

## **Royal Scottish Country Dance Society – Leeds Branch**

### **Annual Report and Financial Statements for the year ended 31 July 2023**

This report is prepared in accordance with the requirements of the Charities Act 2011 and covers the activities of the Royal Scottish Country Dance Society Leeds Branch during the year ended 31 July 2023. In line with the provisions of the Charities Act the Branch is now registered as a charity in England and Wales (Charities Registration No: 1072452).

#### **Administration Details**

Bankers	Cooperative Bank PO Box 250 Skelmersdale WN8 6WT
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#### **Membership of the Management Committee/Trustees**

Trustees	Rob Mansfield (from 22 October 2023) Evelyn Davidson (until 22 October 2023) Marion Walbank Sarah Wilcock (from 22 October 2023) Ray Williams (until 22 October 2023)
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Management Committee	Alan Horsfall Catherine Livsey (until 22 October 2023) John Pugh Lesley Tompkins Jane Walford Nicola Waugh Jill Woodman
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#### **Structure, Governance and Management**

RSCDS Leeds Branch is governed by a constitution originally drawn up in 1997 and last updated in 2019. The committee comprises 3 officers who act as trustees and 8 members who are elected annually.

#### **Responsibilities of the Trustees and Committee**

The Committee is responsible for preparing the Annual Report and Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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The law applicable to charities in England and Wales requires the charity to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the Branch for that period. In preparing these financial statements the charity is required to:

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

The Committee is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts Reports) Regulations 2008. It is 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 Committee is responsible for the maintenance and integrity of the accounts and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

#### **Objectives and Activities for the Public Benefit**

To advance the education of the public in the area of Leeds and its neighbourhood (the District) in traditional Scottish Country Dancing (SCD), in particular by:

- a. supporting the work of the Royal Scottish Country Dance Society;
  - b. preserving and furthering the practice of traditional Scottish Country Dances
  - c. providing, or assisting in providing instruction in the dancing of Scottish Country Dances;
- promoting the enjoyment and appreciation of Scottish Country Dancing and Music by any suitable means; and in furtherance of these objectives the Local Association may do such other lawful things as shall effectively promote them.

Classes are advertised as for Fitness, Fun and Friendship in accordance with our Licence from RSCDS: to be consistent to the charitable objects of the Society: to promote Scottish country dancing as a social activity with an emphasis on health, recreation and enjoyment

The Branch provides affordable regular weekly SCD classes in Leeds (currently 4) and in Ilkley (currently 1) including short introductory courses and 'taster' sessions as well as:

- Monthly social dances with live music are held from September to June together with an Annual Ball.
- Annual workshops in SCD and Highland Dance as well as for SCD Musicians.
- An annual residential weekend at Malhamdale is taught by a visiting tutor with music by a visiting musician.

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- The White Rose Festival is an Annual Festival of SCD open to all SC Dancers, locally, nationally and internationally.
- Demonstrations and ‘taster sessions’ are provided for local organisations and community events (eg Cubs/Brownies, local FE colleges, Picnics in the Park)

The Branch also provides financial, workshop and/or mentoring support for trainee/inexperienced SCD teachers.

The Branch Shop supplies traditional and other appropriate dance shoes, CDs of dance music and official RSCDS books of dances to our own and other Branches of RSCDS (the Society)

### **Achievements and Performance**

#### **Anniversary Year**

Calendar year 2022 was our 60th Anniversary year, and many of the events planned for summer and autumn 2022 celebrated that.

#### **Covid 19**

Although we have returned to dancing after the lockdowns of Covid, our numbers at classes, workshops and dances were not yet back to pre-Covid norms in the summer of 2022, but have increased during the year as confidence grew. We continue to encourage the use of hand-gel between dances and to ventilate the venues for classes and dances as much as possible. In view of the age of many of our regular dancers, we also advised testing if possible before social events or if symptomatic.

#### **Membership and Recruitment**

In 2022/23 we had 100 Branch members, the highest for some years. This was largely due to recruiting new dancers through the autumn beginners’ course, which was taught by a team of volunteers from amongst our more experienced dancers. Other volunteers came as helpers to partner the new dancers, making both more sets and larger sets possible. This created a friendly, social and fun introduction to SCD.

