,896	4,729
Promotion and publicity	2,867	2,096
Freelance operatives-fees and expenses	7,520	5,150
Artist Accommodation & Subsistence	1,305	1,210
	<u>(35,318)</u>	<u>(26,467)</u>
Gross profit	<u>13,849</u>	<u>4,771</u>
Administrative expenses		
Accountancy Fees	450	420
Legal and Professional Fees (Allowable)	15	-
Rent	6,056	1,500
General Travel Expenses	176	894
Bank Charges	101	127
General Insurance	704	612
Computer Expenses	400	920
Sundry Expenses	59	12
	<u>(7,961)</u>	<u>(4,485)</u>
Operating profit	<u>5,888</u>	<u>286</u>
Profit/(Loss) on ordinary activities before taxation	<u>5,888</u>	<u>286</u>
Profit/(Loss) for the financial year	<u>5,888</u>	<u>286</u>

LEWES LIVE LITERATURE

England & Wales - Charity number 1071730

Accounts

Lewes Live Literature Trustees Annual Report 2023-24

The Trustees present their annual report and accounts for the year ended 31st March 2024

Reference and administrative details of the charity, its trustees and advisers

The full name of the charity is **Lewes Live Literature**

Charity Number: 1071730

The company became a registered charity on 28 September 1998.

Company Number: 03593698

The company was incorporated on 7 July 1998 under the Companies Act 1985.

Registered Office: 19 Newton Road, Lewes, East Sussex BN7 2SH

General Postal Address: LLL Mailbox, Lewes Town Hall, High Street, Lewes, East Sussex BN7 2Q5

Bankers	Natwest	Lewes Branch, 11 High Street, Lewes, East Sussex BN7 2LH
Accountant	Hunt Armstrong	Albion House, Albion Street, Lewes, East Sussex BN7 2NF

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees serving during the year and since the year-end were as follows:

Linda Salway	Trustee / Chairperson
Nicky Crabb	Trustee
Gus Watcham	Trustee / Company Secretary
John Agard	Trustee
Annika Cooper	Trustee

Employees	
Mark Hewitt	Artistic Director (freelance)

In line with current artistic policy and developments, the company now – for specific projects – operates also under the name: **LLL Productions**.

Structure, Governance and Management

Governing Document

Lewes Live Literature is an incorporated company limited by guarantee governed by its Memorandum and Articles of Association adopted on 18 June 1998. It is registered as a charity with the Charity Commission. There are no restrictions in the governing document on the operation of the charity or on its investment powers, other than those imposed by general charity law.

Appointment of Trustees

Trustees may be appointed at any time either to fill a vacancy or by way of addition to the Board of Directors. We look for trustees that possess relevant skills and experience which may be of practical use to the charity. Every trustee appointed shall retain his or her office until the next Annual General Meeting, but he or she shall then be eligible for re-election.

Induction and Training of Trustees

New trustees are briefed on their obligations in law and under the regulations of the Charity Commission. Every new trustee receives a copy of the Memorandum and Articles of Association, the Charity Commission's leaflet on the responsibilities of being a Trustee, and the aims and objectives of the charity.

Organisational Structure

The board of trustees, with an optimum number of 3 – 6 members, administers the charity. The Board of Trustees meets three to four times per year, to discuss plans and long-term objectives and their implementation. Meetings include budget reviews and risk assessments on current activities. A freelance Artistic Director is appointed by the trustees, to whom the trustees delegate day-to-day operations of the charity, including finance, employing other freelance support and artistic policy and direction. The Artistic Director reports regularly to the trustees on matters of general concern.

Related Parties

There are no related party transactions.

Risk Management

The trustees have a risk management process which comprises:

- an annual review of any long-term risks the charity may face;
- the establishment of systems and procedures to mitigate these risks;
- the implementation of procedures designed to minimize any potential impact on the charity should these risks materialize;
- financial, health & safety, and operational procedures are annually reviewed

Objectives and Activities

The charity's objects and principal activities are to advance education for the public benefit by the promotion of the arts, in particular literature and the spoken word but also with a view to developing 'live literature productions' and presenting events that involve elements of music, theatre, visual art, and film. Lewes Live Literature (LLL) aims to offer opportunities for local people of all ages to see and participate in high quality artistic activities through the presentation of productions, festivals, events, creative participative workshops and other projects involving professional writers and artists.

The main objectives for 2023-2024 were:

- to continue to build on our core activities as an events promoter and live literature production company;
- to support freelance arts practitioners by creating work and generating opportunities; to serve local audiences by maintaining our ongoing programmes of events and participative workshops
- to review company practices and procedures;

The strategies employed to achieve the charity's objectives during 2022-23 were:

- to seek further funding for future programmes of work from Arts Council England and local authority funds;
- to initiate a programme of events and workshops,

The major areas of activity that contributed to our stated objectives were:

- to find a way of securing our storage space for technical and office equipment at Newhaven Workshops;
- a successful application to the Arts Council to initiate a project entitled 'Two New Live Literature Productions / Local Support for New Writing / Work in our Local Prison';
- to run our annual professional check on all of our technical equipment.

Summary

Our Arts Council funded activity, 'Two New Live Literature Productions / Local Support for New Writing / Work in our Local Prison', allowed us to continue building our cultural offer for local audiences in Lewes as well as R&D-ing two new stage productions and running a programme of events and workshops at Lewes Prison. We also contributed a programme of events to a grassroots artist-led community regeneration project related to works by local artists being exhibited in empty shop windows. Our programme of participative workshops also continued throughout the year. The board was unchanged during this year.

Main achievements

The stated objectives for 2023-24 were achieved in the following ways:

ACTIVITY DURING 2023-24

Local authority support

The organisation applied successfully for further project support from Lewes Town Council and East Sussex Arts Partnership.

Overview of arts activity

Our Arts Council funded project: 'Two New Live Literature Productions / Local Support for New Writing / Work in our Local Prison' was the culminating body of work initiated during this year. Unusually, it took three attempts to get this programme of work funded during 2023, so that events between April 202 to October 2023 had to be largely self-sufficient. Fortunately, audience attendance was particularly good this year and we were able to adequately maintain our programme until funding eventually arrived. We learned from each of the unsuccessful applications, the first being perhaps overly complex and the second being judged to have a minor inconsistency in the budget which the

Arts Council had picked up on, a consequence of project ideas developing while applications are being written. We feel, however, we were successful in serving the key communities and individuals we set out to support and the extensive handwritten feedback we get from audiences was as positive as ever.

Key events prior to receiving funding included:

- *Poetry in Black & White* – a touring project focused on contemporary filmpoems and involving a number of poets and film artists, leading to presentations in Lewes, Portsmouth, Brighton, Rugby and Ventnor Fringe on the Isle of Wight.
Bob Dylan's Greatest Rejected Album Tracks – a well-attended talk with recordings and video by author Michael Gray.
- *Tormenta Flamenca* – authentic flamenco brought back to Lewes in another exhilarating new sell-out show.
- *Chris Drury: Edge of Chaos* – another event in our Lives of the Artists series featuring local eco/land -artist, Chris Drury.
The Wonder Sessions – a programme of 4 events at Fitzroy House in Lewes, a hub venue linked to a pop-up artist-led initiative focused on showing work by local artists in empty shop windows, contributing to community regeneration. The activity featured performances by Caribbean-British poet John Agard, Ukrainian/klezmer singer Polina Shepherd, classical and world music arrangements by Sussex Flutes with Guyanese flautist Keith Waithe, and *We Hear You Now*, a landscape-focused literature project by Alinah Azadeh.

Outcomes & highlights of funded activity

- November/December 2023: *Waiting for Shakespeare* – a new production by poet John Agard, developed through LLL and performed in Rugby, Lewes and London.
- November 2023 – March 2024: *LLL at HMP Lewes*, a series of four events for prisoners in HMP Lewes, featuring philosopher Andy West, rapper Craft-D, LGBTQ author Darren Charlton and writer/activist David Kendall.
March/April 2024: *Flyweight* – R&D of a new live literature production by award-winning poet Maggie Sawkins, focused on female boxing, leading to try-outs in Portsmouth, Lewes and the Isle of Wight.
March/April 2024: *Works in Progress* – we continued to support the development of new work by local playwrights and performance makers, emerging and established, through our *Works in Progress* strand of rehearsed readings, taking the audience into the heart of the creative process and creating much-needed work for local actors.
- March/April 2024: *Supporting local poets* – we also continued to support the close-knit well-established community of local poets, both through our highly valued programme of Small Group Poetry Seminars, led by poet Mimi Khalvati, and through our innovative programme of live readings. This is an ongoing activity that continued through to 2024-25.

Examples of audience feedback

- "Fantastic talk. Loved every minute. More please." (Michael Gray on Bob Dylan)
- "Another brilliant LLL event. Such dynamism, such musicality. Inspirational." (*Tormenta Flamenca*)
- "The best flamenco show I've ever seen – out of this world!" (*Tormenta Flamenca*)
- "Wow! Wow! Wow! Moving and emotional!" (*Tormenta Flamenca*)
- "Really enjoyed, stimulating. Ideas and a life in art." (Chris Drury "Edge of Chaos")
- "Fabulous ... Very funny and great acting and inventiveness." (John Agard production – *Waiting for Shakespeare*)
- "Flyweight makes surprising connections and opens up possibilities for boxing to appeal to an uninitiated audience." (Maggie Sawkins production – *Flyweight*)
- "A really engaging, interesting event. It felt such a privilege to be part of the audience for these works in progress, each so different and true to its own purpose. The advantage for the audience is that we can ask questions of the writers, and understand something of their creative and dramatic processes. This is especially helpful for writers in the audience, but also great for anyone who is interested in how stage plays are written." (*Works in Progress*)
- "Really compelling work. ... So wonderful to see new writing." (*Works in Progress*)
- "Great experience to see such amazing and diverse/different plays on the same night. Brilliant talents. Lots of food for thought." (*Works in Progress*)

Feedback from prison events

- "I've never done this before but thought it was very good. After struggling I managed to get a story together."
- "A fantastic afternoon, brilliantly presented. Time went too quickly."
- "Was very engaging, educational and enjoyable. Please come back."
- "Brilliant. Was beyond my expectations. Really helped push people out their comfort zones."
- "Inspiring. Confidence building."
- "A fantastic afternoon, brilliantly presented. Time went too quickly."
- "Liked the freedom to talk and discuss. This should happen more often."
- "It opens your mind to there's always a different way of thinking."

