

REGISTERED COMPANY NUMBER: 10016211 (England and Wales)
REGISTERED CHARITY NUMBER: 1171761

The Appledore Book Festival
Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 December 2021

R T Marke & Co Ltd
Chartered Accountants
69 High Street
Bideford
Devon
EX39 2AT

The Appledore Book Festival

Contents of the Financial Statements for the Year Ended 31 December 2021

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The Appledore Book Festival (Registered number: 10016211)

Report of the Trustees for the Year Ended 31 December 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014.

OBJECTIVES AND ACTIVITIES

Objectives and aims

To advance the education of the public in the subject of literature, reading and the local history of Appledore and its surrounding area.

To advance any purpose that is charitable according to the laws of England and Wales and for the benefit of the public.

To provide opportunities for all ages and abilities to increase their enjoyment of reading and engage in creative writing by having access to high quality book-related events.

To raise money to supplement Schools' Outreach Programme.

To support local charities, as determined by the trustees.

To encourage the continued use and sustainability of libraries within North Devon

To raise the profile of Appledore and the surrounding area through an annual book festival and related activities.

Grantmaking

Grants are made to other charities based on available surplus and at the Trustees' discretion, ensuring at all times that the charity's objects are complied with.

In 2020 the festival made a loss and therefore the trustees ensured that the reserves were brought back up to £50,000 before allocating funds from the 2021 surplus. It has been agreed that £2,000 should be set aside to support the Schools Programme and local community projects including St Mary's Hall.

The Appledore Book Festival (Registered number: 10016211)

Report of the Trustees for the Year Ended 31 December 2021

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Since its foundation in 2006 the Appledore Book Festival has set out to provide access to book-related events to the residents of Appledore in particular, and a wider public in general, to increase the enjoyment of books and reading in the community.

The board of nine trustees met eight times during the year to ensure that The Appledore Book Festival complied with its Articles of Association, charity law, company law and any other relevant legislation or regulations and that it pursues its aims and objectives.

The trustees worked very closely with the Festival Director and other key personnel providing support and guidance whenever necessary. They took the decision not to hold a drive-in but to support the Festival Director's alternative suggestion of a hybrid festival using a marquee at Skern followed by several days in village venues. Inevitably this posed a financial risk and following the loss of the previous year the trustees were wary. A very detailed budget was adopted but it was necessary to make sure that sufficient income in the form of grants, sponsors, friends' memberships and donations was secured to cover the additional costs of the marquee and audio-visual equipment. A united effort between Trustees and the Festival Committee resulted in the securement of well over £50,000.

The 2021 Festival, under the enthusiastic and skilful direction of Ann Juby, was an enormous success. The marquee was well received by presenters and audiences alike and ticket sales exceeded our predictions. The trustees took a very active role during the festival by interviewing, introducing events, collecting and looking after authors, serving canapés and drinks etc.

In November, trustees attended a planning day where strengths, weaknesses and strategies for the future were discussed. Strategic plans for the future were drawn up and some of these, including the appointment of another patron, Ann Cleaves, are already being implemented as we prepare for the 2022 Festival.

Benefits to the Village

The Festival attracted many visitors to Appledore village and Skern Lodge. The local shops, hotels, B&Bs and restaurants benefited from additional custom and the people from Appledore were able to enjoy an array of cultural events. The Schools Programme brought renowned authors into the schools to excite and inspire the readers and writers of the future.

Support

All of the above was achieved thanks to the efforts of an amazing festival team which included countless hours from volunteers. Our thanks also go to all the businesses and individuals who have supported us financially either through sponsorship or in kind. We are extremely grateful for the grants received from the following grants providers:

For the main festival: The Balsdon Trust, Bideford Bridge Trust, The Elmgrant Trust, Foyles, The Masons, Northam Town Council and individual district and county councillors.

For the Schools Programme: The Amory Trust, Fullabrook, The Norman Family Trust, The Northam Mayor and several Local Rotary Clubs.

Without this support there would be no Festival and we are eternally grateful to everyone who contributed towards its success, including the audiences, without whom we definitely could not function.

Financial effect of significant events

In September 2021 we still had to adhere to certain restrictions to ensure COVID-safe festival which meant additional costs relating to the hire of equipment to put on events at Skern.

