

**SCOTTISH YOUTH DANCE**  
**(formerly Scottish Youth Dance Festival)**

**DIRECTORS' REPORT AND ACCOUNTS**

**for the year ended 31 March 1999**



*u*

*McCreath & Co.*  
Chartered Accountants

**SCOTTISH YOUTH DANCE**  
**CONTENTS**

	Page
Company Information	1
Directors' Report	2-6
Accountants' Report	7
Income and Expenditure Account	8
Balance Sheet	9-10
Notes to the Accounts	11-13

**SCOTTISH YOUTH DANCE**  
**COMPANY INFORMATION**

Directors

Gillian Armstrong  
Margaret Cherry  
Morag Deyes  
Graeme Dunn  
Candace Greensted  
Linda Rae  
Sara Schena  
Cheryl Strong  
Shirley Smith  
Ian Smith

Secretary

Judith Savin

Company Number

115368 (Scotland)

Registered Office

c/o W & J Burness W.S.  
50 Lothian Road  
Festival Square  
Edinburgh  
EH3 9BY

Reporting Accountants

McCreath & Co  
Chartered Accountants  
Bank House  
20a Strathearn Road  
Edinburgh  
EH9 2AB

Bankers

Bank of Scotland plc  
The Mound  
Edinburgh  
EH1 1YZ

**SCOTTISH YOUTH DANCE  
DIRECTORS' REPORT  
For the year ended 31 March 1999**

The Directors' present their report and accounts for the year ended 31 March 1999.

**THE COMPANY**

The Company is Limited by Guarantee and does not have a share capital. It has been approved as a Charity by the Inland Revenue. The Scottish Charity Number is SC 013949.

**PRINCIPAL ACTIVITY**

The principal activity of the company is the advancement of public education by the promotion and development of the Arts and in particular the Arts of dance, music and mime in all their forms.

**STATEMENT OF DIRECTORS' RESPONSIBILITIES**

Company law requires the directors to prepare accounts for each financial year which 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 those accounts, 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 accounts comply with the Companies Act 1985. 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.

**REVIEW OF BUSINESS**

This has been a year of change for the company. The company's name was changed to reflect its developing role of youth dance development agency for Scotland. After working successfully as Artistic Director for four Festivals, Winifred Jamieson has left Scottish Youth Dance to teach dance at Telford College. The Directors thank her for all her hard work and wish her well in her new post. The Directors are pleased to welcome Andrew Howitt as the new and first full-time Artistic Director.

To widen the skills of the Board, four new directors have been appointed: Graeme Dunn, Candace Greensted, Sara Schena and Ian Smith bringing with them skills in finance, fundraising, personnel, marketing, combined arts projects and education.

**SCOTTISH YOUTH DANCE  
DIRECTORS' REPORT cont'd  
For the year ended 31 March 1999**

The 11<sup>th</sup> Festival and outreach programme were again very successful. Scottish Youth Dance also began working on two projects in collaboration with other organisations : a pilot dance project in partnership with Fairbridge(Glasgow) funded by the Save and Prosper Educational Trust and the Millennium Festival with the Duke of Edinburgh's Award.

Two significant grants have been awarded to Scottish Youth Dance this year. The National Lottery have awarded £95,000 for the Millennium Festival in July 2000 and The Scottish Office have offered a grant of £38,750 for the Millennium Volunteers Scheme over two years.

Unfortunately, despite fundraising efforts, SYD's income target has not been reached. Local Authority grants have been severely cut back and donations have decreased.

**1998 SCOTTISH YOUTH DANCE FESTIVAL**

The 11th Scottish Youth Dance Festival was hosted by North Ayrshire Council from 4<sup>th</sup> – 11<sup>th</sup> July. North Ayrshire Council provided support and funding for the Festival and the Directors would like to thank them all for this commitment.

The Festival aims to bring together young people aged 14 to 21 from all over Scotland and the UK to develop, share and broaden their skills and achievements in a professional environment through a week long residential programme of classes, creative workshops and performances. A training course for youth leaders' also runs throughout the week of the Festival.

