

# Trustees' Annual Report for the period

From

Period start date

Day  
01

Month  
09

Year  
2024

To

Period end date

Day  
31

Month  
08

Year  
2025

Charity name

Cirencester Dance Club

Other names charity is known by

Registered charity number (if any)

1118952

Charity's principal address

Cottesmore

1 Saxon Road

Cirencester

Postcode

GL7 1AX

## Names of the charity trustees who manage the charity

|    | Trustee name         | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|----------------------|-----------------|-----------------------------------|---|
| 1  | Tracy Giles Saunders | Chair           |                                   |   |
| 2  | Maria Horton         |                 |                                   |   |
| 3  | Phillippa Eddolls    |                 |                                   |   |
| 4  | Sarah Ware Lane      |                 |                                   |   |
| 5  |                      |                 |                                   |   |
| 6  |                      |                 |                                   |   |
| 7  |                      |                 |                                   |   |
| 8  |                      |                 |                                   |   |
| 9  |                      |                 |                                   |   |
| 10 |                      |                 |                                   |   |
| 11 |                      |                 |                                   |   |
| 12 |                      |                 |                                   |   |
| 13 |                      |                 |                                   |   |
| 14 |                      |                 |                                   |   |
| 15 |                      |                 |                                   |   |
| 16 |                      |                 |                                   |   |
| 17 |                      |                 |                                   |   |
| 18 |                      |                 |                                   |   |
| 19 |                      |                 |                                   |   |
| 20 |                      |                 |                                   |   |

## Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
|      |                                   |
|      |                                   |

|  |  |
|--|--|
|  |  |
|--|--|

**Names and addresses of advisers (Optional information)**

| Type of adviser | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

**Name of chief executive or names of senior staff members (Optional information)**

|  |
|--|
|  |
|--|



**Description of the charity’s trusts**

|   |   |
|---|---|
| Type of governing document<br>(eg. trust deed, constitution)        | Constitution  |
| How the charity is constituted<br>(eg. trust, association, company) |   |
| Trustee selection methods<br>(eg. appointed by, elected by)         | Trustees were elected when the club became a charity and in our annual AGMs |

**Additional governance issues (Optional information)**

|   |  |
|---|--|
| <p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"><li>• policies and procedures adopted for the induction and training of trustees;</li><li>• the charity’s organisational structure and any wider network with which the charity works;</li><li>• relationship with any related parties;</li><li>• trustees’ consideration of major risks and the system and procedures to manage them.</li></ul> | <p>The Club is managed by the Trustees, the names and positions are below:</p> <p>Tracy Giles Saunders – Chair &amp; Treasurer<br/>Pippa Eddolls – Safeguarding officer<br/>Sarah Ware-Lane – Secretary<br/>Maria Horton</p> |
|---|--|



**Summary of the objects of the charity set out in its governing document**

|   |
|---|
| <p>The object of the club is the provision of dance tuition to encourage an interest in and enjoyment of dance, thereby promoting participation in healthy recreation within the community. We produce a yearly show which we encourage all members to partake in. We offer classes to those who identify as neurodivergent or disabled as well as those that are neurotypical.</p> |
|---|

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

During the year, the charity has continued to deliver a range of inclusive dance and movement activities designed to promote physical health, creativity, confidence and social connection within the local community.

Our main activities included weekly dance classes for children, young people and adults, including inclusive sessions for individuals with disabilities and additional needs. We also provided performance opportunities, volunteering activities with local community groups and collaborative events to encourage participation in dance.

These activities directly support the charity's objectives by advancing education in the performing arts, promoting physical and mental wellbeing and fostering inclusion and community engagement through dance.

We offer several bursaries to families that need financial help. We work with local community bodies like The Churn project, who work with disadvantaged families and Active Gloucestershire for our referrals. Families get referred from these projects, so we offer our bursaries to families truly in need of financial help.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Our officers are elected in our annual AGM, all officers take on the trustee role on a voluntary basis.

**Summary of the main achievements of the charity during the year**

The start of this year went really well, with a healthy intake of students and retention of existing ones. We have grown lots as a club due to our ethos and wonderful teaching team.

We had a very successful fundraiser at the Macmillian Xmas fayre where we sold some homemade reindeer hot chocolate and some dance related ornaments. We also took part in the Santa run to help raise some funds that was shared between us and other local worthy causes.

We were also lucky enough to receive some grants to cover our bursary costs from local businesses and we secured a substantial grant from the National Lottery, for our inclusive classes so are able to continue to offer these.

We have continued with our paid admin staff to help run the club.