FUNDRAISING ACTIVITY

No fundraising events were held during 2023/24

Financial Review

Transactions and Financial position

The financial accounts are set out in the accompanying document. The financial statements have been prepared implementing the Statement of Recommended Practice for Accounting and Reporting by Charities issued by the Charity Commission for England and Wales (effective October 2005) and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

Operating review

2023-24 was a year in which the charity successfully pursued its key objectives with commitment and integrity.

Gross income for the year was 31,238. Expenditure totalled £26,467

As Lewes Live Literature has no reserves, total reserves at the year end stand at £0.00.

Principal funding sources were funding bodies relevant to the aims of the charity, from Arts Council England remains our main source of funding for arts activity, supplemented by small grants from Lewes Town Council and East Sussex Arts Partnership.

Policies on Reserves, Investment Policies and Investment Performance

The charity currently has no reserves of and does not commit to any expenditure without the necessary funding in place. There are no long-term overheads committed.

Share Capital

The company is limited by guarantee and therefore has no share capital

The major risks to which the charity is exposed and reviews and systems to mitigate risks

The trustees identify the major risks to which the charity is exposed each financial year when preparing and updating a strategic plan, in particular those related to the operations and finances of the charity. The trustees then review any major risks which have been identified and establish systems to mitigate those risks. The charity is satisfied that the systems are in place to mitigate their exposure to the major risks which have been so identified and reviewed.

Plan for the Forthcoming Year

Our plan for 2024-25 is to secure further Arts Council funding that will enable us to complete development work on the emerging production, Flyweight, leading to a short tour, whilst maintaining our participative activities and events programmes for local people, including prisoners at HMP Lewes. 2025 will be the 30th anniversary of Lewes Live Literature as a project, which we plan to commemorate/celebrate in April 2025.

Funds Held as Custodian Trustees

This is not relevant to the organisation.

Statement of Directors' and Trustees' Responsibilities

Charity Law and the Companies Acts require the Board to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in business;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The trustees are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 1985. 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 irregularities.

Report approved on 6th January, 2024.

Linda Salway
Chair of Trustees

Report of the Directors and Unaudited Financial Statements

for the year ended 31 March 2024

for

LEWES LIVE LITERATURE

LEWES LIVE LITERATURE
Contents Page
For the year ended 31 March 2024

Company information	3
Directors' report	4
Accountants' report	6
Income statement	7
Statement of financial position	8
Notes to the financial statements	9
Detailed Income Statement	11

LEWES LIVE LITERATURE
Company Information
For the year ended 31 March 2024

Directors	Nicola Crabb Linda Salway Giorsal Watcham John Agard Annika Cooper
Registered Number	03593698
Registered Office	19 Newton Road Lewes Sussex BN7 2SH
Accountants	Armstrong Hunt Albion House Albion Street Lewes East Sussex BN7 2NF

LEWES LIVE LITERATURE
Directors' Report
For the year ended 31 March 2024

Director's report and financial statements

The directors present his/her/their annual report and the financial statements for the year ended 31 March 2024.

Principal activities

The company is a charitable organisation (Registered Charity Number 1071730). During the financial year the company organises and promotes arts events and literary events and makes literary productions for the education and entertainment of the general public. The charity also runs creative writing classes and other participative activities.

Directors

The directors who served the company throughout the year were as follows:

Nicola Crabb

Linda Salway

Glorsal Watcham

John Agard

Annika Cooper

LEWES LIVE LITERATURE
Directors' Report
For the year ended 31 March 2024

Statement of directors' responsibilities

The directors are responsible for preparing the directors' report and the financial statements in accordance with applicable law and regulations and in accordance with United Kingdom Generally Accepted Accounting Practice.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and the profit or loss of the company for that period.

In preparing these financial statements, the directors are required to :

- select suitable accounting policies and then apply them consistently
- make judgements and accounting estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. The directors are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in the United Kingdom, governing the preparation and dissemination of financial statements, may differ from legislation in other jurisdictions

This report was approved by the board and signed on its behalf by:

Signature: Linda Salway
Linda Salway (Dec 27, 2024 16:58 GMT)

-----Email: linda.salway1992@gmail.com

Linda Salway
Director

Date approved: 27 December 2024

LEWES LIVE LITERATURE
Accountants' Report
For the year ended 31 March 2024

Report to the directors on the preparation of the unaudited statutory accounts of Lewes Live Literature for the year ended 31 March 2024

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Lewes Live Literature for the year ended 31 March 2024 which comprise of the Profit and Loss Account, the Statement of Comprehensive Income, the Balance Sheet, the Statement of Changes in Equity and the related notes from the company's accounting records and from information and explanations you have given us

As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at <http://rulebook.accaglobal.com/>

This report is made solely to the Board of Directors of Lewes Live Literature, as a body, in accordance with the terms of our engagement letter dated 27 December 2024. Our work has been undertaken solely to prepare for your approval the accounts of Lewes Live Literature and state those matters that we have agreed to state to the Board of Directors of Lewes Live Literature, as a body, in this report in accordance with the requirements of the Association of Chartered Certified Accountants as detailed at <http://www.accaglobal.com/factsheet163>. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Lewes Live Literature and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Lewes Live Literature has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit of Lewes Live Literature. You consider that Lewes Live Literature is exempt from the statutory audit requirement for the year

We have not been instructed to carry out an audit or a review of the accounts of Lewes Live Literature. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts

31 March 2024

Armstrong Hunt

.....
Armstrong Hunt
Albion House
Albion Street
Lewes
East Sussex
BN7 2NF
27 December 2024

LEWES LIVE LITERATURE
Income Statement
For the year ended 31 March 2024

	Notes	2024 £	2023 £
Turnover		31,238	34,162
Cost of sales		(26,467)	(34,886)
Gross profit/loss		<u>4,771</u>	<u>(724)</u>
Administrative expenses		(4,485)	(6,600)
Operating profit/(loss)		<u>286</u>	<u>(7,324)</u>
Profit/(Loss) on ordinary activities before taxation		286	(7,324)
Tax on profit on ordinary activities			
Profit/(Loss) for the financial year		<u>286</u>	<u>(7,324)</u>

LEWES LIVE LITERATURE
Statement of Financial Position
As at 31 March 2024

	Notes	2024 £	2023 £
Current assets			
Cash at bank and in hand		10,937	10,651
Creditors: amount falling due within one year	3	(305)	(305)
Net current assets		10,632	10,346
 Total assets less current liabilities		 10,632	 10,346
Net assets		10,632	10,346
 Capital and reserves			
Profit and loss account	4	10,632	10,346
Members' funds		10,632	10,346

For the year ended 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

1. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.
2. The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the board of directors on 27 December 2024 and were signed on its behalf by:

Signature: Linda Salway

Linda Salway (Dec 27, 2024 20:00 GMT)

Email: lindatudor1992@gmail.com

Linda Salway
 Director

LEWES LIVE LITERATURE
Notes to the Financial Statements
For the year ended 31 March 2024

General Information

Lewes Live Literature is a private company, limited by guarantee, registered in England and Wales, registration number 03593698, registration address 19 Newton Road, Lewes, Sussex, BN7 2SH.

The presentation currency is £ sterling.

1. Accounting policies

Significant accounting policies

Statement of compliance

These financial statements have been prepared in compliance with FRS 102 – The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006.

Basis of preparation

The financial statements have been prepared under the historical cost convention as modified by the revaluation of land and buildings and certain financial instruments measured at fair value in accordance with the accounting policies.

The financial statements are prepared in sterling which is the functional currency of the company.

Turnover

Turnover comprises the invoiced value of goods and services supplied by the company, net of Value Added Tax and trade discounts.

Committed grant monies not distributed at the year end are carried forward to the next financial year, in order that the accounts reflect the activity for the current year.

Government grants

Government grants received are credited to deferred income. Grants towards capital expenditure are released to the income statement over the expected useful life of the assets. Grants received towards revenue expenditure are released to the income statement as the related expenditure is incurred.

2. Average number of employees

Average number of employees during the year was 1 (2023 : 1).

3. Creditors: amount falling due within one year

	2024 £	2023 £
Accrued Expenses	305	305
	<u>305</u>	<u>305</u>

LEWES LIVE LITERATURE
Notes to the Financial Statements
For the year ended 31 March 2024

4. Profit and loss account

	2024 £
Balance at 01 April 2023	10,346
Profit for the year	286
Balance at 31 March 2024	<u>10,632</u>

5. Company Limited by Guarantee

The company is limited by guarantee and therefore has no shares.