The Schools Week went ahead with greater take-up than expected but some events had to be postponed until 2022 due to Covid outbreaks.

There were no other significant financial events during the year.

The Appledore Book Festival (Registered number: 10016211)

Report of the Trustees for the Year Ended 31 December 2021

FINANCIAL REVIEW

Reserves policy

The net incoming resources for the year amounted to £57,473 (2020 - net outgoing resources £26,259), all of which was the amount attributable to general reserves, which now stand at £100,993 (2020 - £43,520).

The Trustees have established a policy whereby sufficient free reserves are maintained as unrestricted funds to allow the charity to continue to operate in the event of a short-term drop in funding. The amount which the Trustees consider sufficient for this purpose is £50,000.

Since we had to use approximately £20,000 from our cash reserves the Trustees and Committee members embarked on a massive fundraising programme in order to replenish reserves.

FUTURE PLANS

As trustees we are committed to improving the festival year on year whilst retaining the friendly, small festival atmosphere. Plans for a 2022 hybrid festival are underway using village venues, Kingsley School and Skern. The aim is to continue to provide a surplus to ensure that we are able to comply with the aims of the charity. In particular, the trustees are keen to increase the visibility of the School Programme since they recognise the importance of raising literacy levels by inspiring the readers and writers of the future.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 19 February 2016. The company was established under a Memorandum of Association as amended on 8 December 2016, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

Public benefit

As trustees of the charity we have complied with the duty in Section 17 of the 2011 Charities Act to have due regard to guidance published by the Charity Commission.

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings and will continue to do so in the coming year.

Recruitment and appointment of new trustees

New trustees are nominated and appointed at the annual general meeting.

All new trustees are inducted and trained by the existing trustees.

Organisational structure

The board of Trustees met eight times during the year to ensure that The Appledore Book Festival complied with its governing document, charity law, company law and any other relevant legislation or regulations. This was done by making sure that all the correct policies and documents were place and by reviewing them regularly. We also worked closely with the Festival Director and other key personnel providing support and guidance whenever necessary.

Key management remuneration

The trustees, together with the Festival Committee, are the key management personnel in charge of directing and controlling the charity. All trustees and committee members give their time freely and no trustee received remuneration during the year. Details of trustees' expenses and related party transactions are disclosed in note 10 to the accounts.

Patrons

We have an amazing group of patrons who supported us in 2021 with several of them chairing events. A new patron, Ann Cleaves, joined the team in May 2022.

The Appledore Book Festival (Registered number: 10016211)

Report of the Trustees for the Year Ended 31 December 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The Trustees of the Appledore Book Festival in recognition of their duty to manage appropriately the risks involved in carrying out the aims and objectives in the Book Festival Constitution, undertake as follows:

(i) to keep under regular review the major risks likely to affect the Festival in the areas of

governance

operations

finances

environmental and external factors

compliance with laws and regulations;

(ii) to ensure that major risks are identified, addressed and reviewed; and

(iii) to establish control systems to manage such risks.

The Trustees have received regular reports on risk identification processes and their evaluation and monitoring. It was the duty of the Festival Director to make a risk assessment for the running of the Festival and to document details regarding the safety provisions for all venues used for festival events.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

10016211 (England and Wales)

Registered Charity number

1171761

Registered office

18 Windmill Lane

Northam

Bideford

Devon

EX39 1BZ

Trustees

Richard Hamilton Cable

Chairman

Janet Dianne Thompson

Secretary

David Johnson

Treasurer, appointed 07/02/2022, resigned 14/09/2022

Judith Ann Byrne

Elizabeth Louise Eggleton

Appointed 05/02/2021

Patricia Hadley-Smith

Mark Juby

Patricia Lancaster

Appointed 07/02/2022

Susan Sandon

Sara Mendosa

Resigned 07/02/2022

John Rankine

Resigned 07/02/2022

David Dykes Stevenson

Appointed 14/09/2022

The Appledore Book Festival (Registered number: 10016211)

Report of the Trustees for the Year Ended 31 December 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Edward Meardon FCA
R T Marke & Co Ltd
Chartered Accountants
69 High Street
Bideford
Devon
EX39 2AT

