

# LANGUAGE OF DANCE TRUST

England & Wales · Charity number 281268

## Details

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**Other names** LANGUAGE OF DANCE TRUST LTD

**Status** Registered

**Legal form** Charitable company

**Company number** [01517745](#)

**Registered** 1980-11-27

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

## Contact

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**Address** Language of Dance Centre  
Oxford House  
Derbyshire Street  
Bethnal Green  
London  
E2 6HG

**Phone** 02077491131

**Email** [info@lodc.org](mailto:info@lodc.org)

**Website** [www.lodc.org](http://www.lodc.org)

## Activities

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**Objects:** TO ADVANCE AND PROMOTE THE EDUCATION OF THE GENERAL PUBLIC IN THE ART AND SCIENCE OF DANCE PARTICULARLY BY THE STUDY, ANALYSIS AND RECORDING OF HUMAN MOVEMENT AND TO FORMULATE AND ESTABLISH SCHEMES.

**Activities:** Its principal object is to advance and promote the education of the general public in the art and science of dance, particularly by the study, analysis and recording of human movement and to formulate and establish schemes therefore.

## Classification

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- **How:** Provides Services
- **What:** Education/training, Arts/culture/heritage/science, Amateur Sport
- **Who:** Children/young People

## Geography

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- Throughout London

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-09-30	£20,120	£114,807	-	-
2023-09-30	£105,878	£91,622	-	-
2022-09-30	£131,555	£71,425	-	-
2021-09-30	£58,619	£85,990	-	-
2020-09-30	£76,530	£76,132	-	-

## Trustees

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Name	Role	Appointed
GRACE MAYLEEN WALCOTT		2022-09-21
JANE LISABETH DULIEU		2022-07-08
LYNDA HOWARTH		2011-07-29
SANDRA ANN MITCHELL		

**LANGUAGE OF DANCE TRUST**

England & Wales - Charity number 281268

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# Accounts

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**LANGUAGE OF DANCE TRUST**

**ACCOUNTS & REPORT YEAR ENDED 30<sup>th</sup> SEPTEMBER 2023**

**Charity Number 281268**

**Company Number 01517745**

**Language of Dance Trust**

**Oxford House**

**Derbyshire Street**

**London**

**E2 6HG**

**020 7749 1131**

**[info@lodc.org](mailto:info@lodc.org)**

**[www.lodc.org](http://www.lodc.org)**

**LANGUAGE OF DANCE TRUST**  
**YEAR ENDED 30TH SEPTEMBER 2023**

**TRUSTEES**

Sandra Ann Mitchell

Angela Garvey Hammond MA (Hons)

Lynda Howarth

Dr Inma Alvarez

Jane Dulieu

Grace Walcott

Registered Charity Number - 281268

Registered Company Number – 01517745

Registered Office:

VWV, 24 King William Street, London, EC4R 9AT

Correspondence Address:

Oxford House, Derbyshire Street, London, E2 6HG

Accountants:

Cooley & Co.: Sampuran House, 3a Chislehurst Road, Orpington, Kent, BR6 ODF

Bankers:

C. Hoare & Co., 37 Fleet Street, London, EC4P 4DQ

Solicitors:

VWV, 24 King William Street, London, EC4R 9AT

## **DIRECTORS' AND TRUSTEES' REPORT**

The Directors, who are also Trustees of the charity, present their annual report and the financial statements for the year ended 30th September 2023.

### **PRINCIPAL ACTIVITY AND CHARITABLE OBJECTIVE**

During this period the Trust has delivered Language of Dance (LOD) activities by developing and facilitating educational and community projects, professional development courses and providing materials for dance analysis and notation. For the education and community projects the Trust continues to prioritise working with people in most need and those who are unlikely to have experienced dance previously.

The principal aim of the charity is to advance and promote the education of the general public in the art and science of dance, particularly by the study, analysis and recording of human movement and to formulate and establish projects in order to fulfil this objective. The mission is to make creative movement and the dance experience available to people of all ages and abilities.

The Trustees confirm that they have carefully considered guidance from the Charity Commission on the public benefit requirement when reviewing the aims and objectives of the charity and in planning future activities. The Trustees are satisfied that the work of the Trust meets these requirements.

### **ORGANISATION AND CONSTITUTION**

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum and Articles of Association on 17<sup>th</sup> September 1980.

The company is limited by guarantee and has no share capital. In the event of the company being wound up, members would be required to contribute an amount not exceeding £1. The management of the company is the responsibility of the Trustees who are elected under the terms of the Memorandum and Articles of Association. A current Trustee nominates prospective Trustees; the nomination requires support from two other Trustees. The entire board must then approve it. At present the maximum number of Trustees who can sit on the Board is five (in addition to the Chair and Secretary).

## **DIRECTORS' AND TRUSTEES' REPORT**

During the past year the Language of Dance Trust (LODT) sought to address the need to expand staff numbers to reach the level of productivity that would allow the Trust to move forward and grow. In November 2022 we hired an Outreach Project Developer to undertake duties relating to our outreach projects, and in January 2023 an administrator & memberships coordinator to handle administrative duties relating to courses, our customised NCFE award and our membership scheme.

Following the restructuring of the organisation, the team and the Board of Trustees are now working together to ensure that a succession plan for the future of the Trust, its work and Dr

Ann Hutchinson Guest's Legacy is secured.

Whilst the Executive Director reports to the Board of Trustees, on a day-to-day basis they are responsible for the managing and developing of all staff, to be able to successfully deliver the charities work.

## **ACTIVITIES AND ACHIEVEMENTS**

### **EDUCATIONAL OUTREACH**

Over the past financial year spanning from October 2022 to September 2023, the Trust has delivered 85 Language of Dance sessions within educational and community settings within London and the surrounding areas. The nature of these activities ranged from one-off standalone introductory workshops to week-on-week dance sessions.

All our weekly Language of Dance sessions were provided free of charge, and directly reached and benefited a total of 90 children/young people aged 3 – 19 years old and adults. These sessions were delivered within the London borough of Tower Hamlets within Hague Primary School, and 2 additional trial workshops within a SEND school setting within the London borough of Waltham Forest.

It has been difficult to track the number of indirect beneficiaries that were reached through our workshops for teachers, who then go back to teach LOD to their students in their own schools. However the Trust continues to seek ways to be able to collate data on the number of indirect beneficiaries its work reaches, by asking the teachers who undertake our courses to be able to deliver sessions within their own settings, how many people they anticipate teaching this academic year that will benefit from their training in the LOD approach.

The Trust continued to support 3 freelance LOD teachers to successfully enter students for our customised NCFE accredited Level 1 Award in Language of Dance Movement Exploration.

### **STAFF TRAINING**

From October 2022 to September 2023, staff accessed a variety of CPD opportunities. Conferences, training events and meetings in person. Staff attended a variety of them run by organisations such as the Sport and Recreation Alliance, One Dance UK and the Foundation for Social Improvement.

Regular staff meetings were undertaken, and staff are regularly asked whether there are any training opportunities they would like to pursue for professional development.

The risk of staff succession for teaching of our courses is ongoing, thus it remains a high priority. We will be looking to develop senior staff members to be able to confidently teach the material by seeking assistance from our network of LOD Specialists to mentor staff. We scheduled studio time for staff to try out new ideas and workshops with the whole team, which we then discussed and gave feedback. These have proved to be extremely successful and a valuable method of in-house peer development.

Our Executive Director has undertaken annual CPD in Risk Management, Staff Wellbeing, Child Protection & Safeguarding, and Prevent training. This knowledge was then filtered back to the team during staff and board meetings.

Our Examination & Courses Manager has continued to attend a variety of dance classes run by BOTH and their week-long intensive dance program called ‘Teacher Rehab’. In addition, she has attended online webinars relating to various aspects of the role.

