

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

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 December 2024
for
The Appledore Book Festival

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

The Appledore Book Festival

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The Appledore Book Festival

Report of the Trustees for the Year Ended 31 December 2024

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 2024. 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.

The Appledore Book Festival

Report of the Trustees for the Year Ended 31 December 2024

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 Trustees met seven times - including the AGM - 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 closely with the Festival Director and other key personnel providing support and guidance where necessary. The model adopted of events held in Appledore village venues, Kingsley school and tents at Skern was repeated in 2024. Over 50 author events were scheduled together with over 40 additional non-book related walks, workshops, exhibitions, and talks with an emphasis on learning new creative skills and a focus on the local seafaring history. A Family Day near the start of the Festival saw 250 children and their families enjoy a free, fun, educational and inspiring day of activities in the heart of Appledore village which included participation from many local businesses.

9,052 tickets were purchased. Attendees purchased £26,303 worth of books via the Waterstones bookstall and enjoyed a wide array of cultural events which would otherwise be unavailable to them. The trustees once again took a very active role during the Festival, interviewing and introducing authors, looking after, and transporting when required as well as hosting meals and serving canapés and drinks etc. The Festival has a strong reputation for its superior author care which was upheld.

In 2024 the committee focussed on year-round community activity which included having a presence at significant local events such as the Appledore Carnival, Bideford Water Festival, the Regatta and more. A number of author events were held at local venues throughout the year.

2024 saw the further expansion of Schools Week with 25 authors visiting 73 venues providing 216 events which reached nearly 10,000 children and young people aged between 3 and 18. Our Books at Home scheme was organised supplying 8,566 of the visiting authors' books gratis to all participating schools to furnish the school libraries and to enable most primary school children to take home and own a book, some for the first time. Many schools again received subsidised events: all of this only possible due to generous support from The Charlotte Aitken Trust, local Rotary and Lions, businesses and local councillors.

Friends memberships decreased to 565 in 2024. Five AppleFactors renewed their commitment.

The Festival's physical Box Office moved from the Maritime Museum to St Mary's Hall and there was an increased online and telephone presence provided by ABF volunteers.

We continued to invest in the Festival infrastructure to support its growth and reach: a freelance part-time marketing manager was contracted.

The Appledore Book Festival

Report of the Trustees for the Year Ended 31 December 2024

ACHIEVEMENT AND PERFORMANCE

Benefits to the Village

The Festival attracted many visitors to Appledore village and to the surrounding areas. The local shops, hotels, cafés and restaurants benefited from additional custom and the people were able to enjoy an array of cultural events including the free to all Family Day. The village school pupils were able to take advantage of Schools Week.

The Festival donated to St Mary's Church, one of our main venues, and to the Maritime Museum.

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 and donations, or in kind. We are extremely grateful for the grants received from the following grants providers:

For the Schools Programme: The Charlotte Aitken Trust.

Without this support there would be no Festival and we are eternally grateful to everyone who contributed towards its success, including the authors and audiences, without whom we could not function, and the benefits in kind supplied by many of our supporters.

Financial effect of significant events

There were no other significant financial events during the year.

Post Balance Sheet events

A bursary donation of £1,500 was established and a literacy donation of £200 was awarded.

FINANCIAL REVIEW

Reserves policy

The net incoming resources for the year amounted to £2,228 (2023 - £13,028), of which net income of £2,228 (2023 - net income of £32,028) was attributable to general reserves, which now stand at £124,890 (2023 - £122,662) and net income of £nil (2023 - net expenditure of £19,000) in relation to restricted funds.

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 has been raised to £85,000.

FUTURE PLANS

The Trustees are committed to improving the Festival year on year whilst retaining the friendly, small festival atmosphere. Plans for 2025 retain our hybrid Festival using village venues, Kingsley School and Skern, and to renew our efforts to find a headline sponsor. The Trustees are committed to support and advocate for Schools Week in its new expanded form.

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 and 15 January 2023, 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.

The Appledore Book Festival

Report of the Trustees for the Year Ended 31 December 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Public benefit

The Trustees of the charity 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, the Trustees kept in mind the Charity Commission's guidance on public benefit at our Trustee meetings and will continue to do so.

