

**Ribble Valley Jazz And Blues Limited**

**Year Ended**

**31 August 2022**

**FINANCIAL STATEMENTS**

**and**

**TRUSTEES' ANNUAL REPORT**

Prepared by:  
DSM Chartered Accounts  
The Station House  
Station Road  
Whalley  
BB7 9RT

# **Ribble Valley Jazz And Blues Limited**

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**Ribble Valley Jazz And Blues Limited**  
**Financial Statements for the Year Ended 31 August 2022**  
**Legal and Administrative Information**

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Company Registration No. 7325147  
and  
Registered Charity No. 1138083

**Trustees and Council of Management**

Sue Bradley (Board Secretary)	(Appointed 2nd April 2014 - Resigned 18th May 2022)
Paul Ellis	(Appointed 16th August 2010)
Miles Peachey (Treasurer)	(Appointed 20th January 2016)
David Walters	(Appointed 4th October 2017)
Ivana Douglas	(Appointed 16th April 2020)
Phil Lee	(Appointed 16th April 2020)
Kate Lowes	(Appointed 16th April 2020)
Ian Parkinson	(Appointed 14th June 2021 - Resigned 18th February 2022)
Emily Lord	(Appointed 18th May 2022)

**Registered Office**

9 Radecllyffe Street, Clitheroe, Lancashire, BB7 2HL

**Bankers**

Virgin Money

**Accountants**

DSM Chartered Accountants, The Station House, Station Road,  
Whalley, Lancashire, BB7 9RT

**Ribble Valley Jazz And Blues Limited**  
**Financial Statements for the Year Ended 31 August 2022**  
**Trustees' Annual Report**

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The Trustees present their Annual Report and Financial Statements for the period ended 31 August 2022.

**Annual Report - Summary Objectives**

The mission of Ribble Valley Jazz and Blues is to promote and develop the cultural, economic and social benefits of jazz & blues music to individuals and communities in the North West from its base in Clitheroe and the Ribble Valley.

This long-term goal will be achieved by: -

- creating a thriving jazz & blues community, involving both musicians and fans in planning and developing jazz & blues appreciation and participation;
- ensuring the future of jazz and blues by prioritising the involvement of young people in performing and appreciating jazz and blues music;
- facilitating the enjoyment and appreciation of jazz and blues music by providing a variety of opportunities for the performance of jazz and blues music primarily in Clitheroe & the Ribble Valley;
- encouraging the sharing of knowledge, information and skills in a stimulating and entertaining environment; and
- working collaboratively with voluntary, public and private sector organisations who have a mutual interest in promoting the cultural, economic and social assets of Clitheroe & Ribble Valley.

**Annual Report - Constitution and Organisational Structure**

Ribble Valley Jazz & Blues (RVJ&B) is a registered charity and a company limited by guarantee, with directors of the company also being trustees of the Charity. This forms the Council of Management. Charitable status was sought, and obtained, to help RVJ&B fulfil its broad-based mission to further widespread interest and enthusiasm for jazz & blues music, especially by young people.

The affairs of the charity are governed by its Memorandum & Articles of Association, which specify a minimum of three operational trustee/directors. Additional directors, who must be at least 16 years old and must be members of RVJ&B, are elected by the Council of Management or by a General Meeting of the charity's members. General Meetings of the charity's members must be held annually, the first one having been held on 18th April 2012. A pre-determined number of directors are required to retire, in rotation, before each Annual General Meeting of the charity, but these directors may be immediately re-elected by the Meeting.

New directors are inducted into the legal structure, and the operational and financial management of RVJ&B as soon as possible after their appointment. Other training is offered to directors as the need arises. Meetings of the Board of Directors normally take place every two months, or more frequently if required. These Board meetings maintain oversight of the charity's business and strategy. In addition, separate sub-committees handle the day to day finance, organisation of the annual Jazz Festival and the promotion of the regular gigs throughout the year.