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of The Appledore Book Festival for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 14 September 2022 and signed on its behalf by:

Janet Dianne Thompson - Trustee

Independent Examiner's Report to the Trustees of The Appledore Book Festival (Registered number: 10016211)

Independent examiner's report to the trustees of The Appledore Book Festival ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Edward Meardon FCA
R T Marke & Co Ltd
Chartered Accountants
69 High Street
Bideford
Devon
EX39 2AT

Date: 29 September 2022

The Appledore Book Festival

Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the Year Ended 31 December 2021

	Notes	Unrestricted fund £	Designated Funds £	Restricted fund £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM						
Donations and legacies	3	46,327	-	-	46,327	5,510
Charitable activities	5					
Main Festival		89,474	-	-	89,474	43,740
Schools		-	10,980	3,620	14,600	-
Other trading activities	4	7,012	-	-	7,012	5,884
Other income		16,820	-	-	16,820	5,803
Total		159,633	10,980	3,620	174,233	60,937
EXPENDITURE ON						
Raising funds						
Other trading activities	6	520	-	-	520	4,694
		520	-	-	520	4,694
Charitable activities	7					
Main Festival		99,231	-	-	99,231	81,782
Fringe Events		2,136	-	-	2,136	-
Schools		-	10,173	3,620	13,793	-
Other charitable activities		1,080	-	-	1,080	720
Total		102,967	10,173	3,620	116,760	87,196
NET INCOME/(EXPENDITURE)		56,666	807	-	57,473	(26,259)
RECONCILIATION OF FUNDS						
Total funds brought forward		38,447	5,073	-	43,520	69,779
TOTAL FUNDS CARRIED FORWARD		95,113	5,880	-	100,993	43,520

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

The Appledore Book Festival (Registered number: 10016211)

Balance Sheet 31 December 2021

	Notes	Unrestricted fund £	Designated Funds £	Restricted fund £	2021 Total funds £	2020 Total funds £
FIXED ASSETS						
Tangible assets	13	1,331	-	-	1,331	2,667
CURRENT ASSETS						
Debtors	14	4,885	-	-	4,885	17
Cash at bank		<u>94,207</u>	<u>5,880</u>	<u>-</u>	<u>100,087</u>	<u>41,586</u>
		99,092	5,880	-	104,972	41,603
CREDITORS						
Amounts falling due within one year	15	(5,310)	-	-	(5,310)	(750)
NET CURRENT ASSETS		<u>93,782</u>	<u>5,880</u>	<u>-</u>	<u>99,662</u>	<u>40,853</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>95,113</u>	<u>5,880</u>	<u>-</u>	<u>100,993</u>	<u>43,520</u>
NET ASSETS		<u>95,113</u>	<u>5,880</u>	<u>-</u>	<u>100,993</u>	<u>43,520</u>
FUNDS	16					
Unrestricted funds					<u>100,993</u>	<u>43,520</u>
TOTAL FUNDS					<u>100,993</u>	<u>43,520</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The Appledore Book Festival (Registered number: 10016211)

Balance Sheet - continued 31 December 2021

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 14 September 2022 and were signed on its behalf by:

Richard Hamilton Cable - Trustee

Susan Sandon - Trustee

The Appledore Book Festival

Notes to the Financial Statements for the Year Ended 31 December 2021

1. STATUTORY INFORMATION

The Appledore Book Festival is a charitable company, limited by guarantee, registered in England and Wales. The charitable company's registered number and registered office address can be found in the Report of the Trustees.

The presentation currency of the financial statements is the Pound Sterling (£).

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The Appledore Book Festival is a registered charity and so achievements cannot be measured by normal commercial criteria of profit and loss. Accordingly, in order to give a true and fair view the directors have applied the provisions of section 396(4) of the Companies Act 2006 and have presented a Statement of Financial Activities instead of a profit and loss account. This has been prepared in accordance with the SORP and in the opinion of the directors better reflects the special nature of the charity's activities.

The principal accounting policies adopted in the preparation of the financial statements are set out below and remain unchanged from the previous period, and also have been consistently applied within the same accounts.

Financial reporting standard 102 - reduced disclosure exemptions

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating staff costs by the time spent and other costs by their usage.