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 seven times, including the annual general meeting, 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. We ensured that all the correct policies and documents were in place and reviewed them regularly. The Trustees were supported by the Festival Committee, the Festival Director and the Schools Team.

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

The patrons supported the Festival throughout the year including interviewing authors during the festival.

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 delegate the task of preparing 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

The Appledore Book Festival

Report of the Trustees for the Year Ended 31 December 2024

Registered office

18 Windmill Lane
Northam
Bideford
Devon
EX39 1BZ

Trustees

Sara Elizabeth Mendosa
Janet Dianne Thompson
Stephen Taylor
Patricia Hadley-Smith
Susan Sandon
David Dykes Stevenson
Mark Rogers Britton
Sean Kearney

Chair, appointed 18 June 2024
Secretary
Treasurer

Appointed 18 June 2024
Appointed 18 June 2024

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.

The Appledore Book Festival

Report of the Trustees for the Year Ended 31 December 2024

Approved by order of the board of trustees on 23 July 2025 and signed on its behalf by:

Sara Mendosa - Trustee

Independent Examiner's Report to the Trustees of The Appledore Book Festival

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 2024.

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
The Institute of Chartered Accountants in England and Wales

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

Date: 6 August 2025

The Appledore Book Festival

Statement of Financial Activities for the Year Ended 31 December 2024

	Notes	Unrestricted fund £	Designated Funds £	Restricted fund £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM						
Donations and legacies	3	240	-	-	240	23
Charitable activities	6					
Main Festival		133,835	-	-	133,835	130,428
Schools		-	26,586	30,000	56,586	42,630
Other trading activities	4	10,287	5,180	-	15,467	14,702
Investment income	5	2,072	-	-	2,072	505
Other income		10,325	-	-	10,325	17,250
Total		<u>156,759</u>	<u>31,766</u>	<u>30,000</u>	<u>218,525</u>	<u>205,538</u>
EXPENDITURE ON						
Raising funds	7	5,935	-	-	5,935	5,083
Charitable activities	8					
Main Festival		144,018	-	-	144,018	133,666
Fringe Events		3,536	-	-	3,536	3,245
Schools		-	31,254	30,000	61,254	48,576
Other charitable activities		1,554	-	-	1,554	1,940
Total		<u>155,043</u>	<u>31,254</u>	<u>30,000</u>	<u>216,297</u>	<u>192,510</u>
NET INCOME		1,716	512	-	2,228	13,028
Transfers between funds	17	(5,000)	5,000	-	-	-
Net movement in funds		(3,284)	5,512	-	2,228	13,028
RECONCILIATION OF FUNDS						
Total funds brought forward		105,279	17,383	-	122,662	109,634
TOTAL FUNDS CARRIED FORWARD		<u>101,995</u>	<u>22,895</u>	<u>-</u>	<u>124,890</u>	<u>122,662</u>

The notes form part of these financial statements

The Appledore Book Festival

Balance Sheet 31 December 2024

	Notes	Unrestricted fund £	Designated Funds £	Restricted fund £	2024 Total funds £	2023 Total funds £
FIXED ASSETS						
Tangible assets	14	200	-	-	200	450
CURRENT ASSETS						
Debtors	15	4,876	580	-	5,456	2,189
Cash at bank		<u>103,324</u>	<u>22,322</u>	<u>-</u>	<u>125,646</u>	<u>131,024</u>
		108,200	22,902	-	131,102	133,213
CREDITORS						
Amounts falling due within one year	16	(6,405)	(7)	-	(6,412)	(11,001)
NET CURRENT ASSETS		<u>101,795</u>	<u>22,895</u>	<u>-</u>	<u>124,690</u>	<u>122,212</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		101,995	22,895	-	124,890	122,662
NET ASSETS		<u>101,995</u>	<u>22,895</u>	<u>-</u>	<u>124,890</u>	<u>122,662</u>
FUNDS	17					
Unrestricted funds					<u>124,890</u>	<u>122,662</u>
TOTAL FUNDS					<u>124,890</u>	<u>122,662</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2024 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

Balance Sheet - continued **31 December 2024**

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 23 July 2025 and were signed on its behalf by:

Sara Mendosa - Trustee

The Appledore Book Festival

Notes to the Financial Statements for the Year Ended 31 December 2024

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 exemption 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.

