

SOUTH WEST NOVICE DANCE FESTIVAL

England & Wales · Charity number 1182357

Details

Status Registered

Legal form CIO

Registered 2019-03-06

Register [View on the Charity Commission register](#)

Contact

Address Hill Lane
Plymouth
PL3 5QX

Phone 01752317055

Email swnovicedance@gmail.com

Website www.southwestdancefestival.wordpress.com

Activities

Objects: TO ADVANCE IN LIFE AND HELP YOUNG PEOPLE AGED 4 TO 18 BY PROVIDING A NOVICE DANCE FESTIVAL THE SOUTH WEST OF ENGLAND AND TO SUPPORT AND DEVELOP THEIR SKILLS, CAPACITIES AND CAPABILITIES TO ENABLE THEM TO PARTICIPATE IN SOCIETY AS MATURE AND RESPONSIBLE INDIVIDUALS AND TO ADVANCE THE PUBLIC'S EDUCATION IN THE PERFORMING ARTS.

Activities: To advance in life and help young people aged 4 to 18 by providing a novice dance festival the South West of England and to support and develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** Arts/culture/heritage/science
- **Who:** Children/young People

Geography

- **Area of benefit:** SOUTH WEST OF ENGLAND
- Throughout England

Finances

Period end	Income	Expenditure	Assets	Employees
2025-04-01	£3,438	£3,061	-	-
2024-04-01	£3,438	£3,061	-	-
2023-04-01	£3,600	£3,061	-	-
2022-04-01	£2,940	£1,995	-	-
2021-04-01	£1,247	£1,777	-	-

Trustees

Name	Role	Appointed
Charlene Matthewman Miss	Chair	2019-08-18
Abigail Scotchmer		2019-02-18
Alison Matthewman		2022-04-02
Linzi Bell		2019-02-18

SOUTH WEST NOVICE DANCE FESTIVAL

England & Wales - Charity number 1182357

Accounts

South West Novice Dance Festival Annual Report, 2024 - 2025

The festival for 2024, again ran for a day and half due to the increase of demand. The Trustees were absolutely delighted with the turn out of dancers and there was very positive feedback from them and the parents, guardians and dance teachers.

The dance festival was again held at the King Edward VI Community College in Totnes, and again were very pleased with this venue. Tom Greig from the venue is a big help during the festival and goes above and beyond to help make the festival a success. Due to the different layout of the back stage area, Tom now handles the music and lighting during the festival on top of everything else.

The next dance festival will take place in 2026 due to a family occasion in 2025 which is being held very close to the usual time that we run the dance festival. This decision has been taken as the majority of the volunteers will be involved in this family occasion and it was felt that it would be too much to run the festival in 2025. A date for 2026 will be obtained very shortly with the venue and announced on the festivals' website and social media pages.

All of the Trustees from the 2024 – 2025 financial period have remained the same and we haven't received any interest from others to be Trustees or members of the festival. More information on them can be found at the end of this document.

2024 Dance Adjudicator



Dance Adjudicator – Amanda Skevington

Amanda has been teaching dance for over twenty-five years in all theatrical styles and is a member of the IDTA, NATD and ISTD. She further trained in contemporary dance and worked with some of the most prolific choreographers including Akram Khan, Richard Alston, Lea Anderson, Paul Douglas and Jacob Marley. Amanda is now the fellow Principal of a dance school based in Derby and Burton Upon Trent and continues to create work in conjunction with local community arts organisations and her school was recently recognised as a Dance School of the Year Finalist .

Amanda is honoured to be a dance adjudicator for the British and International Federation of Festivals.

In 2023 the adjudicator was able to bring a scribe with them and we felt that this would be best practice going forward. This can be a very stressful job if you haven't done this before and we do struggle to get a volunteer to undertake this role. We were delighted that Amanda was able to bring a scribe with her for the festival in 2024 and this will be something that we hope will continually happen for future adjudicators.

2024 Volunteers

A big thank you goes to all of our 2022 volunteers, without them, the festival wouldn't be possible

Linzi Bell
Alison Matthewman
Charlene Matthewman
Stuart Matthewman
William Matthewman
Abigail Scotchmer
George Scotchmer
Olivia Scotchmer
Gary Teague

Sponsors for Life

Again we would like to thank our two main sponsors for life; TQ Print & Design and Firefly! They are both located in Totnes town centre.



