

SUSSEX FESTIVAL OF DANCE & SONG
A private company limited by guarantee.
TRUSTEES REPORT
FOR THE YEAR ENDED 31ST JULY 2024

The Trustees are pleased to present their report together with the accounts for the year ended 31st July 2024.

Reference and Administrative details

Charity Number: 1138597

Company Number: 07311337

Management committee

The directors of the charitable company ("the Charity") are the management committee for the purposes of charity law and throughout this report are collectively referred to as trustees.

The trustees serving during the period and since the year end were as follows:-

Mrs Joanne Arnett-Morrice - Chair

Mrs Deborah Johnson

Mrs Jacqueline Brunjes – resigned 25th March 2024

Mrs Rebecca Kirkham –Treasurer and Company Secretary

Mrs Joanna Vince – Festival Administrator

Mrs Susan Highsted – Safeguarding Officer

Mrs Maureen Smyth

Mrs Caryl Vine

Mrs Jane Clark – Awards secretary

Ms Adele Mason (appointed 6th November 2023) – Safeguarding Officer

Honorary President

Mrs Jacqueline Brunjes

Registered Office

193, Upper Shoreham Rd, Shoreham by Sea, West Sussex BN43 6BT

Independent Examiner

Mr A Schofield, 5 Bishops Road, Hove, East Sussex BN3 6PQ

Bankers

CAF Bank Ltd, 25 kings Hill Avenue, West Malling, Kent ME19 4JQ

Structure, Governance and Management

Governing Document

Sussex Festival of Dance & Song (The Festival) is a private company limited by guarantee (it meets the conditions for exemption from the requirements to have a name ending with "Limited" or permitted alternative) and a registered charity governed by its memorandum and articles of association dated 12 July 2010.

Appointment of Trustees

The Trustees are appointed in accordance with the provisions of the Memorandum and Articles of Association.

Organisation

The charity is managed and run by the Trustees, who are also executive directors of the company, contributing their time freely.

Jo Arnett-Morrice took over from Jacqueline Brunjes as Chair on 25th March 2024.

The Trustees meet at least 4 times a year. The charity is affiliated to The British & International Federation of Festivals for Music, Dance and Speech.

Risk Management

The Trustees carry out a review of the Charity's activities and consider the risks to which the charity is exposed. Susan Highsted and Adele Mason are the Festival's Safeguarding officers. They continue to undertake Safeguarding courses as required.

Assessment of risks is undertaken before entering any venue used and Public and employer's liability is taken out. All trustees have undertaken a basic safeguarding course during the year.

Objectives and Activities

The objects of the Charity are to advance, promote and encourage generally and in particular by means of competitive festivals the study and practice of the arts of dance and singing. The charity also aims to foster the aims and objects of the British & International Federation of Festival for Music, Dance & Speech. The principal activity of the charity is the organisation of an annual competitive festival of dancing and singing. The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's objectives and in planning future activities.

Achievements and Performance

The Festival took place in April for 6 days at Roedean school for solos, duets, trios and quartets and at the Hawth theatre in Crawley for the Group dances also in April.

The centenary of The Festival took place at Glyndebourne on 23rd March 2024 and was a fantastic success. The packed audience, including special guests, was treated to a wonderful spectacle of amazing talent with a gala performance of group dances from over 20 dance schools across the region as well as a solo performance of a beautiful song from Chrissie Bhima, a previous

competitor at the Festival, and now an industry professional. The immense success of this wonderful event was evident from the many emails of appreciation from the schools and audience members received in the days that followed.

We would like to thank the NFU for their sponsorship over the past 3 years. We have been very grateful for the support they have given to the Festival, not just financially but also in volunteering their time to help us at the Festival for the 3 years.

Financial Review

The Accounts of The Festival this year are favourable although the profit that the Festival has made this year of £13594.09, which is made up of the Gala profit of £6035.61 and the actual Festival profit of £7558.48, is well down on last year's profit which was £18929.80, plus a donation of £2000 from the Carden family in memory of Rosemary Carden, which went towards the purchase of centenary medals for the Centenary year.