**Ribble Valley Jazz And Blues Limited**  
**Financial Statements for the Year Ended 31 August 2022**  
**Trustees' Annual Report - Continued.....**

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**Summary of activities for 2021/22**

All directors are jointly responsible for submitting correct Company reports. There is now an independent minute taker for all Trustee Board meetings. While all directors are jointly responsible for the charity's finances, the task of detailed oversight is assigned to a Treasurer, who must be a director. Further professional advice on the legal or financial aspects of the charity's operations is sought where required. RVJ&B has a reserves policy that requires a financial reserve to be held which is sufficient to cover emergency expenditure that might arise, currently set at £3,000. This, together with typical reserves in the current account, would normally be at a level of approximately one third of the charity's annual financial turnover. The Directors continue to seek grant, sponsorship and earned income to build the company reserves and help ensure long-term sustainability.

The Company has a number of formal written policies and procedures, covering such issues as Health and Safety, and Safeguarding, Conflict of Interest, and Data Protection. These policies and procedures are reviewed regularly on an annual basis. Further policies and procedures are currently being written up, such as that of Financial Procedures, Recruitment and Volunteer Management, to formalize existing Company practice.

During the last year, RVJ&B worked hard to maintain and rebuild an audience and community music participation through and following two severe lock downs due to Covid conditions. A summary of the activities during the year are given in Appendix A, and the plans for the next year are summarised in Appendix B. The Directors are pleased that RVJ&B continues to meet its charitable objectives and has broadened the number of channels with which to deliver concerts, workshops, festivals and other events to our audience using social media, a refreshed website and a collaboration with Ribble FM where a weekly radio show is presented on behalf of RVJ&B.

**Annual Report - Financial Review**

The Charity incorporated into a Company Limited by Guarantee on the 26 July 2010. The company has applied appropriate financial management control over its activities throughout the period.

Expenditure in the period was £55,033 (2021 - £26,838). Expenditure includes event costs and marketing of the events together with management costs.

The result for the period is on page 7 and shows net deficit of £21,865 (2021 - Net Surplus £13,597). There is additionally a prior year adjustment of £3,817 in respect of duplication of recording of income.

Funds totalling £1,179 (2021: nil) were dispersed during the period to another Charity - Disasters Emergency Committee for their Ukraine Humanitarian Appeal.

After the prior year adjustment and funds dispersal the funds carried forward at year end are £18,466 (2021: £45,327)

**Ribble Valley Jazz And Blues Limited**  
**Financial Statements for the Year Ended 31 August 2022**  
**Trustees' Annual Report (continued)**

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**Political and charitable donations**

The Company (also the Charity) made no political donations during the period (2021 - £Nil).  
The Company made charitable donations of £1,179 during the period (2021 - £Nil).  
See Note 5 - 'Notes to the financial statements'.

**Insurance**

During the year the Company (also the Charity) made payments for insurance of trustees and directors against liabilities arising as a result of the activities and decisions carried out on behalf of the Company.

**Council of Management**

Sue Bradley (Board Secretary)	(Appointed 2nd April 2014 - Resigned 18th May 2022)
Paul Ellis	(Appointed 16th August 2010)
Miles Peachey (Treasurer)	(Appointed 20th January 2016)
David Walters	(Appointed 4th October 2017)
Ivana Douglas	(Appointed 16th April 2020)
Phil Lee	(Appointed 16th April 2020)
Kate Lowes	(Appointed 16th April 2020)
Ian Parkinson	(Appointed 14th June 2021 - Resigned 18th February 2022)
Emily Lord	(Appointed 18th May 2022)

Each member of the Council of Management is personally liable for an amount not exceeding £10 in the event of the winding up of the organisation, in accordance with the Company's Memorandum of Association.

**Responsibilities of the Council of Management**

As Trustees and Directors, the Board of Trustees is required by charity and company laws to prepare financial statements for each financial period which give a true and fair view of the state of affairs for the Company (also the Charity) and of the surplus or deficit for that period.

In preparing those financial statements, the Council of Management is required to :

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 company will continue in business.

Ribble Valley Jazz And Blues Limited  
Financial Statements for the Year Ended 31 August 2022  
Trustees' Annual Report (continued)

The Council of Management is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time, the financial position of the Company and ensuring that the financial statements comply with the relevant Companies and Charities Acts. It is also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Tax Status**

The Company is a Registered Charity and qualifies for corporation tax exemption.