LEWES LIVE LITERATURE
Detailed Income Statement
For the year ended 31 March 2024

	2024 £	2023 £
Turnover		
Grants - project related	19,959	25,160
Hire of premises	1,542	4,352
Ticketing Sales	9,737	4,650
	<u>31,238</u>	<u>34,162</u>
Cost of sales		
Performers' fees and expenses	13,282	17,966
Venue, staging and production costs	4,729	5,425
Promotion and publicity	2,096	3,659
Freelance operatives-fees and expenses	5,150	6,550
Artist Accommodation & Subsistence	1,210	1,286
	<u>(26,467)</u>	<u>(34,886)</u>
Gross Profit/Loss	4,771	(724)
Administrative expenses		
Accountancy Fees	420	420
Rent	1,500	2,547
General Travel Expenses	894	798
Bank Charges	127	68
General Insurance	612	578
Computer Expenses	920	2,175
Sundry Expenses	12	14
	<u>(4,485)</u>	<u>(6,600)</u>
Operating profit/(loss)	286	(7,324)
Profit/(Loss) on ordinary activities before taxation	286	(7,324)
Profit/(Loss) for the financial year	<u>286</u>	<u>(7,324)</u>

LEWES LIVE LITERATURE

England & Wales - Charity number 1071730

Accounts

Lewes Live Literature Trustees Annual Report 2022-23

The Trustees present their annual report and accounts for the year ended 31st March 2021.

Reference and administrative details of the charity, its trustees and advisers

The full name of the charity is **Lewes Live Literature**

Charity Number: 1071730

The company became a registered charity on 28 September 1998.

Company Number: 03593698

The company was incorporated on 7 July 1998 under the Companies Act 1985.

Registered Office: 19 Newton Road, Lewes, East Sussex BN7 2SH

General Postal Address: LLL Mailbox, Lewes Town Hall, High Street, Lewes, East Sussex BN7 2Q5

Bankers	Natwest	Lewes Branch, 11 High Street, Lewes, East Sussex BN7 2LH
Accountant	Hunt Armstrong	Albion House, Albion Street, Lewes, East Sussex BN7 2NF

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees serving during the year and since the year-end were as follows:

Linda Salway	Trustee / Chairperson
Nicky Crabb	Trustee
Gus Watcham	Trustee / Company Secretary
John Agard	Trustee
Annika Cooper	Trustee

Employees

Mark Hewitt	Artistic Director (freelance)
-------------	-------------------------------

In line with current artistic policy and developments, the company now for specific projects operates also under the name: **LLL Productions**.

Structure, Governance and Management

Governing Document

Lewes Live Literature is an incorporated company limited by guarantee governed by its Memorandum and Articles of Association adopted on 18 June 1998. It is registered as a charity with the Charity Commission. There are no restrictions in the governing document on the operation of the charity or on its investment powers, other than those imposed by general charity law.

Appointment of Trustees

Trustees may be appointed at any time either to fill a vacancy or by way of addition to the Board of Directors. We look for trustees that possess relevant skills and experience which may be of practical use to the charity. Every trustee appointed shall retain his or her office until the next Annual General Meeting, but he or she shall then be eligible for re-election.

Induction and Training of Trustees

New trustees are briefed on their obligations in law and under the regulations of the Charity Commission. Every new trustee receives a copy of the Memorandum and Articles of Association, the Charity Commission's leaflet on the responsibilities of being a Trustee, and the aims and objectives of the charity.

Organisational Structure

The board of trustees, with an optimum number of 3 – 6 members, administers the charity. The Board of Trustees meets three to four times per year, to discuss plans and long-term objectives and their implementation. Meetings include budget reviews and risk assessments on current activities. A freelance Artistic Director is appointed by the trustees, to whom the trustees delegate day-to-day operations of the charity, including finance, employing other freelance support and artistic policy and direction. The Artistic Director reports regularly to the trustees on matters of general concern.

Related Parties

There are no related party transactions.

Risk Management

The trustees have a risk management process which comprises:

- an annual review of any long-term risks the charity may face;
- the establishment of systems and procedures to mitigate these risks;
- the implementation of procedures designed to minimize any potential impact on the charity should these risks materialize;
- financial, health & safety, and operational procedures are annually reviewed

Objectives and Activities

The charity's objects and principal activities are to advance education for the public benefit by the promotion of the arts, in particular literature and the spoken word but also with a view to developing 'live literature productions' and presenting events that involve elements of music, theatre, visual art, and film. Lewes Live Literature (LLL) aims to offer opportunities for local people of all ages to see and participate in high quality artistic activities through the presentation of productions, festivals, events, creative participative workshops and other projects involving professional writers and artists.

The main objectives for 2022-2023 were:

- to continue to build on our core activities as an events promoter and live literature production company;
- to support freelance arts practitioners by creating work and generating opportunities;
- to serve local audiences by maintaining our ongoing programmes of events and participative workshops
- to review company practices and procedures;

The strategies employed to achieve the charity's objectives during 2022-23 were:

- to seek further funding for future programmes of work from Arts Council England and local authority funds;
- to initiate a programme of events and workshops,

The major areas of activity that contributed to our stated objectives were:

- to find a new space for storing technical and office equipment following the termination of our tenancy at Lewes Bus Station after 13 years;
- a successful application to the Arts Council to initiate a project entitled 'Supporting Grassroots Live Literature Production / Programme 2022';
- to run our annual professional check on all of our technical equipment.

Summary

Our Arts Council funded activity, 'Supporting Grassroots Live Literature Production / Programme 2022', allowed us to continue building our cultural offer for local audiences in Lewes as well as staging two theatre productions as part of Brighton Fringe Festival. Our programme of participative workshops continued throughout the year. The board was unchanged during this year.

Main achievements

The stated objectives for 2022-23 were achieved in the following ways:

ACTIVITY DURING 2022-23

Local authority support

LLL applied successfully to continue with reduced business rates, with this reduction passed on to the freelance artists that use our studio space. Unfortunately our tenancy was terminated by Generator Real Estate Solutions in July 2022 requiring us to find alternative space for our equipment, initially in a garage space offered to the company by Lewes District Council, then at a workshop/unit in nearby Newhaven. The organisation applied successfully for further project support from Lewes Town Council and East Sussex Arts Partnership.

ARTS ACTIVITY

Our Arts Council funded project: 'Supporting Grassroots Live Literature Production / Programme 2022' was the main body of work undertaken during this year.

• Lewes Live Literature was successful in serving the key communities and individuals it set out to support. We know from our extensive handwritten event feedback that audiences in our local community, and at our Brighton Fringe productions, continued to value the high quality "inspirational" performing arts events we provide. These comments are typical: "One of the most soulful evenings

I've had in a long time. Totally transforming." / "Wonderful reading. These kind of events enrich life in Lewes." / "A cultural gem in these dark days."

- Within this programme, some events targeted specific communities: a poetry reading showcasing a new collection by queer writer Maria Jastrzbska engaged with the LGBTQ+ audience, while our diversity-focused strand co-curated with British-Caribbean poet John Agard, engaged particularly with people from ethnic minorities: "I came down from London for this! John Agard was and is an important part of discovering my identity as a mixed race person. I'm deeply grateful for this event."
- Our production 'Prison Dialogues', set within the socially excluded world of a prison, succeeded in reaching a diverse fringe festival audience beyond traditional theatre-goers and also provided the platform for a workshop session with prisoners at HMP Erlestoke in Wiltshire, an activity that will be further developed in 2023 through a planned playwrighting/drama course for prisoners.
- Our production of 'Labyrinth', performed by Portuguese actress Marta Carvalho, engaged particularly with a female audience for its dates at Brighton Fringe and earned a booking as part of an International Women's Day Season at Omnibus Theatre, Clapham, in March 2023.
- Despite it being a difficult year, we continued to provide challenging and explorative cultural events, while supporting the creativity of emerging and established artists of all ages, backgrounds and ethnicities, through our work as a grassroots live literature producer and through our participative workshops. Production activity included the previewing of a new production by John Agard, entitled 'Coleridge in the Afterlife', and the development of a one-woman spoken word show by Marcia Morgan, focused on intersectionality and her experience of being a black woman working in the prison system.
- We continued to support the development of new work by local playwrights and performance makers, emerging and established, through our Works in Progress strand of rehearsed readings, taking the audience into the heart of the creative process and creating much-needed work for local actors.
- We also continued to support the close-knit well-established community of local poets, both through our highly valued programme of Small Group Poetry Seminars, led by poet Mimi Khalvati, and through our innovative programme of live readings.

OUTCOMES & HIGHLIGHTS

One of the things our production team became acutely aware of during 2022 was how the combination of the residual 'omicron' variant, the psychological impacts of the war in Ukraine, and the cost of living crisis, conspired to negatively affect the willingness or capacity of audiences to attend live events, with audience numbers reported down 30% at major public events such as Brighton Fringe Festival. This translated through to our own experience throughout the year, with ticket sales and workshop attendance notably down on 2021. Feedback on the events, however, was as strong as ever, as the following audience feedback comments illustrate.

April 2022. NEW POETRY 2022: MARIA JASTRZĘBSKA / MAGGIE SAWKINS / MIMI KHALVATI

- "So great to be at a live performance with real people and very good poets."
- "Great to hear live post-Covid (!) poetry readings. Thanks."

April 2022. JOHN AGARD: BORDER ZONE

- "Wonderful reading by John Agard. These kind of events enrich life in Lewes. So appreciate that someone organises them."
- "What an essential treat for these strange, intense, emergent times to see and feel legendary performances like this in Lewes. Thank you so much."

May 2022. PRISON DIALOGUES (Brighton Fringe)

- "Stunning writing, great acting, excellent ensemble. Funny, clever, the complete opposite of patronising, unusual, rhythmic. I loved it."

May 2022. TORMENTA FLAMENCA: "VIDA"

- "Absolutely fantastic. I started crying I don't know why - intense loved it."

May 2022 MARTA CARVALHO: LABYRINTH (Brighton Fringe)

- "Great, really intense play! I loved the interaction with the public and how the actress kept focus despite outside noise. Really empowering and engaging play, I absolutely loved it."

September 2022. WORKS IN PROGRESS

- "This was a fabulous experience - so good to see work in progress, work talking to the past and future. I loved the technique, the mix of voices. Altogether a brilliant evening."