#### **Communications**

These new dancers now also receive a special follow up email after each class summarising the dances, steps and formations they practised, with links to videos of these. The main form of communication with our members and dancers is the monthly eUpdate newsletter, with all the latest SCD news, a diary of Branch and other upcoming events, both local and further afield, and links to dance programmes, application forms for workshops etc, tickets for events, and photos.

#### **Anniversary Newsletter**

One of the lasting mementos of our anniversary year is the 60th Anniversary Issue of the Leeds Branch Dancers’ Newsletter produced four times a year from October 1996. This final issue was a

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bumper, glossy edition in full colour with highlights from our history and photos of our past events, and of some of our founders. Copies of this were distributed to Branch members, attendees at the Anniversary Ball and other interested parties.

#### Classes

A new 6-week Beginners' Course was launched in the Monday afternoon slot at West Park URC, starting on 5th September 2022, with a view to enrolling and encouraging some new dancers who could then continue to an established regular class in mid October. It was not a Ceilidh class but did feature easier dances. Regular dancers at this class were encouraged to come along as helpers to dance with and support the newcomers. It proved a successful venture with several new dancers continuing and indeed nine becoming members of the Leeds Branch.

The advanced class in Leeds on Monday evenings and the Thursday afternoon class at Ilkley resumed in September and October respectively

As part of our return to a more normal dancing year, the popular Thursday evening class continued as normal without a break throughout the summer. Clearly there was a demand for summer dancing and we were delighted to welcome dancers from other local classes and groups at this class.

#### RSCDS Patron

The sad news of the death of our patron, Queen Elizabeth II, was released just before the start of the Thursday evening class. As a tribute to Her Majesty, who always danced with evident enjoyment, Irene and Alan changed the programme to include the Duke and Duchess of Edinburgh from Her Majesty Queen Elizabeth II, A Celebration through Scottish Music and Dance and The Castle of May and Orwell Lodge Strathspey from the Diamond Jubilee Book - a fitting way to celebrate the Queen's life.

#### September Day School and Evening Dance

We were pleased to welcome Ramona Rank from Munich as teacher at the September Day School, which returned to a full day event. Events such as this emphasise the international networks of RSCDS dancing, music, and teaching. Ramona has taught day and weekend schools in Germany and Europe including the Paris Spring Fling and the International Branch weekend in the Netherlands in 2019. The participants were sadly fewer in number than we hoped for, but those attending thoroughly enjoyed the day, and felt they had learned a lot. This event was followed in the evening as usual by the Leeds Branch September social dance - all at our usual venue, St Chad's. The evening programme included Orwell Lodge Strathspey as a tribute to Her Majesty and ended with God Save the King.

#### Autumn Gathering and Society AGM

Our delegates to the Society's AGM at the Autumn Gathering in Glasgow were again John Pugh and Marion Walbank. In addition, in recognition of our Anniversary year, we were invited to compile the programme for the Gathering Ball - a great honour as it is an international event.

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#### Branch Anniversary Ball

This highly successful and glamorous event was almost the last of our Anniversary celebrations and definitely the high point for those who attended. In line with our Charitable Aims to bring affordable social Scottish dancing and music to the area, the Ball itself was highly subsidised by the Branch. It was held in the beautiful Riley-Smith Hall in Tadcaster - a regular venue for Leeds Branch balls with a sprung floor to rival that of the Younger Hall, used for dances and classes at the Society's Summer School in St Andrews - another international event. As with our 50th Anniversary Ball, this Ball featured a sit-down meal preceded by a wine reception and followed by a full programme of dancing to the music of the Ian Muir trio from Prestwick.

#### Other dances

As well as the Ball, from September 2022 to June 2023 we held regular monthly social dances, with live music, at St Chad's, now our regular dance venue. There were also a Christmas Tea Dance and Hogmanay Dance at West Park and an Ilkley Tea Dance at St Margaret's, Ilkley in May - all with live music. These dances are all open to any dancers locally or from afar. We are delighted to welcome dancing visitors to Leeds, or to the UK, at these events.

