

SIDMOUTH FOLK WEEK LIMITED

**Report of the Trustees and
Unaudited Financial Statements**

For the Year Ended 31st December 2020

COMPANY NUMBER 5564884 (England & Wales)

REGISTERED CHARITY NUMBER 1111958

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FOR THE YEAR ENDED 31ST DECEMBER 2020.

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SIDMOUTH FOLK WEEK LIMITED

Legal and Administrative Information.

Status

The company is limited by guarantee having no share capital. It was incorporated on 15th September 2005 and registered as a charity on 7th November 2005.

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed by its Articles of Association. Under those articles, the company is managed by Trustees who are elected at Annual General Meetings.

Trustees

The Trustees who served during the period were:

Mr J D Schofield
Mr T D A Shardlow
Mrs J Salt
Mr B Lister
Mr J G T Dyson
Mr M J Boston
Mr S P Pollentine
Mr S M Vernon
Mr E Upton
Mr C J Trussell
Ms J A Dowling
Mr C F Lockyear

Chairman: Mr B Lister

Secretary & Treasurer: Mr T D A Shardlow

Independent Examiner: Ian Roper
Chartered Accountant
37 Fore Street
Sidmouth
Devon
EX10 8AQ

Bankers: Barclays Bank PLC.
Bedford Street
Exeter
Devon

Registered Office: 3 Fairleigh
Manor Road
Sidmouth
Devon
EX10 8RR

SIDMOUTH FOLK WEEK LIMITED

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2020

The Trustees present their report and financial statements for the year ended 31st December 2020.

Objectives

The objects of the company are to advance the education of the general public by promoting, in and around the town of Sidmouth in East Devon, an annual festival of folk arts and other associated events, both in Sidmouth and elsewhere, which will encourage an awareness, knowledge, understanding, conservation and appreciation of and participation in the folk arts. Such folk arts will include, but not be limited:

“To the arts of traditional music, song, dance, drama, storytelling and related folklore, customs, arts and crafts which originate, but not exclusively, in the United Kingdom and their development into contemporary forms.”

Review of Activities

The board of Trustees has met eight times during the period of report and to comply with Covid pandemic restrictions seven of the meetings were held online by Zoom, all being quorate. At these meetings the board discussed the impact of the pandemic on organisation of the 2020 Sidmouth Folk Festival on its behalf by Sidmouth FolkWeek Productions Ltd (SFWP), progress being carefully monitored by the board by regular contact with the directors of SFWP. When it became clear the planned programme of Festival events and activities would not be permitted by government restrictions the board agreed in the interests of survival of the event in 2021 and beyond to support public appeals arranged in cooperation with SFWP. The success of internet campaigns via Just Giving and Crowd Funder UK sites commencing in May 2020 produced donations sufficient for production and transmission of a two-day Virtual Festival with online performances and to fund preparations securing the immediate future of the 2021 Sidmouth Folk Festival.

In addition the board was able to consider applications for funding from its existing resources and those which were awarded were done in line with the objects of Sidmouth FolkWeek Limited.

The board has been most appreciative of the volunteers who assisted with the street collections made on its behalf between 31st July-3rd August 2020, thus adding to its funds and promoting public interest for the survival of the event. During the year the Friends of Sidmouth FolkWeek continued as an additional means for the public to contribute financially to its continuance and future development.

The board also appreciates the immense amount of goodwill forthcoming during this difficult period from the residents of Sidmouth and East Devon, the national folk music and dance community and the financial and in-kind support of Sidmouth Town Council, East Devon District Council and Devon County Council provided to SFWP.

Public Benefit

The charity acknowledges its requirement to demonstrate that it has charitable aims and purposes that are for the public benefit. The trustees believe that the work of the Charity in promoting the advancement of an annual festival of folk arts and associated events and encouraging a broader public appreciation of such art clearly demonstrates that our charitable aims are indeed for the benefit of the public and that the trustees have complied with the duty, imposed by s17(5) of the Charities Act 2011. Further, the Review of Activities demonstrates exactly how the trustees are complying with the Charity Commissioners guidance regarding public benefit.

Reserves Policy

Sidmouth FolkWeek Limited is dependent on public collections, charitable gifts and grants from Grant-making bodies, the level of which cannot be easily predicted, to finance a large proportion of its activities. Prudent management of our activities and their financing suggest that the Trustees should hold a reserve of funds in order to ensure that the charity can continue to operate and fulfil its objectives. The Trustees have determined that in the exceptional circumstances of 2020 their reserves should be allowed to fall temporarily below the previously targeted figure of £12,000.

SIDMOUTH FOLK WEEK LIMITED

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2020 (Cont)

Reserves Policy (cont.)