Our outreach Project Developer has undertaken CPD with People Dancing surrounding the Mental Health & Wellbeing of Dance Teachers, as well as attending the week-long intensive ‘Teacher Rehab’ as previously mentioned. This includes covering a variety of dance styles and techniques.

## **COURSES AND WORKSHOPS**

3 Introductory LOD taster workshops were introduced to promote the up-and-coming launch of our new online course. These took place at the Chisenhale Dance Space (East London), The Place (Central London), The Factory (North London). Attendance for these was 3-5 participants per workshop.

Our priority and focus going forward is to get our new ‘Introduction to Language of Dance’ online training course completed ready for launch in the coming months.

In addition, a focus on revising the contents of our NCFE customised award levels so that we have a wider range of levels available for all learners.

Whilst our Certification Courses require review in order to restructure them in a way that can appeal to a wider audience, this is a lower priority as it is not currently something that is in high demand.

## **PLANS FOR THE FUTURE**

For the next academic year 2023-2024, the LODT will continue to provide free and subsidised activities within a variety of settings within areas of deprivation in London and the surrounding areas but will focus on creating quality CPD opportunities to train education and dance professionals.

Priority will be given to the new online teacher-training course scheduled to be launched in late 2023. To coincide with the launch of this course, we will also be launching our new 3-tiered membership scheme, which now has a free membership option.

Going forward, creating a concise and robust business plan is one of our highest priorities, along with an action plan to progress LOD training for members of staff.

## **STRATEGIC PLANNING**

The LODT has begun the process of a full strategic review in which over the coming months we are committed to working to make the necessary changes needed for the longevity and security of the Trust and its future.

The Executive Director continues to highlight areas of Governance & Practice, Structure, and HR to be reviewed as part of an ongoing focus on effective Governance that has ensured that we remain up to date and compliant.

## **RISK MANAGEMENT**

The Trustees have examined the major risks which the Language of Dance Trust faces and believe that by maintaining our free reserves at a reasonable level, combined with periodic reviews of the areas of risk including insurance cover, health and safety policies in the workplace and whilst teaching, working with young children, financial affairs and personnel practices, will be able to provide sufficient resources in the event of adverse conditions. The Trustees acknowledge that the management of risks faced by the company is a prime responsibility. The Trustees are satisfied that systems are in place to mitigate the major risks.

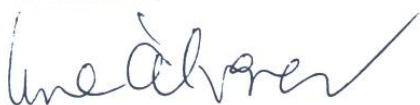
## **RESERVES**

A formal policy on reserves was adopted by the executive committee and it states;  
It is the policy of the Trust to maintain a level of unrestricted funds, which have not been designated for specific expenditure, equivalent to at least six months' running costs. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities and at the same time consider ways in which additional funds may be raised. The Trustees are responsible for the Charitable Company's overall management and control. The Director of Dance Studies and Centre Manager are responsible for the day-to-day running of the Company and operational matters including finance, employment, education initiatives and strategy. The Board meets regularly, holding meetings at least four times a year.

## **DIRECTORS & TRUSTEES**

Sandra Ann Mitchell  
Angela Garvey Hammond MA (Hons)  
Lynda Howarth  
Dr Inma Alvarez  
Jane Dulieu  
Grace Walcott

This report was approved by the board on 26<sup>th</sup> June 2024 and signed on its behalf by



.....

Date: .....30/07/2024.....

**Dr Inma Alvarez (Trustee)**

# LANGUAGE OF DANCE TRUST

## LIMITED BY GUARANTEE

### DIRECTORS' REPORT FOR THE YEAR ENDED 30TH SEPTEMBER 2023

The directors present their annual report with the unaudited accounts of the company for the year ending 30<sup>th</sup> September 2023.

#### Activities

The company is established to advance and promote the education of the general public in the art and science of dance particularly by the study, analysis and recording of human movement and to formulate and establish schemes with this objective.

#### Results

The surplus for the year as shown on page 8 of the accounts amounted to £16,710 (2022 – £46,468).

#### Directors and their shareholdings

The directors throughout the year were as follows: -

A. Garvey Hammond  
S. A. Mitchell  
L. Howarth Dr I. Alvarez  
J. Dulieu  
G. Walcott

The company is limited by guarantee. Each of the directors is a member and each of the members is liable to contribute an amount not exceeding £1 in the event of the winding up of the company.

#### Small Company Provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption.

This report was approved by the board of directors on 26<sup>th</sup> June 2024 and signed on behalf of the board by:



Date: .....30/07/2024.....

**Dr Inma Alvarez (Trustee)**

## **LANGUAGE OF DANCE TRUST**

### **LIMITED BY GUARANTEE**

### **STATEMENT OF DIRECTORS' RESPONSIBILITIES**

The directors are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the situation of the company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for maintaining proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities Act 2006 and the Charities SORP (FRS 102). The directors are also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# LANGUAGE OF DANCE TRUST

## LIMITED BY GUARANTEE

### STATEMENT OF FINANCIAL ACTIVITIES

(INCLUDING SUMMARY INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED  
30<sup>TH</sup> SEPTEMBER 2023

	Notes	Unrestricted Funds £	Restricted Funds £	2023 Total £	2022 Total £
<b>Incoming Resources</b>					
Incoming resources from generated funds					
Voluntary income	4	100,630	-	100,630	128,949
Investment income	5	4,206	-	4,206	2,983
Incoming resources from charitable activities		1,042	-	1,042	1,349
		-----	-----	-----	-----
Total incoming resources		105,878	-	105,878	133,281
		-----	-----	-----	-----
<b>Resources Expended</b>					
Charitable activities	6	89,046	943	89,989	73,410
Other		1,633	-	1,633	1,413
		-----	-----	-----	-----
Total resources expended		90,679	943	91,622	74,823
		-----	-----	-----	-----
Net income / (expenditure) before investment gains		15,199	(943)	14,256	58,458
Unrealised (loss) / profit on investment assets		2,454	-	2,454	(11,990)
		-----	-----	-----	-----
<b>Net Movement In Funds</b>		17,653	(943)	16,710	46,468
<b>Reconciliation of funds</b>					
Total funds brought forward		195,461	10,712	206,173	159,705
		-----	-----	-----	-----
Total funds carried forward		<u>£ 213,114</u>	<u>£ 9,769</u>	<u>£ 222,883</u>	<u>£ 206,173</u>

**LANGUAGE OF DANCE TRUST  
LIMITED BY GUARANTEE**

**BALANCE SHEET  
30<sup>TH</sup> SEPTEMBER 2023**

	Notes	2023	2022
		£	£
<b>Fixed Assets</b>			
Tangible fixed assets	7		732
Investments	8	96,650	
		-----	-----
		97,382	
			94,196
<b>Current Assets</b>			
Debtors	9	2,535	6,256
Cash at bank and in hand		126,639	109,532
		-----	-----
		129,174	115,788
<b>Creditors : amounts falling due within one year</b>			
Other creditors	10	(3,673)	(3,811)
		-----	-----
<b>Net Current Assets</b>			125,501
			111,977
<b>Total Assets Less Current Liabilities</b>		<b><u>£ 222,883</u></b>	<b><u>£206,173</u></b>
<b>The Funds Of The Charity</b>			
Unrestricted funds		213,114	195,461
Restricted income funds	11	9,769	
		-----	-----
<b>Total Charity Funds</b>		<b><u>£ 222,883</u></b>	<b><u>£206,173</u></b>

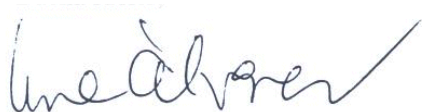
The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibility for:

- (i) ensuring that the company keeps adequate accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and in accordance with FRS 102 SORP.

These financial statements were approved and authorised for issue by the Board by



Date: .....30/07/2024.....