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.

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

The Appledore Book Festival

Notes to the Financial Statements - continued for the Year Ended 31 December 2024

2. ACCOUNTING POLICIES - continued

Tangible fixed assets

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.

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.

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

	2024	2023
	£	£
Donations	<u>240</u>	<u>23</u>

4. OTHER TRADING ACTIVITIES

	2024	2023
	£	£
Fundraising events	10,678	10,375
Food and drink	844	241
Waterstone commission on book sales	<u>3,945</u>	<u>4,086</u>
	<u>15,467</u>	<u>14,702</u>

The Appledore Book Festival

Notes to the Financial Statements - continued for the Year Ended 31 December 2024

5. INVESTMENT INCOME

	2024	2023
	£	£
Interest received	<u>2,072</u>	<u>505</u>

6. INCOME FROM CHARITABLE ACTIVITIES

		2024	2023
	Activity	£	£
Ticket sales	Main Festival	116,252	109,873
Friends of Appledore Book Festival	Main Festival	17,583	19,429
Grants	Main Festival	-	1,126
Income from schools	Schools	13,950	11,941
Grants & donations	Schools	<u>42,636</u>	<u>30,689</u>
		<u>190,421</u>	<u>173,058</u>

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

	2024	2023
	£	£
Bruce Wake Charitable Trust	-	1,126
Charlotte Aitken Trust	30,000	20,000
Friends of Appledore Library	-	500
TDCAP	3,430	2,399
Local Rotary clubs	1,000	2,040
Norman Family Charitable Trust	-	1,000
Ilfracombe Round Table	500	500
Barnstaple Round Table	500	100
Geoffrey Cox	-	250
FA Fullabrook	3,000	2,000
North Devon Carpentry	500	-
Lions Club	1,000	-
Bideford Bridge Rotary	<u>1,000</u>	<u>-</u>
	<u>40,930</u>	<u>29,915</u>

The Appledore Book Festival

Notes to the Financial Statements - continued for the Year Ended 31 December 2024

7. RAISING FUNDS

Other trading activities

	2024	2023
	£	£
Cost of food and drink	<u>5,935</u>	<u>5,083</u>

8. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 9) £	Totals £
Main Festival	120,719	23,299	144,018
Fringe Events	3,536	-	3,536
Schools	59,015	2,239	61,254
Other charitable activities	-	1,554	1,554
	<u>183,270</u>	<u>27,092</u>	<u>210,362</u>

9. SUPPORT COSTS

	Management £	Finance £	Governance costs £	Totals £
Main Festival	22,855	444	-	23,299
Schools	2,239	-	-	2,239
Other charitable activities	-	-	1,554	1,554
	<u>25,094</u>	<u>444</u>	<u>1,554</u>	<u>27,092</u>

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

	Main Festival £	Schools £	Other charitable activities £	2024 Total activities £	2023 Total activities £
Marketing	8,519	850	-	9,369	9,293
Office/general administration	297	1,010	-	1,307	1,381
Postage and stationery	-	337	-	337	464
Sundry	5,364	42	-	5,406	5,429
Bad debts	400	-	-	400	-
Website costs	486	-	-	486	83
Signage and banners	411	-	-	411	745
Gifts	403	-	-	403	830
Donations and grants	5,676	-	-	5,676	40
Subscriptions and filing fee	866	-	-	866	762
IT and equipment	433	-	-	433	1,291
Bank charges	194	-	-	194	2,511
Carried forward	23,049	2,239	-	25,288	22,829

The Appledore Book Festival

Notes to the Financial Statements - continued for the Year Ended 31 December 2024

9. SUPPORT COSTS - continued

				2024	2023
	Main Festival £	Schools £	Other charitable activities £	Total activities £	Total activities £
Brought forward	23,049	2,239	-	25,288	22,829
Depreciation of tangible fixed assets	250	-	-	250	727
Independent examiner's remuneration	-	-	1,554	1,554	1,940
	<u>23,299</u>	<u>2,239</u>	<u>1,554</u>	<u>27,092</u>	<u>25,496</u>

10. NET INCOME/(EXPENDITURE)

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

	2024 £	2023 £
Independent examiner's remuneration	1,554	1,940
Depreciation - owned assets	<u>250</u>	<u>727</u>

11. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2024 nor for the year ended 31 December 2023.