At the Balance Sheet there were reserves of £5,199. The Trustees are fully aware that the present reserve falls short of the target and maintain a policy of review, including methods of attracting legacies and additional funds on a longer-term basis.

The Trustees monitor the level of reserves via a Treasurers Report at each Board Meeting, held not less than six times a year.

Financial and Administrative Risk Management

The Trustees seek to maintain a broad base of funding sources, including grants, public collections and donations. By implementing effective cost control measures and ensuring the regular provision of comprehensive management information and reporting, together with regular risk review, they aim to minimise financial risk to the charity in relation to its activities.

Responsibilities of the Board of Trustees

The Trustees (who are also directors of Sidmouth Folk Week Ltd for the purpose of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare financial statements for each financial year. The financial statements are required by law to give a true and fair view of the state of affairs of the charitable company and of surplus or deficit of the company for that period. In preparing those accounts, the trustees are 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 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 charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: 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 published on 16 July 2014 and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

Approved by the Trustees on March 2021 and signed on their behalf by:

Mr T D A Shardlow
Trustee

SIDMOUTH FOLK WEEK LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SIDMOUTH FOLK WEEK LIMITED ("THE COMPANY")

This report on the accounts of Sidmouth Folk Week Limited (Charity No. 1111958) for the period ended 31st December 2020, which are set out on pages 7 to 9.

Responsibilities and basis of report.

As the charity's trustees of the Company (and also its directors for the purposes of company law) you 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 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 2011 ('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 matters have come to my attention in connection with the examination giving me cause to believe:

- 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

Ian Roper
Chartered Accountant
37 Fore Street
Sidmouth
EX10 8AQ

March 2021

SIDMOUTH FOLK WEEK LIMITED
Year ended 31st December 2020

Statement of Financial Activities

	Note	Unrestricted Funds General £	Designated £	Total 2020 £	Total 2019 £
Income					
Donations	3	119,763	1,502	121,265	17,602
Income from Charitable Activities	4	0	0	0	0
Investment Income	5	7	2	10	19
Total Income		<u>119,771</u>	<u>1,504</u>	<u>121,275</u>	<u>17,621</u>
Expenditure					
Charitable activities: direct expenditure	6	122,273	3,500	125,773	14,908
Charitable activities: support expenditure	7	689	0	689	618
Total Expenditure		<u>122,962</u>	<u>3,500</u>	<u>126,462</u>	<u>15,526</u>
Net Income/(expenditure)	8	(3,192)	(1,996)	(5,188)	2,095
Transfers between funds		0	0	0	0
Net Movement In Funds		<u>(3,192)</u>	<u>(1,996)</u>	<u>(5,188)</u>	<u>2,095</u>
Total Funds Brought Forward		7,222	3,164	10,387	8,290
Total Funds Carried Forward		<u><u>4,030</u></u>	<u><u>1,169</u></u>	<u><u>5,198</u></u>	<u><u>10,385</u></u>

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

SIDMOUTH FOLK WEEK LIMITED
Year ended 31st December 2020

**Balance Sheet As At
31st December 2020**

	Notes	2020	2019
		£	£
Fixed assets			
Equipment	10	719	483
Current assets			
Cash At Bank And On Hand		4,721	10,141
Total Current Assets		4,721	10,141
Current Liabilities			
Creditors Falling Due Within One Year	11	240	240
Net Current Assets		4,481	9,901
Net Assets		5,199	10,385
Reserves			
Unrestricted funds:	12		
General Reserve		4,030	7,221
Designated Reserve		1,169	3,164
Total Funds		5,199	10,385

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st December 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st December 2020 in accordance with Section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibility for :

- 1) ensuring that the company keeps accounting records which comply with sections 386 and 387 of the Companies Act 2006 and
- 2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for the financial year in accordance with the requirements of Sections 394 and 395, and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts so far as applicable to the company.

These financial statements have been prepared in accordance with the Special Provisions of Part 15 of the Companies Act 2006 relating to small companies.

These financial statements were approved by the Trustees on 2021

T Shardlow
Trustee

Notes To The Financial Statements
Year ended 31st December 2020

1 Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

1.1 Basis of Preparation.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: 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 (FRS102) (effective 1 January 2015) - (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Sidmouth Folk Week Limited meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

1.2 Preparation of the accounts on a going concern basis.

The Company reported a cash outflow of £5,187 for the year. The Trustees distribute funds in support of the operation of Sidmouth Folk Week on the basis of funds available. With few other commitments the charity is a going concern.

1.3 Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from grants, whether "capital grants" or "revenue grants" is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

1.4 Donated Services

Donated professional services and donated facilities are to be recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS102), the general volunteer time of the Friends is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain the services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

1.5 Interest Receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid by the Bank.

Notes To The Financial Statements (Continued)
Year ended 31st December 2020

1.6 Fund Accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the Trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Charities work for specific projects undertaken by the charity.