Friends of the Festival

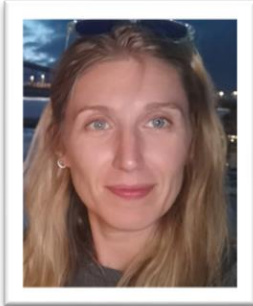
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Sue Cook
Tessa Harris
Sue Irish

Louise Knapman-singh
Joanne Lau
Alison Matthewman
Jean Matthewman

Stuart Matthewman
Gary Scotchmer
Eileen Wooltorton

The Trustees



Trustee Chair, Charlene Matthewman, 2020 - Ongoing

After maternity leave, Charlene is now back to full-time work and remains the Trustee Chair. Charlene's professional job is as a Events Manager and Communications Manager by trade with over 10 year's event management experience. She used to dance up until the age of 20 and attended a local dance school in Plymouth until she left for University in ballet, tap and jazz. Charlene also did Theatre Studies as one of her A-Levels and enjoyed this time of her education! As she used to dance herself, she realised how much confidence this gave her within dance and in life, also going on to explore other methods of dancing, attending contemporary dance classes at the Barbican Theatre in Plymouth for a few years before going to university.



Secretary, Abi Scotchmer, 2020 - Ongoing

Abi is about to start a senior role within the local hospital and is a qualified Mental Health Nurse. Abi is also a mum to three children. One of her children dances and takes parts in shows and festivals. She used to dance as a child, up until the age of 14; she mostly enjoyed being on stage for the pantomimes. Abi enjoyed drama at school and did a GCSE in Performing Arts. Abi also enjoys learning about different cultures and travelling around world and outdoor sea swimming.



Treasurer, Alison Matthewman, 2022 - Ongoing

Alison works as a Community Care Worker for adult social care in Plymouth. She has instrumental to the running of the festival and enjoys reading out the names of the dancers before they're about to perform. Alison has also scribed in past year's of the festival.



Safeguarding Officer – Linzi Bell, 2020 - Ongoing

Linzi is currently a Primary School Teacher, as well as Science lead for the local district of Plymouth. She is a big lover of musicals and the theatre. Linzi used to dance as a child and take part in many dance festivals in Cumbria. She continues to choreograph dances for a small number of children to perform at dance festivals and even has a baby ballet class. Linzi enjoys going to the beach, dancing and tending to her lovely garden. Linzi has scribed for past festivals.

South West Novice Dance Festival

Trustees Report and Financial Statement

The following accounts have been prepared to show the money spent for the 2024 South West Novice Dance Festival.

Statement of Financial Activities

Income

Participants	1719.70
Catering (drinks & snacks)	437.00
Tickets, programmes & ribbons	1262.00
Sponsored Trophies	20.00
Total Income	3438.70

Expenditure

Hall Hire, changing rooms	860.00
Adjudicator Fees & Expenses	903.64
Printing (Certs, Exam sheets, Programme etc)	214.82
Misc (Equipment for Festival)	180.08
Medals & Trophies	449.50
Replacement of Trophies	129.50
Catering to sell at festival (tea/coffee/hot choc & snacks)	312.39
Federation Membership 2024	159.00
Public Liability Insurance	105.00
Lunch & refreshments for volunteers	200.03
Wristbands	138.60
Total Expenditure	3061.70

Surplus **538.89**

Summary of Bank Account

Brought forward from 2024 festival	2923.90
Expenditure from 2024 festival	3061.70
Income from 2024 festival	3600.59
2024 Surplus	538.89
Total in bank as at March 2025	2923.90

From the accounts provided above, we have £2923.90 in the bank at present which we believe is enough to run the festival for 2025 – however we have taken the decision to run the festival in 2026 due to a family occasion happening around the time that we usually run the festival in 2025.

2024 Festival Account

Income

We were slightly down on our ticket, programme and ribbon income this year which could be due to having less participants than we did last year, however, participants danced more sections which led to a higher increase in participant income. It is felt that we don't need to print off as many programmes to sell for the next festival.

