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Company Registration No. 3164482 (England and Wales)

# STRATFORD-ON-AVON MUSIC FESTIVAL ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2008

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#### **COMPANY INFORMATION**

**Directors** G A Woolfenden

R J B Pringle T C Raistrick P L Holliday A M Deacon N J C Phillips R A Bowen N J Carter S J Dodsworth K E Gaymond A C Jones K J Martin J E Cromack

Secretary T C Raistrick

Company number 3164482

Charity number 1096782

Registered office Barclays Bank Chambers

Bridge Street Stratford-upon-Avon Warwickshire CV37 6AH

Accountants Leigh Graham Associates

10 John Street Stratford-upon-Avon Warwickshire CV37 6UB

# TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2008

The trustees, who are also the directors of the charity for the purposes of the Companies Act, submit their annual report and the financial statements for the year ended 31 December 2008. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in April 2005 in preparing the annual report and financial statements of the charity.

#### Objects of the charity

The Charity's objects are to advance the education of the public in the understanding and appreciation of the arts through the promotion of arts events in the Stratford-on-Avon and surrounding districts.

There has been no change in the objects during the year.

#### Members and their interests

The charity is a charitable company limited by guarantee and was incorporated on 26 February 1996 and obtained charitable status on 31 March 2003. It is governed by, its memorandum and articles of association. The liability of members is limited to £10 per member in the event of winding up. The trustees, as listed below, are members of the company and served throughout the year.

#### **Trustees**

The present trustees/directors are shown below.

G A Woolfenden

R J B Pringle

T C Raistrick

P L Holliday

A Deacon

N J C Phillips

P A Thompson (Resigned 3 October 2008)

R A Bowen

N J Carter

S J Dodsworth

K E Gaymond

A C Jones

K J Martin (Appointed 22 October 2008)

J E Cromack (Appointed 21 April 2009)

#### Results and business review

The results for the year are as set out in the annexed accounts.

The trustees consider the financial position of the company to be satisfactory.

#### Management

The trustees manage the overall business of the charity, with the day-to-day activities being supplemented by outsourced resources as necessary.

# TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2008

#### Investment policy

Under the memorandum and articles of association the trustees have the power to invest monies not immediately required for the furtherance of its objects, as it thinks fit. The trustees' policy is to maximise income within a low risk environment.

#### Reserves policy

It is the policy of the charity to maintain unrestricted funds, which includes the free reserves of the charity, at a level, which provides sufficient funds to meet the ongoing operating expenditure.

#### **Risk Management**

The charity continues to examine the major strategic, business and operational risks, which it faces, and to develop and ultimately implement systems to mitigate any exposure.

On behalf of the Board

R A Bowen Director

20 October 2009

# INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF STRATFORD-ON-AVON MUSIC FESTIVAL

We report on the accounts of the charity for the year ended 31 December 2008, which are set out on pages 4 to 7.

#### Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirements of section 43(2) of the Charities Act 1993(the Act) does not apply. It is our responsibility to state, on the basis of the procedures specified in the general directions given by the Charity Commissioners under section 43(7)(b) of the act, whether particular matters have come to our attention.

#### Basis of independent examiners report

Our examination was carried out in accordance with the general directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts prepared with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

#### Independent examiners report

In connection with our examination, no matter has come to our attention:

- which gives us reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 41 of the Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

Have not been met; or

to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Leigh Graham Associates

20 October 2009

**Chartered Accountants** 

10 John Street Stratford Upon Avon Warwickshire CV37 6UB

# STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2008

	Note	Unrestricted Funds	Total 2008	Total 2007
		£	£	£
Incoming Resources				
Donations and gifts Activities in furtherance of the charity's objects:	S	3,616	3,616	3,998
Box office sales Grants	2	24,701 37,750	24,701 37,750	15,495 57,400
Sponsorship		15,770	15,770	17,220
Education workshop		250	250	450
Activities for generating funds:				
Programme sales		603	603	531
Sundry		565	565	150
Bank interest received		390	390	111
Total incoming resources		83,645	83,645	95,355
Resources expended		<del>======</del>	=====	#====
Direct charitable expenditure:  Costs of activities in furtherance				
of the charity's objects		86,608	86,608	91,056
Management and administration		1,758	1,758	1,528
Total resources expended	3	88,366	88,366	92,584
		<del></del>	===2#	======
Net (loss)/income for the year		(4,721)	(4,721)	2,771
		=====	=====	=====

# BALANCE SHEET FOR THE YEAR ENDED 31 DECEMBER 2008

	Note	2008	2007
		£	£
Current assets Debtors Cash at bank and in hand	5	20,652 7,032	11,298 18,845
		27,684	30,143
Creditors: amounts falling due within one year	6	(18,060)	(15,798)
Net current assets		9,624	14,345
Total assets less current liabilities		9,624 =====	14,345
Income funds			
Unrestricted funds	7	9,624	14,345
		9,624	14,345

The directors are satisfied that the Company was entitled to exemption under section 249A(1) of the Companies Act 1985 and that no member or members have requested an audit pursuant to section 249B(2). The directors acknowledge their responsibilities for:

ensuring that the Company keeps accounting records which comply with section 221;

preparing accounts 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 section 226, and which otherwise comply with the requirements of this Act relating to accounts, so far as applicable to the Company.

