



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **1st July 2023** **To** **30th June 2024**

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	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</p>

services identified in the accounts.		<p>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 have due regard when making decisions after registration.</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	
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		
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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 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 2025.</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	
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	£18,811.54
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.
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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	8 Kingsway, Ansdell, Lytham St Annes, FY8 1AB

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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	Stephanie Heney	Chair		
2	Anna Cross	Deputy Chair		
3	John McVitie			
4	Sue Ireland	Joint Treasurer		
5	Angela Mills	Safeguarding Officer		
6	Pippa Kirk			
7				
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15				
16				
17				
18				
19				
20				

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) S D Heney

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Full name(s) Stephanie Heney

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Position (eg Secretary,
Chair, etc)

Chair

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Date

8th April 2025

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Lytham St. Annes Festival of Performing Arts

Charity No 1159967

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDING 30 JUNE 2024

Income	2024	2023
	£	£
Entry Fees		
Music	1,311.00	2,051.00
Choirs	749.00	548.50
One Act Plays		
Dance		
Speech & Drama	1,283.00	861.00
	3,343.00	3,460.50
Audience & Programmes		
Music, Speech & Drama	1,351.32	1,548.38
Choirs	124.82	149.91
One Act Plays		
Dance		
Adverstisements	420.00	360.00
Grants		300.00
Venue refunds		
Trophy sales		3,571.00
Fundraiser	966.10	794.68
Bequest/donations	23.46	
	6,228.70	10,184.47
Expenditure		
Adjudicators	2,254.39	1,850.95
Accompanist	778.10	772.80
Printing	406.80	553.00
Venue Costs	2,385.19	2,310.02
BIFF Fees & Insurance	205.00	190.00
Admin/Sundries	488.35	93.85
Trophies & Medals	969.34	860.00
Lanyards		238.21
Website	155.34	424.80
Catering	282.93	
Sign & Wrist Bands		
Refunds	41.00	80.00
Charitable donations		100.00
Accounting	50.00	50.00
First aid training	198.00	
	8,214.44	7,523.63
Surplus/loss of Income over Expenditure	(1,985.74)	2,660.84
	6,228.70	10,184.47

Lytham St. Annes Festival of Performing Arts

Charity No 1159967

BALANCE SHEET AS AT 30th JUNE 2024

ACCUMULATION FUND		
Balance as at 1st July 2023 B/F	20,536.58	17,875.74
Surplus/loss for the year	(1,985.74)	2,660.84
	<u>18,550.84</u>	<u>20,536.58</u>
REPRESENTED BY :-		
CURRENT ASSETS		
Debtors		
Cash at Bank	18,811.54	20,586.58
	<u>18,811.54</u>	<u>20,586.58</u>
Deduct CURRENT LIABILITIES		
Creditors	210.70	
Accruals	50.00	50.00
	<u>260.70</u>	<u>50.00</u>
	<u>18,550.84</u>	<u>20,536.58</u>
	<u>18,550.84</u>	<u>20,536.58</u>

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

Linda Hookham
Treasurer

Sue Ireland
Treasurer

Stuart Walker
Accountant

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

Date	Stub no	Total	Ent fees - music	Ent fees - dance	Ent fees - one act play	Ent fees - choir	Ent fees - speech & drama	Ent fees - direct	Aud & Prog - music, speech & drama	Aud & Prog - choirs	Aud & Prog - one act play	Aud & Prog - dance	Friends & Sponsors	Medal & Ribbon Sales	Grants	Advertisem ents	Trophy sales	Refreshment s	Fundraiser events	Bequest/ Donation	Investment Interest	Venue refunds
		-	1,311.00	-	-	749.00	1,283.00	-	1,351.32	124.82	-	-	-	-	-	420.00	-	-	966.10	23.46	-	
07.08.2023																			7.94			
09.08.2023																			47.16			
15.08.2023	1172																		911.00			
04.10.2023							18.50															
19.10.2023							18.50															
08.11.2023							18.50															
13.11.2023							18.50															
27.11.2023			34.50																			
01.12.2023							11.50															
07.12.2023							16.50															
07.12.2023			13.00																			
07.12.2023			13.00																			
12.12.2023			18.50																			
12.12.2023			18.50																			
12.12.2023			18.50																			
13.12.2023							13.00															
13.12.2023							16.00															
13.12.2023			18.50																			
14.12.2023							13.00															
15.12.2023			13.00																			
15.12.2023			24.00																			
15.12.2023							30.00															
18.12.2023							30.00															
18.12.2023							35.00															
18.12.2023			13.00																			
18.12.2023							24.00															
18.12.2023			24.00																			
18.12.2023							18.50															
18.12.2023			18.50																			
19.12.2023			15.00																			
19.12.2023							18.50															
20.12.2023			15.00																			
20.12.2023			15.00																			
22.12.2023	1174		40.00				39.00															
22.12.2023			41.00																			
22.12.2023			38.00																			
22.12.2023			186.50																			
22.12.2023			13.00																			
22.12.2023	1173		118.50				28.50															
27.12.2023			21.50																			
27.12.2023			31.50																			
02.01.2024			28.00																			
04.01.2024							29.50															
04.01.2024			18.50																			
05.01.2024							18.50															
08.01.2024							23.50															
08.01.2024							20.50															
09.01.2024			21.50																			
09.01.2024							7.50															
10.01.2024			18.00																			
11.01.2024							18.50															
12.01.2024			13.00																			
12.01.2024			18.50																			
15.01.2024			18.50																			
15.01.2024			13.00																			