Outgoings

The cost for the festival was more than last year due to the following factors:

- The hall hire increased since last year due to the raise in the technician costs, which effected the hourly rate and daily charge.
- The adjudicator was from further away therefore the mileage was more and the hotel cost was higher than last year due to inflation
- Volunteer who usually makes all of the volunteering catering was unable to undertake the role so we therefore had to buy ready made sandwiches etc from the shop which was higher than making the food
- There were a significant amount of trophies missing this year which we had to replace
- Wristbands were purchased this year as we were running low; we bought a bulk of wristbands on our first year which has since been used at previous festivals
- More medals were bought than previous years due to large sections and the pre-empting that the adjudicator would want to give out more medals. It has been noted that we will probably only need to purchase a higher number of silver medals. The cost was also more this year due to the company pre-making the medals as the volunteers didn't have time to do this like previous years.

Miscellaneous items include baskets for CDs which were previously borrowed and we were unable to borrow them this year, postage of paper signs to the venue which set them up before we get there, new quiet metal signs, USB to headphone adaptor for music, new trays to sort marketing sheets and certificates and batteries for lamps.

We'd like to note that we feel we only need to print 100 programmes for the next festival.

The Trustees are please to see the amount of money in its bank account which means we maybe able to offer some form of a scholarship for someone going forward, but this is yet to be discussed.

SOUTH WEST NOVICE DANCE FESTIVAL

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Accounts

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Amanda is honoured to be a dance adjudicator for the British and International Federation of Festivals.

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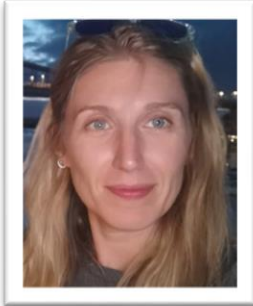
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The Trustees



Trustee Chair, Charlene Matthewman, 2020 - Ongoing

After maternity leave, Charlene is now back to full-time work and remains the Trustee Chair. Charlene's professional job is as a Events Manager and Communications Manager by trade with over 10 year's event management experience. She used to dance up until the age of 20 and attended a local dance school in Plymouth until she left for University in ballet, tap and jazz. Charlene also did Theatre Studies as one of her A-Levels and enjoyed this time of her education! As she used to dance herself, she realised how much confidence this gave her within dance and in life, also going on to explore other methods of dancing, attending contemporary dance classes at the Barbican Theatre in Plymouth for a few years before going to university.



Secretary, Abi Scotchmer, 2020 - Ongoing

Abi is about to start a senior role within the local hospital and is a qualified Mental Health Nurse. Abi is also a mum to three children. One of her children dances and takes parts in shows and festivals. She used to dance as a child, up until the age of 14; she mostly enjoyed being on stage for the pantomimes. Abi enjoyed drama at school and did a GCSE in Performing Arts. Abi also enjoys learning about different cultures and travelling around world and outdoor sea swimming.



Treasurer, Alison Matthewman, 2022 - Ongoing

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Linzi is currently a Primary School Teacher, as well as Science lead for the local district of Plymouth. She is a big lover of musicals and the theatre. Linzi used to dance as a child and take part in many dance festivals in Cumbria. She continues to choreograph dances for a small number of children to perform at dance festivals and even has a baby ballet class. Linzi enjoys going to the beach, dancing and tending to her lovely garden. Linzi has scribed for past festivals.

South West Novice Dance Festival

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Sponsored Trophies	20.00
Total Income	3438.70

Expenditure

Hall Hire, changing rooms	860.00
Adjudicator Fees & Expenses	903.64
Printing (Certs, Exam sheets, Programme etc)	214.82
Misc (Equipment for Festival)	180.08
Medals & Trophies	449.50
Replacement of Trophies	129.50
Catering to sell at festival (tea/coffee/hot choc & snacks)	312.39
Federation Membership 2024	159.00
Public Liability Insurance	105.00
Lunch & refreshments for volunteers	200.03
Wristbands	138.60
Total Expenditure	3061.70

Surplus **538.89**

Summary of Bank Account

Brought forward from 2024 festival	2923.90
Expenditure from 2024 festival	3061.70
Income from 2024 festival	3600.59
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The cost for the festival was more than last year due to the following factors:

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Miscellaneous items include baskets for CDs which were previously borrowed and we were unable to borrow them this year, postage of paper signs to the venue which set them up before we get there, new quiet metal signs, USB to headphone adaptor for music, new trays to sort marketing sheets and certificates and batteries for lamps.

