

**COMPANY REGISTRATION NUMBER: 04741864**  
**CHARITY REGISTRATION NUMBER: 1097288**

**BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

**Company Limited by Guarantee**

**FINANCIAL STATEMENTS**

**31 MARCH 2024**

**BRIGHTON EARLY MUSIC FESTIVAL LIMITED**  
**COMPANY LIMITED BY GUARANTEE**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2024**

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# **BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTOR'S REPORT)**

#### **YEAR ENDED 31 MARCH 2024**

The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2024.

#### **Reference and administrative details**

**Registered charity name** Brighton Early Music Festival Limited

**Charity registration number** 1097288

**Company registration number** 04741864

**Principal office and registered office**  
Kingfisher House  
Hurstwood Grange  
Hurstwood Lane  
Haywards Heath  
West Sussex  
RH17 7QX

#### **The trustees**

M Clemens (Retired 21 September 2023)  
G Henderson  
S Mathews  
N Chisholm  
C Baron  
K Rhodes  
M Marlow

**Auditor** PRB Accountants LLP  
Chartered accountants & statutory auditor  
Kingfisher House  
Hurstwood Grange  
Hurstwood Lane  
Haywards Heath  
West Sussex  
RH17 7QX

# **BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTOR'S REPORT)**

*(continued)*

#### **YEAR ENDED 31 MARCH 2024**

#### **Structure, governance and management**

Welcome to our annual report for the 2024 financial year.

2023/24 marked Brighton Early Music Festival's return to a full-scale autumn festival for the first time since the Covid pandemic. Our events were well-supported by our audience, with several selling out, and 24% of overall audience being new to the festival. We were delighted to be able to reconnect our education and outreach work to the main festival for the first time since 2019 with the participation of local schoolchildren in our Whispering Dome performance, which went on to win a prestigious international award from the European Early Music Network (REMA).

Although there is some optimism that the cultural sector locally is rebuilding after Covid, the cost-of-living crisis over the period of the report has been challenging for professional musicians, audiences and our donors, and we would regard any gains from the normalisation after Covid to be significantly counterbalanced by the economic challenges of this crisis. Despite this, we are unwavering in our mission to welcome audiences and participants to our unique live events which are driven by musical excellence and our common humanity.

#### Reference and administration details of the charity

The Charity is overseen by the Board of Trustees whose function is the governance and oversight of the organisation, approval of budgets and the development of future strategy. The Board is supported by an experienced Executive team made up of freelance professionals including Artistic Director, Festival Producer and Development Manager, who administer the operations of the charity, assisted by an Operations Team of volunteers which meets regularly to plan the logistics and coordination of our Festival programme.

The Festival benefits from an extraordinary level of committed support from volunteers. The events within the Festival itself are run by a group of over 60 volunteers, acting under the guidance of the Operations Team. These volunteers are mostly local people, many of them skilled amateur musicians themselves, who bring a wide range of skills and abilities to the organisation and who are united by their enthusiasm for the work of the Festival.

#### Structure, governance and management

New Trustees, when appointed, receive information to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the activities of the Board of Trustees and the Operations team and its decision-making processes, and details concerning the recent financial performance of the charity. They meet other Trustees, the executive team, and volunteers involved in the day-to-day running of the charity. Trustees are encouraged to attend appropriate external training events where these will facilitate their roles within the charity.

# **BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTOR'S REPORT)**

*(continued)*

#### **YEAR ENDED 31 MARCH 2024**

##### **Objectives and activities**

The Trustees, Executive and Operations team actively review, on a regular basis, the major risks that the charity faces and have established rigorous systems and procedures to mitigate any significant risks identified. The charity's objectives are:

1. To encourage, advance, develop and maintain public education in, appreciation of and involvement in pre-classical and classical music and the performing arts by promoting periodically a series of public concerts, dramatic performances, exhibitions and other cultural events.
2. To promote and assist in the advancement of public and professional education by the provision of workshops, lectures and educational events in pre-classical and classical music and the performing arts particularly, but not exclusively, for younger people, and to encourage the giving of public performances by schools, music societies, choirs and other like organisations.

The principal activities of Brighton Early Music Festival during the year continued to achieve the charity's objectives through the organisation of an annual early music festival and the provision of training and development opportunities for both professional and amateur musicians. The charity's aim to reach out to young people continued through both one-off visits to local schools and the inclusion of local school children in Festival projects.

