

Purbeck Art Weeks (PAW) Festival Limited

A charitable company limited by guarantee

Report of the Trustees & Financial Statements

Year ended 30th September 2023

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Purbeck Art Weeks Festival Ltd www.purbeckartweeks.co.uk

Company number: 7420934 Charity number: 1140350

Registered office: 23 South Road, Swanage, Dorset, BH19 2QR

Legal & Administrative Information

The Purbeck Art Weeks (PAW) Festival is a charitable company limited by guarantee. It became incorporated as a limited company number 7420934 on 27th October 2010 and a registered charity number 1140350 on 10th February 2011. The governing documents are the Articles of Association formed part of the application to the Charity Commission and were adopted by the company on 27th April 2011.

Honorary President

Phillip Jackson

Directors and Trustees

Charlotte Heath Chair

Joan Ingarfield

Emma Ormond

Emma Louise Grinsted

Anne Easterbrooke

Nicholas Salt

Company Secretary

Emma Louise Grinsted

Company Treasurer

Joan Ingarfield

Registered Office

23 South Road

Swanage

Dorset

BH19 2QR

Bankers

Santander Bank

Sort code: 09-01-29

Account number: 06614371

Account Name: Purbeck Art Weeks Festival

Solicitors

Humphries Kirk

3 Acorn Business Park

Ling Road

Poole

BH12 4NZ

Independent Examiner

C P Watkins

Report of the Trustees

The Trustees present their report and financial statements for the 12 months ended 30th September 2023. The Board of Trustees confirm that the annual report and financial statements comply with current statutory requirements including the provisions of the Statement of recommended Practice: Accounting and reporting by Charities 2005 (SORP March 2005).

Structure and Objects of the Charity

Our Mission is as follows:

PAW Festival Mission Statement

The Purbeck Art Weeks (PAW) Festival celebrates art in all its various forms. It seeks to inspire and support visual and performing artists to achieve their potential, involves people from across the community and encourages everyone to participate and to enjoy a wide range of arts.

2023 was our thirteenth year as a full arts festival and we mounted a wide range of activities which we brought to audiences of all ages. Our main festival took place over its usual fortnight spanning May/June and we were able to put on a comprehensive programme of events, workshops, and exhibitions. Despite the continuing challenging environment, the numbers visiting our main exhibition area at Rollington Barn again exceeded past years and we again achieved our highest sales figure ever. The number of our Open Studios taking part this year remained steady and they reported reassuring visitor numbers and good sales. Our main programme of events were well received by the audience. These were all well publicised via our website and our social media channels. Our website provides further details: www.purbeckartweeks.co.uk

Financial Review

Given the prevailing economic climate we were again cautious in our spending this year. We revised the shape of our printed brochure (from DL to A5) to allow us to take advantage of more ethically aware printing options and again printed fewer than in previous years. We unfortunately lost our sponsor for our brochure and signage but were able to cover our costs via advertising revenue.

We had a reasonable profit in 2023, which has added to our contingency fund that has proved so valuable over the past few years.

The number of artists exhibiting at their open studios was similar to last year, but the demand for places to exhibit at Rollington was high and we had to turn artists away. We view this as reassuring evidence of our enduring appeal.

We thank our advertisers and our growing body of Friends whose help was invaluable this year as always.

Risk Management

The Trustees are conscious of their responsibilities to assess and handle risks. We confirm that the Charity undertakes risk assessments where appropriate. We have full public liability insurance cover for the festival including for all our events.

We recognise that our festival relies on the goodwill and active involvement of a wide range of members and other people. We are an artist led charity and consider that to be a great strength. We therefore hold regular meetings with our members to take their views on issues and to keep them informed on the thinking and plans of the Trustees. This open approach is central to maintaining the confidence of our members.

We have no full-time paid staff though we make a small payment to our webmaster, admin assistant, Rollington manager, and brochure designer in recognition of the work undertaken.

We rely on many artists and others in our community to perform a wide range of roles. We will continue to engage with these volunteers and others to build goodwill as well as evolve in ways that aim to meet their needs.