October 2022. XELÍS DE TORO: POETS WITHOUT WORDS

- "Fascinating! Love these nights of exploration and discovery."

October 2022. LLL's OCTOBER LITERARY CABARET with GEORGE SZIRTES / ZENA EDWARDS

- "Homespun community vibe. Just what we need at these times. A fantastic evening."
- "One of the most soulful evenings I've had in a long time. Totally transforming. Thank you."

December 2022. MARCO CRIVELLO: MAKING SENSE

- "A beautiful evening set up and hosted in a relaxed and clear way with thoroughly enjoyable subject matter. It was wonderful to hear from the artist in an original, genuine interaction about his artistic journey."

January 2023: JACKIE WILLS & GRACE NICHOLS: ON POETRY / THE FAT BLACK WOMAN'S POEMS

- "Two extraordinary & fantastic writers. What a coup! Stimulating moving & engaging. An inspiration."

FUNDRAISING ACTIVITY

No fundraising events were held during 2022/23.

Financial Review

Transactions and Financial position

The financial accounts are set out in the accompanying document. The financial statements have been prepared implementing the Statement of Recommended Practice for Accounting and Reporting by Charities issued by the Charity Commission for England and Wales (effective October 2005) and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

Operating review

2022-23 was a difficult but not unsuccessful or unproductive year in which the charity successfully pursued its key objectives with commitment and integrity.

Gross income for the year was 34,161. Expenditure totalled £34,886

As Lewes Live Literature has no reserves, total reserves at the year end stand at £0.00.

Principal funding sources were funding bodies relevant to the aims of the charity and a one-off grant from Arts Council England remains our main source of funding for arts activity, supplemented by small grants from Lewes Town Council and East Sussex Arts Partnership.

Policies on Reserves, Investment Policies and Investment Performance

The charity currently has no reserves of and does not commit to any expenditure without the necessary funding in place. There are no long-term overheads committed.

Share Capital

The company is limited by guarantee and therefore has no share capital

The major risks to which the charity is exposed and reviews and systems to mitigate risks

The trustees identify the major risks to which the charity is exposed each financial year when preparing and updating a strategic plan, in particular those related to the operations and finances of the charity. The trustees then review any major risks which have been identified and establish systems to mitigate those risks. The charity is satisfied that the systems are in place to mitigate their exposure to the major risks which have been so identified and reviewed.

Plan for the Forthcoming Year

Our plan for 2023-24 is to secure further Arts Council funding that will enable us to initiate a new programme of events for local audiences and create two new live literature productions, working with award-winning poets. LLL is also committed to supporting Windows of Wonder, a grassroots artist-led community initiative to turn empty shop windows in Lewes town centre into temporary exhibition / installation spaces for one month during September 2023.

Funds Held as Custodian Trustees

This is not relevant to the organisation.

Statement of Directors' and Trustees' Responsibilities

Charity Law and the Companies Acts require the Board to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in business;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The trustees are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 1985. 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 irregularities.

The Board of Trustees approved this report on 28 December, 2023.

Linda Salway
Chair of Trustees

Report of the Directors and Unaudited Financial Statements

for the year ended 31 March 2023

for

LEWES LIVE LITERATURE

LEWES LIVE LITERATURE
Contents Page
For the year ended 31 March 2023

Company information	3
Directors' report	4
Accountants' report	6
Income statement	7
Statement of financial position	8
Notes to the financial statements	9
Detailed income statement	11

LEWES LIVE LITERATURE
Company Information
For the year ended 31 March 2023

Directors	Nicola Crabb Linda Salway Giorsal Watcham John Agard Annika Cooper
Registered Number	03593698
Registered Office	19 Newton Road Lewes Sussex BN7 2SH
Accountants	Armstrong Hunt Albion House Albion Street Lewes East Sussex BN7 2NF

LEWES LIVE LITERATURE
Directors' Report
For the year ended 31 March 2023

Director's report and financial statements

The directors present his/her/their annual report and the financial statements for the year ended 31 March 2023.

Principal activities

The company is a charitable organisation (Registered Charity Number 1071730). During the financial year the company organises and promotes arts events and literary events and makes literary productions for the education and entertainment of the general public. The charity also runs creative writing classes and other participative activities.

Directors

The directors who served the company throughout the year were as follows:

Nicola Crabb

Linda Salway

Giorsal Watcham

John Agard

Annika Cooper

LEWES LIVE LITERATURE
Directors' Report
For the year ended 31 March 2023

Statement of directors' responsibilities

The directors are responsible for preparing the directors' report and the financial statements in accordance with applicable law and regulations and in accordance with United Kingdom Generally Accepted Accounting Practice.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (Financial Reporting Standard 102). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and the profit or loss of the company for that period.

In preparing these financial statements, the directors are required to

- select suitable accounting policies and then apply them consistently
- make judgements and accounting estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. The directors are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in the United Kingdom, governing the preparation and dissemination of financial statements, may differ from legislation in other jurisdictions

This report was approved by the board and signed on its behalf by:



Linda Salway
Director

Date approved: 15 December 2023

LEWES LIVE LITERATURE
Accountants' Report
For the year ended 31 March 2023

Report to the directors on the preparation of the unaudited statutory accounts of Lewes Live Literature for the year ended 31 March 2023

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Lewes Live Literature for the year ended 31 March 2023 which comprise of the Profit and Loss Account, the Statement of Comprehensive Income, the Balance Sheet, the Statement of Changes in Equity and the related notes from the company's accounting records and from information and explanations you have given us

As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at

<http://rulebook.accaglobal.com/>

This report is made solely to the Board of Directors of Lewes Live Literature, as a body, in accordance with the terms of our engagement letter dated 15 December 2023. Our work has been undertaken solely to prepare for your approval the accounts of Lewes Live Literature and state those matters that we have agreed to state to the Board of Directors of Lewes Live Literature, as a body, in this report in accordance with the requirements of the Association of Chartered Certified Accountants as detailed at <http://www.accaglobal.com/factsheet163>. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Lewes Live Literature and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Lewes Live Literature has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit of Lewes Live Literature. You consider that Lewes Live Literature is exempt from the statutory audit requirement for the year

We have not been instructed to carry out an audit or a review of the accounts of Lewes Live Literature. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts

31 March 2023

.....
Armstrong Hunt
Albion House
Albion Street
Lewes
East Sussex
BN7 2NF
15 December 2023

LEWES LIVE LITERATURE
Income Statement
For the year ended 31 March 2023

	Notes	2023 £	2022 £
Turnover		34,161	31,289
Cost of sales		(34,886)	(39,218)
Gross loss		(725)	(7,929)
Administrative expenses		(6,599)	(10,982)
Operating loss		(7,324)	(18,911)
Profit/(Loss) on ordinary activities before taxation		(7,324)	(18,911)
Tax on profit on ordinary activities		-	-
Profit/(Loss) for the financial year		(7,324)	(18,911)

LEWES LIVE LITERATURE
Statement of Financial Position
As at 31 March 2023

	Notes	2023 £	2022 £
Current assets			
Cash at bank and in hand		10,651	17,975
Creditors: amount falling due within one year	3	(305)	(305)
Net current assets		<u>10,346</u>	<u>17,670</u>
Total assets less current liabilities		<u>10,346</u>	<u>17,670</u>
Net assets		<u><u>10,346</u></u>	<u><u>17,670</u></u>
Capital and reserves			
Profit and loss account	4	10,346	17,670
Members' funds		<u>10,346</u>	<u>17,670</u>

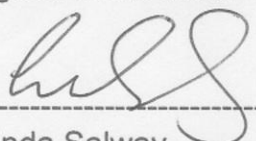
For the year ended 31 March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

1. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.
2. The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime of Part 15 of the Companies Act 2006.

The financial statements were approved by the board of directors on 15 December 2023 and were signed on its behalf by:


 Linda Salway
 Director

LEWES LIVE LITERATURE
Notes to the Financial Statements
For the year ended 31 March 2023

General Information

Lewes Live Literature is a private company, limited by guarantee, registered in England and Wales, registration number 03593698, registration address 19 Newton Road, Lewes, Sussex, BN7 2SH.

The presentation currency is £ sterling.

1. Accounting policies

Significant accounting policies

Statement of compliance

These financial statements have been prepared in compliance with FRS 102 – The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006.

Basis of preparation

The financial statements have been prepared under the historical cost convention as modified by the revaluation of land and buildings and certain financial instruments measured at fair value in accordance with the accounting policies.

The financial statements are prepared in sterling which is the functional currency of the company.

Turnover

Turnover comprises the invoiced value of goods and services supplied by the company, net of Value Added Tax and trade discounts.

Committed grant monies not distributed at the year end are carried forward to the next financial year, in order that the accounts reflect the activity for the current year.

Government grants

Government grants received are credited to deferred income. Grants towards capital expenditure are released to the income statement over the expected useful life of the assets. Grants received towards revenue expenditure are released to the income statement as the related expenditure is incurred.

2. Average number of employees

Average number of employees during the year was 1 (2022 1).

3. Creditors: amount falling due within one year

	2023	2022
	£	£
Accrued Expenses	305	305
	<u>305</u>	<u>305</u>

LEWES LIVE LITERATURE
Notes to the Financial Statements
For the year ended 31 March 2023

4. Profit and loss account

	2023
	£
Balance at 01 April 2022	17,670
Loss for the year	(7,324)
Balance at 31 March 2023	<u>10,346</u>

5. Company Limited by Guarantee

The company is limited by guarantee and therefore has no shares.