The Trustees have had regard to the Charities Commission's guidance on public benefit, in undertaking the main activities for the year.

##### **Strategic report**

The following sections for achievements and performance and financial review form the strategic report of the charity.

# **BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTOR'S REPORT)**

*(continued)*

#### **YEAR ENDED 31 MARCH 2024**

##### **Achievements and performance**

###### Introduction and how our work relates to our charitable objects

2023/24 was a successful year for the Festival after several years of turbulence during and immediately following the Covid pandemic. The 2023 Festival was our first full-scale autumn festival since 2019.

In support of delivering our charitable objects, we offered 20 events attended by over 2500 people in the festival period, September and October 2023. Across the 12 month period from April 2023 to March 2024, the Festival's achievements included 24 events across Brighton & Hove, attended by over 3000 people, including five free community events.

Festival events were, as always, delivered with the support and collaboration of a wide range of partners, without whom we could not function: funders, audiences, professional and volunteer musicians, volunteer concert organisers, facilities providers and educators. The high degree of involvement of young artists, young people and schoolchildren reflects our strong focus on the second of our charitable objects which relates to educational activities. We see it as essential in ensuring that love of this music is carried forward into the future, by enhancing both the skills and appreciation of young people, no matter their background.

###### Highlights of the 2023/24 year

- 1 new commission - Jeremy Avis' The Whispering Dome, which was part of a multi-media show celebrating early and traditional music from Europe, Morocco and West Africa.
- 2 participatory workshops for singers and instrumentalists, the latter of which led to a community ceilidh.
- 2 family concerts aimed at 2-5 year olds and their parents & carers.
- 2 sold out performances of Secret Byrd - an immersive staged mass celebrating the 400th anniversary of the death of William Byrd featuring The Gesualdo Six and Fretwork.
- A rare UK appearance by Italian Medieval specialists La Fonte Musica, who also coached BREMF Live medieval ensemble Rune.
- 4 events at Easter and Christmas to keep the Festival visible and provide opportunities for the community to hear early music outside the main Festival period.
- 40 children from Westdene and Elm Grove primary schools performed with professional artists as part of The Whispering Dome.
- Support and development was provided for 16 musicians in 4 emerging early music ensembles as part of the BREMF Live young artist scheme.
- More than 1500 children in Sussex primary schools benefitted from workshops from BREMF Live musicians in their school.
- 5 graduate trainees undertook a placement with the Festival as a first step towards a career in arts administration.
- 60 volunteers helped at Festival events.
- Over 400 people viewed our BREMF Live online showcase film recorded at the Festival.

# **BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTOR'S REPORT)**

*(continued)*

#### **YEAR ENDED 31 MARCH 2024**

##### Audience engagement and social media

Of audiences surveyed, 24% were new to the Festival, and feedback was overwhelmingly positive. For example:

"It's a unique opportunity to experience transcendent music live - very moving."

"Exciting to feel the vibe of such enthusiasm in the town. For us personally delighted to see the Festival encourage young musicians in early stages of their career and a fresh collaboration."

"To be able to see early music of the highest calibre near to where I live is hugely rewarding."

Our new social media strategy, developed with Brighton social media specialists Social Firefly, helped the Festival deliver a significant increase in engagement on social media to reach new audiences.

##### **Financial review**

The results for the year and the charity's financial position at the end of the year are shown on the attached statements.

##### **Plans for future periods**

##### Performances and educational events

2024/25 will again be centred around a substantial autumn Festival in October, with pre-festival events focusing on participation taking place from early September. Planned events include:

- Workshops for singers, instrumentalists and dancers.
- Family concerts and workshops for young people.
- Lunchtime concerts focusing on Medieval music.
- Concerts in unusual venues including two local pubs.
- Midlands-based early music ensemble Armonico Consort with a programme including newly-discovered music by Francesco Scarlatti.
- A large-scale spectacular Origins which brings together music, dance and stories from India, West Africa and Europe.
- Visiting early music ensembles Capella Pratensis from The Netherlands and Cantoria from Spain.
- The return of Hildegard Transfigured, which was incubated at the Festival in 2019 and has grown into a multi-media show featuring music by Hildegard and contemporary composers inspired by her work alongside a 21st century lightshow.
- A full scale choral and orchestral performance of French and Italian music including Carissimi's oratorio Jephte.