**Dr Inma Alvarez (Trustee)**

## **LANGUAGE OF DANCE TRUST**

### **LIMITED BY GUARANTEE**

### **NOTES FORMING PART OF THE ACCOUNTS**

**30<sup>TH</sup> SEPTEMBER 2023**

#### **1. Constitution**

Language of Dance Trust, a registered charity, is a company limited by guarantee not having a share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the company in the event of liquidation.

#### **2. Accounting Policies**

##### **Basis of accounting**

The accounts have been prepared on the basis of historical cost as modified by the revaluation of investments and in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Statement of Recommended Accounting Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard (FRS 102) and the Charities Act 2011. The charity constitutes a public benefit entity as defined by FRS 102.

##### **Recognition of income**

All incoming resources are included in the Statement of Financial Activities when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources;
- the monetary value can be measured with sufficient reliability.

No amounts are included in the financial statements for services donated by trustees and volunteers.

##### **Liability recognition**

Liabilities are recognised where it is more likely than not that there is a legal constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

##### **Fixed asset investments**

The investments are shown at market value. Any gain or loss on revaluation is taken to the Statement of Financial Activities.

**LANGUAGE OF DANCE TRUST  
LIMITED BY GUARANTEE**

**NOTES FORMING PART OF THE ACCOUNTS**

**30<sup>TH</sup> SEPTEMBER 2023**

**3. Staff costs**

	<b>2023</b>	2022
	<b>£</b>	£
Salaries	70,525	55,682
Employer's NI	172	745
Pension costs	1,229	1,224
	-----	-----
	<b><u>£ 71,926</u></b>	<b><u>£ 57,651</u></b>

No employees received employee benefits for the year in excess of £60,000. The company employed 4 employees (2022-3).

Pension costs relate to a defined contribution scheme.

**4. Donations and Grants**

**Unrestricted funds**

	<b>2023</b>	2022
	<b>£</b>	£
L.F. Guest Estate	100,000	60,000
A.H. Guest (director)	-	65,789
Angus Keith No 2 Settlement	600	2,364
Other	30	796
	-----	-----
	<b><u>£ 100,630</u></b>	<b><u>£ 128,949</u></b>

**5. Investment Income**

	<b>2023</b>	2022
	<b>£</b>	£
Dividends receivable	2,736	2,940
Interest receivable	1,470	43
	-----	-----
	<b><u>£ 4,206</u></b>	<b><u>£ 2,983</u></b>

**LANGUAGE OF DANCE TRUST  
LIMITED BY GUARANTEE**

**NOTES FORMING PART OF THE ACCOUNTS (CONTINUED)**

**30<sup>TH</sup> SEPTEMBER 2023**

<b>6. Resources Expended: Charitable Activities</b>	<b>2023</b>	2022
	<b>£</b>	<b>£</b>
Staff costs	71,926	57,651
Project teachers and freelance staff	350	599
Training	110	-
Studio hire	172	370
Office rent	10,501	9,158
Printing, post and stationery	39	197
Accountancy	616	497
Purchases	21	357
Project costs	-	275
NCFE	2,000	210
Website, trademarks and I.T.	867	1,301
Insurance	1,622	1,622
Subscriptions	719	603
Depreciation	147	-
Miscellaneous	899	570
	-----	-----
	<b><u>£ 89,989</u></b>	<b><u>£ 73,410</u></b>

Fees of the independent examiner amounting to £1,620 (2022- £1,406) are included in other expenses in the statement of financial activities.

**LANGUAGE OF DANCE TRUST  
LIMITED BY GUARANTEE**

**NOTES FORMING PART OF THE ACCOUNTS (CONTINUED)**

**30<sup>TH</sup> SEPTEMBER 2023**

<b>7. Tangible Fixed Assets</b>	<b>£</b>
Equipment	
Cost :	
At 1 <sup>st</sup> October 2022	951
Addition	879
	-----
At 30 <sup>th</sup> September 2023	<b><u>£ 1,830</u></b>
Depreciation :	
At 1st October 2022	951
Charge	147
	-----
At 30 <sup>th</sup> September 2023	<b><u>£ 1,098</u></b>
Net book amounts :	
At 30 <sup>th</sup> September 2023	<b><u>£ 732</u></b>
At 30 <sup>th</sup> September 2022	<b><u>£ -</u></b>

**8. Fixed Asset Investments**

	<b>Number of Units</b>	<b>Cost £</b>	<b>Market value at 30<sup>th</sup> September</b>	
			<b>2023 £</b>	<b>2022 £</b>
COIF Charities Fixed Interest Fund – Income units	28,395.93	38,149	33,587	31,971
COIF Charities Ethical Investment Fund – Income Units	22,609.86	41,310	63,063	62,225
			-----	-----
			<b><u>£ 96,650</u></b>	<b><u>£ 94,196</u></b>

The increase in market value of the investments of £2,454 (2022 – decrease £11,990) during the year has been shown as an unrealised profit in the Statement of Financial Activities.

**LANGUAGE OF DANCE TRUST  
LIMITED BY GUARANTEE**

**NOTES FORMING PART OF THE ACCOUNTS (CONTINUED)**

**30<sup>TH</sup> SEPTEMBER 2023**

<b>9.</b>	<b>Debtors</b>	<b>2023</b>	2022
	Other debtors	<u><b>£ 2,535</b></u>	<u>£6,256</u>

<b>10.</b>	<b>Creditors</b>	<b>2023</b>	2022
	Accruals and other creditors	<u><b>£ 3,673</b></u>	<u>£3,811</u>

**11. Movements On  
Restricted Funds**

	Opening balance £	Receipts £	Expenditure £	Closing balance £
Ann Hutchinson-Guest <i>Flashcards donation</i>	1,000	-	-	1,000
Celeste Kennedy Bequest	1,047	-	943	104
Rathbones Investment Management <i>Dance and code Tower Hamlets</i>	3,000	-	-	3,000
Aldgate and All Hallows Language of Dance Movement Exploration	5,665	-	-	5,665
	----- <u><b>£ 10,712</b></u>	----- <u><b>£ -</b></u>	----- <u><b>£ 943</b></u>	----- <u><b>£ 9,769</b></u>

**12. Transactions with directors**

None of the directors have been paid any remuneration or received any benefits or expenses in the year.

# **INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF LANGUAGE OF DANCE TRUST LIMITED FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2023**

## **Responsibilities and basis of report**

The trustees (who are also the directors of the company for the purpose of company law) are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act"). Having satisfied myself that the accounts of the Company are not required to be audited for this year under part 16 of the 2006 Act and are eligible for independent examination. I report in respect of my examination of your Charity's accounts as carried out under section 145 of the Charities Act 2011. In carrying out my examination, I have followed the directions given by the Charity Commission (under section 145 (5)(b) of the 2011 Act).

## **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

C. Cooley  
Cooley & Co  
Chartered Accountants  
Sampuran House  
3A Chislehurst Road  
Orpington  
Kent  
BR6 0DF

**LANGUAGE OF DANCE TRUST**

England & Wales - Charity number 281268

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# Accounts

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**LANGUAGE OF DANCE TRUST REPORT**

**YEAR ENDED 30<sup>th</sup> SEPTEMBER 2022**

**Charity Number 281268**

**Company Number 01517745**

**Language of Dance Trust**

**Oxford House**

**Derbyshire Street**

**London**

**E2 6HG**

**020 7749 1131**

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**[www.lodc.org](http://www.lodc.org)**



**LANGUAGE OF DANCE TRUST**

England & Wales - Charity number 281268

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# Accounts

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**LANGUAGE OF DANCE TRUST REPORT**

**YEAR ENDED 30<sup>th</sup> SEPTEMBER 2021**

**Charity Number 281268**

**Company Number 01517745**

**Language of Dance Trust  
Oxford House  
Derbyshire Street  
London  
E2 6HG**

**020 7749 1131  
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www.lodc.org**

**LANGUAGE OF DANCE TRUST  
YEAR ENDED 30TH SEPTEMBER 2021**

**TRUSTEES**

Sandra Ann Mitchell

Angela Garvey Hammond MA (Hons)

Lynda Howarth

Dr Inma Alvarez

Jane Dulieu

Grace Walcott

Registered Charity Number  
281268

Registered Company Number  
01517745

Registered Office  
VWV, 24 King William Street, London, EC4R 9AT

Correspondence Address  
Oxford House, Bethnal Green, London, E2 6NG

Accountants  
Cooley & Co., Sampuran House, 3a Chislehurst Road, Orpington, Kent, BR6 0DF

Bankers  
C. Hoare & Co., 37 Fleet Street, London, EC4P 4DQ

Solicitors  
VWV, 24 King William Street, London, EC4R 9AT

## **DIRECTORS' AND TRUSTEES' REPORT**

The Directors, who are also Trustees of the charity, present their annual report and the financial statements for the year ended 30th September 2021.