We'd like to note that we feel we only need to print 100 programmes for the next festival.

The Trustees are please to see the amount of money in its bank account which means we maybe able to offer some form of a scholarship for someone going forward, but this is yet to be discussed.

SOUTH WEST NOVICE DANCE FESTIVAL

England & Wales - Charity number 1182357

Accounts

South West Novice Dance Festival

Trustees Report and Financial Statement

The following accounts have been prepared to show the money spent for the 2023 South West Novice Dance Festival.

Statement of Financial Activities

Income

Participants	1432.59
Catering (drinks & snacks)	525.00
Tickets, programmes & ribbons	1530.00
Sponsored Trophies	113.00
Total Income	3600.59

Expenditure

- Hall Hire, changing rooms	550.00
Adjudicator Fees	874.00
Printing (Certs, Exam sheets, Programme etc)	214.82
*Misc (Equipment for Festival)	78.76
Medals & Trophies	298.82
Catering to sell at festival (tea/coffee/hot choc & snacks)	369.14
Federation Membership 2023	259.00
Lunch & refreshments for volunteers plus cake ingredients	102.05
Website Upgrade	36.00
Banner	279.11
Total Expenditure	3061.70

Surplus **538.89**

* Misc Equipment for Festival – First aid replenish, pens, pencils, paper etc needed for festival to run.

Summary of Bank Account

Brought forward from 2023 festival	2016.16
Expenditure from 2023 festival	3061.70
Income from 2023 festival	3600.59
2023 Surplus	538.89
Total in bank as at March 2024	2923.90

From the accounts provided above, we have £2923.90 in the bank at present which we believe is enough to run the festival for 2024.

2023 Festival Account

Adjudicator fees this year includes hotel expenses. They brought a subscriber with them and were based further away than last year so the mileage was higher.

We took in more money for catering this year but we have noted that some products were not very popular and therefore won't be purchased next year.

It is noted that printing costs for certificates and reports were higher this year due to the amount of performers that we had, which was higher than last year, and there was also a mistake in the mail merge which caused there to be unusable certificates and reports, this will be rectified for next year.

Considering we made quite a large purchase of a banner for performers to take photos in front of, we are very pleased with the overall surplus of the 2023 dance festival.

The Trustees are please to see the amount of money in its bank account which means we maybe able to offer some form of a scholarship for someone going forward, but this is yet to be discussed.

SOUTH WEST NOVICE DANCE FESTIVAL

England & Wales - Charity number 1182357

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South West Novice Dance Festival Annual Report, 2022-2023

The festival for 2022 ran for a day and half due to the increase of demand. The Trustees were absolutely delighted with the turn out of dancers and there was very positive feedback from them and the parents, guardians and dance teachers.

We held the dance festival at the King Edward VI Community College in Totnes, and again were very pleased with this venue; we'd like to especially mention Tom Greig from the venue who goes above and beyond to help make the festival a success. Tom also handles all of the lighting and sound needed during the festival on top of everything else.

We have scheduled the dance festival in for **the afternoon of Saturday 7 October and all day on Sunday 8 October 2023.**

All of the Trustees from the 2021 – 2022 year period have remained the same and we haven't received any interest from others to be Trustees or members of the festival. More information on them can be found at the end of this document.

2022 Dance Adjudicator



Linda Young

Linda trained at the Nesta Brooking School of Ballet and General Education. Amongst many inspiring teachers, she was fortunate to study National Dance with the renowned Robert Harrold.

Upon graduating Linda taught in Canada and the UK before founding and running her own school in North London for over 20 years. She has been pleased to see some past students progress to careers in the theatre and teaching.

Linda is a member of the Cecchetti Society, and worked on the sub-committee responsible for the creation of their Performance Award exams.

