



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

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

**From**                      **1<sup>st</sup> July 2021**      **To**                      **30<sup>th</sup> June 2022**

**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 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 Charity Commission and continue to</p>

		have due regard when making decisions after registration.
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	
Contribution made by volunteers	Para 1.38	The Trustees of the Charity are volunteers and are appreciative of the many other volunteers who put in their time freely to make the Charity a success.
Other		

## **Achievements and Performance**

	SORP reference	
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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 put on a Music and Singing Festival, a Speech and Drama Festival and a Festival of Choirs.</p> <p>The Charity Plans to run an enhanced version of these events in 2023 with the possible addition of a Junior Choir Festival.</p>
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### **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	
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.
Amount of reserves held	Para 1.22	£17,875.74
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

### 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:		N/A
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 above
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	None
Registered charity number	1159967

Charity's principal address	18 Bailey Avenue, Lytham St Annes, 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		
2	Anna Cross	Deputy Chair		
3	John McVitie	General Secretary		
4	Sue Ireland	Joint Treasurer	March 2022 - 30 June 2022	
5	Alan Cantor			
6	Stephanie Heney			
7	Pippa Kirk		October 2021 - 20 June 2022	
8	Julie Holmes		September 2021 - June 2022	
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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	None
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

2<sup>nd</sup> March 2023

2 <sup>nd</sup> March 2023
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# Lytham St. Annes Festival of Performing Arts

## Charity No 1159967

### INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDING 30 JUNI

<b>Income</b>		<b>2022</b>	
		<b>£</b>	
<b>Entry Fees</b>			
Music	1,689.00		-
Choirs	330.00		-
One Act Plays	80.00		-
Dance	-		-
Speech & Drama	655.00	2,754.00	-
<b>Audience &amp; Programmes</b>			
Music, Speech & Drama		1,371.82	-
Choirs		238.41	-
One Act Plays	-		-
Dance	-		-
Friends & Sponsors		-	
Adverstisements		320.00	
Raffles		-	
Medal & Ribbon Sales		-	
Venue refunds		135.00	
Donations			
Sundries		-	
Bequest		300.00	
Investment Interest			
		<u>5,119.23</u>	
<b>Expenditure</b>			
Adjudicators		1,537.60	
Accompanist		542.75	
Printing		342.00	
Venue Costs - prepaid last year/this year		1,671.60	
BIFF Fees & Insurance		115.00	
Admin		122.30	
Trophies & Medals		293.00	
Lighting & Sound		-	
Website		424.80	
Catering		94.90	
Sign & Wrist Bands		360.00	
Refunds		-	
First Aid Cover		-	
Accounting - accrued last year/this year		50.00	
Cancelled event refunds due			
		<u>5,553.95</u>	

# Lytham St. Annes Festival of Performing Arts

## Charity No 1159967

Surplus/loss of Income over Expenditure	(434.72)
	5,119.23

### BALANCE SHEET AS AT 30th JUNE 2022

#### ACCUMULATION FUND

Balance as at 1st July 2021 B/F	18,310.46
Surplus/loss for the year	(434.72)
	17,875.74

#### REPRESENTED BY :-

##### CURRENT ASSETS

Debtors	100.00	100.00
Cash at Bank	18,007.44	18,260.46
COIF Deposit Fund	-	
	18,107.44	18,360.46

##### Deduct CURRENT LIABILITIES

Creditors - Entry Fee Refunds		
Dance	-	
Drama	-	
Music	-	
Accruals	231.70	50.00
	231.70	50.00
	17,875.74	
	17,875.74	

These accounts have been produced by Sue Ireland & Linda Hookham and audited Stuart Walker (Brookfield Accounting Ltd) on 17.2.23

Linda Hookham  
Treasurer

Sue Ireland  
Treasurer

Stuart Walker  
Accountant

**Lytham St. Annes Festival of Performing Arts**  
**Charity No 1159967**

**E 2022**

<b>2021 £</b>
-
-
-
-
11.00
-
2.45
13.45
-
90.00
190.00
324.05
613.00
-
1,392.00
-
-
50.00
10.50
2,669.55

**Lytham St. Annes Festival of Performing Arts**  
Charity No 1159967

$$\begin{array}{r} (2,656.10) \\ \hline 13.45 \\ \hline \end{array}$$

[illegible]

by

# **Lytham St. Annes Festival of Performing Arts**

## **Charity No 1159967**

**A62:** Debtor  
A person who owes LSA for received goods or service.  
Money owed to LSA i.e.  
- a person who has entered an event but not yet paid.  
- a deposit paid for future hire of venue?

**A68:** Creditor  
You owe a person for a service provided i.e.  
- adjudicator yet to be paid, or  
- entry fees paid in advance for the following year

Page 6 / 11



Page 7 / 11

Page 8 / 11

Page 9 / 11