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

The Appledore Book Festival

Notes to the Financial Statements - continued for the Year Ended 31 December 2021

2. ACCOUNTING POLICIES - continued

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 25% straight line
Computer equipment	- 33% straight line

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended by management.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Going concern

Having regard to the charity's anticipated future revenues and costs including repayment of debt where appropriate, together with the expected availability of working capital, the trustees consider that it is appropriate to prepare the financial statements on the going concern basis.

3. DONATIONS AND LEGACIES

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Donations	<u>46,327</u>	<u>-</u>	<u>46,327</u>	<u>5,510</u>

4. OTHER TRADING ACTIVITIES

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Fundraising events	3,552	-	3,552	-
Food and drink	862	-	862	5,106
Waterstone commission on book sales	<u>2,598</u>	<u>-</u>	<u>2,598</u>	<u>778</u>
	<u>7,012</u>	<u>-</u>	<u>7,012</u>	<u>5,884</u>

The Appledore Book Festival

Notes to the Financial Statements - continued for the Year Ended 31 December 2021

5. INCOME FROM CHARITABLE ACTIVITIES

		2021 £	2020 £
Ticket sales	Activity Main Festival	78,144	35,660
Friends of Appledore Book Festival	Main Festival	11,330	8,080
Income from schools	Schools	10,980	-
Grants	Schools	3,620	-
		<u>104,074</u>	<u>43,740</u>

Grants received, included in the above, are as follows:

		2021 £	2020 £
Grants	Rotary Club	1,420	-
Grants	M Fullabrook	1,000	-
Grants	Norman Family Charitable Trust	1,000	-
Grants	Sir John and Lady Amory Charitable Trust	200	-

6. OTHER TRADING ACTIVITIES

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Bad debts	-	-	-	370
Cost of food and drink	520	-	520	4,324
	<u>520</u>	<u>-</u>	<u>520</u>	<u>4,694</u>

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 8) £	Totals £
Main Festival	86,931	12,300	99,231
Fringe Events	2,136	-	2,136
Schools	13,793	-	13,793
Other charitable activities	-	1,080	1,080
	<u>102,860</u>	<u>13,380</u>	<u>116,240</u>

The Appledore Book Festival

Notes to the Financial Statements - continued for the Year Ended 31 December 2021

8. SUPPORT COSTS

	Other expenditure £	Governance costs £	Totals £
Main Festival	12,300	-	12,300
Other charitable activities	<u>-</u>	<u>1,080</u>	<u>1,080</u>
	<u>12,300</u>	<u>1,080</u>	<u>13,380</u>

Support costs, included in the above, are as follows:

			2021	2020
	Main Festival £	Other charitable activities £	Total activities £	Total activities £
Advertising	3,630	-	3,630	3,887
Gifts	579	-	579	120
Postage and stationery	865	-	865	108
Subscriptions and filing fee	838	-	838	761
Signage and banners	2,564	-	2,564	-
Bank charges	121	-	121	84
Sundry	711	-	711	656
Website costs	1,656	-	1,656	1,848
Depreciation of tangible fixed assets	1,336	-	1,336	1,336
Loss on disposal of tangible fixed assets	-	-	-	7,838
Independent examiner's remuneration	<u>-</u>	<u>1,080</u>	<u>1,080</u>	<u>720</u>
	<u>12,300</u>	<u>1,080</u>	<u>13,380</u>	<u>17,358</u>

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021 £	2020 £
Independent examiner's remuneration	1,080	720
Depreciation - owned assets	1,336	1,336
Deficit on disposal of fixed assets	<u>-</u>	<u>7,838</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

Trustees' expenses

The trustees' expenses paid in the year totalled £1,943, claimed by 4 trustees. This was £142 for author mileage, £426 for venue hire, £80 for gifts, £520 for cost of food and drink, £135 for other sundry expenses, £241 for school mileage expenses, £47 for postage and stationery, £13 for subscriptions and £339 for signage and banners.

The Appledore Book Festival

Notes to the Financial Statements - continued for the Year Ended 31 December 2021

11. STAFF COSTS

There were no employees under contracts of employment in force at any time either during the period.

No employees received emoluments in excess of £60,000.

