

Wordfest Calne - Financial Report Year Ending 5th April 2025

I have completed an Audit of the transactions recorded and found no issues. In addition, I worked on some of the reporting for Wordfest. My duties were at arm's length and didn't conflict with my role as an independent reviewer of Wordfest's financial transactions.

While there are changes have been made by the Charity Commission to the running and reporting for Charities there are no changes that affect Wordfest currently. However, I continue to feel that it is appropriate that financial information should be openly disclosed to the Trustees. This information is more detailed than is disclosed publicly.

In respect to Trustees, it must be declared if the Trustees are being paid and whether there are any related party transactions. As Auditor I have seen no evidence of payments being made to Trustees (costs incurred for the Charities' benefit are not declarable). I have not seen any transactions which may questionable, but I must request that Trustees should advise if they are aware of any related party transactions, this will be an agenda item at the AGM.

Should there be any questions on this or any of the points in the report please contact myself.

Wordfest - Project And Running Costs Analysis

	Sum of B/Fwd	Sum of Allocation	Sum of Yr Income	Sum of Yr Expenses	Sum of Balance
Running Costs					
RUN Insurance	£0.00	£247.65	£0.00	£247.65	£0.00
RUN IT Costs	£0.00	£460.78	£0.00	£460.78	£0.00
RUN Other	£0.00	£0.00	£0.00	£0.00	£0.00
Running Costs Total	£0.00	£708.43	£0.00	£708.43	£0.00
Project Costs					
PRJ Anthology	£97.72	£0.00	£929.37	£941.94	£85.15
PRJ Evie's Book Swap	£2,151.20	£0.00	£0.00	£809.33	£1,341.87
PRJ Learn to Read	£755.56	£0.00	£0.00	£0.00	£755.56
PRJ Tale Trails	£355.88	£1,050.00	£0.00	£150.00	£1,255.88
PRJ Writers Group	£0.00	£75.00	£0.00	£0.00	£75.00
PRJ Young Persons	£700.00	£0.00	£0.00	£300.00	£400.00
Project Costs Total	£4,060.36	£1,125.00	£929.37	£2,201.27	£3,913.46
Available Funds					
FND Contingency	£1,000.00	£0.00	£0.00	£0.00	£1,000.00
FND Uncommitted Funds	£1,553.49	-£833.43	£51.00	£0.00	£771.06
FND Underwood Trust	£2,817.00	-£1,000.00	£0.00	£0.00	£1,817.00
Available Funds Total	£5,370.49	-£1,833.43	£51.00	£0.00	£3,588.06
Grand Total	£9,430.85	£0.00	£980.37	£2,909.70	£7,501.52

Notes about the report.

This report should be regarded as a Draft Only at this time. It shows the balance of the projects brought forward, allocations of uncommitted funds for running costs in the year, income and expenses paid and the balance of project funds not yet spent.

The total of B/Fwd and Balance reconciles to the opening and closing Bank Account.

Comments

An allocation of £1,000 from the remaining Underwood Trust Available Funds was made to the Tale Trails project.

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No Grants were received in the year, the Anthology project generated £929 of income.

Expense Transactions this financial year

I have only detailed all expense payments made in the year. There were 29 income transactions, one donation and the rest related to the Anthology project.

Should there be any queries please advise.

Expenses paid in the Year Ending 5th April 2025

Date	Detail	Expense	Project
15-Apr-24	Calne Mens Shed 50% 8 Boxes	£240.00	PRJ Evie's Book Swap
01-May-24	Wix.com website tri-annual fees	£432.00	RUN IT Costs
18-Jun-24	NetNerd.co	£28.78	RUN IT Costs
01-Jul-24	Mens Shed	£240.00	PRJ Evie's Book Swap
22-Jul-24	Craig Gingell	£150.00	PRJ Tale Trails
26-Jul-24	BW Signs	£192.00	PRJ Evie's Book Swap
04-Sep-24	Amazon.co.uk	£11.84	PRJ Anthology
10-Sep-24	Vistaprint CD	£36.09	PRJ Evie's Book Swap
25-Sep-24	Amazon.co.uk	£218.24	PRJ Anthology
26-Sep-24	Amazon.co.uk	£218.24	PRJ Anthology
01-Oct-24	Amazon	£94.61	PRJ Anthology
18-Oct-24	Amazon	£34.63	PRJ Anthology
21-Oct-24	Amazon	£82.81	PRJ Anthology
21-Oct-24	Amazon	£150.52	PRJ Anthology
04-Nov-24	Access Underwriting Insurance	£247.65	RUN Insurance
12-Nov-24	Amazon	£57.81	PRJ Anthology
13-Nov-24	M.M. Forbes Eldrid (Marnie)	£300.00	PRJ Young Persons
09-Dec-24	Mens Shed	£20.00	PRJ Evie's Book Swap
09-Dec-24	Mens Shed	£45.00	PRJ Evie's Book Swap
10-Mar-25	Amazon.co.uk	£73.24	PRJ Anthology
27-Mar-25	Vistaprint	£36.24	PRJ Evie's Book Swap
		<u>£2,909.70</u>	

I trust that this report is useful overview of the financial activities for the year. Any questions or comments on items included or that could be added would be welcome.

Mark Slocombe ACMA/GCMA

Email – markslocombe@blueyonder.co.uk

12th November 2025

Calne Wordfest
Charity No 1179429
Audit Report Year to 5th April 2025

The accounts have been prepared by Lorna and audited by myself. Information has been provided to me (e.g., copy transactions and bank statements) enabling checks on the accuracy of the information and the end of year balances.

Activities undertaken were in conformance with Calne Wordfest's mission statement as filed with the Charities Commission.

All expense items have been recorded; no Trustee received any benefits in the year.

No Trustee notified me of there being any related party transactions and there were no transactions seen that caused me to request additional information in this regard.

In summary the year's results were:

Year 2024/25	Income	Expenses	Balance
B/Fwd			£9,431
Activities	£929	£2,201	-£1,272
Donations	£51	£0	£51
Expenses	£0	£708	-£708
Other	£0	£0	£0
Grand Total	£980	£2,910	£7,502

I confirm my willingness to assist and audit the accounts in the next financial year.

Mark Slocombe ACMA, GCMA
markslocombe@blueyonder.co.uk
12th November 2025