

Tavistock Festival CIO

Charity No. 1169664

Trustees' Report and Unaudited Accounts

31 July 2020

Tavistock Festival CIO

Year ended 31 July 2020

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Tavistock Festival CIO

Legal and Administrative Details

Year ended 31 July 2020

The Tavistock Festival CIO is a registered charity (no. 1169664). It was established under its constitution adopted on 13 October 2016.

The principal address of the charity is 7 Carmel Gardens, Tavistock, PL19 8RG.

Main agents:

Independent examiner

Helen Alcock

Dennathorne Accountancy Services

Dennathorne

Down Road

Tavistock

PL19 9AG

Bankers

Barclays Bank PLC

Tavistock Festival CIO

Trustees' Annual Report

Year ended 31 July 2020

The Trustees present their report with the unaudited financial statements of the charity for the year ended 31 July 2020.

Trustees

The following served during the year:

Mrs Helena Ancil

Ms Rebecca Garland

Mr Christopher Kirwin

Dr Sean Sweeney

The charity's activities are governed by the constitution established on 13 October 2016 and is constituted as a Charitable Incorporated Organisation with voting members other than its charity trustees. Trustees are elected by the members and one third of the charity trustees shall retire from office at each annual general meeting.

Objectives and activities

The objects of the CIO are to advance the education of the public in the arts, including, but not restricted to, music, singing, drama, mime, dance, painting, photography and sculpture and in matters of historical, scientific and general interest by the provision of festivals and similar events in the vicinity of Tavistock.

Review of progress and achievement

Thanks to the devotion of an active Festival Committee the business has been extremely well managed this year. Positive relationships with a growing cohort of sponsors and supporters have provided a more secure platform for planning and better control of income and expenditure. Sadly, the onset of Covid 19 brought 2020's Festival to an abrupt halt just before the first event. Extensive advertising had generated good support for the varied programme and we were optimistic that we were embarking on a successful venture in all respects.

The Festival programme 2020 was formulated based on the successes of previous years featuring the North Devon Sinfonia, Mount Kelly Choral Society, the Stannary Brass Band's 25th Anniversary concert and a special VE Day Anniversary event. Calstock's Big Jazz Choir and a children's concert were scheduled to appeal to a wider concert going audience.

Notwithstanding the cancellation of these events our significant sponsors have allowed funds to be carried forward to 2021 and other deposits have also been carried forward. We look forward to 2021 in the hope that much of the planned 2020 programme can be presented. In the meantime, Friends of the Festival are planning a short series of lunchtime concerts to raise income.

Tavistock Festival CIO

Trustees' Annual Report (continued)

Year ended 31 July 2020

Reserves policy

The Trustees' policy is that any surplus accrued from donations, sponsorship, Friends' events and membership and from the Festival is used to make more money available to promote the following year's Festival.

Approved by the trustees on 15/04/2021 and signed on their behalf by:

Dr S Sweeney

Chairman

Ms R C H Garland

Treasurer

Statement of Trustees' Responsibilities

Year ended 31 July 2020

The trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs and of the surplus or deficit of the charity for that period. In preparing those financial statements, the trustees are required to:-

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

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets and liabilities of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Tavistock Festival CIO

Independent Examiner's Report to the Trustees of Tavistock Festival CIO

Year ended 31 July 2020

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 144(2) of the Charities Act 2011 (the 2011 Act) does not apply.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- To follow the procedures laid down in the General Directions given by the Charity Commissioner under section 145(5)(b) of the 2011 Act; and
- 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 Commissioners. 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 you as trustees concerning 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:

1. Which gives me reasonable cause to believe that in any material respect the requirements
 - a. To keep accounting records in accordance with section 130 of the 2011 Act; and
 - b. To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act.Have not been met; or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

H F Alcock

Dennathorne Accountancy Services
Dennathorne
Down Road
Tavistock
PL19 9AG

21/04/2021

Tavistock Festival CIO

Statement of Financial Activities (including Income & Expenditure Account)