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Designated Funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM				
Charitable activities				
Main Festival	43,740	-	-	43,740
Other trading activities	11,394	-	-	11,394
Other income	<u>5,803</u>	<u>-</u>	<u>-</u>	<u>5,803</u>
Total	60,937	-	-	60,937
EXPENDITURE ON				
Raising funds				
Other trading activities	<u>4,694</u>	<u>-</u>	<u>-</u>	<u>4,694</u>
	4,694	-	-	4,694
Charitable activities				
Main Festival	81,728	54	-	81,782
Other charitable activities	<u>720</u>	<u>-</u>	<u>-</u>	<u>720</u>
Total	<u>87,142</u>	<u>54</u>	<u>-</u>	<u>87,196</u>
NET INCOME/(EXPENDITURE)	(26,205)	(54)	-	(26,259)
RECONCILIATION OF FUNDS				
Total funds brought forward	<u>64,652</u>	<u>5,127</u>	<u>-</u>	<u>69,779</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>38,447</u></u>	<u><u>5,073</u></u>	<u><u>-</u></u>	<u><u>43,520</u></u>

The Appledore Book Festival

Notes to the Financial Statements - continued for the Year Ended 31 December 2021

13. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 January 2021 and 31 December 2021	<u>3,231</u>	<u>3,240</u>	<u>6,471</u>
DEPRECIATION			
At 1 January 2021	2,724	1,080	3,804
Charge for year	<u>256</u>	<u>1,080</u>	<u>1,336</u>
At 31 December 2021	<u>2,980</u>	<u>2,160</u>	<u>5,140</u>
NET BOOK VALUE			
At 31 December 2021	<u>251</u>	<u>1,080</u>	<u>1,331</u>
At 31 December 2020	<u>507</u>	<u>2,160</u>	<u>2,667</u>

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Operating debtors	4,478	17
Prepayments and accrued income	<u>407</u>	<u>-</u>
	<u>4,885</u>	<u>17</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Other creditors	750	750
Accruals and deferred income	<u>4,560</u>	<u>-</u>
	<u>5,310</u>	<u>750</u>

The Appledore Book Festival

Notes to the Financial Statements - continued for the Year Ended 31 December 2021

16. MOVEMENT IN FUNDS

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	38,447	56,666	95,113
Designated Funds	<u>5,073</u>	<u>807</u>	<u>5,880</u>
	<u>43,520</u>	<u>57,473</u>	<u>100,993</u>
TOTAL FUNDS	<u>43,520</u>	<u>57,473</u>	<u>100,993</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	159,633	(102,967)	56,666
Designated Funds	<u>10,980</u>	<u>(10,173)</u>	<u>807</u>
	170,613	(113,140)	57,473
Restricted funds			
Restricted	<u>3,620</u>	<u>(3,620)</u>	<u>-</u>
TOTAL FUNDS	<u>174,233</u>	<u>(116,760)</u>	<u>57,473</u>

Comparatives for movement in funds

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	64,652	(26,205)	38,447
Designated Funds	<u>5,127</u>	<u>(54)</u>	<u>5,073</u>
	<u>69,779</u>	<u>(26,259)</u>	<u>43,520</u>
TOTAL FUNDS	<u>69,779</u>	<u>(26,259)</u>	<u>43,520</u>

The Appledore Book Festival

Notes to the Financial Statements - continued for the Year Ended 31 December 2021

16. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	60,937	(87,142)	(26,205)
Designated Funds	<u>-</u>	<u>(54)</u>	<u>(54)</u>
	<u>60,937</u>	<u>(87,196)</u>	<u>(26,259)</u>
TOTAL FUNDS	<u>60,937</u>	<u>(87,196)</u>	<u>(26,259)</u>

General funds are ticket sales and other incoming resources receivable or generated for the objects of the charity without further specific purpose and which the charity may use for its purpose at its discretion.

Restricted funds relate to monies donated with the specific restriction that they contribute towards the cost of the schools programme.

Designated funds are funds that the trustees have chosen to set aside for the provision of the schools programme.

17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2021.

18. MEMBERSHIP

The company is limited by guarantee and does not have a share capital.

In the event of the company being wound up, the members of the company are liable to contribute to any deficiency there may be, providing the contribution shall not exceed £10 per member.