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007).

These financial statements were approved by the Board on 20 October 2009

R A Bowen Director

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2008

#### 1. Accounting policies

The financial statements have been prepared under the historical cost convention, in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007) and the Statement of Recommended Practice "Accounting and reporting by Charities" (SORP) issued in April 2005.

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year.

#### 1.1 Compliance with the Companies Act 1985

The Statement of Recommended Practice is at variance with the disclosure requirements of the Companies Act 1985. The directors consider that departing from the Companies Act 1985, and complying with the Statement of Recommended Practice, is more meaningful for the charity.

#### 1.2 Donations and similar resources

Donations are included when received at the business address.

Grants received are treated as income when the charity is entitled to receipt and the amount can be measured with reasonable accuracy.

#### 1.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

#### 2. Grants

Stratford Town Trust   20,000   20,000   Stratford District Council   1,500   1,750   1,750   1,750   1,500   1,750   1,500	4.	·		2008 £	2007 £
Stratford Town Trust   20,000   20,000   Stratford District Council   1,500   1,750   1,750   1,750   1,500   1,750   1,500		Arts Council England		12,000	12,000
Advantage West Midlands City of Birmingham Orchestra Endowment Fund Other  2,000 2,50 2,250 6,15 37,750 37,750 57,40 =====  3. Analysis of total resources expended  Other Costs £ £  Costs of activities in furtherance of the charity's objects  86,608 86,608 91,05				20,000	20,000
City of Birmingham Orchestra Endowment Fund Other  2,000 2,50 6,15 2,250 37,750 37,750 57,40 2===  Costs of total resources expended  Costs of activities in furtherance of the charity's objects  86,608 86,608 91,05		Stratford District Council		1,500	1,750
Other 2,250 6,15  37,750 57,40  37,750 57,40  ==== Costs of activities in furtherance of the charity's objects 86,608 86,608 91,05		Advantage West Midlands		-	15,000
Other 2,250 6,15  37,750 57,40  37,750 57,40  ==== Costs of activities in furtherance of the charity's objects 86,608 86,608 91,05		City of Birmingham Orchestra Endowment Fund		2,000	2,500
37,750 57,40 ==== 57,40 ==== 2008  Other Costs Costs of activities in furtherance of the charity's objects  86,608 86,608 91,05		•		2,250	6,150
3. Analysis of total resources expended  Other Costs £ Costs of activities in furtherance of the charity's objects  86,608 86,608 87,05					
Other Costs 2008 200 £ £  Costs of activities in furtherance of the charity's objects 86,608 86,608 91,05				37,750	57,400
Other Costs 2008 200 £ £  Costs of activities in furtherance of the charity's objects 86,608 86,608 91,05				=====	=====
Costs 2008 200 £ £  Costs of activities in furtherance of the charity's objects 86,608 86,608 91,05	3.	Analysis of total resources expended			
Costs of activities in furtherance of the charity's objects \$6,608 86,608 91,05			Other		
Costs of activities in furtherance of the charity's objects 86,608 86,608 91,05			Costs	2008	2007
the charity's objects 86,608 86,608 91,05			£	£	£
		Costs of activities in furtherance of			
Management and administration 1,758 1,758 1,52		the charity's objects	86,608	86,608	91,056
		Management and administration	1,758	1,758	1,528
***************************************		,	********		
88,366 88,366 92,58			88,366	88,366	92,584
z=== ==== === ==== ===== =============			=====	=====	=====

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2008

4.	Taxation				
	The company is a registered charity and the	us is exempt from	corporation	tax.	
5.	Debtors			2008	2007
	Trade debtors Other debtors			<b>£</b> 19,911 741	£ 8,088 3,210
				20,652 ====	11,298
6.	Creditors: amounts falling due within on	e year		2008	2007
	Trade creditors Taxation and social security Other creditors			£ 14,089 3,471 500	£ 10,073 - 5,725
	Cario Grandia			18,060 =====	15,798 =====
7.	Statement of funds	Balance 01/01/08 £	Income £	Expenditure £	Balance 31/12/08 £
	General reserve	14,345	83,645	(88,366)	9,624
	Total unrestricted funds	14,345 =====	83,645	(88,366) =====	9,624 =====
8.	Analysis of net assets between funds			Unrestricted Funds £	Total Funds £
	Fund Balances at 31 December 2008 are Represented by:			_	
	Current assets Current liabilities			27,684 (18,060)	27,684 (18,060)
				9,624	9,624

#### 9. Trustees' remuneration

The trustees neither received nor waived any emoluments or expenses during the year (2007: £ - nil).