LEWES LIVE LITERATURE
Detailed Income Statement
For the year ended 31 March 2023

	2023 £	2022 £
Turnover		
Grants - project related	25,159	16,992
Hire of premises	4,352	5,953
Ticketing Sales	4,650	8,344
	<u>34,161</u>	<u>31,289</u>
Cost of sales		
Performers' fees and expenses	17,966	22,426
Venue, staging and production costs	5,425	8,106
Promotion and publicity	3,659	3,133
Freelance operatives-fees and expenses	6,550	3,550
Artist Accommodation & Subsistence	1,286	2,003
	<u>(34,886)</u>	<u>(39,218)</u>
Gross loss	<u>(725)</u>	<u>(7,929)</u>
Administrative expenses		
Accountancy Fees	420	420
Rent	2,547	7,724
General Travel Expenses	798	748
Bank Charges	68	96
General Insurance	578	563
Computer Expenses	2,175	1,418
Sundry Expenses	13	13
	<u>(6,599)</u>	<u>(10,982)</u>
Operating loss	<u>(7,324)</u>	<u>(18,911)</u>
Profit/(Loss) on ordinary activities before taxation	<u>(7,324)</u>	<u>(18,911)</u>
Profit/(Loss) for the financial year	<u><u>(7,324)</u></u>	<u><u>(18,911)</u></u>

LEWES LIVE LITERATURE

England & Wales - Charity number 1071730

Accounts

Lewes Live Literature Trustees Annual Report 2021-22

The Trustees present their annual report and accounts for the year ended 31st March 2021.

Reference and administrative details of the charity, its trustees and advisers

The full name of the charity is **Lewes Live Literature**

Charity Number: 1071730

The company became a registered charity on 28 September 1998.

Company Number: 03593698

The company was incorporated on 7 July 1998 under the Companies Act 1985.

Registered Office: 19 Newton Road, Lewes, East Sussex BN7 2SH

General Postal Address: LLL Mailbox, Lewes Town Hall, High Street, Lewes, East Sussex BN7 2Q5

Bankers	Natwest	Lewes Branch, 11 High Street, Lewes, East Sussex BN7 2LH
Accountant	Hunt Armstrong	Albion House, Albion Street, Lewes, East Sussex BN7 2NF

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees serving during the year and since the year-end were as follows:

Linda Salway	Trustee / Chairperson
Nicky Crabb	Trustee
Gus Watcham	Trustee / Company Secretary
John Agard	Trustee
Annika Cooper	Trustee

Employees

Mark Hewitt	Artistic Director (freelance)
-------------	-------------------------------

In line with current artistic policy and developments, the company now – for specific projects – operates also under the name: **LLL Productions**.

Structure, Governance and Management

Governing Document

Lewes Live Literature is an incorporated company limited by guarantee governed by its Memorandum and Articles of Association adopted on 18 June 1998. It is registered as a charity with the Charity Commission. There are no restrictions in the governing document on the operation of the charity or on its investment powers, other than those imposed by general charity law.

Appointment of Trustees

Trustees may be appointed at any time either to fill a vacancy or by way of addition to the Board of Directors. We look for trustees that possess relevant skills and experience which may be of practical use to the charity. Every trustee appointed shall retain his or her office until the next Annual General Meeting, but he or she shall then be eligible for re-election.

Induction and Training of Trustees

New trustees are briefed on their obligations in law and under the regulations of the Charity Commission. Every new trustee receives a copy of the Memorandum and Articles of Association, the Charity Commission's leaflet on the responsibilities of being a Trustee, and the aims and objectives of the charity.

Organisational Structure

The board of trustees, with an optimum number of 3 – 6 members, administers the charity. The Board of Trustees meets three to four times per year, to discuss plans and long-term objectives and their implementation. Meetings include budget reviews and risk assessments on current activities. A

freelance Artistic Director is appointed by the trustees, to whom the trustees delegate day-to-day operations of the charity, including finance, employing other freelance support and artistic policy and direction. The Artistic Director reports regularly to the trustees on matters of general concern.

Related Parties

There are no related party transactions.

Risk Management

The trustees have a risk management process which comprises:

- an annual review of any long-term risks the charity may face;
- the establishment of systems and procedures to mitigate these risks;
- the implementation of procedures designed to minimize any potential impact on the charity should these risks materialize;
- financial, health & safety, and operational procedures are annually reviewed

Objectives and Activities

The charity's objects and principal activities are to advance education for the public benefit by the promotion of the arts, in particular literature and the spoken word but also with a view to developing 'live literature productions' and presenting events that involve elements of music, theatre, visual art, and film. Lewes Live Literature (LLL) aims to offer opportunities for local people of all ages to see and participate in high quality artistic activities through the presentation of productions, festivals, events, creative participative workshops and other projects involving professional writers and artists.

The main objectives for 2021-2022 were:

- to reconnect post-covid lockdown with our core activity as an events promoter and live literature production company;
- to support freelance arts practitioners by creating work and generating opportunities;
- to serve local audiences by reviving our programmes of events and participative workshops
- to review company practices and procedures;

The strategies employed to achieve the charity's objectives during 2021-22 were:

- to seek funding for a future programme of work from Arts Council England;
- to seek to continue business rate relief on the company's studio space;
- to initiate a programme of events and workshops,

The major areas of activity that contributed to our stated objectives were:

- a successful application to the Arts Council to initiate a project in 2022 entitled 'Supporting Grassroots Live Literature Production / Programme 2022';
- to run a professional check on all of our technical equipment.

Summary

Having survived the covid lockdowns intact as an organisation, 2021-22 saw LLL return to its core activities as a production company, offering a programme of events for local audiences in Lewes and staging a theatre production as part of Brighton Fringe Festival. Our programme of participative workshops was recommenced as soon as it was safe to do so. The company is fortunate in having a very streamlined light touch staffing structure which helped us to ride the difficulties caused by the covid lockdown and the closure of venues and theatre spaces.

Main achievements

The stated objectives for 2020-21 were achieved in the following ways:

ACTIVITY DURING 2021-22

Local authority support

LLL applied successfully to continue with reduced business rates, with this reduction passed on to the freelance artists that use our studio space. The organisation applied successfully for project support from Lewes Town Council and East Sussex Arts Partnership.

Arts Activity

Supporting freelancers and supporting community participation' was a project undertaken in unpredictable and extraordinary times. Our stated aim was to: "support the talents and livelihoods of freelance writers and artists working in the live literature / theatre sector" and "to reconnect with our audience base and offer opportunities to engage once again with the performing arts", as well as relaunching our much valued seminar/workshops for local poets and rehearsed readings of new work by local playwrights. The original timeframe for the project had been November 2020 through to May 2021 but the many months of lockdown and restrictions meant that the entire programme had to be

put back by 8 months and eventually was able to start in late June 2021 running through to December. Changing government guidance concerning live in-person events - and the way this guidance was interpreted and implemented by our local authority - meant that events were conducted within constantly evolving restrictions and safety requirements and always with a reduced capacity at the venue. But we're happy that we succeeded in welcoming audiences back to an engagement with cultural events whilst paying freelance artists to work at a time when opportunities were scarce. Changes to the detail of the programme had to be made where practitioners were nervous of travelling to live events or because their practice and ways of working had changed because of the pandemic. So, for example, writer Sudhir Hazareesingh was unable to find any time that he felt safe to undertake speaking engagements whilst Ayanna Witter-Johnson's agents wanted any date to coincide with a full tour by the artist, which proved impossible to arrange. On the other hand, poets Martina Evans, Sonya Smith and Grace Nichols were variously able to read 'live' for the first time from books published during lockdown whilst explorative new performance texts by Caribbean-British poet John Agard, playwright Mark C. Hewitt and writer Catherine Smith were tried out for the first time in front of appreciative audiences. Screenings of film-poems made during lockdown were shared for the first time and mixed race flamenco group Tormenta Flamenca were invited to contribute to the programme in an exhilarating and well-attended performance. A participative event with Penned Up co-director David Kendall and two ex-prisoners focused on discussion of the value of the arts to people in prison and in supporting prisoner rehabilitation, whilst our poetry workshop seasons for local poets, led by Mimi Khalvati, resumed in October 2021. One audience member summed up much of what made this programme important: "SO good", she wrote in our Comments Book, "to be back here for a live event with real people." Actor Benjamin May presented the other side of the equation: "I won't labour the sentiment too much, but it was such a joy and privilege to have the opportunity to perform in front of an audience for the first time since March 2020." Alongside a focus on developing online video presentations linked to events, we also commissioned our website designers to come up with a podcast page on the LLL website, so that over the coming months and years we can run artist podcasts alongside our live events programmes.

Towards the end of 2022, LLL also applied successfully for a grant from Arts Council England for a project entitled 'Supporting Grassroots Live Literature Production / Programme 2022'.

KEY OUTCOMES

The fact that Lewes Live Literature was one of the first local arts organisations to start presenting cultural events in 2021 for local audiences meant that these events were often the first public event people had attended for over 18 months. We feel the organisation received a degree of kudos and enhanced reputation for blazing the trail in this way. Certainly, our very loyal emailing list has continued to grow, whilst our roster of event volunteers started to return once they felt it was safe to do so. The project has enabled us to forge new relationships with artists and to explore new artforms. One example of this was our film-poem event in December 2021. Audiences seemed to enjoy an event in which the collaboration between a poet/writer and a filmmaker or digital artist can become the starting point for intriguing live conversation about the artistic processes involved, as feedback comments illustrated: "... loved the Q&A with poets and filmmakers - insight from creators is always interesting". This is an area we will be interested in exploring for future events. It also enabled us to work with young local creatives in a new way; so, for example, young documentary filmmaker Millie Dobres was able to collaborate filmically with famous septegenarian poet John Agard to great effect, in a way that was both cross-cultural, intergenerational, and just somehow very positive. Talking about her role as an interviewee in the culminating event, Millie commented: "It was an amazing experience for me". Our event looking at what an engagement with the arts can mean to people in prison strengthened our connection with the education team at HMP Lewes and, even though we were not able to go into the prison because of restrictions, our event (at Lewes All Saints Centre) was attended by a number of staff from the prison library and education team, allowing us to highlight recent lockdown writing projects at the prison. The project has now given us the technical capacity to initiate a collection of podcasts that will be hosted on our website and which can both contribute to promoting and documenting forthcoming events and also become a parallel 'thing in itself' as we invite poets, writers, artists and performers to reflect on elements of practice and on cultural connections related to our core activities and artistic mission.

