

# CUCKFIELD MUSIC FESTIVAL

England & Wales · Charity number 1206204

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2023-12-14

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

## Contact

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**Address** 8 Blunden Drive  
Cuckfield  
Haywards Heath  
RH17 5HU

**Phone** 01444410738

**Email** [info@cuckfieldmusicfest.co.uk](mailto:info@cuckfieldmusicfest.co.uk)

**Website** <https://cuckfieldmusicfest.co.uk/>

## Activities

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**Objects:** FOR THE PUBLIC BENEFIT, TO ADVANCE THE EDUCATION OF THE GENERAL PUBLIC IN AND TO PROMOTE THEIR APPRECIATION OF THE ART AND SCIENCE OF MUSIC BY THE PROVISION OF AN ANNUAL MUSIC FESTIVAL IN WEST SUSSEX AND OTHER ASSOCIATED EVENTS.

**Activities:** We organise concerts and an open mike event featuring music in Cuckfield.

## Classification

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- **How:** Provides Services
- **What:** Arts/culture/heritage/science
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

## Geography

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- West Sussex

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£13,639	£13,691	-	-
2024-08-31	£10,378	£11,776	-	-

## Trustees

Name	Role	Appointed
David John Spear		2023-12-14
Professor Alison Jane Sinclair PhD		2023-12-14
Susan Vickery		2024-02-29

**CUCKFIELD MUSIC FESTIVAL**

England & Wales - Charity number 1206204

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# Accounts

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## Charity Commission Annual Return 2025

CUCKFIELD MUSIC FESTIVAL

Charity registration number: 1206204

**Most of the information you give in this form will become publicly available on the Register of Charities. Any field that the Charity Commission will not display will be clearly marked.**

This document is a record of the information provided in the Annual Return 2025.

### PART A - Charity information

#### Financial period

Financial period start date

01/09/2024

Financial period end date

31/08/2025

#### Income and spending

Income £

£ 13,639

Spending £

£ 13,691

#### Number of contracts from government

How many contracts (other than grant agreements) did your charity receive from central government or a local authority during the financial period for this return?

0

#### Number of grants from government

How many grants did your charity receive from central government or a local authority during the financial period for this return?

0

#### Income breakdown

Donations and legacies (excluding Endowments Received)

£ 5,079

Charitable activities

£ 0

**Other trading activities**

£ 8,303

**Investments**

£ 0

**Other**

£ 257

**Grantmaking****Is grant making the main way your charity carries out its purposes?**

No

**Recipients of grants****Please round all figures to the nearest pound (do not enter decimal points or commas).****Individuals**

£ 0

**Other charities**

£ 0

**Other organisations that are not charities**

£ 0

**Trustee payments****Excluding out of pocket expenses, for what were any of the trustees paid during the financial period for this return?** e. None of the trustees have been paid**Did any of the trustees resign and take up employment with your charity in the financial period of this return?**

No

**Income from outside the UK****Did your charity receive income from outside of the United Kingdom in the financial period of this return?**

No

**Delivering activities outside the United Kingdom****Did your charity deliver charitable activities outside of the United Kingdom in the financial period of this return?**

No

**Spending outside of the United Kingdom****Did your charity spend funds outside of the United Kingdom in the financial period of this return?**

No

**Total Spending outside of the United Kingdom**

£

**Trading subsidiaries****Does the charity have any trading subsidiaries?**

No

## Employment contract types

People were permanently employed by your charity

People were on fixed-terms contracts with your charity

Self-employed people were working for your charity

## Total overseas employees

How many of the people above work on behalf of your charity outside of the United Kingdom?

## Total employee payroll

What was the total amount spent on employee payroll during the financial period relating to this return?

## Employees' salaries

Did any of your charity's employees receive total employment benefits of £60,000 or more in the financial period of this annual return?