#### Workshops

As well as the September Day School, we again ran a Musicians' Workshop in February 2023 at St Chad's. The Workshop this year was focussed on developing the musicians' wider skills and knowledge of Scottish music and dance, rather than preparing to play in a 'big band' for the evening dance, which was held the following week.

The Workshop was attended by many musicians from 'out of town', but the core group of 7 from our Branch meet monthly at the Chemic Tavern to rehearse, and aim to play monthly for the popular Thursday evening class, which makes for a very lively social mixing of Branch members and their different skills.

A further Workshop highlight was a day with Rod Downey for our dancers, this time at The Queen's Hall, Roundhay. Participants were drawn from as far apart as Broughty Ferry and Bristol. Rod was visiting from New Zealand and we were delighted that he accepted our invitation to run a Workshop and to open our White Rose Festival whilst in Leeds. Rod is an internationally renowned academic and research mathematician, and in addition, a renowned dance devisor (that figures!) as well as dance teacher and sportsman. Having a dance devisor teach his own dances is a delight.

We were also invited to run a workshop for staff at Pontefract College as part of their INSET programme on Wellness. This was put together by the team running the beginners' course and was a great success. Hopefully some will in future look to SCD as a recreational activity for Fitness, Fun, and Friendship as our flyers state.

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#### Malhamdale Weekend

This residential workshop is still a regular feature on our calendar, and as usual was fully booked well in advance of the event. It was again smoothly and efficiently organised by Alan Horsfall and Janet Brayson; sadly, it was to be Janet's last. The tutor was Di Rooney, lead dance teacher of the Cheshire Branch, and a popular teacher at SCD events at home and abroad. The musician was a long-standing friend of the Branch, George Meikle, composer, musician, teacher and band leader from Dumfries. That a good time was had by all came as no surprise - and our sets are straighter as a result of Di's teaching!

#### White Rose Festival 2023

Our dancing year finished with yet another successful festival at Gateways School, Harewood, although this year the weather decreed it should all be indoors. Former Leeds Branch Chair, Claire Johnson, was MC for the day and the proceedings were opened by Rod Downey. The teams of both adults and children enjoyed an afternoon of dancing and demonstrations, which included Highland and step dances, followed by the evening dance, all to the music of Susan MacFadyen and her Dance Band from Falkirk. It was good to have a piper again to lead the Grand March and to play for the Highland dancing. The drive home through flooded roads and heavy rain just added to the excitement and challenge of the day!

#### Financial Review

The Branch overall made a small surplus of £1,216 (2022: £4,478), with some event making small surpluses and others small losses.

Income increased to £61,288 (2022: £48,247) as dancing returned to normal after Covid 19 restrictions and costs correspondingly increased to £60,072 (2022: £43,769).

Reserves are still in a healthy position with total net assets of £46,297 (2022: £45,080) much of which is in the form of cash at bank and in hand of £39,938 (2022: £37,104)

This Annual Report was approved by the Trustees at their meeting on the 12 May 2024 and signed on their behalf by:

Marion Walbank (Chair) ..... Date .....

Sarah Wilcock (Secretary) ..... Date .....



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

RSCDS Leeds Branch

On accounts for the year  
ended

31<sup>st</sup> July 2023

Charity no  
(if any)

1072452

Set out on pages

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2023

Responsibilities and  
basis of report

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

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

Independent  
examiner's statement

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

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

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

Signed:

Date:

4/10/23

Name:

R MANSFIELD

Relevant professional  
qualification(s) or body  
(if any):

FCa

Address:

MEADOW BANK FARM OLD LANE BRAMHOPE

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**Statement of Financial Activities**

	Note	TOTAL 2023 £	TOTAL 2022 £
<b>Income and endowments from:</b>			
Donations and legacies	3	173	35
Charitable activities	4	60,921	48,192
Other	5	194	20
<b>Total</b>		<b>61,288</b>	<b>48,247</b>
<b>Expenditure on:</b>			
Raising funds			-
Charitable activities	6	60,072	43,769
Other			-
<b>Total</b>		<b>60,072</b>	<b>43,769</b>
<b>Net income/(expenditure)</b>		<b>1,216</b>	<b>4,478</b>
<b>Reconciliation of funds</b>			
Total funds brought forward		45,081	40,603
<b>Total funds carried forward</b>		<b>46,297</b>	<b>45,081</b>