Our programme also had an effect on people attending that will last, as these comments illustrate:

NEW POETRY: MARTINA EVANS/SONYA SMITH

- "It was a really lovely evening, so much needed after over a year of live poetry starvation."

PRISON DIALOGUES

- "An evocative and moving portrayal of that world. The emotional range expressed ... within each character ... powerfully drawn and performed. I was genuinely immersed and touched by the reality of their situations. It was something special. I felt fortunate to have been there."

PENNED UP: AGAINST THE CURRENT

- "The feedback from the guest speakers was truly inspiring. Creativity matters!"

LABYRINTH

- "Powerful. Profound. Difficult to fathom. This will stay with me a while."

WORKS IN PROGRESS

- "It's such a privilege to be allowed into these works at their early stage. Very special and generous."

FUNDRAISING ACTIVITY

No fundraising events were held during 2021/22.

Financial Review

Transactions and Financial position

The financial accounts are set out in the accompanying document. The financial statements have been prepared implementing the Statement of Recommended Practice for Accounting and Reporting by Charities issued by the Charity Commission for England and Wales (effective October 2005) and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

Operating review

One of the main things we learned is that it is not easy to run a programme of events in the middle of a pandemic - although we also discovered that what you are able to offer is really truly valued by people wanting to reconnect with a shared cultural experience. It reminded us of the value of our role within the local community and the importance within a small town of providing access to original high quality arts events. Expenditure was unusually high because of the delays in initiating projects funded during or prior to the covid lockdowns.

Gross income for the year was £31,289. Expenditure totalled £50,200.

As Lewes Live Literature has no reserves, total reserves at the year end stand at £0.00.

Principal funding sources were funding bodies relevant to the aims of the charity and a one-off grant from Lewes District Council. Arts Council England remainss our main source of funding for arts activity, supplemented by small grants from Lewes Town Council and East Sussex Arts Partnership.

Policies on Reserves, Investment Policies and Investment Performance

The charity currently has no reserves of and does not commit to any expenditure without the necessary funding in place. There are no long-term overheads committed.

Share Capital

The company is limited by guarantee and therefore has no share capital

The major risks to which the charity is exposed and reviews and systems to mitigate risks

The trustees identify the major risks to which the charity is exposed each financial year when preparing and updating a strategic plan, in particular those related to the operations and finances of the charity. The trustees then review any major risks which have been identified and establish systems to mitigate those risks. The charity is satisfied that the systems are in place to mitigate their exposure to the major risks which have been so identified and reviewed.

Plan for the Forthcoming Year

CONTINUATION OF OUR EVENTS PROGRAMME

We already have Arts Council funding to present a programme of work, entitled 'Supporting Grassroots Live Literature Production'.

PRODUCTION ACTIVITY

We plan to reconnect post-lockdown with our core mission of supporting grassroots live literature production, developing a range of new works by diverse practitioners whilst expanding its programme of participative arts activity and live literature / theatre events for local people.

Funds Held as Custodian Trustees

This is not relevant to the organisation.

Statement of Directors' and Trustees' Responsibilities

Charity Law and the Companies Acts require the Board to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;

- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in business;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The trustees are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 1985. 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 irregularities.

The Board of Trustees approved this report on 15 December, 2022.

Linda Salway
Chair of Trustees

Report of the Directors and Unaudited Financial Statements

for the year ended 31 March 2022

for

LEWES LIVE LITERATURE

LEWES LIVE LITERATURE
Contents Page
For the year ended 31 March 2022

Company information	3
Directors' report	4
Accountants' report	6
Income statement	7
Statement of financial position	8
Notes to the financial statements	9
Detailed income statement	11

LEWES LIVE LITERATURE
Company Information
For the year ended 31 March 2022

Directors	Nicola Crabb Linda Salway Giorsal Watcham John Agard Annika Cooper
Registered Number	03593698
Registered Office	19 Newton Road Lewes Sussex BN7 2SH
Accountants	Armstrong Hunt Albion House Albion Street Lewes East Sussex BN7 2NF

LEWES LIVE LITERATURE
Directors' Report
For the year ended 31 March 2022

Director's report and financial statements

The directors present their annual report and the financial statements for the year ended 31 March 2022.

Principal activities

The company is a charitable organisation (Registered Charity Number 1071730). During the financial year the company organises and promotes arts events and literary events and makes literary productions for the education and entertainment of the general public. The charity also runs creative writing classes and other participative activities.

Directors

The directors who served the company throughout the year were as follows:

Nicola Crabb

Linda Salway

Giorsal Watcham

John Agard

Annika Cooper

Statement of directors' responsibilities

The directors are responsible for preparing the directors' report and the financial statements in accordance with applicable law and regulations and in accordance with United Kingdom Generally Accepted Accounting Practice.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (Financial Reporting Standard 102). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and the profit or loss of the company for that period.

In preparing these financial statements, the directors are required to :

- select suitable accounting policies and then apply them consistently
- make judgements and accounting estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. The directors are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in the United Kingdom, governing the preparation and dissemination of financial statements, may differ from legislation in other jurisdictions

LEWES LIVE LITERATURE
Directors' Report
For the year ended 31 March 2022

This report was approved by the board and signed on its behalf by:

Linda Salway
Director

Date approved:

LEWES LIVE LITERATURE
Accountants' Report
For the year ended 31 March 2022

Report to the directors on the preparation of the unaudited statutory accounts of Lewes Live Literature for the year ended 31 March 2022

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Lewes Live Literature for the year ended 31 March 2022 which comprise of the Profit and Loss Account, the Statement of Comprehensive Income, the Balance Sheet, the Statement of Changes in Equity and the related notes from the company's accounting records and from information and explanations you have given us

As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at

<http://rulebook.accaglobal.com/>

This report is made solely to the Board of Directors of Lewes Live Literature, as a body, in accordance with the terms of our engagement letter dated 27 December 2022. Our work has been undertaken solely to prepare for your approval the accounts of Lewes Live Literature and state those matters that we have agreed to state to the Board of Directors of Lewes Live Literature, as a body, in this report in accordance with the requirements of the Association of Chartered Certified Accountants as detailed at <http://www.accaglobal.com/factsheet163>. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Lewes Live Literature and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Lewes Live Literature has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit of Lewes Live Literature. You consider that Lewes Live Literature is exempt from the statutory audit requirement for the year

We have not been instructed to carry out an audit or a review of the accounts of Lewes Live Literature. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts

31 March 2022

Armstrong Hunt

.....
Armstrong Hunt
Albion House
Albion Street
Lewes
East Sussex
BN7 2NF
29 December 2022

LEWES LIVE LITERATURE
Income Statement
For the year ended 31 March 2022

	Notes	2022 £	2021 £
Turnover		31,289	17,534
Cost of sales		(39,218)	(6,753)
Gross profit/loss		(7,929)	10,781
Administrative expenses		(10,982)	(7,034)
Other operating income	2	-	25,000
Operating profit/(loss)		(18,911)	28,747
Profit/(Loss) on ordinary activities before taxation		(18,911)	28,747
Tax on profit on ordinary activities		-	-
Profit/(Loss) for the financial year		(18,911)	28,747

LEWES LIVE LITERATURE
Statement of Financial Position
As at 31 March 2022

	Notes	2022 £	2021 £
Current assets			
Cash at bank and in hand		17,975	49,783
Creditors: amount falling due within one year	4	(305)	(13,202)
Net current assets		<u>17,670</u>	<u>36,581</u>
 Total assets less current liabilities		 17,670	 36,581
Net assets		<u>17,670</u>	<u>36,581</u>
 Capital and reserves			
Profit and loss account	5	17,670	36,581
Members' funds		<u>17,670</u>	<u>36,581</u>

For the year ended 31 March 2022 the company was entitled to exemption from audit under section 477 of the companies act 2006 relating to small companies.

Directors' responsibilities:

1. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.
2. The directors acknowledge their responsibilities for complying with the requirements of the companies act 2006 with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime of Part 15 of the Companies Act 2006.

The financial statements were approved by the board of directors and were signed on its behalf by:

 Linda Salway
 Director

LEWES LIVE LITERATURE
Notes to the Financial Statements
For the year ended 31 March 2022

General Information

Lewes Live Literature is a private company, limited by guarantee, registered in England and Wales, registration number 03593698, registration address 19 Newton Road, Lewes, Sussex, BN7 2SH.

The presentation currency is £ sterling.

1. Accounting policies

Significant accounting policies

Statement of compliance

These financial statements have been prepared in compliance with FRS 102 – The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006.

Basis of preparation

The financial statements have been prepared under the historical cost convention as modified by the revaluation of land and buildings and certain financial instruments measured at fair value in accordance with the accounting policies.

The financial statements are prepared in sterling which is the functional currency of the company.

Turnover

Turnover comprises the invoiced value of goods and services supplied by the company, net of Value Added Tax and trade discounts.

Committed grant monies not distributed at the year end are carried forward to the next financial year, in order that the accounts reflect the activity for the current year.

Government grants

Government grants received are credited to deferred income. Grants towards capital expenditure are released to the income statement over the expected useful life of the assets. Grants received towards revenue expenditure are released to the income statement as the related expenditure is incurred.

2. Other operating income

	2022 £	2021 £
Government Grants	-	25,000
	<u>-</u>	<u>25,000</u>

3. Average number of employees

Average number of employees during the year was 1 (2021 : 1).