# **BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTOR'S REPORT)**

*(continued)*

**YEAR ENDED 31 MARCH 2024**

#### Festival sustainability

A trustee review of freelancer rates for the Festival Producer and Artistic Director resulted in an increased hourly/daily rate taking effect from April 2024.

Trustees are considering succession planning for the Festival Artistic Director, which is likely to take place during 2024/25.

#### **Trustees' responsibilities statement**

The trustees, who are also directors for the purposes of company law, are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the income and expenditure, for that period.

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgments 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and 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 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.



# **BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **TRUSTEES' ANNUAL REPORT (INCORPORATING THE DIRECTOR'S REPORT)**

*(continued)*

**YEAR ENDED 31 MARCH 2024**

#### **Auditor**

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

The auditor is deemed to have been re-appointed in accordance with section 487 of the Companies Act 2006.

26 Nov 2024

The trustees' annual report and the strategic report were approved on .....  
and signed on behalf of the board of trustees by:



M Marlow  
Trustee

Charity Secretary

# **BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

**YEAR ENDED 31 MARCH 2024**

#### **Opinion**

We have audited the financial statements of Brighton Early Music Festival Limited (the 'charity') for the year ended 31 March 2024 which comprise the statement of financial activities (including income and expenditure account), statement of financial position and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

# **BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BRIGHTON EARLY MUSIC FESTIVAL LIMITED** *(continued)*

**YEAR ENDED 31 MARCH 2024**

#### **Other information**

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

# **BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BRIGHTON EARLY MUSIC FESTIVAL LIMITED** *(continued)*

#### **YEAR ENDED 31 MARCH 2024**

##### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

##### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We have considered the following facts in evaluating whether the audit was capable of detecting irregularities and fraud.

- The audit was conducted using a proprietary audit pack. The pack is designed to detect fraud and irregularities
- PRB Accountants LLP have been registered as statutory auditors since 2001, and are experienced auditors
- Materiality was calculated and used for identifying key audit areas, setting sample sizes and evaluating errors
- Analytical review of the profit and loss was performed at the planning stages and throughout the audit to help identify any irregularities
- PRB Accountants LLP staff members regularly take part in continuing professional development courses to expand their knowledge and to keep up to date with changes to legislations
- A pre-audit discussion was held with the client to discuss any changes to the entity for and after the financial year end including accounting systems, turnover of key staff, instances of actual, suspected or alleged fraud, non-compliance with laws and regulations

# **BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BRIGHTON EARLY MUSIC FESTIVAL LIMITED** *(continued)*

#### **YEAR ENDED 31 MARCH 2024**

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

# **BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

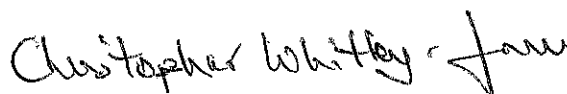
### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BRIGHTON EARLY MUSIC FESTIVAL LIMITED** *(continued)*

#### **YEAR ENDED 31 MARCH 2024**

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

#### **Use of our report**

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.



Christopher Whitley-Jones (Senior Statutory Auditor)

For and on behalf of  
PRB Accountants LLP  
Chartered accountants & statutory auditor

Kingfisher House  
Hurstwood Grange  
Hurstwood Lane  
Haywards Heath  
West Sussex  
RH17 7QX

26/11/24

# **BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)**

**YEAR ENDED 31 MARCH 2024**

			<b>2024</b>		<b>2023</b>
		Unrestricted	Restricted	Total funds	Total funds
	<b>Note</b>	<b>funds</b>	<b>funds</b>	<b>funds</b>	<b>funds</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income and endowments</b>					
Donations and legacies	<b>5</b>	38,901	78,453	<b>117,354</b>	89,760
Charitable activities	<b>6</b>	46,046	—	<b>46,046</b>	36,596
Investment income		1,613	—	<b>1,613</b>	301
Other income	<b>7</b>	—	—	<b>—</b>	430
<b>Total income</b>		<u>86,560</u>	<u>78,453</u>	<u><b>165,013</b></u>	<u>127,087</u>
<b>Expenditure</b>					
Expenditure on charitable activities	<b>8</b>	86,466	53,444	<b>139,910</b>	135,670
Other expenditure	<b>9</b>	2,207	—	<b>2,207</b>	2,092
<b>Total expenditure</b>		<u>88,673</u>	<u>53,444</u>	<u><b>142,117</b></u>	<u>137,762</u>
<b>Net income/(expenditure) and net movement in funds</b>		<u>(2,113)</u>	<u>25,009</u>	<u><b>22,896</b></u>	<u>(10,675)</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		68,224	6,940	<b>75,164</b>	85,839
<b>Total funds carried forward</b>		<u>66,111</u>	<u>31,949</u>	<u><b>98,060</b></u>	<u>75,164</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 15 to 24 form part of these financial statements.

