

Marsden Jazz Festival Limited

Charity number 1097200

A company limited by guarantee number 04301891

Annual Report and Financial Statements for the year ended 31 December 2022



West Yorkshire Community Accounting Service

Marsden Jazz Festival Limited

Annual Report and Financial Statements for the year ended 31 December 2022

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Prepared by West Yorkshire Community Accountancy Service CIO

Marsden Jazz Festival Limited

Trustees' report for the year ended 31 December 2022

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

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Richard Whitelaw	Chair	
David Harris	Vice chair	
Louise Halliwell		Resigned 14 December 2022
Kathryn Button		
Peter Woodman		
Patricia Brown		Resigned May 2023
Joel Robinson		Appointed 18 August 2022
Gabriel Brodetsky		Appointed 18 August 2022
Charity number	1097200	Registered in England and Wales
Company number	04301891	Registered in England and Wales

Registered and principal address	Bankers
Mechanics Hall	Lloyds Bank plc
Peel Street	1 Westgate
Marsden	Huddersfield
Huddersfield	HD1 2DH
HD7 6BW	

Independent examiner

E J Beverley FCCA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 10 October 2001. It is governed by a memorandum and articles of association (amended 5 February 2003 and 12 April 2006). The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

Objectives and activities

The charity's objects

To promote, maintain, improve and advance the education of the people of Marsden and the Colne valley, in particular but not exclusively by promoting, encouraging and increasing their knowledge and appreciation of music especially jazz and associated forms of music by the presentation of public concerts and educational activities.

Marsden Jazz Festival Limited

Trustees' report (continued) for the year ended 31 December 2022

The charity's main activities

To organise, promote and conduct the annual Marsden Jazz Festival. This is held mainly over one weekend in mid-October though there are community engagements events such as workshops before the event as well.

Public benefit statement

In setting our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit and to this end have ensured compliance with the objects of the Festival as set out in its Memorandum. These are the furtherance of education in jazz and jazz-related music including making it available free or at a reasonable cost to the people of the Colne Valley and visitors to the area with attention to the involvement of young people.

Achievements and performance

2022 was a challenging year for the festival that resulted in many changes, the effects of which are ongoing. In June we received news from Arts Council England that our National Lottery Project Grant application for the 2022 festival had been unsuccessful. This a major financial blow for the organisation. The festival staff and trustees made the decision to move forward and present the 2022 festival using the organisation's financial reserves and the festival went ahead in St. Bartholomew's Church and Marsden Park between the 7-9 October. The lack of funding for the event necessitated a scaled back festival though the high quality production and artistic standards of previous years was maintained and the festival team took great pride in this achievement.

After the festival the financial limitations that the organisation was facing necessitated a swift reduction in capacity. We said goodbye to our employed staff team and to our office at Marsden Mechanics. The organisation had to quickly shrink to a volunteer based model with the trustee team managing the exit of staff and our exit from our premises. Organisational functions that had previously been managed by staff began to be handed over to the trustees.

In order to start building for the future the jazz festival submitted a research and development National Lottery Project Grant application to Arts Council England in late October. The ask to the funder was to financially support a professionally run and externally facilitated process designed to consider the future of the festival. This application outlined the organisation's desire to build a more sustainable business model and structure, less reliant on large amounts of Arts Council England funding. The jazz festival received news that this application had been successful in late December.

As of May 2023 we are working with an external adviser/facilitator to determine how best we can continue to deliver a jazz festival to Marsden. We have a reasonable degree of confidence that we will be able to continue to operate, albeit in a substantially reduced fashion compared to recent years.

Financial review

The net expenditure for the year was £36,365, including net expenditure of £28,977 on unrestricted funds and net expenditure of £7,388 on restricted funds after transfers.

The current review has identified some material uncertainties but having reviewed our forecasts and reserves we have concluded that the organisation can continue and be treated as a going concern.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £-147.

The charities policy is to hold reserves at a level that would facilitate operation for six months in the event of a significant event that required a winding up of the charity.

Existing reserves have been used during the year to December 2022 to fund the festival held in October 2022. The review being undertaken at the time of approving these accounts will show the best way forward for the charity to continue to deliver a jazz festival but in the event that this is not possible the trustees are confident the reserves required to close the charity are available.

Marsden Jazz Festival Limited

Trustees' report (continued) for the year ended 31 December 2022

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and 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;
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts comply with the Companies Act 2006. 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

approved by the board of trustees on 19/08/2023

Richard Whitelaw (Trustee)

Marsden Jazz Festival Limited

Independent examiner's report to the trustees of Marsden Jazz Festival Limited

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 December 2022, which are set out on pages 6 to 10.

Responsibilities and basis of report

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4 the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

E J Beverley FCCA

25/08/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Marsden Jazz Festival Limited
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 December 2022

