



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 November 2023

To 31 October 2024

Charity name: Maldon Festival

Charity registration number: 1172573

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote, improve, develop and maintain public education and appreciation in the arts, including music and the visual arts, in particular but not exclusively by the staging of an annual cultural festival in Maldon.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Maldon Festival devises, promotes and stages a varied annual programme of concerts and other cultural events, including educational events and free events covering different art forms, in and around Maldon designed for the enlightenment and enjoyment of the broadest possible public.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are fully cognisant of the need to demonstrate that the CIO's activities are exclusively for the benefit of the public and will always work to provide a diverse, accessible and stimulating festival.

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 CIO is reliant on and grateful for volunteer help in many aspects of the running of its events, but chiefly as stewards and festival trustees.
Other		

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	The 2023/2024 Maldon Festival was placed on hold whilst new trustees were found, due to changes within the Trustees. An initial programme of events was planned for September 2024 which there was insufficient time due to venues being booked. We therefore held events in March 2025 with the main festival being in June 2025

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The trustees were satisfied that our performance in 2024 met our objectives as a formally constituted culture-focussed CIO. We continue to expand on our achievements year by year.
Performance of fundraising activities against objectives set	Para 1.41	The trustees were please with initial donations covering specific events and building on a very full programme

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	Financial period end had a balance of 6383 in funds plus pledges of sponsorship for the 2025 festival
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We hold no reserves other than the modest operating surplus brought forward.
Amount of reserves held	Para 1.22	None
Reasons for holding zero reserves	Para 1.22	Maldon Festival CIO, like many smaller arts festivals, operates on an extremely tight budget, and accruing reserves presents a challenge. We minimise financial risks to the CIO, spending only what we are reasonably sure of accruing, thanks to our loyal audiences and sponsors.
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	We are confident that as our reputation evolves and as we are able better to exploit the talents of our Trustees the CIO will flourish and gain greater financial security.

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	We are assured, by many of our sponsors of more sponsorship returning in 2024/2025. In addition, we have been made aware of the possibility of local authority funding returning from both Maldon Town Council and Maldon District Council in 2025.
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:		
Type of governing document	Para 1.25	Trust deed
How is the charity constituted?	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	Potential trustees are considered on the basis of experience, skills and reputation and elected by majority vote of the Board of 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	New trustees are guided towards the Commission's own guidelines and outlines of trustee responsibilities. Current trustees are periodically reminded of these.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	At present the CIO's only members are its trustees. Whilst in the reporting period there was no Festival Director, who is also generally a trustee and receives a modest fee for his services solely as Festival Director, as permitted by the Constitution and verified by the Commission. Without this position filled monies for the role will be carried over into 2025.
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Maldon Festival
Other name the charity uses	
Registered charity number	1172573
Charity's principal address	The Queen Victoria Spital Road Maldon Essex CM96ED

Names of the charity trustees who manage the charity

[illegible]

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
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)



Full name(s)

James Robert Burrell-Cook

Position (eg Secretary,
Chair, etc)

Chair

Date

03/08/2025

Print Name



CHARITY COMMISSION
FOR ENGLAND AND WALES

Maldon Festival

1172573

Receipts and payments accounts

CC16a

For the period
from

01/11/2023

To

31/10/2024

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Sponsorship	450	-	-	450	4,600
Donations	-	-	-	-	5,550
Box Office	2,341	-	-	2,341	5,327
Programme Sales	-	-	-	-	-
Advertising	-	-	-	-	-
Bar Sales	-	-	-	-	992
Sub total (Gross income for AR)	2,791	-	-	2,791	16,469
A2 Asset and investment sales, (see table).					
None	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	2,791	-	-	2,791	16,469
A3 Payments					
Fees (Performers and Director)	490	-	-	490	10,852
Marketing	-	-	-	-	795
Website and online costs	-	-	-	-	210
Bar Supplies	-	-	-	-	364
Printing	-	-	-	-	190
Licences	-	-	-	-	63
Venue Hire	-	-	-	-	725
Office costs	60	-	-	60	157
Box Office Refunds	-	-	-	-	-
Piano Hire/Tuning	-	-	-	-	818
Equipment/Score Hire	-	-	-	-	84
Sub total	550	-	-	550	14,258
A4 Asset and investment purchases, (see table)	-	-	-	-	-
Sub total	550	-	-	550	14,258
Total payments	2,241	-	-	2,241	2,211
Net of receipts/(payments)	-	-	-	-	-
A5 Transfers between funds	2,241	-	-	2,241	2,211
A6 Cash funds last year end	4,142	0	0		1931
Cash funds this year end	6,383	0			4142

Section B Statement of

Categories

B1 Cash funds

B2 Other monetary assets

B3 Investment assets

B4 Assets retained for the charity's own use

B5 Liabilities

Signed by one or two trustees on behalf of all the trustees

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
HSBC Bank Account	6,383		-
	-	-	-
	-	-	-
Total cash funds	6,383	-	-
(agree balances with receipts and payments account(s))			
	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Details			
None	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
None		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
None		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
Signature	Print Name	Date of approval	
	Gillian Gadsby		