**BRIGHTON EARLY MUSIC FESTIVAL LIMITED****COMPANY LIMITED BY GUARANTEE****STATEMENT OF FINANCIAL POSITION****31 MARCH 2024**

	Note	2024 £	2023 £
<b>Fixed assets</b>			
Tangible fixed assets	12	589	881
<b>Current assets</b>			
Debtors	13	11,839	7,293
Cash at bank and in hand		93,255	77,830
		<u>105,094</u>	<u>85,123</u>
<b>Creditors: amounts falling due within one year</b>	14	<u>7,623</u>	<u>10,840</u>
<b>Net current assets</b>		<u>97,471</u>	<u>74,283</u>
<b>Total assets less current liabilities</b>		<u>98,060</u>	<u>75,164</u>
<b>Net assets</b>		<u>98,060</u>	<u>75,164</u>
<b>Funds of the charity</b>			
Restricted funds		31,949	6,940
Unrestricted funds		66,111	68,224
<b>Total charity funds</b>	16	<u>98,060</u>	<u>75,164</u>

These financial statements were approved by the board of trustees and authorised for issue on ....., and are signed on behalf of the board by:  
26 Nov 2024



M Marlow  
Trustee

The notes on pages 15 to 24 form part of these financial statements.



# **BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **NOTES TO THE FINANCIAL STATEMENTS**

#### **YEAR ENDED 31 MARCH 2024**

##### **1. General information**

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Kingfisher House, Hurstwood Grange, Hurstwood Lane, Haywards Heath, West Sussex, RH17 7QX.

##### **2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Companies Act 2006.

##### **3. Accounting policies**

###### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

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

###### **Going concern**

There are no material uncertainties about the charity's ability to continue.

###### **Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

###### **Significant judgements**

The judgements (apart from those involving estimations) that management has made in the process of applying the entity's accounting policies and that have the most significant effect on the amounts recognised in the financial statements are as follows.

# **BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **NOTES TO THE FINANCIAL STATEMENTS** *(continued)*

#### **YEAR ENDED 31 MARCH 2024**

#### **3. Accounting policies** *(continued)*

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

##### **Incoming resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

# **BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **NOTES TO THE FINANCIAL STATEMENTS** *(continued)*

#### **YEAR ENDED 31 MARCH 2024**

#### **3. Accounting policies** *(continued)*

##### **Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### **Tangible assets**

All fixed assets are initially recorded at cost.

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment - 10 years

##### **Impairment of fixed assets**

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

# BRIGHTON EARLY MUSIC FESTIVAL LIMITED

## COMPANY LIMITED BY GUARANTEE

### NOTES TO THE FINANCIAL STATEMENTS *(continued)*

#### YEAR ENDED 31 MARCH 2024

#### 3. Accounting policies *(continued)*

##### **Impairment of fixed assets *(continued)***

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

##### **Financial instruments**

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

#### 4. Limited by guarantee

The company is limited by guarantee. Every member of the Charity will contribute no more than £10 to the Charity's assets if it should be wound up.

#### 5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	<b>Total Funds 2024 £</b>
<b>Donations</b>			
Donations	31,109	3,502	<b>34,611</b>
Gift aid	7,792	—	<b>7,792</b>
Grants receivable	—	74,951	<b>74,951</b>
	<u>38,901</u>	<u>78,453</u>	<u><b>117,354</b></u>

# BRIGHTON EARLY MUSIC FESTIVAL LIMITED

## COMPANY LIMITED BY GUARANTEE

### NOTES TO THE FINANCIAL STATEMENTS *(continued)*

#### YEAR ENDED 31 MARCH 2024

#### 5. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
<b>Donations</b>			
Donations	31,777	–	31,777
Gift aid	6,105	–	6,105
Grants receivable	–	51,878	51,878
	<u>37,882</u>	<u>51,878</u>	<u>89,760</u>