**Auditors**

Exemption from audit for the period ended 31 August 2022 is claimed on page 9.

By order of the Council of Management :



Mr David Walters  
Director/ Trustee

Date: 23<sup>rd</sup> May 2023



Mr M Peachey  
Director/ Trustee/ Treasurer

Date: 17 May 2023

**Ribble Valley Jazz And Blues Limited**  
**Financial Statements for the Year Ended 31 August 2022**  
**Statement of Surplus and Deficit**

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	<i>Note</i>	<u>2022</u> £	<u>2021</u> £
<b>Incoming Resources</b>			
Event Revenue (Including Grant Income)		16,413	35,078
Raffles		72	57
Membership Fees		1,031	830
Donations		6,373	2,290
Educational Activities		2,290	1,930
Sponsorship		6,990	250
Misc Income		-	-
Bank Interest Receivable		-	-
Total Incoming Resources		<u>33,168</u>	<u>40,435</u>
<b>Resources Expended</b>			
Direct Charity Expenses	2	51,851	24,586
Management & Administration	3	2,713	1,857
Bad debt provision	4	-	-
Depreciation	9	469	395
Total Resources Expended		<u>55,033</u>	<u>26,838</u>
<b>Net Surplus/(Deficit)</b>		<u>(21,865)</u>	<u>13,597</u>
Prior year correction		(3,817)	
Fund Balances Brought Forward		45,327	31,730
<b>Dispersed Fund balances (-)</b>	5	(1,179)	-
<b>Fund Balances Carried Forward</b>		<u>18,466</u>	<u>45,327</u>

The notes on pages 10 to 12 form part of these accounts.



**Ribble Valley Jazz And Blues Limited**  
**Financial Statements for the Year Ended 31 August 2022**  
**Balance Sheet at 31 August 2022**

Company Registration No. 07325147  
Registered Charity No. 1138083

		<u>2022</u>		<u>2021</u>	
	<i>Note</i>	£	£	£	£
<b>Fixed Assets</b>	<b>9</b>		1,636		1,186
<b>Current Assets</b>					
Debtors	10	3,290		10,052	
Grants		-		-	
Cash at bank and in hand		15,378		34,089	
		<u>18,668</u>		<u>44,141</u>	
<b>Current Liabilities</b>					
Amounts falling due within one year	11	1,838		-	
<b>Net current assets</b>			<u>16,830</u>		<u>44,141</u>
<b>Total assets less current liabilities</b>			<u>18,466</u>		<u>45,327</u>
<b>Long Term Liabilities</b>			-		-
<b>Net Assets</b>			<u>18,466</u>		<u>45,327</u>
<b>Funds</b>					
Reserves	13		<u>18,466</u>		<u>45,327</u>
			-		-

The notes on pages 10 to 12 form part of these accounts.

The Balance Sheet is continued onto the next page.

Ribble Valley Jazz And Blues Limited  
Financial Statements for the Year Ended 31 August 2022  
Balance Sheet at 31 August 2022 Continued...

For the period ended 31 August 2022 the company was entitled to exemption from audit under section 477(4) of the Companies Act 2006, and no notice has been deposited under s476(1) requesting an audit.

The directors acknowledge their responsibility for ensuring the company keeps accounting records which comply with section 386 of the Act and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the year and of its profit or loss for the financial year in accordance with the requirements of section 394 and which otherwise comply with the Companies Act 2006, so far as applicable to the company.

The accounts have been prepared in accordance with the special provisions of the Companies Act 2006 relating to companies subject to the small companies regime.

Approved by the Directors (also Trustees) on .



Mr David Walters  
Director/ Trustee

Date: 23<sup>rd</sup> May 2023



Mr M Peachey  
Director/ Trustee/ Treasurer

Date: 17 May 2023

**Ribble Valley Jazz And Blues Limited**  
**Financial Statements for the Year Ended 31 August 2022**  
**Notes to the financial statements**

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**1. Accounting policies - basis of accounting**

The financial statements have been prepared under the historical cost convention and are in accordance with applicable accounting standards.

