



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 1<sup>st</sup> November 2022 To 31<sup>st</sup> October 2023**

**Charity name: Burton Bradstock Festival of Music and Art**

**Charity registration number: 1148898**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>1. The advancement of the arts for the public benefit by staging an annual festival in Burton Bradstock, Dorset to promote appreciation of music and art of the highest standard. 2. To advance the education of the public in the subjects of music and art.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>The promotion of an annual exhibition of the work of local artists in the Burton Bradstock village hall, and of a week long series of musical performances in the village church.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>The trustees are conscious of their responsibilities as charitable trustees, and of the need to have regard to the Festival's charitable objectives and to public benefit.</b>

## **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	<b>The trustees did not approve any grants in the year 2022/3, conscious that the charity was still regaining momentum after the gap caused by the Covid pandemic. However, they have approved two grants of £500 each proposed by the Art Committee to be made during the year 2023/4. The trustees have in the past also approved grants to assist musical education of young people in the locality, and may again consider such proposals during 2023/4.</b>
Policy on social investment including program related investment	Para 1.38	<b>By promoting an annual Festival, as provided for in the charity's objects, the trustees aim to enrich the lives of all those who have the opportunity to be involved, both as volunteers and as</b>

		visitors to the exhibition and attenders of Festival musical performances.
Contribution made by volunteers	Para 1.38	While the musical performers and the Festival Musical Director and his assistant are paid, all those locally involved in the promotion of the Festival are volunteers – trustees, organising committee members, caterers, hosts, ushers, exhibition attendants, and those who set up and dismantle the stage and prepare the church and the hall. There must be some 60 or more local people involved in some voluntary capacity or other.
Other		The trustees are grateful for the financial support of local sponsors and for support in kind by a number of local businesses.

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>The Festival held a Spring concert, in the village church, on 19<sup>th</sup> May 2023, and a full week's Festival from Sunday 13<sup>th</sup> August. This was the first year we have managed to hold a full week's Festival, because of the intervention of Covid, since 2019.</b></p> <p><b>We began with a tea party on the Sunday afternoon in the Rectory garden, with musical performances by local young people and professional musicians. Entrance to the party was free: there was a modest charge for refreshments. Then a Festival Evensong in the village church, musically led by the local church choir from a nearby village, Litton Cheney. There then followed a week of twelve ticketed musical events held in the church. These catered to a wide variety of musical tastes – a Desert Island Discs session with a well known local resident; a blue grass folk evening; a jazz evening; a chamber concert; an evening of film and TV classics music, featuring in person John Lunn, an internationally known composer; lunchtime and late night sessions; all culminating in a Gala concert on the Friday evening. There was also a week long exhibition of work by local artists and crafts people in the village hall.</b></p>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<b>The trustees are pleased that we have again been able to hold a full week's Festival: to have done so keeps good faith with those who have gone before us, and accords well with our charitable objectives.</b>
Performance of fundraising activities against objectives set	Para 1.41	<b>As a result of ticket receipts, Friends' subscriptions, sponsorship contributions, and contributions from art sales, the charity's balances at the end of the year had increased by just over £1,000. However, the trustees are conscious that ticket sales and receipts need to be higher, for the Festival to have a sustainable future, and this will be a focus of effort for the 2024 Festival.</b>
Investment performance against objectives	Para 1.41	<b>The trustees have not set investment performance objectives. We shall review how the charity holds its balances at our next meeting.</b>
Other		

**Financial Review**

Review of the charity's financial position at the end of the period	Para 1.21	<b>The accounts show that the charity held balances of £22,968.67 at the end of the reporting period, as against £21,935.20 at the beginning.</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The charity does not have a current policy on the holding of reserves.</b>
Amount of reserves held	Para 1.22	<b>No identified reserves, but see info. above on balances.</b>
Reasons for holding zero reserves	Para 1.22	<b>N/A</b>
Details of fund materially in deficit	Para 1.24	<b>None.</b>
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<b>No immediate uncertainties. But see section on principal risks below.</b>

**Additional information (optional)**

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<b>Ticket sales, donations, Friends' subscriptions, commission on artists' sales.</b>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<b>N/A.</b>

A description of the principal risks facing the charity	Para 1.46	<p><b>The principal source of income is receipts from sales of tickets for musical performances. We wish to increase ticket sales, in order to ensure that the charity has a sustainable future.</b></p> <p><b>The Festival is heavily dependent on a band of local volunteers to run the Festival. Particularly on the members of the Music and Art Organising Committees, and the trustees. Retaining present volunteers and recruiting new ones will be vital for the Festival's continuance. Not doing so will present the principal existential risk to the charity.</b></p> <p><b>We are also of course heavily dependent on our Musical Director, David Juritz. When he decides to retire, it will be vital to identify a suitable successor.</b></p>
Other		

