

Royal Tunbridge Wells Dance Festival 2022

Trustees' Report for the year ended 1 May 2022

The Royal Tunbridge Wells Dance Festival is affiliated to the British Federation of Music and Dance Festivals and is a registered charity under Charity Commission reference 1088367.

The object of the Festival is to assist in advancing the education of children and young people in the art of dance in all its branches. This meets Charity Commission guidelines on public benefit.

To achieve this object a Festival is held each year which enables a number of young people to enter dances and be judged by an expert adjudicator. The residual profit from entry fees, ticket and programme sales and advertising, after meeting all expenses, is used to grant bursaries leaving a working capital surplus to be carried forward as seed finance for the subsequent year's Festival.

This year the Festival ran for nine days from Saturday 12 February to Sunday 20 February, and offered a range of competition classes for age groups from under fives to twenty-two in ballet, contemporary, national, character, modern, tap, song and dance and Greek.

The Senior Bursary Award was a highlight of the week and we were delighted to be able to offer one award of £1,000 to a dancer applying for, or already undertaking full time professional training. We also held a successful Junior Ballet Bursary class and awarded £250 to the winner. In addition, we were pleased again to award £250 for a Tap Bursary, in memory of Connie Turner, with thanks to the trustees of Tonbridge Festival.

Our adjudicator this year was Geoff Lucas, and we are particularly grateful for his stamina, efficiency and passion in adjudicating for nine days, which contributed to the success of the Festival.

An excess of unrestricted receipts over expenses in the region of £4,600 was achieved before Bursaries. After paying outstanding liabilities, a small surplus of around £3,100 arises.

The Festival is organised by the committee of Trustees : Sally-Anne Leigh (chairman), Sian Colangelo (vice-chairman), Jane Gravenor (secretary), Louisa Monks (treasurer), Kim Phipps, Bertie Witt, Alison Cripps, Tamara Moubayed, Caroline Burns, Jackie Randall Emma Thomas and Carmel Llewelyn.

As always the future and success of the festival depends on the support it receives and the enjoyment of the occasion. Our thanks go to our loyal audiences and hard working helpers who enable us to ensure that the high standards achieved in dance by children in the region can continue to be enjoyed.

We would also like to thank those who have assisted us financially by advertising in our programme or donating to the Festival.

We aim to keep cash at bank between £8,000 and £10,000 in unrestricted funds. In addition restricted funds are held to fund the tap bursary.

Finally we would like to thank all our competitors and supporters and wish them success in the coming year. We look forward to seeing you again at our 2023 Festival.

SA Leigh

Sally - Anne Leigh
on behalf of the Trustees.

Date 9th June 22

Royal Tunbridge Wells Dance Festival

Statement of Financial Activities
for the year ended 1 May 2022

<u>INCOME FROM:</u>	£	<u>Unrestricted</u> £	£	<u>Restricted</u> £	<u>Total</u> £	2021 £
<u>Entry Fees</u>			21,940.00	0.00	21,940.00	0
<u>Box Office</u>						
Tickets : Adults	14,327.50					
: Concessions	3,355.00					
: Weekly passes	810.00	18,492.50				
Programmes		2,499.00				
Ribbon sales		575.00	21,566.50	0.00	21,566.50	0
<u>Advertising</u>						
Programme	2022	1,360.00	1,360.00	0.00	1,360.00	0
Photographer's commission			567.50	0.00	567.50	0
Dancing Boutique Stand			150.00	0.00	150.00	0
Donations			500.00	0.00	500.00	0
HMRC Gift Aid tax reclaim		125.00				
		0.00	125.00	0.00	125.00	0
Bank interest , Reserve Account			1.35	0.00	1.35	2
TOTAL INCOME			46,210.35	0.00	46,210.35	2

EXPENDITURE:

Operating costs

Hall Hire

Assembly Hall	31,120.39					
Catering Services	213.94	31,334.33		0.00	31,334.33	0

Programmes

Typeset & print 500 programmes	2,867.00	2,867.00		0.00	2,867.00	0
Medals, cups, ribbons & banners	620.95					
Certificates & pens	781.00					
Website hosting and design	60.04	1,461.99		0.00	1,461.99	204