### **PRINCIPAL ACTIVITY AND CHARITABLE OBJECTIVE**

During this period the Trust has delivered Language of Dance (LOD) activities by developing and facilitating educational and community projects, professional development courses and providing materials for dance analysis and notation. For the education and community projects the Trust continues to prioritise working with people in most need and those who are unlikely to have experienced dance previously.

The principal aim of the charity is to advance and promote the education of the general public in the art and science of dance, particularly by the study, analysis and recording of human movement and to formulate and establish projects in order to fulfil this objective. The mission is to make creative movement and the dance experience available to people of all ages and abilities.

The Trustees confirm that they have carefully considered guidance from the Charity Commission on the public benefit requirement when reviewing the aims and objectives of the charity and in planning future activities. The Trustees are satisfied that the work of the Trust meets these requirements.

### **ORGANISATION AND CONSTITUTION**

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum and Articles of Association on 17<sup>th</sup> September 1980.

The company is limited by guarantee and has no share capital. In the event of the company being wound up, members would be required to contribute an amount not exceeding £1. The management of the company is the responsibility of the Trustees who are elected under the terms of the Memorandum and Articles of Association. A current Trustee nominates prospective Trustees; the nomination requires support from two other Trustees. The entire board must then approve it. At present the maximum number of Trustees who can sit on the Board is five (in addition to the Chair and Secretary).

## **DIRECTORS' AND TRUSTEES' REPORT**

During the past year the LODT discussed the need to expand staff numbers in order to reach the level of productivity that would take the Trusts into its next phase of development. However continued restrictions due to the Covid-19 Global pandemic, which have impacted us in both financially and in matters relating to HR, it has been difficult to move forward at speed.

Discussions were undertaken between Ann Hutchinson Guest (Honorary President of the LODT), Eve Knights (LOD Projects Director) and the Board of Trustees to work on a succession plan for the future of the Trust, its work and what AHG would like her Legacy to be. Both the Director of Dance Studies and the LOD Projects Director report to the Board of Trustees, but with our Director of Dance Studies currently off on long-term sick, efforts have been made to train other staff members to be able to undertake certain aspects of this role, as this has been highlighted as an area of risk, having only one member of staff currently trained to deliver our courses. The Director of Projects, is currently acting Director of the Trust and line manages the Courses & Examinations Manager (part-time), and a LOD Tutor (part-time) who is employed to deliver Dance Moves sessions and the Level 1 Award

## **ACTIVITIES AND ACHIEVEMENTS**

### **EDUCATIONAL OUTREACH**

Between September 2020 and March 2021, the LODT was unable to deliver any LOD sessions due to restrictions relating to Covid-19. During this time many schools were still operating a bubble system and not allowing outside agencies into their schools as precautionary measures were taken to control the pandemic. Furthermore, the country entered 2 further stages of lockdown during this period.

In April 2021, we were able to resume activities within a couple of settings ensuring Covid health and safety measures were undertaken, and procedures followed. Weekly dance sessions were provided free of charge, directly reaching a total of 120 children and young people aged 3 – 21 years old. These sessions were delivered within the London borough of Tower Hamlets within Hague Primary School and New City College. Due to limitations surrounding Covid, our Dance Moves Festival was cancelled for a second time. A short-term project was also delivered to students at Riverside SEN School in July.

Due to activity disruptions and the limited number of sessions we were able to deliver the Trust's LOD teachers were unable to enter any students this academic year for its customised NCFE accredited Level 1 Award in Language of Dance Movement Exploration, however we were able to assist a number of freelance LOD teachers to successfully enter students, who originally started the award pre-pandemic.

Unfortunately, in early 2021 the Miss E.A Pemberton Barnes Will Trust informed us that in light of the recent pandemic, they have reviewed the number of organisations that they support and will be cutting this by 50%, and sadly they will no longer be able to continue supporting our activities.

### **STAFF TRAINING**

In October 2020, the Trust looked at alternative ways (via online) to allow staff to access further CPD opportunities. After spending many months Furloughed and isolated due to Covid-19 and a nationally imposed Lockdown, staff members undertook a Wellbeing seminar with One Dance UK, which provided some much-needed strategies on how to look after ones mental & physical health as we navigate these unprecedented times.

Due to ongoing restrictions, the majority of annual conferences and meetings have been online via Zoom. Usual opportunities to attend conferences, training events and meetings with the Sport and Recreation Alliance, One Dance UK and the Foundation for Social Improvement Training which staff members have taken up.

Regular staff meetings as well as annual reviews were undertaken where staff were asked where they felt they needed help, where they see themselves progressing and whether there were any training opportunities they would like to pursue.

After highlighting the risk of succession for teaching our courses, both the LOD Projects Director and our Examinations & Courses Manager completed a 4-week intensive (2 courses) with another one of our LOD Worldwide centers based in the USA over zoom, as a refresher course on the fundamental of the Language of Dance Approach. They also took the opportunity to teach classes to one another to gain experience in delivering sessions remotely. Our Director of the Trust sourced training in Effective Governance, Management and Safeguarding, whilst our Examination & Courses Manager attended a variety of dance classes and 4-day intensive dance program.

## **COURSES, CLASSES AND WORKSHOPS**

Due to the continued serious illness of the Director of Language of Dance Studies, plans to resume face-to-face workshops and courses were kept on hold.

Progress was made on the online teacher-training course. The structure was finalised, and a range of content written and filmed.

A remote NCFE EQA visit was held in December 2020, which had a very positive outcome. Most NCFE assessors resumed their face-to-face teaching. 55 students were entered for and achieved the Level 1 Award, and 4 students were entered for and achieved the Level 2 Award.

## **PLANS FOR THE FUTURE**

For the next academic year (2021-2022), the LODT, we will continue to provide free and subsidised activities within Early Years, Primary and Special Educational Needs settings for within areas of deprivation in London and the surrounding areas.

Regarding courses, the main priority is to finalise a pilot version of the teacher-training course, to be launched in 2022.

An action plan to progress LOD training of members of staff must be one of our highest priorities, as this will enable the LODC to resume live classes and workshops. The LOD training will go alongside revising the contents of the Certification Courses, with a view to restructuring them in a way that can appeal to a wider audience.

## **STRATEGIC PLANNING**

As mentioned in last year's report, back in 2019 the LODT had the opportunity to work with Pilotlight, who teamed the LODT up with the Barclays Strategic review panel. The panel of experts helped the LODT to assess areas for development, review and change.

Covid caused a delay in the LODT board implementing these strategies, but we are committed to working together over the coming months to make the necessary changes needed for the longevity and security of the Trust and its future.

The Director of the Trust has highlighted the areas of Governance & Practice, Structure, and HR to be reviewed as part of a new annual Governance focus that will ensure we remain up to date and compliant.

## **RISK MANAGEMENT**

The Trustees have examined the major risks which the Language of Dance Trust faces and believe that by maintaining our free reserves at a reasonable level, combined with periodic reviews of the areas of risk including insurance cover, health and safety policies in the workplace and whilst teaching, working with young children, financial affairs and personnel practices, will be able to provide sufficient resources in the event of adverse conditions.