Grants receivable	Total funds 2024 £	Total funds 2023 £
Arts Council England	48,451	28,878
The Behrens Foundation	10,000	5,000
Fidelio Trust	–	2,000
The D'Oyly Carte Charitable Trust	3,500	3,000
The Thistle Trust	–	2,000
The Fenton Arts Trust	–	3,000
Garfield Weston Foundation	5,000	–
Chalk Cliff Trust	–	3,000
The Harold Hyam Wiwingate Grant	5,000	5,000
The Marchus Trust	3,000	–
	<u>74,951</u>	<u>51,878</u>

#### 6. Charitable activities

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Ticket sales	39,864	39,864	29,853	29,853
Merchandise sales	1,129	1,129	734	734
Beverage sales	4,709	4,709	5,243	5,243
Other income	344	344	766	766
	<u>46,046</u>	<u>46,046</u>	<u>36,596</u>	<u>36,596</u>

# BRIGHTON EARLY MUSIC FESTIVAL LIMITED

## COMPANY LIMITED BY GUARANTEE

### NOTES TO THE FINANCIAL STATEMENTS *(continued)*

#### YEAR ENDED 31 MARCH 2024

#### 7. Other income

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Gain on disposal of tangible fixed assets held for charity's own use	—	—	430	430

#### 8. Expenditure on charitable activities by fund type

In addition to the expenditure incurred below, the charity relies on the support of over 60 volunteers, many of whom are skilled amateur musicians, who run the events within the annual festival. There is no cost associated with the service they provide.

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Purchase of goods for resale	1,815	—	1,815
Performer's fees	3,569	38,535	42,104
Advertising costs	9,875	1,044	10,919
Costumes, lighting and set	15,137	4,319	19,456
Workshops	3,653	4,747	8,400
Transaction charges	850	—	850
Website costs	7,589	—	7,589
Subscriptions	1,716	—	1,716
Miscellaneous expenditure	2,633	—	2,633
Postage and printing	4,151	—	4,151
Consultancy	35,478	4,799	40,277
	<u>86,466</u>	<u>53,444</u>	<u>139,910</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Purchase of goods for resale	2,125	—	2,125
Performer's fees	5,435	34,938	40,373
Advertising costs	9,659	—	9,659
Costumes, lighting and set	8,301	9,440	17,741
Workshops	1,836	10,462	12,298
Transaction charges	5,046	—	5,046
Website costs	1,564	—	1,564
Subscriptions	3,367	—	3,367
Miscellaneous expenditure	1,941	38	1,979
Postage and printing	646	—	646
Consultancy	37,872	3,000	40,872
	<u>77,792</u>	<u>57,878</u>	<u>135,670</u>

# BRIGHTON EARLY MUSIC FESTIVAL LIMITED

## COMPANY LIMITED BY GUARANTEE

### NOTES TO THE FINANCIAL STATEMENTS *(continued)*

#### YEAR ENDED 31 MARCH 2024

#### 9. Other expenditure

The charity relies on the support of over 60 volunteers, many of whom are skilled amateur musicians, who run the events within the annual festival.

#### 10. Taxation

The charity is not subject to taxation as it is exempt.

#### 11. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees during the year.

One (2023: Three) trustee(s) was reimbursed a total of £1,761 (2023: £6,926) for expenses incurred on behalf of the charity that appear under the following headings of expenditure:

	2024	2023
	£	£
Advertising costs	538	1,018
Postage and printing	338	276
Miscellaneous expenditure	884	1,783
Performer's fees	—	2,573
Subscriptions	—	464
Website costs	—	812
	<u>1,761</u>	<u>6,926</u>

During the year the trustees made donations to the charity of £2,590 (2023: £3,655). These donations were made without any conditions attached to them.