We had an amazing show this year including musical theatre elements to bring our story to life.

To help our club to continue to grow, we are training our assistant teachers.

**Brief statement of the charity's policy on reserves**

This year we made a small profit which was more than last year due to our successful end of year show and our growing numbers. We will be using this profit to pay for more admin work and systems to enable us to grow our capabilities within the club and continue to train some new teachers.

**Details of any funds materially in deficit**

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**Section F**

**Other optional information**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

TRACY GILES SAUNDERS

Position (eg Secretary, Chair, etc)

CHAIR & DIRECTOR

Date

08/11/2025



## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
9/1/2024

To

Period end date  
8/31/2025

### Section A Receipts and payments

|  | Unrestricted funds | Restricted funds | Endowment funds  | Total funds      | Last year        |
|--|--------------------|------------------|------------------|------------------|------------------|
|  | to the nearest £   | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ |
| <b>A1 Receipts</b>                                 |                    |                  |                  |                  |                  |
| FEES   | 60,076             | -                | -                | 60,076           | -                |
| FUNDRAISING  | 460                | -                | -                | 460              | -                |
| TEACHING   | -                  | -                | -                | -                | -                |
| ROOM BOOKINGS                                      | -                  | -                | -                | -                | -                |
| OTHER  | -                  | -                | -                | -                | -                |
| MERCHANDISE  | 158                | -                | -                | 158              | -                |
| IDANCE TEACHING                                    | -                  | -                | -                | -                | -                |
| IDANCE FEES  | 720                | -                | -                | 720              | -                |
| SAI  | -                  | -                | -                | -                | -                |
| CAR PARK   | -                  | -                | -                | -                | -                |
| ADVERTISING  | -                  | -                | -                | -                | -                |
| INCLUSIVE  | -                  | -                | -                | -                | -                |
| GRANT  | -                  | 24,303           | -                | 24,303           | -                |
| PARTY  | -                  | -                | -                | -                | -                |
| RETENTION  | -                  | -                | -                | -                | -                |
| COVID  | -                  | -                | -                | -                | -                |
| TEACHER EXPENSES                                   | 5                  | -                | -                | 5                | -                |
| MARKETING  | -                  | -                | -                | -                | -                |
| EXAMS  | -                  | -                | -                | -                | -                |
| DANCE EQUIPMENT                                    | -                  | -                | -                | -                | -                |
| TRAINING   | -                  | -                | -                | -                | -                |
| SHOW   | 8,392              | -                | -                | 8,392            | -                |
| ADMIN  | -                  | -                | -                | -                | -                |
| <b>Sub total</b> (Gross income for AR)             | <b>69,811</b>      | <b>24,303</b>    | <b>-</b>         | <b>94,114</b>    | <b>-</b>         |
| <b>A2 Asset and investment sales, (see table).</b> |                    |                  |                  |                  |                  |
|  | -                  | -                | -                | -                | -                |
|  | -                  | -                | -                | -                | -                |
| <b>Sub total</b>                                   | <b>-</b>           | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         |
| <b>Total receipts</b>                              | <b>69,811</b>      | <b>24,303</b>    | <b>-</b>         | <b>94,114</b>    | <b>-</b>         |
| <b>A3 Payments</b>                                 |                    |                  |                  |                  |                  |
| FEES (REFUNDS)                                     | 684                | -                | -                | 684              | -                |
| FUNDRAISING  | -                  | -                | -                | -                | -                |
| TEACHING   | 26,112             | -                | -                | 26,112           | -                |
| ROOM BOOKINGS                                      | 12,996             | -                | -                | 12,996           | -                |
| OTHER  | 22                 | -                | -                | 22               | -                |
| MERCHANDISE  | 523                | -                | -                | 523              | -                |
| IDANCE TEACHING                                    | -                  | 4,115            | -                | 4,115            | -                |
| IDANCE FEES  | -                  | -                | -                | -                | -                |
| SAI  | -                  | -                | -                | -                | -                |
| CAR PARK   | 500                | -                | -                | 500              | -                |
| ADVERTISING  | 86                 | -                | -                | 86               | -                |
| INCLUSIVE EXPENSES                                 | -                  | -                | -                | -                | -                |
| GRANT  | -                  | -                | -                | -                | -                |
| PARTY  | -                  | -                | -                | -                | -                |
| RETENTION  | 738                | -                | -                | 738              | -                |
| COVID  | -                  | -                | -                | -                | -                |
| TEACHER EXPENSES                                   | 691                | -                | -                | 691              | -                |
| MARKETING  | -                  | -                | -                | -                | -                |
| EXAMS  | -                  | -                | -                | -                | -                |
| DANCE EQUIPMENT                                    | 1,095              | -                | -                | 1,095            | -                |
| TRAINING   | 409                | -                | -                | 409              | -                |