	<u><b>2022</b></u>	<u><b>2021</b></u>
	£	£
<b>2. Direct Charity Expenditure</b>		
Hire of Bands	24,526	6,460
Event Costs	15,073	6,728
Marketing & advertising	397	4,754
Educational Activity Costs	11,229	6,644
Equipment, Repairs and Renewals	626	-
	<u><b>51,851</b></u>	<u><b>24,586</b></u>
<b>3. Management &amp; Administration</b>		
Post and Stationery	58	23
Insurance	493	458
Sundries	281	290
HR & Compliance	-	13
Professional fees	816	-
Accountancy	1,066	1,074
	<u><b>2,713</b></u>	<u><b>1,857</b></u>
<b>4. Bad Debt Provison</b>		
	-	-
	<u><b>-</b></u>	<u><b>-</b></u>
<b>5. Dispersed Funds</b>		
Funds dispersed to charity organisations	<u><b>1,179</b></u>	<u><b>-</b></u>

**Ribble Valley Jazz And Blues Limited**  
**Financial Statements for the Year Ended 31 August 2022**  
**Notes to the financial statements**  
**(continued)**

**6. Employees**

There were no employees during the period (2021 - nil).

**7. Taxation**

No taxation liability has been provided in the financial statements as, being a Registered Charity, Ribble Valley Jazz & Blues Limited is exempt from taxation in accordance with Section 505 of the Income and Corporation Taxes Act 1988.

**8. Council of Management's emoluments**

No member of the Council of Management received remuneration during the year (2021 - £nil ). Members were reimbursed for out of pocket expenses incurred on Company business.

		<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
<b>9. Fixed Assets - NBV</b>			
Plant & Machinery - Cost	B/Fwd	2,405	2,405
	Additions	919	
	C/Fwd	<u>3,324</u>	<u>2,405</u>
Plant & Machinery - Dep'n	Depreciation B/Fwd	1,219	824
	Charge for the year	469	395
	Depreciation C/Fwd	<u>1,688</u>	<u>1,219</u>
Net Book Value		<u><u>1,636</u></u>	<u><u>1,186</u></u>
<b>10. Debtors</b>			
Trade Debtors		3,290	10,052
Prepayments		<u>-</u>	<u>-</u>
		<u><u>3,290</u></u>	<u><u>10,052</u></u>
<b>11. Current liabilities</b>			
Trade Creditors		1,838	-
Accrued Expenses		-	-
Loan		<u>-</u>	<u>-</u>
		<u><u>1,838</u></u>	<u><u>-</u></u>

**Ribble Valley Jazz And Blues Limited**  
**Financial Statements for the Year Ended 31 August 2022**  
**Notes to the financial statements**  
**(continued)**

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**12. Liability of Members**

The Company is limited by guarantee and does not have a share capital.

Each member of the Council of Management is personally liable for an amount not exceeding £10.

**13. Restricted and Unrestricted Funds - Surplus/(Deficits)**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Brought Forward Reserves	45,327	31,730
Surplus/(Deficit) for the period	- 21,865	13,597
Prior Year Adjustment	- 3,817	-
Dispersed Fund balances	- 1,179	-
Surplus/(Deficit) Carried Forward	<u>18,466</u>	<u>45,327</u>

The Surplus/(Deficit) Carried Forward is split between:

Restricted Funds:

Arts Council	-	-
Clitheroe Council	-	-
Jazzbox Grant	-	-
CRF Grant	-	14,775

Unrestricted Funds	18,466	30,552
	<u>18,466</u>	<u>45,327</u>

**Ribble Valley Jazz And Blues Limited**  
**Financial Statements for the Year Ended 31 August 2022**  
**Examiner's unqualified report on the accounts**

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**Independent Examiner's Report to the Trustees of Ribble Valley Jazz And Blues Limited**

I report on the accounts of the Trust for the year ended 31 August 2022, which are set out on pages 1 to 12.

