



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

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

**From**                      **Period start date**   **01 07 2020** **To Period end date**  
**30 06 2021**

**Charity name: Lytham Performing Arts Festival**

**Charity registration number: 1159967**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The Purpose of the Festival shall be to advance the education of the public in the arts and in particular in the arts of speech and drama, dance and music and other performing arts. To further the Purpose of the Festival it shall have the following powers:</p> <p>To hold or promote annual competitive festivals.</p> <p>To present and promote public performances, concerts and recitals.</p> <p>To affiliate to the British and International Federation of Festivals and to further the charitable purposes of this federation.</p> <p>To do all such other lawful things as are necessary to the attainment of the Purposes of the Festival.</p> <p>Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable in accordance with [section 7 of the Charities and Trustee Investment (Scotland) Act 2005] and [section 2 of the Charities Act (Northern Ireland) 2008].</p>
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	<p>The Trustees have complied with the duty in section 17(5) of the Charities Act 2011 and the Accounts and Report Regulations 2008 to have due regard to public benefit guidance published by the Charity Commission, which is illustrated in this report.</p> <p>The Trustees had due regard to public benefit when making the Charity's application for registration with the</p>

		<p>Charity Commission and continue to have due regard when making decisions after registration.</p> <p>Our main activity is to provide and organise a festival environment for both young people, young adults and adults, including vulnerable people, in music, singing (individual and choirs), musical instruments, speech and drama and dance so that the participants gain experience and enjoyment in the different performing arts. Classes are almost always competitive with the Festival bringing in professional adjudicators to develop talents and provide feedback.</p> <p>A 2-day Music, Singing, Speech and Drama Festival, a 2 day Dance Festival, a 1 day Choir Festival and a One Act Play Festival were all planned for 2020. Unfortunately these were cancelled due to the Covid Pandemic.</p> <p>The Festival is open to any member of the public locally, regionally and nationally.</p> <p>The charity has a local figure of standing as honorary President.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have regard to the guidance issued by the Charity Commission on public benefit.

### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
	Para 1.38	The Trustees of the Charity are volunteers and are appreciative of the

Contribution made by volunteers		many other volunteers who put in their time freely to make the Charity a success.
Other		

## 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>During the accounting year the Charity had planned to put on a Music/Singing and Speech/Drama Festival, a separate Dance Festival, a separate Choir Festival, and a One Act Play Festival. Unfortunately, these were cancelled due to the pandemic.</p> <p>The Charity Plans to run a shortened version of these events in 2022 with the possible addition of a Youth section at the One Act Play Festival.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		



## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Due to the cancellation of events because of the pandemic the charity made a loss of £2656.10 during this accounting period.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Charity's policy is to keep 1 year's expenditure as a reserve but see below.
Amount of reserves held	Para 1.22	£18,310.46
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	None

### 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	Principal source of funds are festival class entrance fees, spectator entry fees and festival programme sales.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO.
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	Election by existing Trustees.

### 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	The Trustees consider what policies are necessary in the light of operational requirements and the advice of an umbrella body for Festivals, the British and International Federation of Festivals (BIFF).
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The charity is a member of an umbrella organisation for Festivals, BIFF, and takes advice from that organisation.
Relationship with any related parties	Para 1.51	See last item.
Other		The Trustees consider and investigate which are the major organisation and site risks in the light of operational requirements and take action to eliminate or mitigate the risks.

## Reference and Administrative details

Charity name	Lytham Performing Arts Festival
Other name the charity uses	
Registered charity number	1159967

Charity's principal address	18, Bailey Avenue, Lytham St Annes, Lancashire. FY8 1FL.

## 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	Mary Park	Chair	September 2021	
2	Anna Cross	Deputy Chair		
3	John McVitie	General Secretary		
4	Alan Cantor			
5	Stephanie Heney			
6	Julie Holmes		September 2021	
7	Pippa Kirk		October 2021	
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Corporate trustees - names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	




## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### 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

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## 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)

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Full name(s)

Mary Brigid Park

Mary Brigid Park	
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Position (eg  
Secretary, Chair, etc)

Chair

Chair	
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Date

25<sup>th</sup> February 2022

25 <sup>th</sup> February 2022
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# Lytham St. Annes Festival of Performing Arts

Charity No 1159967

## INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDING 30 JUNE 2021

Income	2021	2020
	£	£
<b>Entry Fees</b>		
Music	-	2,670.50
Choirs	-	-
One Act Plays	-	100.00
Dance	-	1,110.00
Speech & Drama	-	1,067.00
		4,947.50
<b>Audience &amp; Programmes</b>		
Music, Speech & Drama	-	-
Choirs	-	-
One Act Plays	-	323.93
Dance	-	323.93
Friends & Sponsors	-	536.10
Advertisements	-	460.00
Raffles	-	-
Medal & Ribbon Sales	-	-
Sheet Music Sales	-	-
Donations	11.00	-
Sundries	-	-
Bequest	-	132.60
Investment Interest	2.45	34.52
	<u>13.45</u>	<u>6,434.65</u>
<b>Expenditure</b>		
Adjudicators	-	373.60
Accompanist	-	-
Printing	-	828.25
Venue Costs - prepaid last year/this year	90.00	100.00
BIFF Fees & Insurance	190.00	505.00
Admin	324.05	137.78
Trophies & Medals	613.00	75.00
Lighting & Sound	-	-
Website	1,392.00	1,251.58
Catering	-	-
Sign & Wrist Bands	-	42.48
Refunds	-	18.50
First Aid Cover	-	-
Accounting - accrued last year/this year	50.00	50.00
Cancelled event refunds due	10.50	3,116.50
	<u>2,669.55</u>	<u>6,498.69</u>
<b>Surplus/loss of Income over Expenditure</b>	<u>(2,656.10)</u>	<u>(64.04)</u>
	<u>13.45</u>	<u>6,434.65</u>

# Lytham St. Annes Festival of Performing Arts

Charity No 1159967

## BALANCE SHEET AS AT 30th JUNE 2021

### ACCUMULATION FUND

Balance as at 1st July 2020 B/F	20,966.56	21,030.60
Surplus/loss for the year	(2,656.10)	(64.04)
	<u>18,310.46</u>	<u>20,966.56</u>

### REPRESENTED BY :-

#### CURRENT ASSETS

Debtors	100.00	100.00
Cash at Bank	18,260.46	17,492.19
COIF Deposit Fund	-	6,540.87
	<u>18,360.46</u>	<u>24,133.06</u>

#### Deduct CURRENT LIABILITIES

Creditors - Entry Fee Refunds		
Dance	-	1,234.00
Drama	-	736.50
Music	-	1,146.00
Accountancy	50.00	50.00
	<u>50.00</u>	<u>3,166.50</u>
	<u>18,310.46</u>	<u>20,966.56</u>
	<u>18,310.46</u>	<u>20,966.56</u>

These accounts have been produced by Sue Ireland & Linda Hookham and audited by Stuart Walker (Brookfield Accounting Ltd)

Linda Hookham  
Treasurer

Sue Ireland  
Treasurer

Stuart Walker

11.9.21

08.11.21