

LANGUAGE OF DANCE TRUST

ACCOUNTS & REPORT YEAR ENDED 30th 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

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 17th 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.

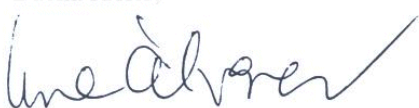
RESERVES

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 26th 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 30th 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 26th 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
30TH SEPTEMBER 2023

	Notes	Unrestricted Funds £	Restricted Funds £	2023 Total £	2022 Total £
Incoming Resources					
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
		-----	-----	-----	-----
Resources Expended					
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)
		-----	-----	-----	-----
Net Movement In Funds		17,653	(943)	16,710	46,468
Reconciliation of funds					
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
30TH SEPTEMBER 2023**

	Notes	2023 £	2022 £
Fixed Assets			
Tangible fixed assets	7	732	-
Investments	8	96,650	94,196
		97,382	94,196
Current Assets			
Debtors	9	2,535	6,256
Cash at bank and in hand		126,639	109,532
		129,174	115,788
Creditors : amounts falling due within one year			
Other creditors	10	(3,673)	(3,811)
Net Current Assets		125,501	111,977
Total Assets Less Current Liabilities		<u>£ 222,883</u>	<u>£206,173</u>
The Funds Of The Charity			
Unrestricted funds		213,114	195,461
Restricted income funds	11	9,769	10,712
Total Charity Funds		<u>£ 222,883</u>	<u>£206,173</u>

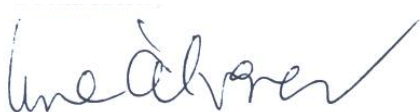
The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibility for:

- ensuring that the company keeps adequate accounting records which comply with section 386 of the Act, and
- 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



Dr Inma Alvarez (Trustee)

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

LANGUAGE OF DANCE TRUST

LIMITED BY GUARANTEE

NOTES FORMING PART OF THE ACCOUNTS

30TH 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

30TH SEPTEMBER 2023

3. Staff costs

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

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

	2023	2022
	£	£
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
	-----	-----
	<u>£ 100,630</u>	<u>£ 128,949</u>

5. Investment Income

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

LANGUAGE OF DANCE TRUST
LIMITED BY GUARANTEE

NOTES FORMING PART OF THE ACCOUNTS (CONTINUED)

30TH SEPTEMBER 2023

6. Resources Expended: Charitable Activities	2023	2022
	£	£
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
	-----	-----
	<u>£ 89,989</u>	<u>£ 73,410</u>

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)

30TH SEPTEMBER 2023

7. Tangible Fixed Assets	£
Equipment	
Cost :	
At 1 st October 2022	951
Addition	879

At 30 th September 2023	<u>£ 1,830</u>
Depreciation :	
At 1st October 2022	951
Charge	147

At 30 th September 2023	<u>£ 1,098</u>
Net book amounts :	
At 30 th September 2023	<u>£ 732</u>
At 30 th September 2022	<u>£ -</u>

8. Fixed Asset Investments

	Number of Units	Cost £	Market value at 30th September	
			2023 £	2022 £
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
			-----	-----
			<u>£ 96,650</u>	<u>£ 94,196</u>

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)

30TH SEPTEMBER 2023

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

10. Creditors	2023	2022
Accruals and other creditors	<u>£ 3,673</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>£ 10,712</u>	<u>£ -</u>	<u>£ 943</u>	<u>£ 9,769</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 30TH 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