

Company registration number . 04301891

Registered charity number: 1097200

MARSDEN JAZZ FESTIVAL LIMITED

REPORT AND ACCOUNTS

31 DECEMBER 2009

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COMPANY INFORMATION

Status

Marsden Jazz Festival Limited is a registered charity, number 1097200

Company registration number 04301891

The company is limited by guarantee

Directors (members of Council of Management)

S Blythe
K Y Button
A M Challenger
B Collett
J Hemming
J M Quail
B M Stevenson
M E Taylor

Secretary and registered office

J Hemming
10 Peel Street
Marsden
Huddersfield
HD7 6BW

Accountants

Wheawill & Sudworth
35 Westgate
Huddersfield
HD1 1PA

Bankers

Lloyds Bank plc
1 Westgate
Huddersfield
HD1 2DH

DIRECTORS' REPORT

31 DECEMBER 2009

As both a company limited by guarantee and a registered charity the governing body of the organisation are simultaneously directors and trustees and designated for convenience is this report as 'director/trustees'

The director/trustees present their report and the accounts for the year ended 31 December 2009

Objective

The objective of the company is to promote, maintain and advance the education of the people of Marsden and the Colne Valley by encouraging and increasing their knowledge and appreciation of jazz and associated forms of music by the presentation of public concerts and educational activities

Principal activity

The company's principal activity during the year was that of the organisation and conduct of the annual Marsden Jazz Festival

Public benefit statement

The Marsden Jazz Festival contributes to the following charitable purposes the advancement of education, the advancement of arts, culture, heritage or science

The annual Marsden Jazz Festival acts to the public benefit by

Making jazz and jazz related music available, either free or at a reasonable cost, for the people of Marsden and the Colne Valley and visitors to the area so that they may be educated in and mentally stimulated by a type of music which is not generally available in the area

Providing youth and adult education in jazz music – e g through workshops, discussions, opportunities for young people and amateurs to perform jazz music in public

Improving the quality of life in Marsden and the Colne Valley through the provision of jazz and jazz related music in a variety of social settings

Enhancing diversity in Marsden and the Colne Valley by drawing all sections of the community into the organisation of the festival and promoting genres of music that are sometimes regarded as only of minority interest

Review of the financial year

The company had a net deficit on unrestricted funds in the year of £8,036 (2008 a net surplus of £7,502) Cumulative funds as at 31 December 2009 were unrestricted and undesignated £3,533 (2008 £11,571) and designated £7,500 (2008 £7,500) The director/trustees consider the state of the company's affairs to be satisfactory

DIRECTORS' REPORT (continued)

31 DECEMBER 2009

Director/Trustees

The following were director/trustees of the company and members of the council of management during the year

S Blythe	(appointed 8 February 2010)
K Y Button	
R B Carter	(resigned 12 October 2009)
A M Challenger	
B Collett	
K Doohar	(resigned 8 February 2010)
J Hemming	
J M Quail	
J Rock	(appointed 9 September 2009, resigned 8 February 2010)
B M Stevenson	
M E Taylor	

Directors/Trustees' responsibilities for preparing the accounts

Company law requires the directors 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 surplus or deficit of the company for that period. In preparing those 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 accounts on a going concern basis unless it is inappropriate to presume that the company will continue in business

The directors 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 financial irregularities.

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DIRECTORS' REPORT (continued)

31 DECEMBER 2009

Reserves policy

The directors/trustees aim to build total reserves to a level of one half of the previous year's expenditure as a cushion to cover committed liabilities should there be any withdrawal of anticipated funding. It has been agreed by the directors/trustees that eventually a minimum of £15,000 be designated for this purpose. Unfortunately due to the deficit it has not been possible to add to the designated fund this year.

Risk management

The council of management has assessed the major strategic, business and operational risks which the charitable company faces and confirms that systems have been established so that the necessary steps can be taken to lessen those risks.

Governing document

The company's governing document is its Memorandum and Articles of Association.


Recruitment and appointment of directors/trustees

Directors/trustees are generally recruited from the membership of the festival committee on the basis of demonstrated commitment, relevant skills and the requirements of the directors/trustees themselves. Appointment of directors/trustees follows the requirement of the Articles of Association.

Small companies

This report has been prepared in accordance with the special provisions of Section 477 of the Companies Act 2006 relating to small companies.

By order of the board

A handwritten signature in black ink, appearing to be 'B M Stevenson', with a long horizontal flourish extending to the right.