|                                    |               |               |          |               |          |
|------------------------------------|---------------|---------------|----------|---------------|----------|
| SHOW                               | 8,704         | -             | -        | 8,704         | -        |
| SHOW COSTUMES                      | 1,252         |               |          | 1,252         |          |
| REFRESHMENTS                       | 59            |               |          | 59            |          |
| ADMIN                              | 5,624         | -             | -        | 5,624         | -        |
| <b>Sub total</b>                   | <b>59,495</b> | <b>4,115</b>  | <b>-</b> | <b>63,610</b> | <b>-</b> |
| <b>A4 Asset and investment</b>     |               |               |          |               |          |
|                                    | -             | -             | -        | -             |          |
| <b>Sub total</b>                   |               |               |          |               |          |
|                                    | -             | -             | -        | -             |          |
| <b>Total payments</b>              | <b>59,495</b> | <b>4,115</b>  | <b>-</b> | <b>63,610</b> | <b>-</b> |
| <b>Net of receipts/(payments)</b>  | <b>10,316</b> | <b>20,188</b> | <b>-</b> | <b>30,504</b> | <b>-</b> |
| <b>A5 Transfers between funds</b>  | -             | -             | -        | -             | -        |
| <b>A6 Cash funds last year end</b> | <b>37,008</b> | -             | -        | <b>37,008</b> | -        |
| <b>Cash funds this year end</b>    | <b>47,324</b> | <b>20,188</b> | <b>-</b> | <b>67,512</b> | <b>-</b> |

## Section B Statement of assets and liabilities at the end of the period

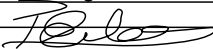
| Categories  | Details   | Unrestricted funds<br>to nearest £         | Restricted funds<br>to nearest £         | Endowment funds<br>to nearest £         |
|---|---|--|--|---|
| <b>B1 Cash funds</b>                                | CLUB BANK ACCOUNT                                   | 47,324                                     | 20,188                                   | -                                       |
|   |   | -  | -  | -                                       |
|   |   | -  | -  | -                                       |
|   | <b>Total cash funds</b>                             | <b>47,324</b>                              | <b>20,188</b>                            | <b>-</b>                                |
|   | (agree balances with receipts and payments account) | OK   | OK                                       | OK                                      |
|   |   | <b>Unrestricted funds<br/>to nearest £</b> | <b>Restricted funds<br/>to nearest £</b> | <b>Endowment funds<br/>to nearest £</b> |
| <b>B2 Other monetary assets</b>                     |   | -  | -  | -                                       |
|   |   | -  | -  | -                                       |
|   |   | -  | -  | -                                       |
|   |   | -  | -  | -                                       |
|   |   | -  | -  | -                                       |
|   |   | -  | -  | -                                       |
| <b>B3 Investment assets</b>                         |   |  |  |   |
|   |   | -  | -  | -                                       |
|   |   |  | -  | -                                       |
|   |   |  | -  | -                                       |
|   |   |  | -  | -                                       |
|   |   |  | -  | -                                       |
| <b>B4 Assets retained for the charity's own use</b> |   |  |  |   |
|   |   |  | -  | -                                       |
|   |   |  | -  | -                                       |
|   |   |  | -  | -                                       |
|   |   |  | -  | -                                       |
|   |   |  | -  | -                                       |
|   |   |  | -  | -                                       |

|  |  |   |   |
|--|--|---|---|
|  |  | - | - |
|  |  | - | - |

**B5 Liabilities**

| Details | Fund to which | Amount due | When due |
|---------|---------------|------------|----------|
|         |               | -          |          |
|         |               | -          |          |
|         |               | -          |          |
|         |               | -          |          |
|         |               | -          |          |

Signed by one or two trustees on behalf of

| Signature   | Print Name           | Date of approval |
|---|----------------------|------------------|
|  | TRACY GILES SAUNDERS | 08/11/2025       |
|   |                      |                  |



**Cirencester Dance Club**  
**Independent Examiners Report**

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Note: While no matter regarding the current year's accounts has come to my attention, I did become aware that some past year's accounts are overdue for submission to the Charity Commission. I was informed that the trustees are in communication with the Charity Commission to resolve this issue.

**Name:**

**Independent Examiner - Paul Rowlands**

**Signature:**

**07 January 2026**