Linda now lives in Devon and enjoys freelance teaching and adjudicating for the Federation. She welcomes the opportunity this gives to share her love of dance with other enthusiasts.

2022 Volunteers

A big thank you goes to all of our 2022 volunteers, without them, the festival wouldn't be possible

Linzi Bell
Matt Chan
Tina Eaton
Sue Irish
Alison Matthewman
Charlene Matthewman
Stuart Matthewman

William Matthewman
Maisie Oram
Abigail Scotchmer
George Scotchmer
Olivia Scotchmer
Gary Teague
Eileen Wooltorton

Sponsors for Life

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Friends of the Festival

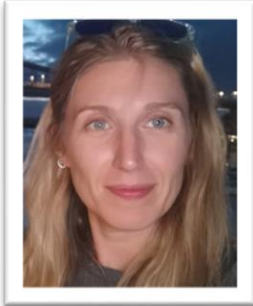
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Gary Scotchmer
Eileen Wooltorton

The Trustees



Trustee Chair, Charlene Matthewman, 2020 - Ongoing

The Trustee Chair of three years, Charlene is an Events Manager and Communications Manager by trade with 9 years' event management experience. She used to dance up until the age of 20 and attended a local dance school in Plymouth until she left for University in ballet, tap and jazz. Charlene also did Theatre Studies as one of her A-Levels and enjoyed this time of her education! As she used to dance herself, she realised how much confidence this gave her within dance and in life, also going on to explore other methods of dancing, attending contemporary dance classes at the Barbican Theatre in Plymouth for a few years before going to university.



Secretary, Abi Scotchmer, 2020 - Ongoing

Abi currently works as a Psychiatric Nurse and is a mum to three children. One of her children dances and her youngest has just started baby ballet and is rehearsing for her first dance festival. She used to dance as a child, up until the age of 14; she mostly enjoyed being on stage for the pantomimes. Abi enjoyed drama at school and did a GCSE in Performing Arts. Abi also enjoys learning about different cultures and travelling around world and outdoor sea swimming.



Treasurer, Alison Matthewman, 2022 - Ongoing

Alison works as a Community Care Worker for adult social care in Plymouth. She has volunteered at the past two South West Novice Dance Festivals in a variety of roles and has very much enjoyed this. Alison stepped in for this year's festival as we had a last minute volunteer cancellation and did a great job. Alison is celebrating her 40th wedding anniversary this year (2023).



Safeguarding Officer – Linzi Bell, 2020 - Ongoing

Linzi is currently a Primary School Teacher and a big lover of musicals and the theatre. Linzi used to dance as a child and take part in many dance festivals in Cumbria. She continues to choreograph dances for a small number of children to perform at dance festivals and even has a baby ballet class. Linzi enjoys going to the beach, dancing and tending to her lovely garden. Linzi stepped in for the 2022 festival as we had a last minute volunteer cancellation; we are very thankful for quickly stepping in and she also did a great job

End of March 2023

Trustees Report and Financial Statement

The following accounts have been prepared to show the money spent for the 2022 South West Novice Dance Festival.

Statement of Financial Activities

Income

Participants	1432.59
Catering (drinks & snacks)	337.00
Tickets, programmes & ribbons	1171.00
Total Income	2940.59

Expenditure

- Hall Hire, changing rooms	550.00
Adjudicator Fees	470.40
Adjudicator Hotel	95.00
Printing (Certs, Exam sheets, Programme etc)	129.90
*Misc (Equipment for Festival)	78.76
Medals & Trophies	96.95
Catering to sell at festival (tea/coffee/hot choc & snacks)	215.10
+ Federation Membership 2022	259.00
Lunch & refreshments for volunteers	63.93
Website Upgrade	36.00
Total Expenditure	1995.04

Surplus **945.55**

* Misc Equipment for Festival – First aid replenish, pens, pencils, paper etc needed for festival to run.

Summary of Bank Account

Brought forward from 2021 festival	831.16
Expenditure from 2022 festival	(1995.04)
Income from 2021 festival	2940.59
Total in bank as at March 2023	2016.16

From the accounts provided above, we have £2016.16 in the bank at present which we believe is enough to run the festival for 2023.