LEWES LIVE LITERATURE
Notes to the Financial Statements
For the year ended 31 March 2022

4. Creditors: amount falling due within one year

	2022	2021
	£	£
Accrued Expenses	305	305
Deferred Grants	-	12,897
	<u>305</u>	<u>13,202</u>

5. Profit and loss account

	2022
	£
Balance at 01 April 2021	36,581
Loss for the year	(18,911)
Balance at 31 March 2022	<u>17,670</u>

6. Company Limited by Guarantee

The company is limited by guarantee and therefore has no shares.

LEWES LIVE LITERATURE
Detailed Income Statement
For the year ended 31 March 2022

	2022 £	2021 £
Turnover		
Grants - project related	16,992	10,364
Grants - running costs	-	2,050
Hire of premises	5,953	5,120
Ticketing Sales	8,344	-
	<u>31,289</u>	<u>17,534</u>
Cost of sales		
Performers' fees and expenses	22,426	1,330
Venue, staging and production costs	8,106	349
Promotion and publicity	3,133	274
Freelance operatives-fees and expenses	3,550	4,800
Artist Accommodation & Subsistence	2,003	-
	<u>(39,218)</u>	<u>(6,753)</u>
Gross Profit/Loss	<u>(7,929)</u>	<u>10,781</u>
Administrative expenses		
Accountancy Fees	420	323
Rent	7,724	5,520
General Travel Expenses	748	77
Bank Charges	96	-
General Insurance	563	-
Computer Expenses	1,418	1,026
Stationery & Postage	-	88
Sundry Expenses	13	-
	<u>(10,982)</u>	<u>(7,034)</u>
Other operating income		
Government Grants	-	25,000
	<u>-</u>	<u>25,000</u>
Operating profit/(loss)	<u>(18,911)</u>	<u>28,747</u>
Profit/(Loss) on ordinary activities before taxation	<u>(18,911)</u>	<u>28,747</u>
Profit/(Loss) for the financial year	<u>(18,911)</u>	<u>28,747</u>

LEWES LIVE LITERATURE

England & Wales - Charity number 1071730

Accounts

Lewes Live Literature Trustees Annual Report 2020-21

The Trustees present their annual report and accounts for the year ended 31st March 2021.

Reference and administrative details of the charity, its trustees and advisers

The full name of the charity is **Lewes Live Literature**

Charity Number: 1071730

The company became a registered charity on 28 September 1998.

Company Number: 03593698

The company was incorporated on 7 July 1998 under the Companies Act 1985.

Registered Office: 19 Newton Road, Lewes, East Sussex BN7 2SH

General Postal Address: LLL Mailbox, Lewes Town Hall, High Street, Lewes, East Sussex BN7 2Q5

Bankers	Natwest	Lewes Branch, 11 High Street, Lewes, East Sussex BN7 2LH
Accountant	Hunt Armstrong	Albion House, Albion Street, Lewes, East Sussex BN7 2NF

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees serving during the year and since the year-end were as follows:

Linda Salway	Trustee / Chairperson
Nicky Crabb	Trustee
Gus Watcham	Trustee / Company Secretary
John Agard	Trustee
Annika Cooper	Trustee

Employees

Mark Hewitt	Artistic Director (freelance)
-------------	-------------------------------

In line with current artistic policy and developments, the company now – for specific projects – operates also under the name: **LLL Productions**.

Structure, Governance and Management

Governing Document

Lewes Live Literature is an incorporated company limited by guarantee governed by its Memorandum and Articles of Association adopted on 18 June 1998. It is registered as a charity with the Charity Commission. There are no restrictions in the governing document on the operation of the charity or on its investment powers, other than those imposed by general charity law.

Appointment of Trustees

Trustees may be appointed at any time either to fill a vacancy or by way of addition to the Board of Directors. We look for trustees that possess relevant skills and experience which may be of practical use to the charity. Every trustee appointed shall retain his or her office until the next Annual General Meeting, but he or she shall then be eligible for re-election.

Induction and Training of Trustees

New trustees are briefed on their obligations in law and under the regulations of the Charity Commission. Every new trustee receives a copy of the Memorandum and Articles of Association, the Charity Commission's leaflet on the responsibilities of being a Trustee, and the aims and objectives of the charity.

Organisational Structure

The board of trustees, with an optimum number of 3 – 6 members, administers the charity. The Board of Trustees meets three to four times per year, to discuss plans and long-term objectives and their implementation. Meetings include budget reviews and risk assessments on current activities. A

freelance Artistic Director is appointed by the trustees, to whom the trustees delegate day-to-day operations of the charity, including finance, employing other freelance support and artistic policy and direction. The Artistic Director reports regularly to the trustees on matters of general concern.

Related Parties

There are no related party transactions.

Risk Management

The trustees have a risk management process which comprises:

- an annual review of any long-term risks the charity may face;
- the establishment of systems and procedures to mitigate these risks;
- the implementation of procedures designed to minimize any potential impact on the charity should these risks materialize;
- financial, health & safety, and operational procedures are annually reviewed

Objectives and Activities

The charity's objects and principal activities are to advance education for the public benefit by the promotion of the arts, in particular literature and the spoken word but also with a view to developing 'live literature productions' and presenting events that involve elements of music, theatre, visual art, and film. Lewes Live Literature (LLL) aims to offer opportunities for local people of all ages to see and participate in high quality artistic activities through the presentation of productions, festivals, events, creative participative workshops and other projects involving professional writers and artists.

The main objectives for 2020-2021 were:

- to survive the coronavirus pandemic intact as an organisation;
- to take advantage of the local authority and government support that was available;;
- to review company practices and procedures;
- to prepare for the future when it is possible to run events and stage productions again.

The strategies employed to achieve the charity's objectives during 2017-18 were:

- to seek funding for a future programme of work from Arts Council England;
- to apply for business rate relief on the company's studio space;
- to apply for a local business covid emergency grant from the local authority;
- to maintain electronic contact amongst the trustees regarding developments,

The major areas of activity that contributed to our stated objectives were:

- a successful application to Arts Council England for a project entitled 'Supporting Freelancers and Supporting Community Participation';
- successful applications to East Sussex Arts Partnership and Lewes District Council for the same project;
- as no activity was possible because of lockdowns, covid restrictions and venues being closed to bide our time and to prepare and plan for the future;
- to maintain contact with artists and venues involved with our production activity so that when lockdown restrictions were eased we could begin work.

Summary

2020-21 was a uniquely barren year for LLL due to successive lockdowns and theatres and venues being closed. Our main aim was to ensure the survival of the organisation, be flexible and adaptable and plan for the future. The company is fortunate in having a very streamlined light touch staffing structure.

Main achievements

The stated objectives for 2020-21 were achieved in the following ways:

ACTIVITY DURING 2020-21

Local authority support

As a cultural charity, LLL was eligible for a £25,000 covid emergency business support grant from Lewes District Council, for which we successfully applied in May 2020. LLL also applied successfully for a business rates holiday, with this reduction passed on to the freelance artists that use our studio space.

Arts Activity

LLL applied successfully for a grant from Arts Council England for a project entitled Supporting Freelancers and Supporting Community Participation. Our intention was to put on a series of events that ran from late 2020 through to the Spring of 2021 and through which we could support freelance

artists by creating new work and new opportunities. Unfortunately, the second delta wave of Covid infections and consequent lockdowns and restrictions meant that this could not take place, and in fact the entire project had to be moved into the following financial year.

LLL still also had existing funding for its production, 'Prison Dialogues', a new work for theatre that we had planned to run at Brighton Fringe Festival in May 2020 but could not for obvious reasons. In the absence of any immediate way forward we sought to maintain regular contact with the cast and to plan for how we would initiate the project when it became possible to do so.

KEY OUTCOMES

It is difficult to talk of outcomes during a year when, effectively, nothing happened and no arts activity was possible. But Lewes Live Literature – with its lean infrastructure – has ensured its survival and maintained its purpose through the implementation of the measures outlined above.

FUNDRAISING ACTIVITY

No fundraising events were held during 2020/21.

Financial Review

Transactions and Financial position

The financial accounts are set out in the accompanying document. The financial statements have been prepared implementing the Statement of Recommended Practice for Accounting and Reporting by Charities issued by the Charity Commission for England and Wales (effective October 2005) and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

Operating review

Although LLL could not pursue its usual activities or continue with projects that had already been funded, but the grant support and covid support benefits that it received meant it was not a bad a year as regards income.

Gross income for the year was £42,534. Expenditure totalled £13,787

As Lewes Live Literature has no reserves, total reserves at the year end stand at £0.00.

Principal funding sources were funding bodies relevant to the aims of the charity and a one-off grant from Lewes District Council. Arts Council England remains our main source of funding for arts activity, supplemented by small grants from Lewes Town Council and East Sussex Arts Partnership.

Policies on Reserves, Investment Policies and Investment Performance

The charity currently has no reserves of and does not commit to any expenditure without the necessary funding in place. There are no long-term overheads committed.

Share Capital

The company is limited by guarantee and therefore has no share capital

The major risks to which the charity is exposed and reviews and systems to mitigate risks

The trustees identify the major risks to which the charity is exposed each financial year when preparing and updating a strategic plan, in particular those related to the operations and finances of the charity. The trustees then review any major risks which have been identified and establish systems to mitigate those risks. The charity is satisfied that the systems are in place to mitigate their exposure to the major risks which have been so identified and reviewed.

Plan for the Forthcoming Year

RESUMPTION OF OUR EVENTS PROGRAMME

Our plan for 2021-22 is to return to presenting live events and staging productions, depending what government and local authority covid restrictions make possible. We already have Arts Council funding to present a programme of work and will maintain email contact with the local arts centre to find out when this can begin. We also plan to begin our creative workshops programme for local poets.