The accounts comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice – Accounting and Reporting by Charities, issued in March 2005.

Reserves Policy

The Charity has no restricted reserves as at the year end.

Statement of Trustees' responsibilities

The trustees (who are also directors of Sussex Festival of Dance & Song 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 trustees to prepare accounts for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charitable company for the year. In preparing these statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and the principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the accounts 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 steps for the prevention of fraud and other regularities.

The Trustees' report has been prepared taking advantage of the small companies' exemption in Section 415A of the Companies Act 2006.

Approved by a member of the management committee on 10th December 2024 and signed on their behalf by



Mrs Rebecca A Kirkham
Trustee and Finance Director

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SUSSEX FESTIVAL OF DANCE & SONG
(A private company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(Including Income & Expenditure Account)
FOR THE YEAR ENDED 31st JULY 2024

	Notes	<u>2024</u>
Incoming resources		
Voluntary Income:		
Sponsorship		3613.34
Bank interest		802.03
Donation specific funds for medals		
 Incoming resources from charitable activities		
Dance & Song festival	3	39573.83
Total Incoming resources		43989.20
 Resources expended		
Dance & song Festival	6	36430.72
 Dance & Song Festival profit for year		7558.48
100th Gala Profit	7	6035.61
Specific funds for Medals		
Total profit for the year		13594.09
 Net movement in funds		13594.09
 Total funds Brought forward		45839.84
 Total Funds Carried forward		<u>59433.93</u>

SUSSEX FESTIVAL OF DANCE & SONG
(A private company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st July 2024

1 Accounting policies

The accounts have been prepared in accordance with the Statement of Recommended Practice, Accounting and Reporting by charities (SORP) issued in March 2005, the Financial Reporting Standard for Smaller Entities (FRS 102) (2008), and the Companies Act 2006. The principal accounting policies and the preparation of the accounts are as follows:-

Incoming resources

Income from donations is included when receivable unless specified otherwise.

Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of VAT which cannot be recovered. Costs are stated on an actual basis.

2 Legal status of the charity

The charity is a private company limited by guarantee and has no shareholders. The liability of each member in the event of winding up is limited to the amount unpaid on their shares.

3 Incoming resources from operation of festival

	<u>2024</u>
Entry fees	19752.97
Theatre Admissions	17391.19
Photographic Commission	457.67
Lanyard sales	307.00
Medal sales	1665.00
W/B incorrect credit to Bank	<u>39573.83</u>

4 Debtors

Deposit Glyndebourne 2024	
Gift Aid Receivable	125.26
	<u>125.26</u>

5 Trustee Remuneration

No trustee or other person related to the Charity had any personal interest in any contract or transaction entered into by the Charity during the year.

SUSSEX FESTIVAL OF DANCE & SONG
(A private company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st July 2024

7 100th Gala Profit

Income

Theatre admissions	17798.00	
Advertising/messages	1770.00	
T shirt commission	582.00	
Donations	956.30	
Gift Aid receivable	125.26	1081.56
Programme sales	3597.28	
Total Income		24828.84

Expenses

Theatre hire	6000.00	
Volunteer expenses	939.75	
Programme Printing	2290.00	
Mics/sound	5184.00	
Lighting designer	1400.00	
Drinks reception	786.48	
Music production for finale	200.00	
Programme design	1155.66	
Travel for professional singer	52.34	
Stage manager	285.00	
Trustee expenses	500.00	
Total expenses		18793.23
100th Gala profit		<u>6035.61</u>

SUSSEX FESTIVAL OF DANCE
(A private company limited by guarantee)

BALANCE SHEET AS AT 31 JULY 2023

	Notes
<u>2023</u>	
Current Assets	
Debtors & Pre-payments	4
Cash at bank	
3573.33	
160.26	
2000.00	
Current Liabilities	
Creditors	
Net current assets	
44407.04	
Total Funds Carried forward	
50140.63	
29210.83	
<u>20929.80</u>	For the period ended 31st July 2024 the company was entered into liquidation under section 477 of the Companies Act 2006 relating to the insolvency of the company.
2000.00	Trustees Responsibilities :
18929.80	The members have not required the company to obtain an audit for the period in question in accordance with section 476;
20929.80	The trustees acknowledge their responsibilities for compliance with the Companies Act with respect to accounting records and the preparation of the accounts.
24910.04	
<u>45839.84</u>	Approved by a member of the management committee and signed on their behalf by

R. A. Kirkham

Mrs Rebecca A Kirkham

Trustee & Finance Director

The notes on pages 3, 4 & 5 form part of these accounts.