B M Stevenson
Chairman
14 July 2010

MARSDEN JAZZ FESTIVAL LIMITED
CHARTERED ACCOUNTANTS REPORT

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Chartered Accountants' Report to the Board of Directors
on the unaudited accounts of Marsden Jazz Festival Limited

In accordance with the engagement letter dated 5 July 2010, and in order to assist your duties under Companies Act 1985, we have compiled the accounts of the company which comprise the Profit and Loss Account and the Balance Sheet and the related notes from the accounting records and information and explanations you have given to us

This report is made to the company's directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the accounts that we have been engaged to compile, report to the company's board of directors that we have done so, and state those matters which we have agreed to state to them in this report, and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's board of directors, as a body, for our work or for this report.

We have carried out this engagement in accordance with the technical guidance issued by the Institute of Chartered Accountants in England and Wales and have complied with the ethical guidance laid down by the Institute relating to members undertaking the compilation of accounts.

You have acknowledged in the Directors' Report as at 31 December 2009 your duty to ensure that the company has kept proper accounting records and to prepare accounts that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the accounts. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the accounts.

Wheawill & Sudworth

Wheawill & Sudworth
Chartered Accountants
35 Westgate
Huddersfield
HD1 1PA

14 July 2010

STATEMENT OF FINANCIAL ACTIVITIES

for the year ended

31 DECEMBER 2009

		Unrestricted funds			
		Designated	Undesignated		
		2009	2009	2009	2008
		£	£	£	£
	Notes				
Incoming resources					
Income of the festival event	2 / 4		49,257	49,257	52,639
Bank interest receivable			10	10	370
Total incoming resources			<u>49,267</u>	<u>49,267</u>	<u>53,009</u>
Resources expended					
Production expenses	3 / 4		41,831	41,831	33,447
Management and administration expenses	5		15,472	15,472	12,060
Total resources expended			<u>57,303</u>	<u>57,303</u>	<u>45,507</u>
Net (outgoing) incoming resources			(8,036)	(8,036)	7,502
Transfer to designated funds				0	0
Funds at 1 January 2009	10	7,500	11,569	19,071	11,569
Funds at 31 December 2009		<u>7,500</u>	<u>3,533</u>	<u>11,035</u>	<u>19,071</u>

The notes on pages 8 to 11 form part of these accounts

MARSDEN JAZZ FESTIVAL LIMITED

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BALANCE SHEET

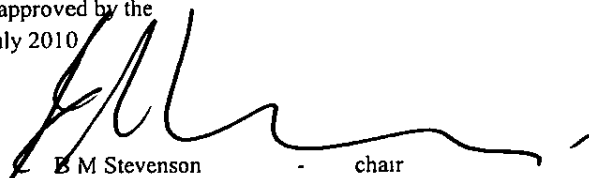
31 DECEMBER 2009

	Notes	2009 £	2008 £
Fixed assets			
Tangible fixed assets	7	<u>0</u>	<u>0</u>
Current assets			
Stock of unsold merchandise		300	0
Debtors		3,370	3,635
Prepaid expenses		357	339
Cash at bank and in hand		8,726	17,370
		<u>12,753</u>	<u>21,344</u>
Creditors amounts becoming due and payable within one year	8	(1,720)	(2,273)
Net currents assets		<u>11,033</u>	<u>19,071</u>
Total assets less current liabilities		<u>11,033</u>	<u>19,071</u>
Capital and reserves	9		
General funds - undesignated		3,533	11,571
designated	10	7,500	7,500
		<u>11,033</u>	<u>19,071</u>

For the financial year ended 31 December 2009 the company was entitled to exemption under Section 477 of the Companies Act 2006. No member or members have given notice pursuant to Section 476 of the Act requiring the company to obtain an audit of its accounts for the financial period. The directors acknowledge their responsibility for ensuring that the company keeps accounting records which comply with Section 386 of the Act and preparing accounts which give a true and fair view of the state of the affairs of the company as at the end of the financial year and of its surplus or deficit for the financial period in accordance with the requirements of Section 396 the Companies Act 2006 relating to the accounts, as far as applicable to the company.

The accounts have been prepared in accordance with the special provisions of the Companies Act 2006 relating to small companies and the Financial Reporting Standard for Smaller Entities (effective April 2008).