Trustees' expenses

The trustees' expenses paid in the year totalled £3,059, claimed by 5 trustees. This was £358 for IT & Equipment, £486 for website running costs, £144 for author travel, £35 for ticket refunds, £13 for office/general administration, £170 for schools mileage, £1,076 for schools book purchases, £31 for school postage & stationary, £100 for bonus ball prizes, £86 for author stewards mileage, £59 for author food and refreshments, £50 for festival event food, £116 for venue beautification, £175 for donations & gifts and £160 for performer fees.

12. 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.

The Appledore Book Festival

Notes to the Financial Statements - continued for the Year Ended 31 December 2024

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Designated Funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM				
Donations and legacies	23	-	-	23
Charitable activities				
Main Festival	130,428	-	-	130,428
Schools	-	22,630	20,000	42,630
Other trading activities	11,924	2,778	-	14,702
Investment income	505	-	-	505
Other income	<u>17,250</u>	<u>-</u>	<u>-</u>	<u>17,250</u>
Total	<u>160,130</u>	<u>25,408</u>	<u>20,000</u>	<u>205,538</u>
EXPENDITURE ON				
Raising funds	5,083	-	-	5,083
Charitable activities				
Main Festival	133,666	-	-	133,666
Fringe Events	3,245	-	-	3,245
Schools	-	9,576	39,000	48,576
Other charitable activities	<u>1,940</u>	<u>-</u>	<u>-</u>	<u>1,940</u>
Total	<u>143,934</u>	<u>9,576</u>	<u>39,000</u>	<u>192,510</u>
NET INCOME/(EXPENDITURE)	16,196	15,832	(19,000)	13,028
RECONCILIATION OF FUNDS				
Total funds brought forward	<u>89,083</u>	<u>1,551</u>	<u>19,000</u>	<u>109,634</u>
TOTAL FUNDS CARRIED FORWARD	<u>105,279</u>	<u>17,383</u>	<u>-</u>	<u>122,662</u>

The Appledore Book Festival

Notes to the Financial Statements - continued for the Year Ended 31 December 2024

14. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 January 2024 and 31 December 2024	<u>3,406</u>	<u>596</u>	<u>4,002</u>
DEPRECIATION			
At 1 January 2024	2,956	596	3,552
Charge for year	<u>250</u>	<u>-</u>	<u>250</u>
At 31 December 2024	<u>3,206</u>	<u>596</u>	<u>3,802</u>
NET BOOK VALUE			
At 31 December 2024	<u>200</u>	<u>-</u>	<u>200</u>
At 31 December 2023	<u>450</u>	<u>-</u>	<u>450</u>

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Operating debtors	4,631	1,030
Other debtors	120	-
Prepayments and accrued income	<u>705</u>	<u>1,159</u>
	<u>5,456</u>	<u>2,189</u>

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Trade creditors	369	-
Accruals and deferred income	<u>6,043</u>	<u>11,001</u>
	<u>6,412</u>	<u>11,001</u>

17. MOVEMENT IN FUNDS

	At 1.1.24 £	Net movement in funds £	Transfers between funds £	At 31.12.24 £
Unrestricted funds				
General fund	105,279	1,716	(5,000)	101,995
Designated Funds	<u>17,383</u>	<u>512</u>	<u>5,000</u>	<u>22,895</u>
	<u>122,662</u>	<u>2,228</u>	<u>-</u>	<u>124,890</u>
TOTAL FUNDS	<u>122,662</u>	<u>2,228</u>	<u>-</u>	<u>124,890</u>

The Appledore Book Festival

Notes to the Financial Statements - continued for the Year Ended 31 December 2024

17. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	156,759	(155,043)	1,716
Designated Funds	<u>31,766</u>	<u>(31,254)</u>	<u>512</u>
	188,525	(186,297)	2,228
Restricted funds			
Restricted	<u>30,000</u>	<u>(30,000)</u>	-
TOTAL FUNDS	<u><u>218,525</u></u>	<u><u>(216,297)</u></u>	<u><u>2,228</u></u>