The total number of members at 31 December 2021 was 9.

The Appledore Book Festival

Detailed Statement of Financial Activities for the Year Ended 31 December 2021

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS				
Donations and legacies				
Donations	46,327	-	46,327	5,510
Other trading activities				
Fundraising events	3,552	-	3,552	-
Food and drink	862	-	862	5,106
Waterstone commission on book sales	2,598	-	2,598	778
	7,012	-	7,012	5,884
Charitable activities				
Ticket sales	78,144	-	78,144	35,660
Income from schools	10,980	-	10,980	-
Friends of Appledore Book Festival	11,330	-	11,330	8,080
Grants	-	3,620	3,620	-
	100,454	3,620	104,074	43,740
Other income				
Advertising and sponsorship	16,820	-	16,820	5,803
Total incoming resources	170,613	3,620	174,233	60,937
EXPENDITURE				
Other trading activities				
Bad debts	-	-	-	370
Cost of food and drink	520	-	520	4,324
	520	-	520	4,694

The Appledore Book Festival

Detailed Statement of Financial Activities for the Year Ended 31 December 2021

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Charitable activities				
Festival director's fees	27,445	-	27,445	24,000
Programme and ticket production	4,483	-	4,483	986
Box office commission	3,000	-	3,000	1,000
Box office expenses	5,690	-	5,690	2,065
Venue hire	13,346	-	13,346	3,373
Sound, lighting and broadband	17,950	-	17,950	20,684
Authors' appearance fees	6,600	-	6,600	6,937
Author accommodation	4,458	-	4,458	1,980
Author food and refreshments	1,097	-	1,097	1,953
Author stewards mileage expenses	175	-	175	237
Author travel expenses	935	-	935	11
Public liability insurance	204	-	204	252
Venue beautification	30	-	30	1,612
Special events	1,518	-	1,518	-
Fringe performer fees	2,136	-	2,136	-
Schools authors' fees/expenses	5,180	3,620	8,800	54
School authors' accommodation	3,280	-	3,280	-
Schools author food and refreshments	988	-	988	-
School mileage expenses	725	-	725	-
	99,240	3,620	102,860	65,144
Support costs				
Other expenditure				
Advertising	3,630	-	3,630	3,887
Gifts	579	-	579	120
Postage and stationery	865	-	865	108
Subscriptions and filing fee	838	-	838	761
Signage and banners	2,564	-	2,564	-
Bank charges	121	-	121	84
Sundry	711	-	711	656
Website costs	1,656	-	1,656	1,848
Depreciation	1,336	-	1,336	1,336
Loss on disposal of tangible fixed assets	-	-	-	7,838
	12,300	-	12,300	16,638
Governance costs				
Independent examiner's remuneration	1,080	-	1,080	720
Total resources expended	113,140	3,620	116,760	87,196
Net income/(expenditure)	57,473	-	57,473	(26,259)

This page does not form part of the statutory financial statements

The Appledore Book Festival

Schools Programme Funds Schedule for the Year Ended 31 December 2021

	Designated funds £	Restricted funds £	2021 Total funds £	2020 Total Funds £
INCOME AND ENDOWMENTS				
Income from schools	10,980	-	10,980	-
Grants	<u>-</u>	<u>3,620</u>	<u>3,620</u>	<u>-</u>
Total incoming resources	10,980	3,620	14,600	-
EXPENDITURE				
Schools authors' fee/ expenses	5,180	3,620	8,800	54
School author accommodation	3,280	-	3,280	-
Schools author food and refreshments	988	-	988	-
School mileage expenses	<u>725</u>	<u>-</u>	<u>725</u>	<u>-</u>
Total resources expended	10,173	3,620	13,793	54
Net income	<u>807</u>	<u>-</u>	<u>807</u>	<u>(54)</u>
RECONCILIATION OF FUNDS				
Total funds brought forward	5,073	-	5,073	5,127
Total funds carried forward	<u>5,880</u>	<u>-</u>	<u>5,880</u>	<u>5,073</u>
Represented by:				
Cash at bank	5,880	-	5,880	5,073
	<u>5,880</u>	<u>-</u>	<u>5,880</u>	<u>5,073</u>