The Trustees acknowledge that the management of risks faced by the company is a prime responsibility. The Trustees are satisfied that systems are in place to mitigate the major risks, however the Director of the Trust has highlighted the urgent need for the Trusts succession plan to be reviewed, which have been added to the agenda and will be discussed at the March 2022 board meeting.

## **RESERVES**

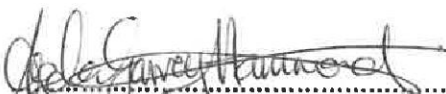
A formal policy on reserves was adopted by the executive committee and it states; It is the policy of the Trust to maintain a level of unrestricted funds, which have not been designated for specific expenditure, equivalent to at least six months running costs. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities and at the same time consider ways in which additional funds may be raised.

The Trustees are responsible for the Charitable Company's overall management and control. The Director of Dance Studies and Centre Manager are responsible for the day to day running of the Company and operational matters including finance, employment, education initiatives and strategy. The Board meets regularly, holding meetings at least four times a year.

## **DIRECTORS & TRUSTEES**

Dr. Ann Hutchinson Guest, LHD, DHu  
Sandra Ann Mitchell  
Angela Garvey Hammond MA (Hons)  
Lynda Howarth  
Dr Inma Alvarez

This report was approved by the board on 21<sup>st</sup> September 2022 and signed on its behalf by

  
.....  
**Angela Garvey Hammond**  
Trustee

21<sup>st</sup> September 2022

**LANGUAGE OF DANCE TRUST**

**LIMITED BY GUARANTEE**

**DIRECTORS' REPORT FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2021**

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The directors present their annual report with the unaudited accounts of the company for the year ended 30<sup>th</sup> September 2021.

**Activities**

The company is established to advance and promote the education of the general public in the art and science of dance particularly by the study, analysis and recording of human movement and to formulate and establish schemes with this objective.

**Results**

The deficit for the year as shown on page 8 of the accounts amounted to £25,905 (2020 – surplus £3,282).

**Directors and their shareholdings**

The directors throughout the year were as follows :-

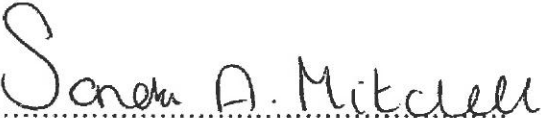
A. Hutchinson Guest (Chairman) (died 9 April 2022)  
A. Garvey Hammond  
S. A. Mitchell  
S. Saint-Smith (resigned 26 October 2020)  
L. Howarth  
Dr I. Alvarez

The company is limited by guarantee. Each of the directors is a member and each of the members is liable to contribute an amount not exceeding £1 in the event of the winding up of the company.

**Small Companies Exemptions**

This report has been prepared in accordance with the special provisions within Part 15 of the Companies Act 2006 relating to small companies.

By order of the board, approved on 21<sup>st</sup> September 2022 and signed on behalf of by

  
.....  
**S. A. Mitchell**  
**Trustee**

21<sup>st</sup> September 2022

## **LANGUAGE OF DANCE TRUST**

### **LIMITED BY GUARANTEE**

#### **STATEMENT OF DIRECTORS' RESPONSIBILITIES**

---

The directors are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to :

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities Act 2006 and the Charities SORP (FRS 102). They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**LANGUAGE OF DANCE TRUST**

**LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCLUDING SUMMARY INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2021**

	Notes	Unrestricted Funds £	Restricted Funds £	2021 Total £	2020 Total £
<b>Incoming Resources</b>					
Incoming resources from generated funds					
Voluntary income	4	50,919	248	51,167	72,818
Investment income	5	3,038	-	3,038	3,103
Incoming resources from charitable activities		2,216	-	2,216	609
		-----	-----	-----	-----
Total incoming resources		56,173	248	56,421	76,530
		-----	-----	-----	-----
<b>Resources Expended</b>					
Charitable activities	6	86,838	-	86,838	75,038
Other		1,261	-	1,261	1,094
		-----	-----	-----	-----
Total resources expended		88,099	-	88,099	76,132
		-----	-----	-----	-----
Net income / (expenditure) before investment gains		(31,926)	248	(31,678)	398
Unrealised profit on investment assets		5,773	-	5,773	2,884
		-----	-----	-----	-----
<b>Net Movement In Funds</b>		(26,153)	248	(25,905)	3,282
<b>Reconciliation of funds</b>					
Total funds brought forward		173,019	12,591	185,610	182,328
		-----	-----	-----	-----
Total funds carried forward		<u>£ 146,866</u>	<u>£ 12,839</u>	<u>£ 159,705</u>	<u>£ 185,610</u>

**LANGUAGE OF DANCE TRUST  
LIMITED BY GUARANTEE  
BALANCE SHEET  
30<sup>TH</sup> SEPTEMBER 2021**

	Notes	2021		2020	
		£	£	£	£
<b>Fixed Assets</b>					
Tangible fixed assets	7		-		-
Investments	8		106,186		100,412
			<u>106,186</u>		<u>100,412</u>
<b>Current Assets</b>					
Debtors	9	4,489		9,189	
Cash at bank and in hand		50,482		78,699	
		<u>54,971</u>		<u>87,888</u>	
<b>Creditors : amounts falling due within one year</b>					
Other creditors	10	(1,452)		(2,690)	
<b>Net Current Assets</b>			<u>53,519</u>		<u>85,198</u>
<b>Total Assets Less Current Liabilities</b>			<u><b>£ 159,705</b></u>		<u><b>£185,610</b></u>
<b>The Funds Of The Charity</b>					
Unrestricted funds			146,866		173,019
Restricted income funds	11		12,839		12,591
<b>Total Charity Funds</b>			<u><b>£ 159,705</b></u>		<u><b>£185,610</b></u>

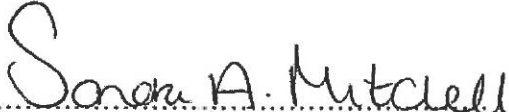
The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibility for:

- (i) ensuring that the company keeps adequate accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and in accordance with FRS 102 SORP.

These financial statements were approved and authorised for issue by the Board on 21<sup>st</sup> September 2022.

  
S. A. Mitchell  
Trustee

21<sup>st</sup> September 2022

## **LANGUAGE OF DANCE TRUST**

### **LIMITED BY GUARANTEE**

#### **NOTES FORMING PART OF THE ACCOUNTS 30<sup>TH</sup> SEPTEMBER 2021**

---

##### **1. Constitution**

Language of Dance Trust, a registered charity, is a company limited by guarantee not having a share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the company in the event of liquidation.

##### **2. Accounting Policies**

###### **Basis of accounting**

The accounts have been prepared on the basis of historical cost as modified by the revaluation of investments and in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Statement of Recommended Accounting Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard (FRS 102) and the Charities Act 2011. The charity constitutes a public benefit entity as defined by FRS 102.

###### **Recognition of income**

All incoming resources are included in the Statement of Financial Activities when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources;
- the monetary value can be measured with sufficient reliability.

No amounts are included in the financial statements for services donated by trustees and volunteers.

###### **Liability recognition**

Liabilities are recognised where it is more likely than not that there is a legal constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

###### **Fixed asset investments**

The investments are shown at market value. Any gain or loss on revaluation is taken to the Statement of Financial Activities.

**LANGUAGE OF DANCE TRUST**

**LIMITED BY GUARANTEE**

**NOTES FORMING PART OF THE ACCOUNTS (CONTINUED)**

**30<sup>TH</sup> SEPTEMBER 2021**

**3. Staff costs**

	2021	2020
	£	£
Salaries	61,296	65,857
Employer's NI	620	52
Pension costs	1,256	1,166
	<u>£ 63,172</u>	<u>£ 67,075</u>

No employees received employee benefits for the year in excess of £60,000. The company employed three employees (2020-4).