Comparatives for movement in funds

	At 1.1.23 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	89,083	16,196	105,279
Designated Funds	<u>1,551</u>	<u>15,832</u>	<u>17,383</u>
	90,634	32,028	122,662
Restricted funds			
Restricted	<u>19,000</u>	<u>(19,000)</u>	-
TOTAL FUNDS	<u><u>109,634</u></u>	<u><u>13,028</u></u>	<u><u>122,662</u></u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	160,130	(143,934)	16,196
Designated Funds	<u>25,408</u>	<u>(9,576)</u>	<u>15,832</u>
	185,538	(153,510)	32,028
Restricted funds			
Restricted	<u>20,000</u>	<u>(39,000)</u>	(19,000)
TOTAL FUNDS	<u><u>205,538</u></u>	<u><u>(192,510)</u></u>	<u><u>13,028</u></u>

The Appledore Book Festival

Notes to the Financial Statements - continued for the Year Ended 31 December 2024

17. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.23 £	Net movement in funds £	Transfers between funds £	At 31.12.24 £
Unrestricted funds				
General fund	89,083	17,912	(5,000)	101,995
Designated Funds	<u>1,551</u>	<u>16,344</u>	<u>5,000</u>	<u>22,895</u>
	90,634	34,256	-	124,890
Restricted funds				
Restricted	<u>19,000</u>	<u>(19,000)</u>	<u>-</u>	<u>-</u>
TOTAL FUNDS	<u>109,634</u>	<u>15,256</u>	<u>-</u>	<u>124,890</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	316,889	(298,977)	17,912
Designated Funds	<u>57,174</u>	<u>(40,830)</u>	<u>16,344</u>
	374,063	(339,807)	34,256
Restricted funds			
Restricted	<u>50,000</u>	<u>(69,000)</u>	<u>(19,000)</u>
TOTAL FUNDS	<u>424,063</u>	<u>(408,807)</u>	<u>15,256</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.

In the opinion of the Trustees, sufficient funds are held in an appropriate form to enable each fund to be applied in accordance with the relevant restrictions.

The Appledore Book Festival

Notes to the Financial Statements - continued for the Year Ended 31 December 2024

18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2024.

19. 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 2024 was 20.

The Appledore Book Festival

Detailed Statement of Financial Activities for the Year Ended 31 December 2024

	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS				
Donations and legacies				
Donations	240	-	240	23
Other trading activities				
Fundraising events	10,678	-	10,678	10,375
Food and drink	844	-	844	241
Waterstone commission on book sales	3,945	-	3,945	4,086
	15,467	-	15,467	14,702
Investment income				
Interest received	2,072	-	2,072	505
Charitable activities				
Ticket sales	116,252	-	116,252	109,873
Income from schools	13,950	-	13,950	11,941
Friends of Appledore Book Festival	17,583	-	17,583	19,429
Grants	12,636	30,000	42,636	31,815
	160,421	30,000	190,421	173,058
Other income				
Advertising and sponsorship	10,325	-	10,325	17,250
Total incoming resources	188,525	30,000	218,525	205,538
EXPENDITURE				
Other trading activities				
Cost of food and drink	5,935	-	5,935	5,083
Charitable activities				
Public liability insurance	1,012	-	1,012	899
Programme and ticket production	4,310	-	4,310	4,895
Box office commission	9,372	-	9,372	7,381
Fringe events	3,536	-	3,536	3,815
Authors' appearance fees	8,897	-	8,897	6,320
Equipment hire	19,016	-	19,016	12,604
Venue hire	8,574	-	8,574	4,869
Sound, lighting and broadband	21,834	-	21,834	22,503
School author accommodation	6,728	-	6,728	5,548
Carried forward	83,279	-	83,279	68,834