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## Annual Report and Financial Statements for the year ended 31 July 2023

### Statement of Financial Position

	Note	2023 £	2022 £
<b>Fixed assets:</b>			
Fixed assets		320	426
<b>Total fixed assets</b>		<b>320</b>	<b>426</b>
<b>Current assets:</b>			
Debtors & Prepayments		456	5,492
Shop Stock		6,653	6,739
Cash at bank and in hand		39,938	37,104
<b>Total current assets</b>		<b>47,047</b>	<b>49,335</b>
<b>Liabilities:</b>			
Creditors: Amounts falling due within one year		1,070	4,681
<b>Total assets less current liabilities</b>		<b>45,977</b>	<b>44,654</b>
Creditors: Amounts falling due after more than one year		-	-
<b>Total net assets or liabilities</b>		<b>46,297</b>	<b>45,080</b>
<b>Total funds of the charity:</b>			
Charity funds		45,081	40,603
Surplus for the year		1,216	4,478
<b>Total charity funds</b>		<b>46,297</b>	<b>45,081</b>

These accounts were approved by the Trustees at their meeting on the 12 May 2024 and signed on their behalf by:

Marion Walbank (Chair) ..... Date .....

Sarah Wilcock (Secretary) ..... Date .....

## **Notes on the financial statements**

### **1. Accounting basis**

Basis of preparation and assessment of going concern

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (2019) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011. The charity constitutes a public benefit entity as defined by FRS 102.

### **2. Accounting policies**

#### **a) Income**

All the income is recognised once the charity has entitlement to the income, and it is probable that the income will be received and the amount of income receivable can be measured reliably.

#### **b) Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

#### **c) Fund accounting**

All funds are unrestricted.

#### **d) Fixed assets and depreciation**

Fixed Assets are stated at cost less accumulated depreciation and accelerated write offs.

#### **e) Current assets**

Amounts owing to the charity at the year-end date in respect of fees or other income are shown as debtors less provision for amounts that may prove uncollectible.

#### **f) Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

#### **g) Creditors**

Creditors are recognised when the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount.

#### **j) Going Concern**

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial

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statements. They have concluded that the budgeted income and expenditure is sufficient with the level of reserves held for the charity to be able to continue as a going concern.

#### 3. Donations and legacies

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Donations	173	35
<b>Total</b>	<b>173</b>	<b>35</b>

#### 4. Income from Charitable Activities

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
White Rose Festival	3,111	3,272
Malhamdale	12,985	9,890
Prepaid Ticket Fund	7,287	5,018
Class, Dance & Other		
Fees	15,353	11,912
Subscriptions	2,414	2,438
Shop Sales	19,771	15,662
<b>Total</b>	<b>60,921</b>	<b>48,192</b>

#### 5. Other Income

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Other	194	20
<b>Total</b>	<b>194</b>	<b>20</b>

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### 6. Expenditure on Charitable activities

	2023	2022
	£	£
White Rose Festival	2,618	2,635
Malhamdale	12,913	9,522
Prepaid Ticket Fund	7,381	5,208
Subscriptions	2,055	1,194
Hall Costs	8,318	7,432
Musician Cost	3,530	2,135
Teachers Costs	2,661	2,436
Catering Costs	1,696	-
Card Processing Costs	117	533
Education Expenses	172	-
Insurance	179	179
Publicity & Advertising	658	127
Shop Costs	17,898	12,373
Depreciation	107	
Other Costs	641	
Previous Year Adjustment	-872	-7
<b>Total</b>	<b>60,072</b>	<b>43,767</b>

### 7. Trustees & Related Party Transactions

Trustees did not receive any trustee expenses in the year (previous year £Nil). One member of the committee received expenses for teaching in the year. There are no related parties.