

Green Candle Dance Company

REPORT AND FINANCIAL STATEMENTS

31st March 2021

COMPANY REGISTRATION NUMBER: 02266864

CHARITY REGISTRATION NUMBER 801774

**Frank S Lachman
16b North End Road
Golders Green
London
NW11 7PH**

GREEN CANDLE DANCE COMPANY

YEAR ENDED 31ST MARCH 2021

LEGAL AND ADMINISTRATIVE INFORMATION

DIRECTORS & TRUSTEES:

Director	J Ellis	Chair
Trustee and Director	L Maree	
Trustee and Director	R Howarth	Treasurer
Trustee and Director	J Galloway	
Trustee	Councillor P Golds	
Director	R Simmons	
Trustee and Director	A Gargya	

COMPANY SECRETARY: Fergus Early

REGISTERED OFFICE: Oxford House
Bethnal Green
London
E2 6NG

CHARITY REGISTRATION NUMBER: 801774

COMPANY REGISTRATION NUMBER: 2266864

EXAMINERS: Frank S Lachman
16b North End Road
Golders Green
London
NW11 7PH

BANKERS: Unity Trust
9 Brindley Place
Birmingham
B1 2HB

DIRECTORS' AND TRUSTEES' REPORT

The directors/trustees present their report and the financial statements for the year ended 31st March 2021.

These accounts replace the original accounts filed at Companies House and are now the Statutory Accounts.

The Statutory information on page 1 forms part of this Report.

DIRECTORS' RESPONSIBILITIES

Company Law which is also applicable to charitable companies in England and Wales requires the directors, who are also trustees of the company, to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the results of the company for that year.

In preparing those financial statements, the directors/trustees are required to:

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

The directors/trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

PRINCIPAL ACTIVITY AND CHARITABLE OBJECTIVE

The principal object of the company continues to be to bring dance as performance and as practice to all sections of the community, particularly to those with least access to it.

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 13th June 1988. Charity number 801774.

The company is limited by guarantee and has no share capital. The guarantees of individual members are limited to £1 Company number: 02266864

The management of the company is the responsibility of the trustees who are elected and co-opted under the terms of the Articles of Association.

One third of the trustees resign at each AGM but are eligible for re-election by the membership.

On election to the board, trustees are inducted by the staff of the company on a one-to-one basis and are given the following; a copy of the Memorandum and Articles of Association; the company handbook containing all written policies and procedures; the booklet *The Responsibility of Charity Trustees*, published by the Charity Commission.

PUBLIC BENEFIT

In shaping the Charity, the trustees have considered the Charity Commissions Guidance on public benefit.

STAFF and TRUSTEES

The chief executive officer of the company is the Artistic Director who reports to the Board of Trustees and line manages the Administrator, who has day to day responsibility for administrative and financial management and for Marketing and Communications. In the course of the year Richard Howarth reigned from the Board of Trustees after many years of invaluable service to the company.

Performers, workshop leaders, administrative assistants, composers and musicians, designers and PR personnel are employed on time-limited freelance contracts.

The company actively seeks to involve volunteers in its work. It has a long association with certain universities and colleges, accepting student secondments for periods ranging from 6 weeks to 6 months. Volunteers are also recruited for specific projects and can be recent graduates seeking experience as well as more mature volunteers who might, for instance, be exploring a change of career paths.

ACHIEVEMENTS AND PERFORMANCE

Productions and Participation

All aspects of the company's work were deeply affected by the Covid 19 pandemic. Much work was irrevocably lost due to lock-down restrictions, but some projects were successfully converted to an online format – notably Remember to Dance (chair-based sessions for older people, including those living with dementia) and our older people's performance company Spinoff which maintained weekly Zoom sessions throughout the year and gave an online performance of their repertory dances at Christmas to a virtual audience of over 80 people.

The company was also able to complete some schools work in times when restrictions were eased, including very successful projects with Oaklands Secondary School and Stephen Hawking School for children with moderate to severe learning disabilities.

In some ways lockdown pointed towards new ways of working in a post-pandemic world. So, for example, we translated our Moving into Maturity training course into an online format and found we instantly attracted applications from people living abroad who would not otherwise have attended.

In spring 2021, the Artistic Director was commissioned by Studio 3 Arts, based in Barking and Dagenham, to make a work for their older people's group, Guild of Experience, with Green Candle's regular musician/composer, Martina Schwarz. Initial devising took place online, moving to live rehearsals in the summer. The piece 'Unlocking Life' was performed in the Becontree 100 Festival in August 2021.

