



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	24	9	2020		30	9	2020

Section A Reference and administration details

Charity name	Lewes Festival of Song
Other names charity is known by	None
Registered charity number (if any)	1185478
Charity's principal address	Flat 7 Landport Farmhouse
	19 Hayward Road
	Lewes
Postcode	BN7 2EA

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	John Galt	Chair		
2	Richard Moore	Treasurer		
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
Nancy Cooley	
Susanne Hoebel	24-09-2019 - 01-09-2020

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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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

CIO Foundation Trust

How the charity is constituted
(eg. trust, association, company)

Charitable Incorporated Organisation

Trustee selection methods
(eg. appointed by, elected by)

Board of Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- ☐ policies and procedures adopted for the induction and training of trustees;
- ☐ the charity's organisational structure and any wider network with which the charity works;
- ☐ relationship with any related parties;
- ☐ trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To advance, improve, develop and maintain public education in, and appreciation of, the art and science, of music in all its aspects by any means the trustees see fit, including through the presentation of public concerts and recitals.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Board of Trustees have met regularly throughout the year to plan future events and to address the circumstances occasioned by the pandemic.

All Trustees on appointment were made aware of the guidance issued by the Charity Commission relating to the provision of public benefit and have endeavoured to ensure that some performances occur.

The Festival's planned programme of live concerts was regrettably cancelled because of the COVID-19 pandemic as was a fund-raising concert in the spring of 2020.

The Trustees have explored different ways of providing Festival events online in order to continue to meet our objectives.

Whilst it was not possible within our limited budget to hold the annual Festival online we are immensely grateful to Paul and Carol Kelly who have filmed and recorded the performances they were scheduled to give in the spring. This was released for public viewing on November 24th 2020. There was no charge to view the concert although we received a number of donations.

The planned 2020 Festival programme will (we hope) be delivered as usual at St. Anne's Church in Lewes in 2021. Some advance payments have been made to performers who are able to commit to the 2021 series.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- ☐ policy on grantmaking;
- ☐ policy programme related investment;
- ☐ contribution made by volunteers.

The Trustees were sorry to lose the services of Susanne Hoebel as Trustee and Secretary in 2020 and wish her well in her new endeavours.

Volunteers support the Festival in a number of ways including the production and proof reading of programme material and event-day management.

We are very pleased that Cesca Eaton has offered to manage the Festival in 2021.

Summary of the main achievements of the charity during the year

This has been an especially challenging year for performance based organisations.

The Festival has worked hard to secure the services of some musicians for the annual three days of concerts in July 2021.

Whilst it is very disappointing that live events are not viable in 2020 we are excited at the availability of the 'Retracing Our Steps' online concert which will be available from November 24th.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Festival does not have paid staff or fixed commitments and does not maintain a policy on reserves.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Festival is very grateful to the Chalk Cliff Trust for once again making a grant to support our activities and also to the many individual donors who have made contributions.

Income raised in the current year will be used to seed fund the Festival in 2021.

Our Piano Fund is being maintained in a separate savings account.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		



CHARITY COMMISSION
FOR ENGLAND AND WALES

Lewes Festival of Song

1185478

Receipts and payments accounts

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For the period
from

Period start date
01-10-2019

To

Period end date
30-09-2020

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					
Donations	2,497	-	-	2,497	-
Grants	3,000	-	-	3,000	-
Ticket sales	3,095	-	-	3,095	-
Interest Income	9	-	-	9	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	8,601	-	-	8,601	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	8,601	-	-	8,601	-
A3 Payments					
Subscriptions	96	-	-	96	-
Payments to Musicians	925	-	-	925	-
Printing	112	-	-	112	-
Website design and maintenance	147	-	-	147	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	1,280	-	-	1,280	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	1,280	-	-	1,280	-
Net of receipts/(payments)	7,321	-	-	7,321	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	7,321	-	-	7,321	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current Account	6,169	-	-
	Savings Account	4,009	-	-
		-	-	-
	Total cash funds	10,178	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Equity on becoming a Charity	2,857	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	