	Notes	2022	2021	2022	2021	2022	2021
		Unrestricted	Unrestricted	Restricted	Restricted	Total	Total
		funds	funds	funds	funds	funds	funds
		£	£	£	£	£	£
Income from:							
Grants	(2)	10,000	5,000	9,939	172,948	19,939	177,948
Donations and sponsorship		13,993	23,542	-	-	13,993	23,542
Box office		23,083	10,691	-	-	23,083	10,691
Stalls		2,535	1,480	-	-	2,535	1,480
Merchandise		1,348	1,677	-	-	1,348	1,677
Advertising		560	635	-	-	560	635
Other income		175	-	-	-	175	-
Total income		51,694	43,025	9,939	172,948	61,633	215,973
Expenditure on:							
<i>Production expenses</i>							
Artistes fees		13,502	-	-	18,072	13,502	18,072
Commissions		-	-	-	1,000	-	1,000
Hire of equipment, PA, lighting		1,338	-	-	-	1,338	-
Publicity		3,289	408	-	9,849	3,289	10,257
Box office costs		680	-	-	164	680	164
Hall and marquee hire		2,250	3,365	750	-	3,000	3,365
Merchandise		553	-	-	2,193	553	2,193
Event insurance & licences		3,181	-	628	6,015	3,809	6,015
Travel and subsistence		1,855	5,812	8	1,633	1,863	7,445
Fundraising costs		880	-	1,800	7,220	2,680	7,220
Digital production		-	-	-	11,906	-	11,906
Event production		14,223	-	-	32,954	14,223	32,954
<i>Management and administration</i>							
Salaries	(3)	32,398	21,278	9,940	4,508	42,338	25,786
Rent and room hire		1,016	83	1,057	1,825	2,073	1,908
Freelance workers		150	9,149	1,800	35,176	1,950	44,325
Accounts and Independent exam.		990	-	-	810	990	810
Telephone and internet		332	-	62	642	394	642
Equipment		130	341	-	-	130	341
Website		250	-	-	593	250	593
Bank charges		299	-	14	719	313	719
Software costs		2,067	-	206	1,577	2,273	1,577
Organisational development		998	464	342	6,472	1,340	6,936
Partnership fees		-	-	-	5,600	-	5,600
Other expenses		230	-	-	1,443	230	1,443
Professional fees		60	-	720	-	780	-
Total expenditure		80,671	40,900	17,327	150,371	97,998	191,271
Net income / (expenditure)		(28,977)	2,125	(7,388)	22,577	(36,365)	24,702
Transfers between funds		-	15,791	-	(15,791)	-	-
Net movement in funds		(28,977)	17,916	(7,388)	6,786	(36,365)	24,702
Fund balances brought forward		28,830	10,914	7,388	602	36,218	11,516
Fund balances carried forward	(4)	(147)	28,830	-	7,388	(147)	36,218

All incoming resources and resources expended derive from continuing activities.

Marsden Jazz Festival Limited
Balance sheet
as at 31 December 2022

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Debtors and prepayments	(5) 156	-	156	18,275
Cash at bank and in hand	(6) 1,861	-	1,861	25,255
Total current assets	<u>2,017</u>	<u>-</u>	<u>2,017</u>	<u>43,530</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(7) 2,164	-	2,164	7,312
Total current liabilities	<u>2,164</u>	<u>-</u>	<u>2,164</u>	<u>7,312</u>
Net assets	<u>(147)</u>	<u>-</u>	<u>(147)</u>	<u>36,218</u>
Funds				
Unrestricted funds	(147)	-	(147)	28,830
Restricted funds	-	-	-	7,388
Total funds	<u>(147)</u>	<u>-</u>	<u>(147)</u>	<u>36,218</u>

For the year ending 31 December 2022 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 19/08/2023

Richard Whitelaw (Trustee)

Marsden Jazz Festival Limited

Notes to the accounts

for the year ended 31 December 2022

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) 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) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Marsden Jazz Festival Limited
Notes to the accounts continued
for the year ended 31 December 2022

2 Grants and donations	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Kirklees Council	10,000	-	10,000	5,000
Arts Council England	-	9,189	9,189	166,948
The Cuckoos Nest	-	750	750	3,000
One Community Foundation	-	-	-	3,000
	<u>10,000</u>	<u>9,939</u>	<u>19,939</u>	<u>177,948</u>

3 Staff costs and numbers	2022 £	2021 £
Gross salaries	41,567	25,469
Social security costs	2,776	1,989
Employment allowance	(2,776)	(1,989)
Pensions	<u>771</u>	<u>317</u>
	<u>42,338</u>	<u>25,786</u>

The average number of employees during the year was 2.6, being an average of 1.4 full time equivalent (2021: 1.3, 0.8 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2022 £	2021 £
Costs of the scheme to the charity for the year	771	317
Amount of any contributions outstanding at the year end	-	232

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Cuckoo's Nest	-	750	750	-	-
One Community Foundation	1,000	-	1,000	-	-
Arts Council Fund	<u>6,388</u>	<u>9,189</u>	<u>15,577</u>	<u>-</u>	<u>-</u>
	<u>7,388</u>	<u>9,939</u>	<u>17,327</u>	<u>-</u>	<u>-</u>

Fund name	Purpose of restriction
Cuckoo's Nest	Contribution to staging for the 2022 festival.
One Community Foundation	Towards rent, utilities, service charge, other overhead costs and hiring public address system.
Arts Council Fund	Towards the delivery of the Marsden Jazz Festival.

Marsden Jazz Festival Limited
Notes to the accounts continued
for the year ended 31 December 2022

5 Debtors and prepayments	2022	2021
	£	£
Debtors	156	18,275
Prepayments	-	-
	<u>156</u>	<u>18,275</u>

6 Cash at bank and in hand	2022	2021
	£	£
Cash at bank	1,838	25,229
Cash in hand	23	26
	<u>1,861</u>	<u>25,255</u>

7 Creditors and accruals	2022	2021
	£	£
Creditors	294	1,950
Accruals	1,870	4,488
Taxation and social security	-	874
	<u>2,164</u>	<u>7,312</u>

8 Related party transactions

Trustee expenses

During the year no trustees were paid expenses (previous year: 1 trustee and £113 in respect of travel).

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £17,911 (previous year: £29,242).