PRINCIPAL FUNDING SOURCES

During the course of the year, the company received emergency funding from Arts Council England which provided some compensation for income lost due to the pandemic. Other income was earned through projects, with Arts Council also providing funding for Spinoff to make a film – a project which was completed in Summer 2021.

ACCOUNTANTS

Frank Lachman has agreed to be re-appointed as Independent Examiner to the company, and a resolution proposing his re-appointment will be submitted at the Annual General Meeting.

ASSETS

The movement in fixed assets is shown in Note 7 to the accounts.

RISK MANAGEMENT

The company undertakes periodic reviews for different areas of risk including insurance cover, health and safety policies in the workplace and whilst performing, working with young children, financial affairs, personnel practices, ICT technology. 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.

PRINCIPAL FUNDING SOURCES

RESERVES POLICY

The trustees have formulated a policy to ensure that sufficient reserves are retained to meet staff and contingency costs when these arise. These reserves are also available to enable the company to significantly scale down its operations should that be necessary. By the end of the financial year, free reserves were at their highest level for several years and the trustees continue to take steps to ensure that reserves are built to an appropriate level. In calculating the free reserves, the trustees have excluded the restricted reserves and the designated reserves that represent fixed asset.

DIRECTORS & TRUSTEES

The directors/trustees set out below have held office during the whole year unless otherwise indicated on page 1 of these accounts:

J Ellis		J Galloway
L Maree	- Chair	R Simmons
R Howarth	- Treasurer	A Gargya
Councillor P Golds		

The Trustees are responsible for the Charitable Company's overall management and control. The Artistic Director and Administrator, who are subject to appointment by the Board, are responsible for the day to day running of the Company and operational matters including finance, employment and artistic performance and strategy. The Board meets regularly, usually at least four times a year.

GOING CONCERN

The trustees consider that a going concern basis is appropriate for these accounts, and that the company will be able to continue for at least 12 months from the date of this report.

RESERVES

The movement in reserves is shown in note 10 to the accounts.

This report has been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

This report was approved by the board on 9th December 2021 and signed on its behalf by Fergus Early - Secretary



Fergus Early



Joe Ellis (Chair)

GREEN CANDLE DANCE COMPANY

(A Company Limited by Guarantee having no Share Capital)

Independent Examiner's Report on the Accounts

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st March 2021 which are set out on pages 6 to 13 .

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you 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 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 (the '2011 Act'). 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 report

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

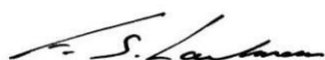
(1) accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or

(2) the accounts do not accord with those accounting records; or

(3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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

(4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.



Frank S Lachman
Chartered Accountant
Independent Examiner

9th December 2021

16b North End Road
London NW11 7PH

GREEN CANDLE DANCE COMPANY

Statement of Financial Activities (incorporating an Income and Expenditure Account) For the Year Ended 31st March 2021

		Restricted Funds		Unrestricted Funds		Total Funds	Restricted Funds	Unrestricted Funds		Total Funds
	Notes	Income	Designated	General	2021	Income	Designated	General	2020	
Income										
- Legacies and donations	2	-	-	30,000	30,000	51,487	-	-	51,487	
- Investment income		-	-	36	36	-	-	-	-	
Charitable activities	3	-	-	9,950	9,950	-	-	18,601	18,601	
		-	-	39,986	39,986	51,487	-	18,601	70,088	
Expenditure										
Charitable Activity Costs	5	-	-	50,129	50,129	67,499	-	11,205	78,704	
		-	-	50,129	50,129	67,499	-	11,205	78,704	
Net Income/(Expenditure		-	-	(10,143)	(10,143)	(16,012)	-	7,396	(8,616)	
Total Funds brought forward		-	11,448	18,760	30,208	-	11,448	27,376	38,824	
Transfers between funds		-	-	-	-	16,012	-	(16,012)	-	
Total Funds carried forward	10	-	11,448	8,617	20,065	-	11,448	18,760	30,208	

GREEN CANDLE DANCE COMPANY

Balance Sheet at 31st March 2021

	Notes	2021	2020
		£	£
Fixed assets			
Tangible assets	7	3,511	3,810
Current assets			
Debtors	8	-	6,322
Cash at bank and in hand		21,507	22,904
Total current assets		21,507	29,226
Creditors due within one year	9	4,953	2,828
Net current assets		16,554	26,398
Net assets		<u>20,065</u>	<u>30,208</u>

The Funds of the Charity

Unrestricted Funds - General		8,617	18,760
- Designated		11,448	11,448
Total Charity Funds	10	<u>20,065</u>	<u>30,208</u>

a) For the year ended 31 March 2021 the company was entitled to exemption under section 477(2) of the Companies Act 2006.