Pension costs relate to a defined contribution scheme.

<b>4. Donations and Grants</b>	<b>2021</b>	<b>2020</b>
	£	£
<b>Unrestricted funds</b>		
Miss E.A. Pemberton Barnes Will Trust	6,864	7,743
A.H. Guest (director)	42,581	60,296
Angus Keith No 2 Settlement	1,300	1,400
Other	174	-
	<u>£ 50,919</u>	<u>£ 69,439</u>

<b>5. Investment Income</b>	<b>2021</b>	<b>2020</b>
	£	£
Dividends receivable	3,038	3,103
	<u>£ 3,038</u>	<u>£ 3,103</u>

**LANGUAGE OF DANCE TRUST**

**LIMITED BY GUARANTEE**

**NOTES FORMING PART OF THE ACCOUNTS (CONTINUED)**  
**30<sup>TH</sup> SEPTEMBER 2021**

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<b>6. Resources Expended : Charitable Activities</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Staff costs	63,172	67,075
Job retention scheme	-	(19,462)
Project teachers and freelance staff	2,844	775
Continuing professional development	50	1,196
Tax on income not recovered	1,634	-
Studio hire	151	453
Office rent	7,963	7,447
Printing, photocopying and stationery	153	185
Accountancy	374	274
Project costs	598	5,411
NCFE	2,825	2,401
Website, trademarks and I.T.	2,633	3,764
Insurance	1,546	1,474
Subscriptions	464	364
Depreciation	-	208
Miscellaneous	2,431	1,473
	<b><u>£86,838</u></b>	<b><u>£73,038</u></b>

Fees of the independent examiner amounting to £1,248 (2020-£1,080) are included in other expenses in the statement of financial activities.

**LANGUAGE OF DANCE TRUST**

**LIMITED BY GUARANTEE**

**NOTES FORMING PART OF THE ACCOUNTS (CONTINUED)**  
**30<sup>TH</sup> SEPTEMBER 2021**

<b>7. Tangible Fixed Assets</b>	<b>£</b>
Equipment	
Cost :	
At 1 <sup>st</sup> October 2020	951
	-----
At 30 <sup>th</sup> September 2021	<b><u>£ 951</u></b>
Depreciation :	
At 1st October 2020	951
Charge	-
	-----
At 30 <sup>th</sup> September 2021	<b><u>£ 951</u></b>
Net book amounts :	
At 30 <sup>th</sup> September 2021	=
At 30 <sup>th</sup> September 2020	<b><u>£ -</u></b>

**8. Fixed Asset Investments**

			<b>Market value at 30<sup>th</sup> September</b>	
	<b>Number of Units</b>	<b>Cost £</b>	<b>2021 £</b>	<b>2020 £</b>
COIF Charities Fixed Interest Fund – Income units	28,395.93	38,149	38,207	40,365
COIF Charities Ethical Investment Fund – Income Units	22,609.86	41,310	67,979	60,047
			-----	-----
			<b><u>£ 106,186</u></b>	<b><u>£ 100,412</u></b>

The increase in market value of the investments of £5,773 (2020 – £2,883) during the year has been shown as an unrealised gain in the Statement of Financial Activities.

**LANGUAGE OF DANCE TRUST**

**LIMITED BY GUARANTEE**

**NOTES FORMING PART OF THE ACCOUNTS (CONTINUED)**  
**30<sup>TH</sup> SEPTEMBER 2021**

<b>9. Debtors</b>	<b>2021</b>	<b>2020</b>
Other debtors	<u>£ 4,489</u>	<u>£ 9,189</u>

<b>10. Creditors</b>	<b>2021</b>	<b>2020</b>
Accruals and other creditors	<u>£1,452</u>	<u>£2,689</u>

**11. Movements On Restricted Funds**

	Opening balance £	Receipts £	Expenditure £	Closing balance £
Ann Hutchinson-Guest <i>Flashcards donation</i>	1,000	-	-	1,000
Celeste Kennedy Bequest	1,047	-	-	1,047
Rathbones Investment Management <i>Dance and code Tower Hamlets</i>	3,000	-	-	3,000
Various Donors <i>Running events</i>	379	248	-	627
Award in dance Tower Hamlets	500	-	-	500
Robert Gavron Charitable Trust	1,000	-	-	1,000
Aldgate and All Hallows Language of Dance Movement Exploration	5,665	-	-	5,665
	<u>£ 12,591</u>	<u>£248</u>	<u>£-</u>	<u>£ 12,839</u>

**12. Transactions with directors**

None of the directors have been paid any remuneration or received any benefits or expenses in the year.

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF LANGUAGE OF DANCE TRUST LIMITED FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2021**

**Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purpose of company law) are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act"). The charity's trustees consider that an audit is not required for this year under Part 16 of the 2006 Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Act,
- to follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**


My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me reasonable cause to believe that in any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

  
C. Cooley  
Cooley & Co  
Chartered Accountants  
Sampuran House  
3A Chislehurst Road  
Orpington  
Kent  
BR6 0DF

21<sup>st</sup> September 2022

**LANGUAGE OF DANCE TRUST**

England & Wales - Charity number 281268

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# Accounts

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**LANGUAGE OF DANCE TRUST REPORT**  
**YEAR ENDED 30<sup>th</sup> SEPTEMBER 2020**

**Charity Number 281268**

**Company Number 01517745**

**Language of Dance Trust**  
**Oxford House**  
**Derbyshire Street**  
**London**  
**E2 6HG**

**020 7749 1131**  
**[info@lodc.org](mailto:info@lodc.org)**  
**[www.lodc.org](http://www.lodc.org)**

**LANGUAGE OF DANCE TRUST**  
**YEAR ENDED 30TH SEPTEMBER 2020**

**TRUSTEES**

Dr. Ann Hutchinson Guest, LHD, DHu  
*Chair*

Sandra Ann Mitchell

Angela Garvey Hammond MA (Hons)

Lynda Howarth

Dr Inma Alvarez

Registered Charity Number  
281268

Registered Company Number  
01517745

Registered Office  
VWV, 24 King William Street, London, EC4R 9AT

Correspondence Address  
Oxford House, Bethnal Green, London, E2 6NG

Accountants  
Cooley & Co., Sampuran House, 3a Chislehurst Road, Orpington, Kent, BR6 0DF

Bankers  
C. Hoare & Co., 37 Fleet Street, London, EC4P 4DQ

Solicitors  
VWV, 24 King William Street, London, EC4R 9AT

## **DIRECTORS' AND TRUSTEES' REPORT**

The Directors, who are also Trustees of the charity, present their annual report and the financial statements for the year ended 30th September 2020.

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During this period the Trust has delivered Language of Dance (LOD) activities by facilitating educational and community projects, running professional development courses and providing materials for dance analysis and notation. For the education and community projects the Trust continues to prioritise working with people in most need and those who are unlikely to have experienced dance previously.

The principal aim of the charity is to advance and promote the education of the general public in the art and science of dance, particularly by the study, analysis and recording of human movement and to formulate and establish projects in order to fulfil this objective. The mission is to make creative movement and the dance experience available to people of all ages and abilities.

The Trustees confirm that they have given careful consideration to guidance from the Charity Commission on the public benefit requirement when reviewing the aims and objectives of the charity and in planning future activities. The Trustees are satisfied that the work of the Trust meets these requirements.

### **ORGANISATION AND CONSTITUTION**

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The company is limited by guarantee and has no share capital. In the event of the company being wound up, members would be required to contribute an amount not exceeding £1. The management of the company is the responsibility of the Trustees who are elected under the terms of the Memorandum and Articles of Association. A current Trustee nominates prospective Trustees; the nomination requires support from two other Trustees. The entire board must then approve it. At present the maximum number of Trustees who can sit on the Board is five (in addition to the Chair and Secretary).