**Respective responsibilities of Trustees and Examiner**

The Trustees of the Charity (also Directors of the Company) 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 Commissioners (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 report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 you as 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 Examiners 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 Act;
- to prepare the accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Name : Miss A Watson**

**Qualifications : ACA, ATII**

**Address : DSM Chartered Accountants, The Station House, Station Road, Whalley, BB7 9RT**

**Date : 16th May 2023**

**Ribble Valley Jazz And Blues Limited**  
**Financial Statements for the Year Ended 31 August 2022**  
**Appendix A**

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This year marks the 15th anniversary since the formation of RVJ&B as a community organisation, and in that time the group and later the Company and Charity has grown to be a significant organisation, with an impressive range of activities.

COVID restrictions still had an impact on RVJ&B to the end of 2021 and the beginning of 2022. It was not until March 2022 that most of the COVID restrictions in the UK were lifted. The restrictions were lifted in time for RVJ&B to put on a 'live' annual festival. Planning for this started at the beginning of 2022 in the expectation that COVID restrictions would be lifted sometime before the Festival which as usual was planned for the early May Bank Holiday weekend. Unfortunately, for the first time for a number of years the Arts Council did not approve the Club's application for funding. Club reserves had to be used to help fund the Festival. Headline acts appearing were Georgia Cécile Quartet, Alison Rayner Quintet, K.O.G. Kweku of Ghana, and The Northern Jazz Orchestra. Apart from the headline acts there was a vibrant '2nd tier' of 42 events in local venues. Overall, it was considered a very successful festival with a tremendous contribution to the local community.

In the Summer of 2022 RVJBC hosted three events in the Ribble Valley, one in Clitheroe, one in Longridge and one in Waddington in an attempt to spread the Club's activities to other parts of the Ribble Valley apart from its core location of Clitheroe.

The Club has a weekly spot on Ribble FM where two hours of music every Wednesday evening is hosted by a member of RVJ&B. Thanks to the hosts of these shows – Sue Bradley, Ivana Douglas, Phil Lee, Paul Rigby, Miles Peachey and David Walters.

During the year the Ribble Valley Jazz Big Band has put on three gigs starting with the Festival gig in the United Reform Church, followed by another in June at the Old School Rooms Clitheroe in conjunction with the Lancaster Community Big Band and a third at the Spread Eagle Arms, Sawley in July. Threemore events have already been programmed for 2023 but others in the pipeline.

The Club runs a monthly Jazz Jam and networking session for local musicians. The Low Moor Club in Clitheroe has hosted jazz jam sessions during the year with an average of about 15 musicians, the resident backing trio and a good complement of regular listeners. The programme for 2023 is already in place. There was also improvisation tuition sessions at the Low Moor Club as well as the Women in Jazz meetings which continue to encourage improvements in the standard of playing and performance with an increasing number of players joining in on the activities.

The Club has established a Youth Group which regularly meets to discuss ways to encourage jazz and blues music amongst the younger population of the Ribble Valley.

## **Ribble Valley Jazz And Blues Limited**

### **Financial Statements for the Year Ended 31 August 2022**

#### **Appendix B**

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RVJ&B continues to support an ambitious programme of charitable arts-based jazz and blues activities through the next year, prioritising these areas of activity:

- regular concerts at central locations in Clitheroe;
- Performance readiness by both community bands - the Blu Funk Syndicate and Ribble Valley Jazz Big Band;
- increased participation by young people;
- increased diversity among musicians and audience as well as within RVJ&B;
- increased education activities as we strengthen workshops and jazz jams welcoming new attendees;
- increased jazz performances in villages and hospitality venues around the Ribble Valley;
- weekly radio shows in association with RibbleFM from a broad range of presenters

RVJ&B regular gigs form a backbone of musical events to sustain the core of local members and supporters. We will continue to explore partnership with the Grand venue to develop an attractive space for high quality music as well as the exploration of smaller venues where intimate performances work.

For many years the festival has been supported by Arts Council England. Their support has not been forthcoming for 2022 giving the club the chance to display economic resilience and provide a vibrant festival in any case. It gives us the capacity to develop festival activities not dependent on significant grant funding and think outside of the box to construct a new strategy for future years that refreshes our key principles whilst growing into new patterns of action as an arts organisation. Nevertheless, we will continue to explore alternative sources of funding including Arts Council Funding – no stone will be left unturned.