2022 Festival Accounts

We're very pleased with the accounts for this year after making a loss with last year's festival. There was still money in the bank from last year but there was a worry that we may also make a loss as we didn't have as much money as what we first started with. The total surplus from the 2022 festival is £945.55 which leaves £2016.16 in the bank which is a great relief for the festival Trustees.

Costs were also higher for the festival and these accounts as we paid for an upgrade for the website to stop advertisements on the site as some were inappropriate; this previously was a free website.

We'd like to note that we're still waiting for a £50 refund from the British & International Federation of Festivals from last year's membership charge and there maybe a refund for membership this year. The categories on the website when paying membership can be slightly confusing but it is now noted that one session is classed as a morning rather than an individual category. Membership will be generally higher as it now include a PRS Music License Fee and Performance License Fee which we have to acquire in order to play music to an audience.

Public liability insurance for this festival was included in the 2021 accounts. The 2023 insurance will be included in this year's festival for 2023 and will be included in the February 2024 financial accounts.

The general cost of items has gone up but it has been noted that printing was more this year as we ran the festival for a day and a half and we had more participants which therefore meant more certificates and paperwork that needed printing.

From the above, we're pleased that no fundraising needs to take place.

SOUTH WEST NOVICE DANCE FESTIVAL

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**South West Novice Dance Festival
Annual Report, 2021-2022**

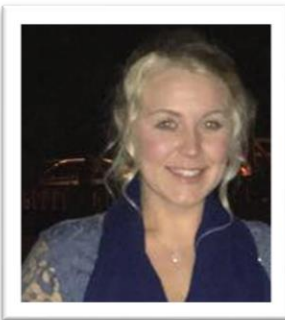
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Trustee Chair, Charlene Matthewman, 2020 - Ongoing

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dance classes at the Barbican Theatre in Plymouth for a few years before going to university. Charlene loves going to the theatre and has recently (in 2019) been to New York and watched a number of Broadway shows). Charlene has a passion for swimming and enjoys quite a few sea swims.



Secretary, Abi Scotchmer, 2020 - Ongoing

Abi currently works as a Psychiatric Nurse and is a mum to three children. One of her children dances and she's hoping that her youngest will follow suit. She used to dance as a child, up until the age of 14; she mostly enjoyed being on stage for the pantomimes. Abi also enjoyed drama at school and did a GCSE in Performing Arts. Abi enjoys attending the theatre and enjoys watching musicals, her favourite one is the Sound of Music. Abi also enjoys learning about different cultures and travelling around world. Abi also enjoys outdoor sea swimming.



Treasurer, Alison Matthewman, 2022 - Ongoing

Alison works as a Community Care Worker for adult social care in Plymouth. She has volunteered at the past two South West Novice Dance Festivals in a variety of roles and has very much enjoyed this. She has three children and a husband and is looking forward to celebrating her 60th birthday year this year.



Safeguarding Officer – Linzi Bell, 2020 - Ongoing

Linzi is currently a Primary School Teacher and a big lover of musicals and the theatre – she can't count the number of times that she has seen Whoppi Goldberg perform on stage! Linzi used to dance as a child and take part in many dance festivals in Cumbria. She choreographs dances for a small number of children to perform at dance festivals and even has a baby ballet class. Linzi enjoys going to the beach, dancing and tending to her lovely garden.

Trustee Stepping Down

We would like to take this opportunity to say thank you to James Cartwright for all his hard work for the festival and helping to run the first one in 2019. James has stepped down as the Treasurer role this year and Trustee of the dance festival.



South West Novice Dance Festival's Second Festival

Due to the COVID-19 pandemic, the dance festival had to be cancelled in 2020. However we were back up and running as a face to face dance festival last year at a brand new venue; the King Edward VI Community College in Totnes. We felt that this venue worked a lot better than our first year as it provided a smoother transition from changing rooms to the stage with a bonus of a large waiting area for performers. We had a lot of compliments with this venue and have decided to stay here for the foreseeable future.

The 2021 dance festival was originally scheduled for two days, and even though we did have a lot of entries, we didn't quite have enough for two days so decided to run the festival for one day and will continue to do so for this year.