## **DIRECTORS' AND TRUSTEES' REPORT**

During the past year the LODT has restructured with the General Manager leaving and our Outreach Project Manager being promoted to Director of the Trust. Both the Director of Dance Studies and the Director of the LODT report to the Board of Trustees. The Director of the LODT line manages the Courses and Examinations Officer (part-time) and a LOD Tutor (part-time) who are employed to deliver Dance Moves sessions and the Level 1 Award.

## **ACTIVITIES AND ACHIEVEMENTS**

### **EDUCATIONAL OUTREACH**

Between September 2019 and March 2020, the LODT delivered 177 dance sessions, reaching a total of 159 children and young people aged 3 – 21 years old. These sessions were delivered across the London boroughs of Tower Hamlets. Schools included Wapping High School, Cherry Tree School, Hague Primary, Cyril Jackson Primary School and New City College.

A successful fundraising grant secured from the Aldgate Allhallows Foundation meant we were able to provide two Special Education needs settings listed above, with a full year of dance sessions and the opportunity for pupils to gain the Level 1 Award.

This allowed the LODT to continue to build on the roll out of the second phase of the primary school's pilot, which introduced the NCFE customised accredited Level 1 Award in Language of Dance Movement Exploration to more pupils. 75% of this year's school embraced and took on the Award, but only 58 children successfully gained Level 1 because of the unexpected impact of a global pandemic.

Due to a national lockdown due to Covid-19, in March 2020 all projects were suspended as all schools and educational institutions closed, so all students began home schooling and most did not return to school before the academic year ended. Thus, our annual Dance Moves Festival was cancelled.

### **STAFF TRAINING**

In October 2019, the Trust looked to upskill the existing LODT team, with members attending Coding, Social Media, Inclusive Practice workshops and more.

There have been the usual opportunities to attend conferences, training events and meetings with the Sport and Recreation Alliance, One Dance UK and the Foundation for Social Improvement Training which staff members have taken up.

## **CLASSES AND WORKSHOPS**

Due to continued serious illness of the Director of Dance Studies, the Teacher Training programme was kept on hold. However, considerable progress was made in planning and outlining the online version of the course.

LODC Mexico submitted some students filmed and written Stage 1 work for verification, which was completed remotely by Lucy Lush.

All activities had to be put on hold following the national lockdown of March 2020 and the decision to put all staff on furlough from April to August 2020.

When work was resumed in August 2020, Lucy Lush was also asked to complete a remote observation for another one of the teachers who had completed the training programme in Spring 2019.

## **STRATEGIC PLANNING**

From January 2019 to July 2019, the LODT had the opportunity to work with Pilotlight, who teamed the LODT up with the Barclays Strategic review panel. The panel of experts helped the LODT to assess areas for development, review and change. The LODT focused on implementing these strategies from September 2019 onwards in order to make the necessary changes for the Trust.

## **PLANS FOR THE FUTURE**

For the next academic year (2020-2021), the LODT, with the continued support from the Miss E.A Pemberton Barnes Will Trust, will continue to provide free and subsidised activities within Early Years, Primary and Special Educational Needs settings in the London Borough of Tower Hamlets, with a focus on resuming activities that were previously put on hold, when restrictions are lifted, and it is safe to do so.

In regards to courses, the LODT will resume the activities we had to put on hold due to lockdown and COVID-19 related restrictions. We will touch base with all active NCFE assessors, chase submissions for previous academic year and arrange another EQA visit.

We will continue to develop the online teacher training course. We will also work on restructuring the Certification Courses in order to make them more widely accessible and investigate how they could also be delivered online.

## **RISK MANAGEMENT**

The Trustees have examined the major risks which the Language of Dance Trust faces and believe that by maintaining our free reserves at a reasonable level, combined with periodic reviews of the areas of risk including insurance cover, health and safety policies in the workplace and whilst teaching, working with young children, financial affairs and personnel practices, will be able to provide sufficient resources in the event of adverse conditions. The Trustees acknowledge that the management of risks faced by the company is a prime responsibility. The Trustees are satisfied that systems are in place to mitigate the major risks.

## **RESERVES**

A formal policy on reserves was adopted by the executive committee and it states; It is the policy of the Trust to maintain a level of unrestricted funds, which have not been designated for specific expenditure, equivalent to at least six months running costs. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities and at the same time give consideration to ways in which additional funds may be raised. The Trustees are responsible for the Charitable Company's overall management and control. The Director of Dance Studies and Centre Manager are responsible for the day to day running of the Company and operational matters including finance, employment, education initiatives and strategy. The Board meets regularly, usually at least four times a year.

## **DIRECTORS & TRUSTEES**

Dr. Ann Hutchinson Guest, LHD, DHu  
Sandra Ann Mitchell  
Angela Garvey Hammond MA (Hons)  
Lynda Howarth  
Dr Inma Alvarez

This report was approved by the board on 28 June 2021 and signed on its behalf by

**Angela Garvey Hammond**  
**Director/Trustee**

## **LANGUAGE OF DANCE TRUST**

### **LIMITED BY GUARANTEE**

### **DIRECTORS' REPORT FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2020**

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The directors present their annual report with the unaudited accounts of the company for the year ended 30<sup>th</sup> September 2020.

#### **Activities**

The company is established to advance and promote the education of the general public in the art and science of dance particularly by the study, analysis and recording of human movement and to formulate and establish schemes with this objective.

#### **Results**

The surplus for the year as shown on page 8 of the accounts amounted to £3,282 (2019 – £33,987).

#### **Directors and their shareholdings**

The directors throughout the year were as follows :-

A. Hutchinson Guest (Chairman)  
A. Garvey Hammond  
S. A. Mitchell  
S. Saint-Smith (resigned 26 October 2020)  
L. Howarth  
Dr I. Alvarez

The company is limited by guarantee. Each of the directors is a member and each of the members is liable to contribute an amount not exceeding £1 in the event of the winding up of the company.

#### **Small Companies Exemptions**

This report has been prepared in accordance with the special provisions within Part 15 of the Companies Act 2006 relating to small companies.

By order of the board

**Angela Garvey Hammond**  
**Director/ Trustee**

28 June 2021

## **LANGUAGE OF DANCE TRUST**

### **LIMITED BY GUARANTEE**

### **STATEMENT OF DIRECTORS' RESPONSIBILITIES**

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The directors are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to :

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities Act 2006 and the Charities SORP (FRS 102). They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**LANGUAGE OF DANCE TRUST****LIMITED BY GUARANTEE****STATEMENT OF FINANCIAL ACTIVITIES  
(INCLUDING SUMMARY INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2020**

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	Notes	Unrestricted Funds £	Restricted Funds £	2020 Total £	2019 Total £
<b>Incoming Resources</b>					
Incoming resources from generated funds					
Voluntary income	4	69,439	3,379	72,818	98,852
Investment income	5	3,103	-	3,103	3,060
Incoming resources from charitable activities		609	-	609	11,083
		-----	-----	-----	-----
Total incoming resources		73,151	3,379	76,530	112,995
		-----	-----	-----	-----
<b>Resources Expended</b>					
Charitable activities	6	73,038	2,000	75,038	83,031
Other		1,094	-	1,094	1,094
		-----	-----	-----	-----
Total resources expended		74,132	2,000	76,132	84,125
		-----	-----	-----	-----
Net income / (expenditure) before investment gains		( 981)	1,379	398	28,870
Unrealised profit on investment assets		2,884	-	2,884	5,117
		-----	-----	-----	-----
<b>Net Movement In Funds</b>		1,903	1,379	3,282	33,987
 Reconciliation of funds					
Total funds brought forward		171,116	11,212	182,328	148,341
		-----	-----	-----	-----
Total funds carried forward		<b><u>£ 173,019</u></b>	<b><u>£ 12,591</u></b>	<b><u>£ 185,610</u></b>	<b><u>£ 182,328</u></b>

**LANGUAGE OF DANCE TRUST  
LIMITED BY GUARANTEE  
BALANCE SHEET  
30<sup>TH</sup> SEPTEMBER 2020**

	Notes	2020 £	£	2019 £	£
<b>Fixed Assets</b>					
Tangible fixed assets	7		-		208
Investments	8		100,412		97,529
			-----		-----
			100,412		97,737
<b>Current Assets</b>					
Debtors	9	9,189		6,946	
Cash at bank and in hand		78,699		79,997	
		-----		-----	
		87,888		86,943	
<b>Creditors : amounts falling due within one year</b>					
Other creditors	10	(2,690)		( 2,352)	
		-----		-----	
<b>Net Current Assets</b>			85,198		84,591
			-----		-----
<b>Total Assets Less Current Liabilities</b>			<b><u>£ 185,610</u></b>		<b><u>£182,328</u></b>
<b>The Funds Of The Charity</b>					
Unrestricted funds			173,019		171,116
Restricted income funds	11		12,591		11,212
			-----		-----
<b>Total Charity Funds</b>			<b><u>£ 185,610</u></b>		<b><u>£182,328</u></b>

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibility for:

- (i) ensuring that the company keeps adequate accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and in accordance with FRS 102 SORP.