(b) No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

(c) The directors acknowledge their responsibility for:

- ensuring the company keeps accounting records which comply with section 386; and
- preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the

(d) The accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime under Companies Act 2006.

Approved by the directors on 9th December 2021 , and signed on their behalf by J Ellis - Director

J Ellis

**Notes to the Financial Statements
For the Year Ended 31st March 2021**

1 Accounting Policies

(a) The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Green Candle Dance Company meets the definition of a public benefit entity under FRS 102.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

(b) Tangible Fixed Assets

Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, as follows:

Office and Production equipment	25% Reducing Balance
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(c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably. Income from grants, whether capital or revenue grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants has been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

(d) Expenditure

All expenditure is accounted for on an accruals basis. Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party. It is probable that settlement will be required and the amount of the obligation can be measured reliably.

Costs are allocated to a category either because such costs are directly incurred in relation to such category, or because they are support costs in respect of which an apportionment has been made between the categories.

Support costs consist of infrastructure costs for salaries, premises, office administration. Such costs are apportioned on a reasonable and consistent basis to the various categories with a view to determining, as accurately as possible, the total resources expended for each category. The basis of apportionment used is either a function of staff time applied to a given activity, or an estimate of the proportion of costs associated with the same, or a combination of both.

Direct and Support costs are separately shown by natural classification in Note 5 to these accounts for each category of cost.

(e) Taxation

The company as a registered charity (number 801774) is exempt from taxation on most investment income insofar as it is applied for charitable purposes. The company is also exempt from taxation on capital gains.

(f) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(g) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Notes to the Financial Statements
For the Year Ended 31st March 2021

2 Grants and donations

	Restricted Funds	Unrestricted Funds	2021
Grants for General Running Costs			
- Arts Council England	-	30,000	30,000
Total 2021	-	30,000	30,000

	Restricted Funds	Unrestricted Funds	2020
Grants for General Running Costs			
- Arts Council England	-	-	-
Grants for Specific Purposes			
- Garfield Weston Foundation	15,000	-	15,000
- Anchor Trust	1,000	-	1,000
- Arts Council England	5,000	-	5,000
- East End Community Foundation	5,000	-	5,000
- Charles Hayward Foundation	5,660	-	5,660
- CAF	1,937	-	1,937
Total 2020	33,597	-	33,597

3 Charitable activities

	Restricted Income Funds	Unrestricted Funds	2021	Restricted Income Funds	Unrestricted Funds	2020
Grants and donations						
- Donations	-	305	305	-	3,999	3,999
	-	305	305	-	3,999	3,999
Fees, commissions, co-productions	-	9,645	9,645	-	14,602	14,602
	-	9,950	9,950	-	18,601	18,601

4 Net income

	2021	2020
Net Income is after charging		
Independent Examiner's fee	1,900	1,900
Depreciation of tangible assets	<u>1,171</u>	<u>1,270</u>

GREEN CANDLE DANCE COMPANY

Notes to the Financial Statements For the Year Ended 31st March 2021

5 Charitable activity costs

	Support Costs Unrestricted	Charitable Activity Costs Restricted	Charitable Activity Costs Unrestricted	Governance Costs	Total 2021
Direct costs					
Staff fees and salaries (note 6)	-	-	19,800	-	19,800
Creative team fees and salaries	-	-	5,560	-	5,560
Costumes and wardrobe	-	-	-	-	-
Publicity and marketing	-	-	600	-	600
Studio and rehearsal room hires	-	-	-	-	-
Travel, transport and accommodation	-	-	-	-	-
Telecommunications, postage and stationery	-	-	4,824	-	4,824
Consumable equipment, repairs and IT support	-	-	1,609	-	1,609
Subscriptions	-	-	139	-	139
Insurance	-	-	-	-	-
Support costs					
Staff fees and salaries (note 6)	10,143	-	-	-	10,143
Administration fees	-	-	-	-	-
Accountancy	-	-	-	1,900	1,900
Finance manager fees	250	-	-	-	250
Premises and office costs	4,039	-	-	-	4,039
Registration costs	-	-	-	-	-
Volunteer and recruitment expenses	-	-	-	-	-
Bank and other charges	-	-	-	94	94
Depreciation	-	-	-	1,171	1,171
Total 2021	14,432	-	32,532	3,165	50,129