We have scheduled the dance festival in for **2 October 2022**.

Sponsors for Life

We were very fortunate that we received two main sponsors who sponsored trophies for life. A very big thank you to TQ Print & Design and Firefly! They are both located in Totnes town centre.



Friends of the Festival

We would like to acknowledge and say a big thank you to all of our Friends of the Festival that donated money to help set the festival up.

Pete Cole
Sue Cook
Tessa Harris
Sue Irish

Louise Knapman-singh
Joanne Lau
Alison Matthewman
Jean Matthewman

Stuart Matthewman
Gary Scotchmer
Eileen Wooltorton



2021 Dance Adjudicator

We would like to say a big thank you to June Hornby who was the 2021 dance adjudicator.

A Fellow and Life Member of the ISTD, June has been involved in Dance Festivals since she was a Student. She has been Principal of her own school for many years and a great number of her former students have gone on to professional training at well-known vocational colleges, such as the Royal Ballet School, Central School of Ballet, the Royal Conservatoire of Scotland, Bird College, Laine Theatre Arts, Performers, GSA and Laban. Some have gone on to teach, and others are dancing, performing, choreographing and directing in the West End and in ballet and contemporary companies all over the world. June was instrumental in setting up the Weymouth Dance Festival and has been its Chairman since 2004. She enjoys travelling and adjudicating around the United Kingdom for All England Dance and The British and International Federation of Festivals.

2021 Volunteers

A big thank you goes to all of our 2021 volunteers, without them, the festival wouldn't be possible.

Linzi Bell
Matt Chan
Sue Irish
Alison Matthewman
Charlene Matthewman
Jean Matthewman
Stuart Matthewman

William Matthewman
Cheri Wills Pearson
Abigail Scotchmer
Olivia Scotchmer
Eileen Wooltorton
Emily Wooltoron

South West Novice Dance Festival

Trustees Report and Financial Statement

The following accounts have been prepared to show the money spent for the 2021 South West Novice Dance Festival.

Statement of Financial Activities

Income

Participants	787.25
Catering (drinks & snacks)	210.45
Tickets, programmes & ribbons	250.00
Total Income	1247.70

Expenditure

- Hall Hire, changing rooms	550.00
Adjudicator Fees	239.40
Public Liability Insurance for 2021 (through BIFF)	65.00
Public Liability Insurance for 2022 (through BIFF)	85.00
Printing (Certs, Exam sheets, Programme etc)	75.50
*Misc (Equipment for Festival, postage lost property)	158.19
Medals & Trophies	112.80
Catering to sell at festival (tea/coffee/hot choc & snacks)	197.14
+ Federation Membership 2021	125.00
Federation Membership 2020	125.00
Lunch & refreshments for volunteers	43.81
Total Expenditure	1776.84

Surplus **(529.14)**

- Hall hire yet to be paid, waiting for invoice but shown as expenditure so it's included in this report.

* Misc Equipment for Festival – First aid replenish, pens, pencils, paper etc needed for festival to run.

+ Paid £175, shown as £125 for this report. Waiting for £50 refund from Federation as overpaid 2021 subscription.

Summary of Bank Account

Brought forward from 2020 festival	1360.30
Expenditure from 2021 festival	(1776.84)
Income from 2021 festival	1247.70
Total in bank as at March 2022	831.16

From the accounts provided above, we have £831.16 in the bank at present which we believe is enough to run the festival for 2022.

Learning from 2021 festival

The 2021 made a loss of £529.14, we believe this was due to the lack of participants and spectators attending the festival, potentially due to COVID-19 fears; therefore ticket and catering sales were down.

We will be looking at catering spend closely this year to make sure that we're only buying what will be known to sell at the 2022 festival as we did not make a profit to warrant buying the amount we did for 2021.

It was felt that as a lot of cash is handled at the festival, we have paid £20 extra for the public liability insurance to cover this aspect, meaning that this year we have paid £85 instead of £65.

We're hoping to be back to running a full day in 2022 with at least 40 more participants who will bring visitors to help bridge the gap so that we don't make a loss at the 2022 festival.

We will look at the year end accounts in 2023 to see if further fundraising needs to be acquired.