

SIDMOUTH FOLK WEEK LIMITED

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

For the Year Ended 31st December 2023

COMPANY NUMBER 5564884 (England & Wales)

REGISTERED CHARITY NUMBER 1111958

CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2023.

	<u>Page</u>
1. Legal and Administrative Information	3
2. Report of the Trustees	4
3. Independent Examiners Report	6
4. Statement of Financial Activities	7
5. Balance Sheet	8
6. Notes to the Financial Statements	9

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 S M Vernon
Mr E Upton
Mr C J Trussell
Ms J A Dowling
Mr C F Lockyear
Mrs R A Charles
Mrs B Langton
A Griffiths

Chairman: Mr J D Schofield

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 2023

The Trustees present their report and financial statements for the year ended 31st December 2023.

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 seven times during the period of report. At these meetings the board discussed organisation of the festival in 2023 on its behalf by Sidmouth FolkWeek Productions Ltd (SFWP) its progress being carefully monitored by the board by regular contact with the directors of SFWP.

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.

During the year the charity registered as a Small Society Lottery for a Grand Draw which produced a surplus for its funds and the Friends of Sidmouth FolkWeek continued as an additional means for the public to contribute financially by subscription and lump sum donation 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 had previously determined an appropriate reserves policy was to target reserves of £12,000. Despite the exceptional circumstances of 2020 and 2021, at the Balance Sheet date there were reserves of £13,385 which shows a recovery of fortunes and compliance with the stated objective of the Trustees.

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

SIDMOUTH FOLK WEEK LIMITED

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2023 (Cont)

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 2024 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 2023, which are set out on pages 7 to 12.

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 2024

SIDMOUTH FOLK WEEK LIMITED
Year ended 31st December 2023

Statement of Financial Activities

	Note	Unrestricted Funds General £	Designated £	Total 2023 £	Total 2022 £
Income					
Donations	3	46,549	6,795	53,344	26,502
Income from Charitable Activities	4	1,000	0	1,000	0
Investment Income	5	23	62	85	2
Total Income		<u>47,572</u>	<u>6,857</u>	<u>54,429</u>	<u>26,503</u>
Expenditure					
Charitable activities: direct expenditure	6	44,722	0	44,722	24,785
Charitable activities: support expenditure	7	3,184	0	3,184	1,366
Total Expenditure		<u>47,906</u>	<u>0</u>	<u>47,906</u>	<u>26,152</u>
Net Income/(expenditure)	8	(334)	6,857	6,522	351
Transfers between funds		0	0	0	0
Net Movement In Funds		<u>(334)</u>	<u>6,857</u>	<u>6,522</u>	<u>351</u>
Total Funds Brought Forward		3,183	3,680	6,863	6,511
Total Funds Carried Forward		<u>2,848</u>	<u>10,537</u>	<u>13,385</u>	<u>6,862</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 2023

**Balance Sheet As At
31st December 2023**

	Notes	2023	2022
		£	£
Fixed assets			
Equipment	10	620	827
Current assets			
Cash At Bank And On Hand		13,725	6,756
Total Current Assets		<u>13,725</u>	<u>6,756</u>
Current Liabilities			
Creditors Falling Due Within One Year	11	<u>960</u>	<u>720</u>
Net Current Assets		12,765	6,036
Net Assets		<u>13,385</u>	<u>6,863</u>
Reserves			
Unrestricted funds:	12		
General Reserve		2,848	3,182
Designated Reserve		10,537	3,680
Total Funds		<u>13,385</u>	<u>6,863</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st December 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st December 2023 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 2024.

T Shardlow
Trustee

Notes To The Financial Statements
Year ended 31st December 2023

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 inflow of £7,764 for the year. The Trustees distribute funds in support of the operation of Sidmouth Folk Festival 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 2023

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.

1.7 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.

1.8 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
-----------	-----------------------------

1.9 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.

1.10 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		2023	2022
	General	Designated		
	£	£	£	£
Donations	44,279	0	44,279	16,161
Membership (Friends of Sidmouth Folk Week)	0	6,795	6,795	1,225
Gift Aid Reclaim - received in year	2,270	0	2,270	9,116
	<u>46,549</u>	<u>6,795</u>	<u>53,344</u>	<u>26,502</u>

Notes To The Financial Statements (Continued)
Year ended 31st December 2023

4 Income from Charitable Activities

	Unrestricted Funds	
	2023	2022
Grants	1,000	0

5 Investment Income

All of the charities investment income of £85 (2022: £2) 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	
	2023	2022
Annual Return Fee	13	13
Lottery Fee and Prizes	1240	
Print, Postage & Stationery	236	539
Card Processing Fees	899	233
Professional Fees	240	240
Sundry	284	0
Subscriptions	65	65
Depreciation	207	276
	<u>3184</u>	<u>1366</u>

8 Net Income/(expenditure) for the Year

	2023	2022
This is stated after charging		
Depreciation	<u>207</u>	<u>276</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 2023

10 Fixed Assets

Cost

Brought Forward

Additions

Equipment

Total

5,167 5,167

0 0

5,167 5,167

Depreciation

Brought Forward

Charge for Year

Carried Forward

4,340 4,340

207 207

4,546 4,546

Net Book Value

At 31st December 2023

620 620

At 31st December 2022

827 827

11 Creditors: Amounts falling due within one year

2023

2022

Accruals

960 720

12 Movement in Funds

	At 1st January 2023	Incoming resources	Outgoing resources	Transfers	At 31st December 2023
Unrestricted Funds					
General reserve	3,182	47,572	-47,906	0	2,848
Designated reserve	3,680	6,857	0	0	10,537
	<u>£6,862</u>	<u>£54,429</u>	<u>-£47,906</u>	<u>£0</u>	<u>£13,385</u>

13 Analysis of Net Assets between funds

	Unrestricted Funds		Total	Total
	General	Designated	2023	2022
	£	£	£	£
Current Assets	<u>2,848</u>	<u>10,537</u>	<u>13,385</u>	<u>5,903</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 2023

Detailed Income and Expenditure Account

	2023		2022	
	£	£	£	£
Incoming Resources				
Voluntary Income				
Donations		44,279		16,161
Friends of Sidmouth Folk Week		6,795		1,225
Charitable Activities				
Grants		1,000		0
Gift Aid Reclaim		2,270		9,116
Investment Income				
Bank Interest		85		2
Total Incoming Resources		<u>54,429</u>		<u>26,504</u>
Resources Expended				
Charitable activities: direct expenditure				
Grants	44,722		24,785	
Charitable activities: support expenditure				
Annual Return Fee	13		13	
Lottery Fund and Prizes	1,240			
Print, Postage & Stationery	236		539	
Card Processing Fees	899		233	
Professional Fees	240		240	
Sundry	284		0	
Subscriptions	65		65	
Depreciation	207		276	
Total Resources Expended	<u></u>	<u>47,906</u>	<u></u>	<u>26,152</u>
Net Movement in Funds		<u><u>6,523</u></u>		<u><u>353</u></u>

This page does not form part of the Statutory Accounts