## Governance policies

Internal charity financial controls policy and procedures

Safeguarding policy and procedures

Financial reserves policy and procedures

Complaints policy and procedures

Serious incident reporting policy and procedures

Internal risk management policy and procedures

Trustee expenses policy and procedures

Trustee conflicts of interest policy and procedures

Investing charity funds policy and procedures

Campaigns and political activity policy and procedures

Bullying and harassment policy and procedures

**Social media policy and procedures**

**Engaging external speakers at charity events policy and procedures**

**Safeguarding****Has your charity provided services to children and/or adults at risk in the financial period of the return?**

**External risk and impact****Donations**

**Other income - grants**

**Other income - contracts**

**Other income - investment**

**Expenditure on charitable activities**

**Expenditure on overheads**

**Number of volunteers**

**Number of employees**

**Number of trustees**

**Fundraising activities**

**Capacity to deliver services**

**Total service demand**

**Volunteers****Excluding trustees, provide an estimate of the number of volunteers who carried out charitable activities on behalf of your charity in the United Kingdom during the financial period of this return?**

**Privacy statement**

**Any information you give us will be held securely and processed only in accordance with the rule on data protection. We will not disclose your personal details to anyone unconnected to the Charity Commission unless:**

- **you have consented to their release; or**
- **we are legally obliged to disclose them; or**
- **we regard disclosure as either (a) necessary so that we can properly carry out our statutory functions or (b) necessary in the public interest.**

**We may share and disclose information about you with relevant public authorities, regulatory bodies and agencies, outside the Charity Commission but only if:**

- **we can lawfully do so; and**
- **we decide that disclosure is necessary for national security, crime detection, prevention, and law enforcement, or other issues in the public interest**

**Information we collect about you**

**We will use this information:**

**To enable us to carry out our statutory functions and duties;**

**This will include the following actions:**

- (a) update, consolidate, and improve the accuracy of our records;**
- (b) undertake crime detection and prevention and law enforcement and assist the third parties specified above to investigate or prevent crime and carry out law enforcement;**
- (c) data analysis, testing, research, statistical and survey purposes**

**Information we receive from other sources.**

**Information we receive from other sources**

**We may combine this information with information you give to us and information we collect about you.**

**We may use this information and the combined information for the purposes set out above (depending on the types of information we receive).**

**We will ensure that any such disclosure and use is proportionate; considers your right to respect for your private life; and is done fairly and lawfully in accordance with the data protection principles of the Data Protection Act.**

**The Data Protection Act 1998 regulates the use of 'personal data', which is essentially any information, however stored, about identifiable living individuals.**

**As a 'data controller' under the Act, the Charity Commission must comply with it. Any changes we may make to our privacy statement in the future will be set out in the replacement version of this form.**

**Please check back frequently to see any updates or changes to our privacy policy.**

## **Declaration**

**This annual return has not been submitted and no Declaration has been made**



## Receipts and payments accounts

For the period from	Period start date 01/09/2024	To	Period end date 31/08/2025
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### 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 £
<b>A1 Receipts</b>					
Ticket sales	6,595	-	-	6,595	-
Sponsorship	3,100	-	-	3,100	-
Donations	1,979	-	-	1,979	-
Refreshment sales at events	1,708	-	-	1,708	-
Other	257	-	-	257	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>13,639</b>	<b>-</b>	<b>-</b>	<b>13,639</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>13,639</b>	<b>-</b>	<b>-</b>	<b>13,639</b>	<b>-</b>
<b>A3 Payments</b>					
Performers fees	7,050	-	-	7,050	-
Concert costs (eg venue hire)	997	-	-	997	-
Promotional (eg leaflets banners adverts)	3,159	-	-	3,159	-
Website costs	881	-	-	881	-
Insurance	204	-	-	204	-
Refreshments	1,032	-	-	1,032	-
Other	369	-	-	369	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>13,691</b>	<b>-</b>	<b>-</b>	<b>13,691</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>13,691</b>	<b>-</b>	<b>-</b>	<b>13,691</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>- 52</b>	<b>-</b>	<b>-</b>	<b>- 52</b>	<b>-</b>
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	-	-	-	-	-
<b>Cash funds this year end</b>	<b>- 52</b>	<b>-</b>	<b>-</b>	<b>- 52</b>	<b>-</b>

