

## **Royal Tunbridge Wells Dance Festival 2023**

### **Trustees' Report** **for the year ended 1 May 2023**

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 11 February to Sunday 19 February, and offered a range of competition classes for age groups from under fives to twenty-one in classical ballet, contemporary ballet, global dance, narrative character, jazz/modern, lyrical jazz/modern, tap, musical theatre and classical 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 Yasmin Taylor, and we are particularly grateful for her 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 2024 Festival.

SA Leigh

Date

Sally - Anne Leigh  
on behalf of the Trustees.

# **ROYAL TUNBRIDGE WELLS DANCE FESTIVAL**

**Accounts for the year ended 1 May 2023**

Charity Number 1088367

**Royal Tunbridge Wells Dance Festival**

**Index to the Accounts year ended 1 May 2023**

	<b><u>Page</u></b>
Trustees' Report	1
Statement of Financial Activities	2 - 3
Balance Sheet	4
Independent Examiner's Report	5

## **Royal Tunbridge Wells Dance Festival 2023**

### **Trustees' Report** **for the year ended 1 May 2023**

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 11 February to Sunday 19 February, and offered a range of competition classes for age groups from under fives to twenty-one in classical ballet, contemporary ballet, global dance, narrative character, jazz/modern, lyrical jazz/modern, tap, musical theatre and classical 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 Yasmin Taylor, and we are particularly grateful for her 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 2024 Festival.

SA Leigh

Date

Sally - Anne Leigh  
on behalf of the Trustees.

**Royal Tunbridge Wells Dance Festival**

**Statement of Financial Activities**  
**for the year ended 1 May 2023**

<b><u>INCOME FROM:</u></b>	<b><u>£</u></b>	<b><u>Unrestricted</u></b> <b><u>£</u></b>	<b><u>£</u></b>	<b><u>Restricted</u></b> <b><u>£</u></b>	<b><u>Total</u></b> <b><u>£</u></b>	<b><u>2022</u></b> <b><u>£</u></b>
<u>Entry Fees</u>			23,120.00	0.00	23,120.00	21,940
<u>Box Office</u>						
Tickets : Adults	17,080.00					
: Concessions	3,655.00					
: Weekly passes	750.00	21,485.00				
Programmes		2,730.00				
Ribbon sales		467.00	24,682.00	0.00	24,682.00	21,567
<u>Advertising</u>						
Programme		1,280.00	1,280.00	0.00	1,280.00	1,360
Photographer's commission			432.50	0.00	432.50	568
Dancing Boutique Stand			72.00	0.00	72.00	150
Donations			600.00	0.00	600.00	500
HMRC Gift Aid tax reclaim		125.00				
		0.00	125.00	0.00	125.00	125
Bank interest , Reserve Account			43.05	0.00	43.05	1
<b>TOTAL INCOME</b>			<b>50,354.55</b>	<b>0.00</b>	<b>50,354.55</b>	<b>46,210</b>
<b><u>EXPENDITURE:</u></b>						
<b><u>Operating costs</u></b>						
<u>Hall Hire</u>						
Assembly Hall	31,164.41					
Catering Services	510.67	31,675.08		0.00	31,675.08	31,334
<u>Programmes</u>						
Typeset & print 500 programmes	2,842.00	2,842.00		0.00	2,842.00	2,867
Medals, cups, ribbons & banners	2,024.44					
Certificates & pens	1,693.20					
Website hosting and design	319.22	4,036.86		0.00	4,036.86	1,462
<u>Adjudicator</u>						
Accommodation	1,372.50					
Fee	2,418.14					
Bursary adjudicators	200.00	3,990.64		0.00	3,990.64	3,644
<b>Balance carried forward</b>		<b>42,544.58</b>		<b>0.00</b>	<b>42,544.58</b>	<b>39,307</b>