## Structure, Governance and Management

Description of charity's trusts:		<b>The charity's purposes and objectives are set out in its governing document, are set out at the beginning of this report.</b>
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution adopted by the members on 9<sup>th</sup> August 2012.</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>An unincorporated association.</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>The trustees are appointed each year at the Annual General meeting of members.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<b>Each of the present trustees has been associated with the Festival for some years. We will provide a tailored ad hoc programme of induction for any new trustee.</b>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p><b>The Friends of the Festival, who have paid their annual subscription, are entitled to attend an annual general meeting, which elects the trustees.</b></p> <p><b>There are two organising committees, who are accountable to the trustees – one for the musical events and one for the art exhibition.</b></p> <p><b>A remunerated Musical Director arranges and leads the musical programme.</b></p>

Relationship with any related parties	Para 1.51	<b>Bridport Town Council sell tickets for the music events, through their Tourist Information Centre.</b>
Other		

## Reference and Administrative details

Charity name	<b>Burton Bradstock Festival of Music and Art</b>
Other name the charity uses	<b>Burton Bradstock Festival</b>
Registered charity number	<b>1148898</b>
Charity's principal address	<b>c/o Bucklers Bid, Shipton Lane, Burton Bradstock, Bridport, Dorset DT6 4NQ</b>

## 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	David Hugh Jenkins	Chair		The AGM of members appoints all trustees.
2	Christopher Edward Sundt	Secretary		
3	Keith David Britton	Treasurer		
4	Jennifer Malyon	Chair of Music Organising Committee		
5	Liz Orza	Art Committee representative		
6	Gordon Stewart Thompson			
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## Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None.
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

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

Type of adviser	Name	Address

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

D H Jenkins

Full name(s)

David Hugh Jenkins

Position (eg Secretary,  
Chair, etc)

Chair

Date

28<sup>th</sup> February 2024



**Burton Bradstock Festival of Music and Art**  
**Registered Charity No 1148898**

**Income and Expenditure Account for the year ended 31st October 2023**

	<b>2023</b>	<b>Original 2022</b>
<b>Income</b>	£	£
Ticket receipts	19,895.00	12,249.80
Donations - Private	4,970.00	3,350.00
- Commercial	2,905.00	2,155.00
- Bar / Tea Party	2,200.50	1,380.07
Festival Friends	2,165.00	2,365.00
Art Festival Adjustment	4,000.00	
Art Income	3660.08	7,803.50
Sub Total	39,795.58	29,303.37
 Gift Aid tax refunded	 0.00	 1,589.66
Gala Supper Donation	400.00	
Other	24.48	0.39
<b>TOTAL INCOME (A)</b>	<b>40,220.06</b>	<b>30,893.42</b>
 <b>Expenditure</b>		
Musicians fees	20,960.00	9,212.94
Accommodation	0.00	0.00
Catering costs	1,751.64	1,276.39
Bar costs	1,008.37	510.35
Hire charges	2,061.50	1,228.50
Marketing /Posters / Tickets	1,319.00	1,203.17
Performing Rights Society	753.34	363.66
TIC	962.52	
Insurance	229.60	41.86
Card Reader Comission	19.38	
Directors Fee	3,375.00	
Web Design & Hosting	1,168.00	
Stage, sound, electrical equipment	154.68	255.56
Miscellaneous	877.84	389.00
Art Expenditure	4545.72	6,016.37
<b>TOTAL EXPENSES (B)</b>	<b>39,186.59</b>	<b>20,497.80</b>
 <b>Surplus or (Deficit) (A-B)</b>	<b>1,033.47</b>	<b>10,395.62</b>
 Reserves brought forward	 21,935.20	 11,539.58
 <b>Reserves at year end</b>	<b>22,968.67</b>	<b>21,935.20</b>
 <b>Represented by:</b>		
Barclays Community a/c	16,919.82	15,025.19
Barclays Saver a/c	3,917.93	3,893.45
Art Balance	2,130.92	3,016.56
<b>TOTAL</b>	<b>22,968.67</b>	<b>21,935.20</b>

Signed:

Chairman: Mr D Jenkins

Date: 17/11/2023.

Signed:

Treasurer: Mr K Britton

Date: 17/11/2023

I have examined the above Accounts and confirm that the accounts are in accordance with the books, vouchers and information presented to me.

Signed:

Independent Financial Examiner: Mr K Senior

Date: 8 November 2023.

Report to the  
trustees/

members of The charity's trustees are responsible for the preparation of the accounts.

On accounts for the year  
ended

31 October 2023

Charity no 1148898  
(if any)

Set out on pages

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.

Respective  
responsibilities of  
trustees and examiner

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.

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

Independent  
examiner's statement

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

The Burton Bradstock  
Festival of Music and Art

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

\* Please delete the words in the brackets if they do not apply.

Signed:



Date:

10<sup>th</sup> November 2023

Name: Kevin Senior

Relevant professional Retired Bank  
Manager qualification(s) or body (if any):

Address:

8 Wych Ridge

Bridport

Dorset DT6 4JH