#### 12. Tangible fixed assets

	Equipment	Total
	£	£
<b>Cost</b>		
At 1 April 2023 and 31 March 2024	<u>9,250</u>	<u>9,250</u>
<b>Depreciation</b>		
At 1 April 2023	8,369	8,369
Charge for the year	<u>292</u>	<u>292</u>
At 31 March 2024	<u>8,661</u>	<u>8,661</u>
<b>Carrying amount</b>		
At 31 March 2024	<u>589</u>	<u>589</u>
At 31 March 2023	<u>881</u>	<u>881</u>

# BRIGHTON EARLY MUSIC FESTIVAL LIMITED

## COMPANY LIMITED BY GUARANTEE

### NOTES TO THE FINANCIAL STATEMENTS *(continued)*

YEAR ENDED 31 MARCH 2024

#### 13. Debtors

	2024	2023
	£	£
Prepayments and accrued income	11,531	7,293
Other debtors	308	—
	<u>11,839</u>	<u>7,293</u>

#### 14. Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors	5,281	3,178
Accruals and deferred income	2,342	7,143
Other creditors	—	519
	<u>7,623</u>	<u>10,840</u>

#### 15. Deferred income

	2024	2023
	£	£
Amount deferred in year	42	5,043

#### 16. Analysis of charitable funds

##### Unrestricted funds

	At 1 April 2023	Income	Expenditure	At 31 March 2024
	£	£	£	£
General funds	28,224	86,560	(88,673)	26,111
Designated funds	40,000	—	—	40,000
	<u>68,224</u>	<u>86,560</u>	<u>(88,673)</u>	<u>66,111</u>

	At 1 April 2022	Income	Expenditure	At 31 March 2023
	£	£	£	£
General funds	32,899	75,209	(79,884)	28,224
Designated funds	40,000	—	—	40,000
	<u>72,899</u>	<u>75,209</u>	<u>(79,884)</u>	<u>68,224</u>



# BRIGHTON EARLY MUSIC FESTIVAL LIMITED

## COMPANY LIMITED BY GUARANTEE

### NOTES TO THE FINANCIAL STATEMENTS *(continued)*

#### YEAR ENDED 31 MARCH 2024

#### 16. Analysis of charitable funds *(continued)*

##### BREMF Reserves Policy

In order to mitigate risks and secure viability BREMF will hold sufficient reserves to allow it to maintain such of its core activities as are possible and to develop plans for the future. These funds should be sufficient for a minimum period of six months activities and it is intended that they be used to secure (inter alia) the freelance services of its regular consultants and others as required. The trustees have agreed that for 2024 and 2023 this figure should be £40,000. The amount to be reviewed annually.

Last review: July 2024

##### Restricted funds

	At 1 April 2023 £	Income £	Expenditure £	At 31 March 2024 £
BREMF Sustainability Fund	6,940	—	—	6,940
BREMF Live Fund	—	16,500	(16,500)	—
St George's Church Events Fund	—	10,000	(10,000)	—
Young Artists Platform Fund	—	22,409	—	22,409
Dynamic Reconnections Fund	—	26,042	(26,042)	—
Malcolm Rose Memorial Fund	—	3,502	(902)	2,600
	<u>6,940</u>	<u>78,453</u>	<u>(53,444)</u>	<u>31,949</u>

	At 1 April 2022 £	Income £	Expenditure £	At 31 March 2023 £
BREMF Sustainability Fund	12,940	51,878	(57,878)	6,940
BREMF Live Fund	—	—	—	—
St George's Church Events Fund	—	—	—	—
Young Artists Platform Fund	—	—	—	—
Dynamic Reconnections Fund	—	—	—	—
Malcolm Rose Memorial Fund	—	—	—	—
	<u>12,940</u>	<u>51,878</u>	<u>(57,878)</u>	<u>6,940</u>

# **BRIGHTON EARLY MUSIC FESTIVAL LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **NOTES TO THE FINANCIAL STATEMENTS** *(continued)*

#### **YEAR ENDED 31 MARCH 2024**

##### **16. Analysis of charitable funds** *(continued)*

The BREMF Sustainability Fund is restricted to provide funds to ensure the future of the Brighton Early Music Festival.

The BREMF Live Fund is a restricted fund supporting young artists who are part of the Festival's BREMF live young artist program.

The St. George's Church Events Fund is restricted to support the costs of events taking place in St. George's Church Kemptown.

The Dynamic Reconnection Fund is a restricted fund supporting the Festival's work to reconnect with its community in 2023/24.

The Young Artists Platform Fund is a restricted fund supporting the Festival's work with young artists in 2024/25.

The Malcolm Rose Memorial Fund is restricted for the annual Malcolm Rose Memorial Concert.

##### **17. Related parties**

There are no related party transactions to disclose.