Year ended 31 July 2020

	Notes	2020 £	2019 £
Income from:			
Donations	3	382	1,288
Charitable activities	4	1,607	6,316
		1,989	7,604
Expenditure on:			
Charitable activities	5	2,074	7,912
		2,074	7,912
Net (deficit)/income		(85)	(308)
Reconciliation of funds			
Funds brought forward		215	523
Total funds carried forward		130	215

Tavistock Festival CIO

Balance Sheet

Year ended 31 July 2020

	Notes	2020	2019
		£	£
Current assets			
Stock		178	179
Debtors	7	366	453
Cash at bank and in hand		6	63
		<u>550</u>	<u>695</u>
Loans	8	(120)	
Deferred income	9	<u>(300)</u>	<u>(480)</u>
Net Current Assets		130	215
Total Net Assets		<u>130</u>	<u>215</u>
The Funds of the Charity			
Unrestricted funds			
Balance brought forward		215	523
Net (deficit)/ income for the period		<u>(85)</u>	<u>(308)</u>
Total Charity Funds		<u>130</u>	<u>215</u>

Approved by the trustees on --/--/2021 and signed on their behalf by:

Dr S Sweeney
Chairman

Ms R Garland
Treasurer

Tavistock Festival CIO

Notes to the Accounts

Year ended 31 July 2020

1. Accounting policies

The following principal accounting policies have been applied:

a. Accounting bases

The financial statements have been prepared under the historical cost convention and are in accordance with the Charities SORP (FRS201) and FRS 102 including Section 1A.

b. Income

All income is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty. Income is deferred when it is received in advance of the period to which it relates or where there are terms or conditions which must be met.

c. Expenditure

Expenditure is included in the Statement of Financial Activities on the accruals basis. All expenditure is directly attributable to specific activities and has been included in the appropriate cost categories.

d. Fixed assets and depreciation

Assets acquired for the charity's use are capitalised and included in the balance sheet at cost, or if donated, at the value at the date of acquisition.

Depreciation of fixed assets is calculated to write off their cost or valuation less any residual value over their estimated useful lives using the following rates:-

Buildings and improvements	10% straight line basis
Fixtures, fittings and equipment	25% reducing balance basis

2. Trustees' remuneration and expenses

Trustees did not receive any remuneration or expenses for their services as Trustees during the year.

3. Donations

	2020	2019
	£	£
Donations and fundraising	382	1,288
	382	1,288

4. Charitable activities income

	2020	2019
	£	£
Events	97	2,989
Merchandise sales	20	
Sponsorship	1,490	3,327
	1,607	6,316

Tavistock Festival CIO

Notes to the Accounts

Year ended 31 July 2020

5. Charitable activities expenses

	2020	2019
	£	£
Events costs	543	2,870
Support costs	296	965
Advertising	1,235	4,077
	2,074	7,912

6. Charitable activities expenses include

	2020	2019
	£	£
Accountancy – Independent Examination	100	300
	100	300

7. Debtors

	2020	2019
	£	£
Trade debtors	366	453
Other debtors	-	-
	453	453

8. Loans

	2020	2019
	£	£
Loan from trustee	120	-
	120	-

9. Debtors

	2020	2019
	£	£
Deferred income transferred from TM&AF Ltd	480	660
Released in the year	(180)	(180)
Income deferred in the year	-	-
	300	480

Tavistock Festival CIO

Detailed Profit and Loss Account

Year ended 31 July 2020

	2020 £	2019 £
Income from:		
Donations and fundraising	382	1,288
Charitable activities		
Events	97	2,989
Merchandise sales	20	-
Sponsorship	1490	3,327
	1,607	6,316
Total	1,989	7,604
Expenditure on:		
Charitable activities		
Musicians and artists	325	1,612
Venues	178	916
Catering	-	267
Licences	40	75
Merchandise	-	-
	543	2,870
Support costs		
Sundry and office expenses	176	227
Bank charges	20	32
Accountancy	100	300
Insurance	-	306
Donations	-	100
	296	965
Advertising		
Advertising	1,235	4,077
Total	2,074	7,912
Net (deficit)/income	(85)	(308)