PRODUCTION ACTIVITY

We plan to complete the casting, rehearse and premiere our planned production of 'Prison Dialogues' by LLL's Artistic Director, Mark C. Hewitt, as part of Brighton Fringe Festival, which is scheduled to take place in May/June 2021.

Funds Held as Custodian Trustees

This is not relevant to the organisation.

Statement of Directors' and Trustees' Responsibilities

Charity Law and the Companies Acts require the Board to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in business;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

The trustees are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 1985. 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 irregularities.

The Board of Trustees approved this report on 17 December, 2021.

Linda Salway
Chair of Trustees

Report of the Directors and Unaudited Financial Statements

for the year ended 31 March 2021

for

LEWES LIVE LITERATURE

LEWES LIVE LITERATURE
Contents Page
For the year ended 31 March 2021

Report of the Directors and Unaudited Financial Statements

for the year ended 31 March 2021

Company information	3
Directors' report	4
Accountants' report	6
Income statement	7
Statement of financial position	8
Notes to the financial statements	9
Detailed income statement	11

LEWES LIVE LITERATURE
Company Information
For the year ended 31 March 2021

Directors

Nicola Crabb
Linda Salway
Giorsal Watcham
John Agard
Annika Cooper

Registered Number

03593698

Registered Office

19 Newton Road
Lewes
Sussex
BN7 2SH

Accountants

Armstrong Hunt
Albion House
Albion Street
Lewes
East Sussex
BN7 2NF

LEWES LIVE LITERATURE
Directors' Report
For the year ended 31 March 2021

The directors present their annual report and the financial statements for the year ended 31 March 2021.

Principal activities

The company is a charitable organisation (Registered Charity Number 1071730). During the financial year the company organises and promotes arts events and literary events and makes literary productions for the education and entertainment of the general public. The charity also runs creative writing classes and other participative activities.

Directors

The directors who served the company throughout the year were as follows:

Nicola Crabb
Linda Salway
Giorsal Watcham
John Agard
Annika Cooper

Statement of directors' responsibilities

The directors are responsible for preparing the directors' report and the financial statements in accordance with applicable law and regulations and in accordance with United Kingdom Generally Accepted Accounting Practice.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (Financial Reporting Standard 102). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and the profit or loss of the company for that period. In preparing these financial statements, the directors are required to :

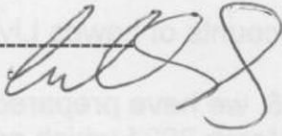
- select suitable accounting policies and then apply them consistently
- make judgements and accounting estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in the United Kingdom, governing the preparation and dissemination of financial statements, may differ from legislation in other jurisdictions

LEWES LIVE LITERATURE
Directors' Report
For the year ended 31 March 2021

This report was approved by the board and signed on its behalf by:

Linda Salway
Director



Date approved: 30 December 2021



Amstrong Hill
Alton House
Alton Street
Lewes
East Sussex
BN1 2NF
30 December 2021

LEWES LIVE LITERATURE
Accountants' Report
For the year ended 31 March 2021

Report to the directors on the preparation of the unaudited statutory accounts of Lewes Live Literature for the year ended 31 March 2021

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Lewes Live Literature for the year ended 31 March 2021 which comprise of the Profit and Loss Account, the Statement of Comprehensive Income, the Balance Sheet, the Statement of Changes in Equity and the related notes from the company's accounting records and from information and explanations you have given us

As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at

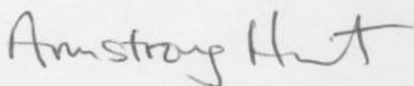
<http://rulebook.accaglobal.com/>

This report is made solely to the Board of Directors of Lewes Live Literature, as a body, in accordance with the terms of our engagement letter dated 30 December 2021. Our work has been undertaken solely to prepare for your approval the accounts of Lewes Live Literature and state those matters that we have agreed to state to the Board of Directors of Lewes Live Literature, as a body, in this report in accordance with the requirements of the Association of Chartered Certified Accountants as detailed at <http://www.accaglobal.com/factsheet163>. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Lewes Live Literature and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Lewes Live Literature has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit of Lewes Live Literature. You consider that Lewes Live Literature is exempt from the statutory audit requirement for the year

We have not been instructed to carry out an audit or a review of the accounts of Lewes Live Literature. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts

31 March 2021



.....
Armstrong Hunt
Albion House
Albion Street
Lewes
East Sussex
BN7 2NF
30 December 2021

LEWES LIVE LITERATURE
Income Statement
For the year ended 31 March 2021

	Notes	2021 £	2020 £
Turnover		-	5,742
Cost of sales		(6,753)	(26,284)
Gross loss		(6,753)	(20,542)
Administrative expenses		(7,034)	(13,160)
Other operating income	2	42,534	31,911
Operating profit/(loss)		28,747	(1,791)
Profit/(Loss) on ordinary activities before taxation		28,747	(1,791)
Tax on profit on ordinary activities		-	-
Profit/(Loss) for the financial year		28,747	(1,791)

Linda Selway
Director

LEWES LIVE LITERATURE
Statement of Financial Position
As at 31 March 2021

	Notes	2021 £	2020 £
Current assets			
Cash at bank and in hand		49,783	18,503
Creditors: amount falling due within one year	4	(13,202)	(10,669)
Net current assets		<u>36,581</u>	<u>7,834</u>
Total assets less current liabilities		36,581	7,834
Net assets		<u>36,581</u>	<u>7,834</u>
Capital and reserves			
Profit and loss account	5	36,581	7,834
Members' funds		<u>36,581</u>	<u>7,834</u>

For the year ended 31 March 2021 the company was entitled to exemption from audit under section 477 of the companies act 2006 relating to small companies.

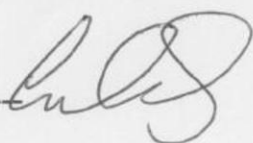
Directors' responsibilities:

1. The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.
2. The directors acknowledge their responsibilities for complying with the requirements of the companies act 2006 with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime of Part 15 of the Companies Act 2006.

The financial statements were approved by the board of directors on 30 December 2021 and were signed on its behalf by:

 Linda Salway
 Director



LEWES LIVE LITERATURE
Notes to the Financial Statements
For the year ended 31 March 2021

General Information

Lewes Live Literature is a private company, limited by guarantee, registered in England and Wales, registration number 03593698, registration address 19 Newton Road, Lewes, Sussex, BN7 2SH

The presentation currency is £ sterling.

1. Accounting policies

Significant accounting policies

Statement of compliance

These financial statements have been prepared in compliance with FRS 102 – The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006.

Basis of preparation

The financial statements have been prepared on the going concern basis and under the historical cost convention as modified by the revaluation of land and buildings and certain financial instruments measured at fair value in accordance with the accounting policies.

The financial statements are prepared in sterling which is the functional currency of the company.

Turnover

Turnover comprises the invoiced value of goods and services supplied by the company, net of Value Added Tax and trade discounts.

Committed grant monies not distributed at the year end are carried forward to the next financial year, in order that the accounts reflect the activity for the current year.

Government grants

Government grants received are credited to deferred income. Grants towards capital expenditure are released to the income statement over the expected useful life of the assets. Grants received towards revenue expenditure are released to the income statement as the related expenditure is incurred.

2. Other operating income

	2021 £	2020 £
Government Grants	25,000	-
Grants - project related	10,364	22,375
Grants - running costs	2,050	500
Workshop fees	-	1,416
Hire of premises and equipment	5,120	7,320
Other income	-	300
	<u>42,534</u>	<u>31,911</u>

3. Average number of employees

Average number of employees during the year was 1 (2020 : 1).

LEWES LIVE LITERATURE
Notes to the Financial Statements
For the year ended 31 March 2021

4. Creditors: amount falling due within one year

	2021 £	2020 £
Accrued Expenses	305	305
Deferred Grants	12,897	10,364
	<u>13,202</u>	<u>10,669</u>

5. Profit and loss account

	2021 £
Balance at 01 April 2020	7,834
Profit for the year	28,747
Balance at 31 March 2021	<u>36,581</u>

6. Company Limited by Guarantee

The company is limited by guarantee and therefore has no shares.

2021 £	2020 £	
28,000	28,000	Other operating income
10,364	10,364	Government Grants
5,000	5,000	Grants - project related
1,418	-	Grants - running costs
7,320	6,120	Volunteer fees
300	-	Hire of premises and equipment
34,811	49,484	Other income

LEWES LIVE LITERATURE
Detailed Income Statement
For the year ended 31 March 2021

	2021 £	2020 £
Turnover		
Ticket sales	-	5,742
	<u>-</u>	<u>5,742</u>
Cost of sales		
Performers' fees and expenses	1,330	13,070
Venue, staging and production costs	349	5,564
Promotion and publicity	274	1,300
Freelance operatives-fees and expenses	4,800	6,350
	<u>(6,753)</u>	<u>(26,284)</u>
Gross loss	(6,753)	(20,542)
Administrative expenses		
Accountancy Fees	323	328
Rent	5,520	7,718
Light, Heat & Power	-	260
General Travel Expenses	76	550
General Insurance	-	504
Computer Expenses	1,026	3,049
Stationery & Postage	88	520
Telephone, Fax & Internet	-	231
Sundry Expenses	1	-
	<u>(7,034)</u>	<u>(13,160)</u>
Other operating income		
Government Grants	25,000	-
Grants - project related	10,364	22,375
Grants - running costs	2,050	500
Workshop fees	-	1,416
Hire of premises and equipment	5,120	7,320
Other income	-	300
	<u>42,534</u>	<u>31,911</u>
Operating profit/(loss)	28,747	(1,791)
Profit/(Loss) on ordinary activities before taxation	28,747	(1,791)
Profit/(Loss) for the financial year	28,747	(1,791)