Adjudicator

Accommodation	1,306.09					
Fee	2,237.70					
Bursary adjudicators	100.00	3,643.79		0.00	3,643.79	0

Balance carried forward		39,307.11		0.00	39,307.11	204
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Royal Tunbridge Wells Dance Festival

Statement of Financial Activities
for the year ended 1 May 2022

	<u>Unrestricted</u>		<u>Restricted</u>	<u>Total</u>	<u>2021</u>
	£	£	£	£	£
Balance brought forward	39,307.11		0.00	39,307.11	204
<u>Fees and Insurance</u>					
All England subscriptions 2022	87.50				
BIFF insurance 2022	125.00				
Festival insurance	205.00				
Indemnity Insurance	188.61				
All England message of support	40.00	646.11	0.00	646.11	489
<u>Administrative and general expenses</u>					
<u>Committee fees & expenses</u>					
Secretary	0.00				
Treasurer	0.00				
		0.00	0.00	0.00	0
Committee meetings and refreshments	257.15				
Independent Examination 2022	330.00	587.15	0.00	587.15	330
Online System	350.00				
Sum Up Card Readers cost	0.00				
Sum Up Card Readers Interest Charge	362.59	712.59	0.00	712.59	0
Donation to Tonbridge Festival	0.00	0.00	0.00	0.00	0
Car parking for helpers	37.80				
Stationery, postage & festival expenses	266.19				
Flowers and gifts	81.15				
Wristbands for entry	0.00				
	385.14		0.00	385.14	0
	41,638.10		0.00	41,638.10	1,023
<u>2022 Ballet Bursary</u>	250.00				
		250.00	0.00	250.00	0
<u>2022 Tap Bursary</u>			250.00	250.00	0
<u>2022 Professional Dance Bursary</u>	1,000.00				
		1,000.00		1,000.00	0
TOTAL RESOURCES EXPENDED		(42,888.10)	(250.00)	(43,138.10)	(1,023)
NET INCOME FOR THE YEAR		3,322.25	(250.00)	3,072.25	-1,021
Fund balances at 2nd May 2021		20,540.29	3,750.00	24,290.29	39,274
Adjustment to opening balances of funds included in 5/21 accounts		(330.00)		(330.00)	-14,293
Fund balances at 1st May 2022		23,532.54	3,500.00	27,032.54	23,960

Restricted Fund

The restricted fund is a donation from the Tonbridge Festival Trustees, in memory of Connie Turner, to be used for a tap bursary at the festival.

Royal Tunbridge Wells Dance Festival

Balance Sheet as at 1 May 2022

	Unrestricted	Restricted	Total
	£	£	£
<u>ASSETS</u>			
<u>Bank and cash</u>			
Nat West Bank			
Current Account number 35119934	18,518.40		18,518.40
Reserve Account 65520041	4,919.13	3,500.00	8,419.13
	23,437.53	3,500.00	26,937.53
<u>Debtors</u>			
Advertising fees	280.00		280.00
Entry fees	30.00		30.00
Dancing Boutique fee	150.00		150.00
	23,897.53	3,500.00	27,397.53
<u>LIABILITIES</u>			
Independent Examiner 2022 accounts	330.00		330.00
Assembly Hall hire fees	5.00		5.00
Adaptor for iphones music system at theatre	29.99		29.99
	364.99	0.00	364.99
	23,532.54	3,500.00	27,032.54

On behalf of the Trustees :

SA Leigh

Sally-Anne Leigh
Chairman

Date 9th June 22

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ROYAL TUNBRIDGE WELLS DANCE FESTIVAL Charity no: 1088367**

Independent examiner's report to the Trustees of Royal Tunbridge Wells Dance Festival

I report on the accounts of the Charity for the year ended 1st May 2022, which are set out on pages 1 to 4.

Respective responsibilities of Trustees and Examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for the year ended 1st May 2022 under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's report

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

Independent examiner's statement

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

1. which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep proper accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Lisa Western FCCA
Coleman Webb
Chartered Certified Accountants
18 Green Lane
Paddock Wood
Kent TN12 6BF

9th June 2022