**Royal Tunbridge Wells Dance Festival**

**Statement of Financial Activities  
for the year ended 1 May 2023**

	<u>Unrestricted</u>		<u>Restricted</u>	<u>Total</u>	<b>2022</b>
	£	£	£	£	£
Balance brought forward	42,544.58		0.00	42,544.58	39,307
<b><u>Fees and Insurance</u></b>					
BIFF Membership renewal 22	290.00				
BIFF insurance 2023	250.00				
Festival insurance	207.47				
BIFF Membership renewal 23	290.00				
All England message of support	40.00	1,077.47	0.00	1,077.47	646
<b><u>Administrative and general expenses</u></b>					
<b><u>Committee fees &amp; expenses</u></b>					
Secretary	0.00				
Treasurer	0.00				
		0.00	0.00	0.00	0
Committee meetings and refreshments	459.06				
Independent Examination 2023	300.00	759.06	0.00	759.06	587
Online System	350.00				
Sum Up Card Readers cost	0.00				
Sum Up Card Readers Interest Charge	415.57	765.57	0.00	765.57	713
Donation to Tonbridge Festival	0.00	0.00	0.00	0.00	0
Car parking for helpers	14.00				
Stationery, postage & festival expenses	121.20				
Flowers and gifts	83.41				
Wristbands for entry	359.80				
	578.41		0.00	578.41	385
	45,725.09		0.00	45,725.09	41,638
<b><u>2023 Ballet Bursary</u></b>	250.00				
		250.00	0.00	250.00	250
<b><u>2023 Tap Bursary</u></b>					
			250.00	250.00	250
<b><u>2023 Professional Dance Bursary</u></b>	1,000.00				
		1,000.00		1,000.00	1,000
<b>TOTAL RESOURCES EXPENDED</b>		(46,975.09)	(250.00)	(47,225.09)	(43,138)
<b>NET INCOME FOR THE YEAR</b>		3,379.46	(250.00)	3,129.46	3,072
Fund balances at 2nd May 2022		23,437.53	3,500.00	26,937.53	24,290
Adjustment to opening balances of funds included in 5/22 accounts		(330.00)		(330.00)	-330
Adjustment to opening balances of funds included in 5/22 accounts		(5.00)		(5.00)	
Adjustment to opening balances of funds included in 5/22 accounts		(29.99)		(29.99)	
Adjustment to opening balances of funds included in 5/22 accounts		280.00		280.00	
Adjustment to opening balances of funds included in 5/22 accounts		30.00		30.00	
Adjustment to opening balances of funds included in 5/22 accounts		150.00		150.00	
Advertising fees from 5/22 accounts written off		(280.00)		(280.00)	
Fund balances at 1st May 2023		26,632.00	3,250.00	29,882.00	27,032

**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 2023**

	Unrestricted	Restricted	Total
	£	£	£
<b><u>ASSETS</u></b>			
<b><u>Bank and cash</u></b>			
Nat West Bank			
Current Account number 35119934	22,287.32		22,287.32
Reserve Account 65520041	5,212.18	3,250.00	8,462.18
	27,499.50	3,250.00	30,749.50
<b><u>Debtors</u></b>			
Photographer fee	432.50		432.50
	27,932.00	3,250.00	31,182.00
<b><u>LIABILITIES</u></b>			
Independent Examiner 2023 accounts	300.00		300.00
Professional Bursary 2023	1,000.00		1,000.00
	1,300.00	0.00	1,300.00
	26,632.00	3,250.00	29,882.00

**On behalf of the Trustees :**

SA Leigh

Date

Sally-Anne Leigh  
Chairman

**Royal Tunbridge Wells Dance Festival 2023**

**Independent examiners' report to the Trustees of**  
**Royal Tunbridge Wells Dance Festival**

I report on the accounts of the charity for the year ended 1 May 2023 which are set out on pages 1 to 4.

**Respective responsibilities of Trustees and Examiner**

The Charity Trustees are responsible for the preparation of accounts. The Charity Trustees consider that an audit is not required for the year 1 May 2023 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;
- 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 examiners' report**

My examination was carried out in accordance with the 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 you as trustees concerning any 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 the course of my examination, no matter has come to my attention:

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

C Kerwin



Date

27/07/2023

Independent Examiner

Chris Kerwin

WaightSharnock

8 Lonsdale Gardens

Tunbridge Wells

Kent

TN1 1NU



**Royal Tunbridge Wells Dance Festival 2023**

**Independent examiners' report to the Trustees of**  
**Royal Tunbridge Wells Dance Festival**

I report on the accounts of the charity for the year ended 1 May 2023 which are set out on pages 1 to 4.

**Respective responsibilities of Trustees and Examiner**

The Charity Trustees are responsible for the preparation of accounts. The Charity Trustees consider that an audit is not required for the year 1 May 2023 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;
- 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 examiners' report**

My examination was carried out in accordance with the 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 you as trustees concerning any 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**

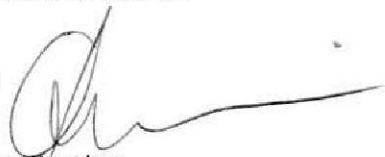
In the course of my examination, no matter has come to my attention:

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

C Kerwin



Date

27/07/2023

Independent Examiner  
Chris Kerwin  
WaightSharnock  
8 Lonsdale Gardens  
Tunbridge Wells  
Kent  
TN1 1NU