### 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 £
<b>B1 Cash funds</b>	Bank account balance	11,907	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>11,907</b>	<b>-</b>	<b>-</b>

	<b>Unrestricted funds</b> to nearest £	<b>Restricted funds</b> to nearest £	<b>Endowment funds</b> to nearest £
<b>B2 Other monetary assets</b>			
<b>Details</b>			
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
<b>B3 Investment assets</b>			
<b>Details</b>			
		-	-
		-	-
		-	-
		-	-
		-	-

	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
<b>B4 Assets retained for the charity's own use</b>			
<b>Details</b>			
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
<b>B5 Liabilities</b>			
<b>Details</b>			
		-	
		-	
		-	
		-	
		-	

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

<b>Signature</b>	<b>Print Name</b>	<b>Date of approval</b>
	Mrs Susan Vickery	26/11/2025

**CUCKFIELD MUSIC FESTIVAL**

England & Wales - Charity number 1206204

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# Accounts

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## Trustees' Annual Report for the period

From 14/12/2023 Period start date To 31/08/2024 Period end date

Charity name: Cuckfield Music Festival

Charity registration number: 1206204

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The purposes of the Charity are to promote the art of music through the Cuckfield Music Festival for the public benefit. In particular, but not exclusively, by arranging formal and informal concerts in the area to allow local residents access to live performances by high-quality musicians and by providing local professional and amateur musicians with a free public performance platform.
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	<p>The Cuckfield Music festival ran eight 'Acoustic Lounge' events and six concerts during this period.</p> <p>The 'Acoustic Lounge' events were free to attend and free to perform in and gave amateur musicians an opportunity to perform to an audience, and members of the public exposure to music at no cost.</p> <p>Two of the concerts showcased school and college age musicians, providing them the opportunity to perform, outside of their normal cohort, in a formal setting, to a public audience.</p> <p>One concert showcased a university student providing them with the opportunity to perform to a public audience.</p> <p>Three concerts showcased established musicians allowing members of the public to enjoy professional concerts.</p> <p>Two concerts were offered free (with donations possible). For concerts with paid tickets, the prices were set with a view to cover the costs of the festival.</p>
Statement confirming whether the trustees have	Para 1.18	The Trustees adhered to the guidance on public benefit.

had regard to the guidance issued by the Charity Commission on public benefit		
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### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	The Trustees and committee members donated at least 40 hours each to the activities of Charity. In addition, event volunteers typically donated between 3 and 18 hours at events.
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	<p>In the first year of the Cuckfield Music Festival Charity we have run a monthly free 'Acoustic Lounge' for amateur musicians, a Spring showcase for talented school/college age musicians and a summer music festival.</p> <p>The 'Acoustic Lounge' typically attracts 10-15 musicians. This provides them with an opportunity to perform in a relaxed atmosphere to members of the public and other musicians and is open to all at no cost. The musicians value this opportunity as evidenced by the repeat attendance of many.</p> <p>The two concerts showcasing youth musicians provide them with an opportunity to perform in a formal setting to members of the public and other musicians. For many, these concerts occur prior to them deciding whether to study music at a higher level and it gives them a valuable</p>

		<p>performance opportunity outside of their school/college experience.</p> <p>The concert showcasing a university student was very well received. The music was excellent, and the audience were enthralled to see a real-time close-up projection of the musician's hands on the organ keys as they played, as organists are usually obscured from the audience.</p> <p>The three concerts with established musicians allowed the audience to experience high quality music without the time and additional expense of long travel journeys to city venues. In addition, as the tickets prices were set with a view to cover the costs of the festival – rather than maximising profit - prices were kept in a range that is more affordable to people.</p> <p>Finally, we funded two concerts that were offered free to the public. These two concerts, with the 'Acoustic Lounge' provided everyone in the local area with the opportunity to attend music events for free during the year.</p>
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**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
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	£11958.46
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	A reserve was held for the following year's activities because arranging performances has costs ahead of being able to recoup ticket sales and donations revenue. We also need to reserve expected fees for artists for the next year's festival.
Amount of reserves held	Para 1.22	£11958.46
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The Charity has a strong team and adequate funds for contingencies.