The accounts on pages 5 to 11 were approved by the council of management on 14 July 2010


B M Stevenson - chair

The notes on pages 8 to 11 form part of these accounts

Company registration number 04301891

NOTES TO THE ACCOUNTS

31 DECEMBER 2009

1 Accounting policies

Accounting convention

The accounts are prepared under the historical cost convention and have been drawn up in compliance with the Charities Accounting Statement of Recommended Practice (2005) issued in March 2005 and applicable UK Accounting Standards and the Charities Act 1993 and the Charities (Accounts and Reports) Regulations 2008 and the Companies Act 2006,

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the directors, designated as council members in the company's Memorandum and Articles of Association, in furtherance of the general objectives of the charity and which have not been designated for other purposes

Incoming resources

All incoming resources are included in the SoFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy

Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category

Grants and guarantees

Grants of a revenue nature are recognised in the period in respect of which they are paid
Guarantees are included in the financial statements when received

Depreciation

Depreciation is provided at the following rates in order to write off the assets over their useful lives. In the year of acquisition tangible fixed assets are depreciated for a whole year

Computer equipment	-	33%, on the straight line basis
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NOTES TO THE ACCOUNTS (continued)

31 DECEMBER 2009

	2009 £	2008 £
2 Income of the festival event		
Grants		
Kirklees MC Arts in the Neighbourhood	0	2,000
Arts Council	5,000	
Community Events funding	7,500	7,500
Local Area Committee	0	1,000
National Lottery Awards for All	0	5,000
Cuckoo's Nest	1,697	2,147
	<u>14,197</u>	<u>17,647</u>
Box office	18,535	17,334
Venues	6,421	6,790
Bad debt	0	(250)
Sponsorships, donations and collections	5,365	6,381
Friends of the Festival	654	1,160
Stalls and (1998) tombola	399	469
Merchandise	2,289	1,791
Catering	881	810
Advertising revenue	500	460
Miscellaneous	16	47
	<u>49,257</u>	<u>52,639</u>
3 Production expenses		
Artists' fees	22,938	19,711
Performing Rights Society Licence	1,001	0
P A systems and lighting	3,854	2,659
Publicity	6,703	7,380
Consultancy	450	0
Signage	497	0
Hall hire and marquee	1,752	1,353
Printing tickets	68	303
Ticket selling charges	1,332	0
Merchandise	1,881	973
Catering	377	300
Licences	0	0
Insurance	500	768
St John's Ambulance	478	0
	<u>41,831</u>	<u>33,447</u>
4 Restricted funds		
Income		
National Lottery Awards for All	0	5,000
Expenditure		
Publicity	0	7,380
	<u>0</u>	<u>(2,380)</u>

NOTES TO THE ACCOUNTS (continued)

31 DECEMBER 2009

	2009 £	2008 £
5 Management and administration expenses		
Rent, rates and water	1,488	1,429
Light and heat	138	137
Office insurance	269	358
Property repairs	0	200
Administration charges	10,087	7,150
Depreciation of tangible fixed assets	0	0
Accountancy	880	835
Stationery and other office supplies	2,309	1,336
Telephone	251	310
Donations	50	305
	<u>15,472</u>	<u>12,060</u>

The directors of the company, who also act as members of the council of management, received no remuneration during the year (2008 £ Nil)

6 Taxation

No taxation is payable by the company which is a registered charity

7 Tangible fixed assets

	Electronic equipment £
Cost:	
At 1 January 2009	780
Additions in the year	0
At 31 December 2009	<u>780</u>
Depreciation:	
At 1 January 2009	780
Charge for the year	
At 31 December 2009	<u>780</u>
Net book amounts	
At 31 December 2009	0
At 31 December 2008	<u>0</u>

NOTES TO THE ACCOUNTS (continued)

31 DECEMBER 2009

	2009 £	2008 £
8 Creditors - amounts becoming due and payable within one year		
Grant from Kirklees Local Area Committee received in advance	0	0
Creditors	0	623
Accruals	1,720	1,650
	<u>1,720</u>	<u>2,273</u>
9 Constitution		
The company is limited by guarantee and registered as a charity, number 1097200 The liability of each member is limited to £1 At 31 December 2009 there were 26 members (2008 26 members)		
10 Designated funds - unrestricted		
At 1 January 2009 and 31 December 2009	<u>7,500</u>	<u>7,500</u>
See the reserves policy note in the Directors' Report		
11 Capital commitments		
Capital expenditure contracted but not provided in the accounts	<u>Nil</u>	<u>Nil</u>