SUSSEX FESTIVAL OF DANCE
(A private company limited by guarantee)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

6 Cost of operation of festival

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hare capital.
 £1.

2023

20677.68
 20985.86
 749.50
 495.00
 1299.00
 200.00
44407.04

900.00

900.00

Hire of premises
 Subscriptions
 Insurance
 Adjudicators fees, hotel & expenses
 Medals, Shields, plaques-£69.20 from specific
 Catering
 Gifts
 Safeguarding courses
 Wristbands
 New data base licence fee
 Festival Manager fee
 Annual return
 Web hosting
 100th DOTY cash prizes
 Festival 100th Expenses
 Volunteer expenses
 Chaperone Licences
 Announcers
 Trustee expenses
 Bank/cc charges
 New tablets
 Software subscriptions
 Sundry
 Stationery/P&P
 Signage/theatre equipment
 Gibraltar expenses
 Database
 100th Medals out of Specific donation

Total Expenses

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ANCE & SONG
d by guarantee)

1st JULY 2024

<u>2024</u>	<u>2023</u>
125.26	900.00
59058.67	44689.84
250.00	250.00
59433.93	45839.84
0.00	0.00
<u>59433.93</u>	<u>45839.84</u>
<u>59433.93</u>	<u>45839.84</u>

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small companies.

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on of Accounts.

on 10th December 2024

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NCE & SONG
by guarantee)
S continued
ST JULY 2024

	<u>2024</u>	<u>2023</u>
	11909.33	11631.90
	287.00	359.50
	325.00	250.00
	4391.99	3631.54
donation	1666.82	1325.62
	1077.40	648.63
	284.35	131.62
	373.00	
	100.93	56.96
	850.00	
		750.00
	34.00	13.00
	449.76	428.76
	200.00	
	1417.36	
	4574.59	4063.24
	100.00	40.00
		733.90
	2317.59	1248.25
	503.63	437.67
	571.88	
	688.78	603.47
	115.19	
	234.28	329.37
		194.41
	823.44	660.99
	1203.60	1672.00
	1930.80	
	<u>36430.72</u>	<u>29210.83</u>

Compatibility Report for Full Accounts 2021-22.xls

Run on 13/09/2022 15:23

If the workbook is saved in an earlier file format or opened in an earlier version of Microsoft Excel, the listed features will not be available.

Significant loss of functionality

One or more cells in this workbook contain a formula that has spilled or may spill in the future. These formulas will be converted into legacy array formulas and will not spill or change dimension in older versions of Excel.

This workbook contains data types that are not supported in earlier versions of Excel. In earlier versions, these data types will either show an error, or be replaced with other similar types. Those types may not look or act the same.

One or more functions or operators in this workbook are not available in earlier versions of Excel. When recalculated in earlier versions, these formulas will return a #NAME? error instead of calculated results.

of occurrences

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CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of	Charity Name Sussex Festival of Dance and Song		
On accounts for the year ended	31 st July 2024	Charity no (if any)	1138597
Set out on pages	1-5 (remember to include the page numbers of additional sheets)		
	I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 07 2024		
Responsibilities and basis of report	As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.		
Independent examiner's statement	<p>I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:</p> <ul style="list-style-type: none">• accounting records were not kept in accordance with section 130 of the Act or• the accounts do not accord with the accounting records <p>I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.</p> <p><i>* Please delete the words in the brackets if they do not apply.</i></p>		
Signed:			Date: 10 th December 2024
Name:	Mr A W Schofield		
Relevant professional qualification(s) or body (if any):			
Address:	5, BISHOPS ROAD HOVE, EAST SUSSEX BN43 6BT		