We have devolved responsibilities to a range of groups and widened the base of people involved in these. We have established clear associated responsibilities for each group through a Financial Control Document and put in place appropriate procedures to see these responsibilities are implemented. We have also considered succession planning.

Public Benefit Statement

The public benefit of the PAW festival derives from our publicly displaying, exhibiting, and performing works of art that are of high quality and through our better educating the public in art, for example through our lectures, workshops and the study of artists at work. We want artists in a wide range of art forms to aspire to the highest level of which they are capable.

In 2023 we were pleased that a range of internationally recognised performing artists featured again at the festival. Our low ticket prices (with either free or very low priced admission to young people) brought quality to a wide audience.

Our programme with Purbeck Young Artists (PYA) enabled experienced artists to undertake workshops with 14 local schools in 2023. We want to support emerging talent and encourage all to aspire.

Reserves Policy

The Trustees have considered the level of reserves appropriate to meet any likely liabilities and uncertainties. The Charity intends to maintain a level of unrestricted funds sufficient to cover the risk that the festival might have to again be cancelled at short notice. The Charity continues to have sufficient reserves to meet this possibility in the future and will continue to review the level of reserves each year.

Trustees responsibilities in relation to the financial statements

Charity law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for that year. In doing so the trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006.

Approved by the trustees on 19th January 2023 and signed on their behalf by:

Charlotte Heath
Chairman

Independent Examiner's Report to the Trustees

Respective responsibilities of trustees and independent examiner

The trustees (who are also Directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required under section 43(2) of the Charities act 1993 (the 1993 Act) and that an independent examiner is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- Examine the accounts under section 43 of the 1993 Act
- To follow the procedures laid down in the General Directions given by the Charity Commissioners under section 43(7) b of the 1993 Act
- 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 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 the seeking of 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 examiner's statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that, in any material respect, the requirements:

- To keep accounting records in accordance with section 386 of the Companies Act 2006; and
- To prepare accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and reporting by Charities (revised 2005) have not been met, or to which in my opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.

C P Watkins

Annual Report for 1st October 2022 to 30th September 2023

“The Purbeck Art Weeks Festival was set up to promote, maintain, improve and advance education within the community at large, particularly in the Purbeck District Council area. This will be achieved by the promotion and production of performances and encouragement of the arts of debating, drama, dance, cinematography, computer graphics, music, singing, literature, sculpture, painting and photography”

	This year Sept 2023	Last year Sept 2022
Fixed Assets	£0	£0
Current Assets	£73,185	£63,468
Total current assets	£73,185	£63,468
Total Assets less current liabilities	£73,185	£63,458
Reserves	£73,185	£63,468

Notes

For the year ending 30th September 2023 the company was entitled to exemption under section 477 of the Companies Act 2008 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 478 of the Companies Act 2008.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2008 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the micro-entity provisions and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

Trading Results for the year 2023

Income	2023	Expenditure	2023
Events sponsorship	£11,175.81	Events held	£22,143.36
Events income	£18,217.82	Purbeck Young Artists	£5,213.00
artist/exhibitors fees	£10,022.91	CMPH	£5,301.00
Friends Subscriptions	£4,200.00	Brochure costs	£5,860.00
Members donations	£545.00		
Gift Aid	£1,290.67	Web and Design	£4,061.72
Commision on art sales	£10,380.95	Rollington exhib expenses	£8,947.71
Sponsorship : PYA	£6,978.70	Publicity & Signage	£3,981.57
CMPH	£5,457.45	Administration	£6,268.63
Brochure	£2,007.00	Rollington container	£214.00
Bank Interest	£224.28	Bank charges	£60.00
Rollington donations	£1,355.00	PYM	£510.00
		Competitions: Prizes/Expenses	£548.80
	£71,855.59		
			£63,109.79
Surplus for the year			£8,745.80
	£71,855.59		£71,855.59

Prepared by auditor

C P Watkins