1.89 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities is awarding of grants in support of the charities aims.
- Other expenditure represents those items not falling into any other heading.

1.10 Tangible Fixed Assets

Individual fixed assets are capitalised at cost and are depreciated over the estimated useful economic lives on the following basis.

Equipment	25% Reducing Balance Method
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1.11 Cash at Bank and In Hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.12 Creditors and Provisions

Creditors and provisions are recognised where 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 and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 Legal Status of the Charity

The charity is a Limited Company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

3 Income from Donations

	Unrestricted Funds		2020	2019
	General	Designated		
	£	£	£	£
Donations	115,766	0	115,766	13,508
Membership (Friends of Sidmouth Folk Week)	0	1,502	1,502	1,735
Gift Aid Reclaim	3,997	0	3,997	2,359
	<u>119,763</u>	<u>1,502</u>	<u>121,265</u>	<u>17,602</u>

Notes To The Financial Statements (Continued)
Year ended 31st December 2020

4 Income from Charitable Activities

	Unrestricted Funds	
	2020	2019
Grants	0	0

5 Investment Income

All of the charities investment income of £10 (2019: £20) arises from money held in interest bearing deposit accounts.

6 Charitable activities: direct expenditure

The charity distributes, as a grant, the funds raised from street collections during the Folk Week event to Sidmouth Folk Week Productions Ltd. Other grants are made in support of the charity's aims as funds allow or are made available to the charity by a partner.

7 Charitable activities: support expenditure

	Unrestricted Funds	
	2020	2019
Annual Return Fee	13	13
Print, Postage & Stationery	26	139
PPE Costs	16	0
Charitable website admin fees	90	0
Professional Fees	240	240
Subscriptions	65	65
Depreciation	240	161
	<u>689</u>	<u>618</u>

8 Net Income/(expenditure) for the Year

	2020	2019
This is stated after charging		
Depreciation	<u>240</u>	<u>161</u>

9 Corporation Tax

The Charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

SIDMOUTH FOLK WEEK LIMITED

Notes To The Financial Statements (Continued) Year ended 31st December 2020

10 Fixed Assets

<u>Cost</u>	Equipment	Total
Brought Forward	4,028	4,028
Additions	475	475
	<u>4,503</u>	<u>4,503</u>
 <u>Depreciation</u>		
Brought Forward	3,544	3,544
Charge for Year	240	240
Carried Forward	<u>3,784</u>	<u>3,784</u>
 <u>Net Book Value</u>		
At 31st December 2020	<u>719</u>	<u>719</u>
At 31st December 2019	<u>483</u>	<u>483</u>

11 Creditors: Amounts falling due within one year

	2020	2019
Accruals	<u>240</u>	<u>240</u>

12 Movement in Funds

	At 1st January 2020	Incoming resources	Outgoing resources	Transfers	At 31st December 2020
Unrestricted Funds					
General reserve	7,222	119,771	-122,962	0	4,030
Designated reserve	3,164	1,504	-3,500	0	1,168
	<u>£10,386</u>	<u>£121,275</u>	<u>-£126,462</u>	<u>£0</u>	<u>£5,199</u>

13 Analysis of Net Assets between funds

	Unrestricted Funds		Total	Total
	General	Designated	2020	2019
	£	£	£	£
Current Assets	<u>4,030</u>	<u>1,168</u>	<u>5,199</u>	<u>10,386</u>

14 Payments to Trustees

No trustees were in receipt of fees or expenses during the year.

SIDMOUTH FOLK WEEK LIMITED
Year ended 31st December 2020

Detailed Income and Expenditure Account

	2020		2019	
	£	£	£	£
Incoming Resources				
Voluntary Income				
Donations		115,766		13,508
Friends of Sidmouth Folk Week		1,502		1,735
Charitable Activities				
Grants		0		0
Gift Aid Reclaim		3,997		2,359
Investment Income				
Bank Interest		10		20
Total Incoming Resources		<u>121,275</u>		<u>17,622</u>
Resources Expended				
Charitable activities: direct expenditure				
Grants	125,773		14,908	
Charitable activities: support expenditure				
Annual Return Fee	13		13	
Print, Postage & Stationery	26		139	
PPE Costs	16		0	
Charity website admin fees	90		0	
Professional Fees	240		240	
Subscriptions	65		65	
Depreciation	240		161	
Total Resources Expended	<u></u>	<u>126,462</u>	<u></u>	<u>15,526</u>
Net Movement in Funds		<u><u>(5,187)</u></u>		<u><u>2,096</u></u>

This page does not form part of the Statutory Accounts