These financial statements were approved and authorised for issue by the Board on 28 June 2021 .

**Angela Garvey Hammond**  
Director/Trustee

**LANGUAGE OF DANCE TRUST  
LIMITED BY GUARANTEE**

**NOTES FORMING PART OF THE ACCOUNTS  
30<sup>TH</sup> SEPTEMBER 2020**

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**1. Constitution**

Language of Dance Trust, a registered charity, is a company limited by guarantee not having a share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the company in the event of liquidation.

**2. Accounting Policies**

**Basis of accounting**

The accounts have been prepared on the basis of historical cost as modified by the revaluation of investments and in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Statement of Recommended Accounting Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard (FRS 102) and the Charities Act 2011. The charity constitutes a public benefit entity as defined by FRS 102.

**Recognition of income**

All incoming resources are included in the Statement of Financial Activities when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources;
- the monetary value can be measured with sufficient reliability.

No amounts are included in the financial statements for services donated by trustees and volunteers.

**Liability recognition**

Liabilities are recognised where it is more likely than not that there is a legal constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

**Fixed asset investments**

The investments are shown at market value. Any gain or loss on revaluation is taken to the Statement of Financial Activities.

# LANGUAGE OF DANCE TRUST

## LIMITED BY GUARANTEE

### NOTES FORMING PART OF THE ACCOUNTS (CONTINUED) 30<sup>TH</sup> SEPTEMBER 2020

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#### 3. Staff costs

	2020 £	2019 £
Salaries	65,857	49,845
Employer's NI	52	-
Pension costs	1,166	540
	<u>£ 67,075</u>	<u>£ 50,385</u>

No employees received employee benefits for the year in excess of £60,000. The company employed four employees (2019-4).

Pension costs relate to a defined contribution scheme.

#### 4. Donations and Grants

	2020 £	2019 £
<b>Unrestricted funds</b>		
I.F.Guest	-	5,000
Miss E.A. Pemberton Barnes Will Trust	7,743	6,369
A.H. Guest (director)	60,296	75,439
Angus Keith No 2 Settlement	1,400	2,054
Other	-	2,825
	<u>£ 69,439</u>	<u>£ 91,687</u>

#### 5. Investment Income

	2020 £	2019 £
Dividends receivable	3,103	3,060
	<u>£ 3,103</u>	<u>£ 3,060</u>

# LANGUAGE OF DANCE TRUST

## LIMITED BY GUARANTEE

### NOTES FORMING PART OF THE ACCOUNTS (CONTINUED) 30<sup>TH</sup> SEPTEMBER 2020

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<b>6. Resources Expended : Charitable Activities</b>	<b>2020</b>	2019
	<b>£</b>	<b>£</b>
Salaries and pensions	67,075	50,385
Job retention scheme	(19,462)	-
Project teachers and freelance staff	775	5,622
Continuing professional development	1,196	531
Purchases	-	562
Travel costs	-	784
Studio hire	453	1,995
Office rent	7,447	7,121
Printing, photocopying and stationery	185	548
Accountancy	274	360
Project costs	5,411	3,854
Event costs	2,401	2,979
Website, trademarks and I.T.	3,764	4,127
Insurance	1,474	1,405
Subscriptions	364	629
Depreciation	208	238
Miscellaneous	1,473	1,888
	<b><u>£73,038</u></b>	<b><u>£83,031</u></b>

Fees of the independent examiner amounting to £1,080 (2019-£1,080) are included in other expenses in the statement of financial activities.

# LANGUAGE OF DANCE TRUST

## LIMITED BY GUARANTEE

### NOTES FORMING PART OF THE ACCOUNTS (CONTINUED) 30<sup>TH</sup> SEPTEMBER 2020

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<b>7. Tangible Fixed Assets</b>	<b>£</b>
Equipment	
Cost :	
At 1 <sup>st</sup> October 2019	951
	-----
At 30 <sup>th</sup> September 2020	<b><u>£ 951</u></b>
Depreciation :	
At 1st October 2019	743
Charge	208
	-----
At 30th September 2020	<b><u>£ 951</u></b>
Net book amounts :	
At 30 <sup>th</sup> September 2020	=
At 30 <sup>th</sup> September 2019	<b><u>£ 208</u></b>

### 8. Fixed Asset Investments

			Market value at 30 <sup>th</sup> September	
	Number of Units	Cost £	2020 £	2019 £
COIF Charities Fixed Interest Fund – Income units	28,395.93	38,149	40,365	39,962
COIF Charities Ethical Investment Fund – Income Units	22,609.86	41,310	60,047	57,567
			-----	-----
			<b><u>£ 100,412</u></b>	<b><u>£ 97,529</u></b>

The increase in market value of the investments of £2,883 (2019 – £5,117) during the year has been shown as an unrealised gain in the Statement of Financial Activities.

## LANGUAGE OF DANCE TRUST

### LIMITED BY GUARANTEE

#### NOTES FORMING PART OF THE ACCOUNTS (CONTINUED)

30<sup>TH</sup> SEPTEMBER 2020

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<b>9. Debtors</b>	<b>2020</b>	2019
Other debtors	<u>£ 9,189</u>	<u>£ 6,946</u>

<b>10. Creditors</b>	<b>2020</b>	2019
Accruals and other creditors	<u>£2,689</u>	<u>£2,352</u>

#### 11. Movements On Restricted Funds

	Opening balance £	Receipts £	Expenditure £	Closing balance £
Ann Hutchinson-Guest <i>Flashcards donation</i>	1,000	-	-	1,000
Ivor Guest <i>Funds to support 50<sup>th</sup> event celebration</i>	2,000	-	2,000	-
Celeste Kennedy Bequest	1,047	-	-	1,047
Rathbones Investment Management <i>Dance and code Tower Hamlets</i>	-	3,000	-	3,000
Various Donors <i>Running events</i>	-	379	-	379
Award in dance Tower Hamlets	500	-	-	500
Robert Gavron Charitable Trust	1,000	-	-	1,000
Aldgate and All Hallows Language of Dance Movement Exploration	5,665	-	-	5,665
	<u>£ 11,212</u>	<u>£ 3,379</u>	<u>£ 2,000</u>	<u>£ 12,591</u>

#### 12. Transactions with directors

None of the directors have been paid any remuneration or received any benefits or expenses in the year.

## **INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF LANGUAGE OF DANCE TRUST LIMITED FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2020**

### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purpose of company law) are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act"). The charity's trustees consider that an audit is not required for this year under Part 16 of the 2006 Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Act,
- to follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me reasonable cause to believe that in any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

C. Cooley  
Cooley & Co  
Chartered Accountants  
Sampuran House  
3A Chislehurst Road  
Orpington  
Kent  
BR6 0DF

28 June 2021