### 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	Donations through concerts, ticket sales and sponsorship.
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 (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	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	New trustees are selected by the current 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	<p>A new Trustee is provided with the constitution of the charity and is mentored by the outgoing trustee in the specific responsibilities of the role to be undertaken.</p> <p>The trustees work as a team in making decisions and are available to answer queries from new trustees.</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The Charity trustees meet quarterly and review the work of the charity with respect to budget and to its progress towards fulfilling the charity's objectives and purposes regarding public benefit.</p> <p>A management committee – of which the trustees are also members – meets up to 10 times a year to plan the organisation of the Music Festival events. The management committee comprises of the musical director, the social media manager, the web page manager, and the volunteer co-ordinator. Approaches are proposed, costed and discussed, with all financial considerations referred to the Trustees for decision.</p> <p>The Trustees are not paid. The other management members are not paid for their role on the committee, but payments are made for social media posts and web design and maintenance. The costs of these are agreed in advance by the trustees with reference to market rates.</p>
	Para 1.51	n/a

Relationship with any related parties		
Other		n/a

### Reference and Administrative details

Charity name	Cuckfield Music Festival
Other name the charity uses	
Registered charity number	<b>1206204</b>
Charity's principal address	8 Blunden Drive, Cuckfield, Haywards Heath, RH17 5HU.

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	David Spear	Chair Management Committee		
2	Alison Sinclair	Hon Secretary		
3	Sue Vickery	Hon Treasurer	29/2/2024-31/08/2024	
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	

## 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
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#### 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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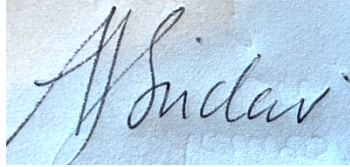
## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Alison Jane Sinclair	
<b>Position (eg Secretary, Chair, etc)</b>	Trustee and Hon Secretary	
<b>Date</b>	16/6/205	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name Cuckfield Music Festival	No (if any) 1206204
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## Receipts and payments accounts

For the period from	Period start date 14/12/2023	To	Period end date 31/08/2024
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### 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 £
<b>A1 Receipts</b>					
Ticket sales	7,387	-	-	7,387	-
Donations	1,431	-	-	1,431	-
Refreshment sales at events	1,195	-	-	1,195	-
Other	330	-	-	330	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>10,343</b>	<b>-</b>	<b>-</b>	<b>10,343</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>10,343</b>	<b>-</b>	<b>-</b>	<b>10,343</b>	<b>-</b>
<b>A3 Payments</b>					
Performers fees	3,897	-	-	3,897	-
Concert costs (eg sound, lighting, venue hire)	2,112	-	-	2,112	-
Promotional (eg leaflets, banners)	3,963	-	-	3,963	-
Website cost	712	-	-	712	-
Insurance	259	-	-	259	-
Refreshments	799	-	-	799	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>11,742</b>	<b>-</b>	<b>-</b>	<b>11,742</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>11,742</b>	<b>-</b>	<b>-</b>	<b>11,742</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>- 1,399</b>	<b>-</b>	<b>-</b>	<b>- 1,399</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>13,357</b>	<b>-</b>	<b>-</b>	<b>13,357</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>11,958</b>	<b>-</b>	<b>-</b>	<b>11,958</b>	<b>-</b>

# 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 £
<b>B1 Cash funds</b>	Bank account balance	11,958	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	11,958	-	-
(agree balances with receipts and payments account(s))		OK	OK	OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>		0	-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>		0	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>		0	-	
			-	
			-	
			-	
			-	

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

Signature 	Print Name Susan Vickery Alison Sinclair	Date of approval 23/6/25
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