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The Appledore Book Festival

Detailed Statement of Financial Activities for the Year Ended 31 December 2024

	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
Charitable activities				
Brought forward	83,279	-	83,279	68,834
Special events	1,283	-	1,283	5,407
Festival director's fees	39,500	-	39,500	40,000
Festival book purchases	668	-	668	-
Venue beautification	126	-	126	105
School author fees/expenses	18,418	788	19,206	18,159
Schools author food & refreshments	2,219	-	2,219	2,319
School mileage expenses	1,650	-	1,650	1,529
Author accommodation	4,143	-	4,143	5,101
Author food & refreshments	1,001	-	1,001	426
Author stewards mileage expenses	107	-	107	82
Author travel expenses	876	-	876	1,175
School book purchases	-	29,212	29,212	18,794
	<u>153,270</u>	<u>30,000</u>	<u>183,270</u>	<u>161,931</u>
Support costs				
Management				
Marketing	9,369	-	9,369	9,293
Office/general administration	1,307	-	1,307	1,381
Postage and stationery	337	-	337	464
Sundry	5,406	-	5,406	5,429
Bad debts	400	-	400	-
Website costs	486	-	486	83
Signage and banners	411	-	411	745
Gifts	403	-	403	830
Donations and grants	5,676	-	5,676	40
Subscriptions and filing fee	866	-	866	762
IT and equipment	433	-	433	1,291
	<u>25,094</u>	<u>-</u>	<u>25,094</u>	<u>20,318</u>
Finance				
Bank charges	194	-	194	2,511
Depreciation of tangible fixed assets	250	-	250	727
	<u>444</u>	<u>-</u>	<u>444</u>	<u>3,238</u>
Governance costs				
Independent examiner's remuneration	1,554	-	1,554	1,940
Total resources expended	<u>186,297</u>	<u>30,000</u>	<u>216,297</u>	<u>192,510</u>
Net income	<u>2,228</u>	<u>-</u>	<u>2,228</u>	<u>13,028</u>

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The Appledore Book Festival

Schools Programme Balance Sheet 31 December 2024

	Designated Funds £	Restricted fund £	2024 Total funds £	2023 Total funds £
FIXED ASSETS				
Tangible assets	-	-	-	-
CURRENT ASSETS				
Stocks	-	-	-	-
Debtors	580	-	580	-
Cash at bank	<u>22,322</u>	<u>-</u>	<u>22,322</u>	<u>17,383</u>
	22,902	-	22,902	17,383
CREDITORS				
Amounts falling due within one year	(7)	-	(7)	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CURRENT ASSETS	<u>22,895</u>	<u>-</u>	<u>22,895</u>	<u>17,383</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	22,895	-	22,895	17,383
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET ASSETS	<u>22,895</u>	<u>-</u>	<u>22,895</u>	<u>17,383</u>

The Appledore Book Festival

Schools Programme Funds Schedule for the Year Ended 31 December 2024

	Designated funds £	Restricted funds £	2024 Total funds £	2023 Total Funds £
INCOME AND ENDOWMENTS				
Income from schools	13,950	-	13,950	25,408
Fundraising events	5,180	-	5,180	-
Grants	<u>12,636</u>	<u>30,000</u>	<u>42,636</u>	<u>20,000</u>
Total incoming resources	31,766	30,000	61,766	45,408
EXPENDITURE				
Schools authors' fee/ expenses	18,418	788	19,206	18,159
Schools author accommodation	6,728	-	6,728	5,548
Schools author food and refreshments	2,219	-	2,219	2,319
Schools mileage expenses	1,650	-	1,650	1,529
Schools admin	1,010	-	1,010	1,000
Schools book purchases	-	29,212	29,212	18,794
Schools sundry expenses	42	-	42	1,227
Marketing	850	-	850	-
Postage and stationery	<u>337</u>	<u>-</u>	<u>337</u>	<u>-</u>
Total resources expended	31,254	30,000	61,254	48,576
Net income	<u>512</u>	<u>-</u>	<u>512</u>	<u>(3,168)</u>
RECONCILIATION OF FUNDS				
Total funds brought forward	17,383	-	17,383	20,551
Transfers	5,000	-	5,000	-
Total funds carried forward	<u>22,895</u>	<u>-</u>	<u>22,895</u>	<u>17,383</u>
Represented by:				
Cash at bank	22,895	-	22,895	17,383
	<u>22,895</u>	<u>-</u>	<u>22,895</u>	<u>17,383</u>

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