GREEN CANDLE DANCE COMPANY

Notes to the Financial Statements For the Year Ended 31st March 2021

	Support Costs Unrestricted	Charitable Activity Costs Restricted	Charitable Activity Costs Unrestricted	Governance Costs	Total 2020
Direct costs					
Staff fees and salaries (note 6)	-	26,143	-	-	26,143
Creative team fees and salaries	-	17,759	-	-	17,759
Costumes and wardrobe	-	499	-	-	499
Publicity and marketing	-	6,149	-	-	6,149
Studio and rehearsal room hires	-	2,319	-	-	2,319
Travel, transport and accommodation	-	759	-	-	759
Telecommunications, postage	-	2,810	-	-	2,810
Consumable equipment, repairs	-	3,747	-	-	3,747
Subscriptions	-	217	-	-	217
Insurance	-	1,704	-	-	1,704
Support costs					
Staff fees and salaries (note 6)	-	3,622	-	-	3,622
Administration fees	1,020	-	-	-	1,020
Accountancy	-	-	-	1,900	1,900
Finance manager fees	1,715	-	-	-	1,715
Premises and office costs	5,153	-	-	-	5,153
Registration costs	-	1,771	-	-	1,771
Volunteer and recruitment expenses	16	-	-	-	16
Bank and other charges	-	-	-	131	131
Depreciation	-	-	-	1,270	1,270
Total 2020	7,904	67,499	-	3,301	78,704

6 Employees

	2021	2020
Wages and salaries	19,800	29,765
Social security costs	-	-
	19,800	29,765
Staff numbers	2021	2020
Administration	0	1
Production	1	2
No employee received a salary in excess of £60,000 (2020 - none)	1	3

GREEN CANDLE DANCE COMPANY

Notes to the Financial Statements For the Year Ended 31st March 2021

7 Tangible fixed assets

	Office & production equipment	Total
Cost		
At 1st April 2020	58,736	58,736
Additions	872	872
At 31st March 2021	59,608	59,608
	<hr/>	<hr/>
Depreciation		
At 1st April 2020	54,926	54,926
Charge for the year	1,171	1,171
At 31st March 2021	56,097	56,097
	<hr/>	<hr/>
Net book values		
At 31st March 2021	3,511	3,511
At 31st March 2020	3,810	3,810

8 Debtors

	2021	2020
Trade debtors	-	6,250
Other debtors and prepayments	-	72
	<hr/>	<hr/>
	-	6,322

9 Creditors due within one year

	2021	2020
Trade creditors	2,803	-
Accruals	2,150	2,828
	<hr/>	<hr/>
	4,953	2,828

GREEN CANDLE DANCE COMPANY

Notes to the Financial Statements For the Year Ended 31st March 2021

10 Reconciliation of movements in Funds

		Balance at 1 April 2020	Income	Expenditure	Transfers	Balance at 31 March 2021
Restricted Funds	- General	-	-	-	-	-
Unrestricted Funds	- General	18,760	39,986	(50,129)	-	8,617
	- Designated	11,448	-	-	-	11,448
		<u>30,208</u>	<u>39,986</u>	<u>(50,129)</u>	<u>-</u>	<u>20,065</u>

The above funds comprise:

General Fund: are moneys which can be used by the Trustees at their discretion for any purpose and which have not been designated by them previously

Transfers to Restricted Funds represent the company's contribution to projects funded by Restricted grants.

11 Analysis of net assets between Funds

	Tangible Fixed Assets	Net Current Assets	Total 2021	Total 2020
Unrestricted Funds:				
- General	3,511	5,106	8,617	18,760
- Designated	-	11,448	11,448	11,448
	<u>3,511</u>	<u>16,554</u>	<u>20,065</u>	<u>30,208</u>

12 Trustees

During the year none of the trustees received any remuneration from the trust and no expenses were reimbursed to any of them or paid on their behalf.