Date	Stub no	Total	Ent fees - music	Ent fees - dance	Ent fees - one act play	Ent fees - choir	Ent fees - speech & drama	Ent fees - direct	Aud & Prog - music, speech & drama	Aud & Prog - choirs	Aud & Prog - one act play	Aud & Prog - dance	Friends & Sponsors	Medal & Ribbon Sales	Grants	Advertisem ents	Trophy sales	Refreshment s	Fundraiser events	Bequest/ Donation	Investment Interest	Venue refunds
		-	1,311.00	-	-	749.00	1,283.00	-	1,351.32	124.82	-	-	-	-	-	420.00	-	-	966.10	23.46	-	
15.01.2024							18.50															
15.01.2024							18.50															
15.01.2024			18.50																			
15.01.2024			13.00																			
15.01.2024			13.00																			
16.01.2024			13.00																			
16.01.2024			13.00																			
17.01.2024			7.50																			
17.01.2024			7.50																			
18.01.2024			8.50																			
22.01.2024			13.00																			
23.01.2024							7.00															
23.01.2024			13.00																			
24.01.2024							7.50															
29.01.2024							16.50															
29.01.2024							2.00															
29.01.2024							18.50															
29.01.2024							8.00															
30.01.2024			60.50																			
31.01.2024	1176		42.00				7.50															
31.01.2024	1175		75.50																			
07.02.2024			5.00																			
08.02.2024							224.50															
12.02.2024							18.50															
12.02.2024			18.50																			
12.02.2024			7.50																			
12.02.2024							18.50															
12.02.2024			7.50																			
14.02.2024			30.00																			
19.02.2024							11.00															
23.02.2024			13.00																			
27.02.2024			13.00																			
28.02.2024			7.50																			
01.03.2024							29.00															
01.03.2024							24.00															
01.03.2024							9.50															
01.03.2024							7.50															
01.03.2024							5.50															
04.03.2024							7.50															
04.03.2024							41.00															
04.03.2024							19.00															
04.03.2024							16.50															
04.03.2024							16.50															
04.03.2024							5.50															
05.03.2024							20.50															
05.03.2024							18.50															
05.03.2024							24.00															
06.03.2024							16.50															
06.03.2024							18.50															
08.03.2024																				0.98		
13.03.2024							18.50															
13.03.2024																				0.98		
14.03.2024																40.00						
18.03.2024							23.50															
18.03.2024							28.00															

- Income

04/09/2025

[illegible]

04/09/2025

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- Expenditure

04/09/2025

Date	Cheque No	Payee	Adjudicator fees	Accompanist fees	Printing	Venue Costs	BIFF Fees & Insurance	Sundries	Trophies & Medals	Lighting & Sound	Website	Charitable donations	Catering	Refunds	Accounting	First Aid Cover
	Total	8,003.74	£ 2,043.69	£ 778.10	£ 406.80	£ 2,385.19	£ 205.00	£ 488.35	£ 969.34	£ -	£ 155.34	£ -	£ 282.93	£ 41.00	£ 50.00	£ 198.00
21.07.2023		AKS				£ 216.98										
07.08.2023		Pastry Pete											250.00			
07.08.2023		Raffle tickets, bottled water, red cabbage						26.32								
07.08.2023		Lytham Methodist Church				50.00										
29.08.2023		Create annual fee									84.84					
29.08.2023		Create domain registration (2 years)									24.90					
31.08.2023		Northern Monkey annual fees									45.60					
09.10.2023		BIFF membership renewal					125.00									
09.10.2023		Sylvia flowers (Mary)						35.00								
23.10.2023		Karen thank you gift (Mary)						12.00								
23.10.2023		Travel expenses (John)						47.25								
20.11.2023		Brookfield Accounting													50.00	
22.11.2023		Target Trophies (pin badges)							330.00							
27.11.2023		BIFF insurance renewal					80.00									
09.01.2024		Travelodge (G Pearce)	38.99													
29.01.2024		Chalk boards and coffee (Steph)						204.15								
13.02.2024		Training at Work														198.00
26.02.2024		Chalk pens and tablecloth (Steph)						45.97								
06.03.2024		Silvo (Sue)						6.99								
07.03.2024		Cash prize (Drama)							100.00							
18.03.2024		J Saunders	323.30													
18.03.2024		S Mackay	200.00													
18.03.2024		A Rees	357.50													
18.03.2024		J Garcia	227.90													
18.03.2024		C Hall-Smith		269.10												
18.03.2024		M Parkes		350.00												
18.03.2024		S G De'Ath		159.00												
18.03.2024		G Pearce	312.50													
20.03.2024		E Bell	309.00													
20.03.2024		Breverton (A Rees)	68.00													
20.03.2024		PNG			354.80											
26.03.2024		Water flasks (Steph)						45.00								
27.03.2024		Cash prize (Music)							100.00							
08.04.2024		Cash prize (Music)							100.00							
08.04.2024		C Marlow	206.50													
09.04.2024		Ruth Yates												41.00		
18.04.2024		Postage, coffee, breakfasts (Steph)						43.67								
22.04.2024		AKS				1,930.49										
23.04.2024		Impact Trophies (ribbons)							254.40							
05.06.2024		PNG			52.00											
12.06.2024		Travel expenses (John)						22.00								
12.06.2024		Catering (Steph)											32.93			
18.06.2024		AKS				187.72										
27.06.2024		Impact Trophies (in Alan's name)							84.94							

Cheque no. 1328 dated 8/6/24 payee Ian Crawford remains uncashed as at time of Accounts compl

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