The event required a team of 36 staff including tutors, musicians, technicians and performers, managers and liaison staff.

The maximum number of 115 participants attending was achieved. 100 young people aged 13 – 21 attended the Festival of which 10 were individual participants, 9 local non-residential participants and 7 young musicians. 78 were female and 22 male. The high point for most was performing, meeting people from different places and "having a chance to work with some top class tutors".

There were 15 groups with leaders at the Festival: 10 groups from 9 local authority areas in Scotland, 4 groups from England and 1 group from Wales. East Renfrewshire Youth Dance Group and Ebbw Vale Youth Dance Theatre, Wales attended the Festival for the first time. Long term attenders returned once again: Denny Dance Theatre who have attended all the Festivals and Footnotes Dance Company and Stirling Youth Dance Company who have both attended all but one. All the other groups have attended between one and four Festivals. 7 of the young people attending the Festival were from North Ayrshire and 6 had been involved in the dance outreach programme.

91 local people attended open classes and an integrated workshop during the week. 900 people attended the five Festival performances by the Dance Company in Residence, *CandoCo*, the Festival tutors, guest performers and the young people. The week ended with an amazing performance by the participants of the work they had created during the week, including a site specific performance at The Scottish Maritime Museum.

**SCOTTISH YOUTH DANCE  
DIRECTORS' REPORT cont'd  
For the year ended 31 March 1999**

**1998 YOUTH DANCE OUTREACH PROGRAMME**

The dance outreach programme in North Ayrshire was very successful. It was again undertaken by Winifred Jamieson, Artistic Director and Ethelinda Lashley-Johnstone, Assistant Artistic Director. The aim was to undertake work which responded to the needs of the local community and to establish youth dance groups in the area. The programme was made up of 4 elements: taster workshops, weekly workshops, performance and assisted places at the Festival.

209 young people aged 13 – 18 from 7 schools and one theatre group took part in 9 taster workshops in April. 82 then joined the weekly sessions which met through May and June in Areas of Priority Treatment in Irvine, Saltcoats, Ardrossan, Stevenston, Glengarnock and Largs. There was so much demand in Ardrossan that another group had to be formed to make 5 groups in all. The outreach programme culminated in an Evening of Youth Dance in Saltcoats attended by 150 people. Each group performed the pieces which they had created and joined together for a finale of Street Dance to the music of the Back Street Boys.

Six outreach participants from the Irvine group took subsidised places and performed at the Festival.

**PILOT DANCE PROJECT WITH FAIRBRIDGE**

Scottish Youth Dance received a £1,000 grant from Save and Prosper Educational Trust for a project for young people living in Glasgow housing estates. In collaboration with Fairbridge (Glasgow), an organisation working with inner city youth, SYD provided six weekly Street Dance workshops for 15 young people.

**MILLENNIUM FESTIVAL**

The National Lottery awarded £95,000 to the Millennium Festival project. Scottish Youth Dance in partnership with the Duke of Edinburgh's Award and supported by MacRobert Arts Centre and Stirling Council, will be organising a combined arts festival for 500 young people using 20 sites and venues around Stirling from 1 – 9 July 2000. The model of the Scottish Youth Dance Festival will be used to develop this project for more participants and classes in dance, video, drama, visual art, music and technical stage skills. The Festival will be open to individuals and groups of young people aged 14 – 25 from across Scotland, the UK and abroad.

**YOUTH DANCE NEWSLETTER**

The second and third issues of SYD's youth dance newsletter, *Verve*, were given a new poster format which was very well received by young people. The Directors would like to express their thanks to The Almond Consultancy, Edinburgh and Nimmo's Colour Printers, Edinburgh for their generous support in donating the design work and printing.

**SCOTTISH YOUTH DANCE  
DIRECTORS' REPORT cont'd  
For the year ended 31 March 1999**

**FUNDING - SPONSORSHIP AND DONATIONS**

The directors would like to thank all the funders and organisations which have provided help in kind this year: North Ayrshire Council, The Scottish Arts Council, The Foundation for Sport and the Arts, BBC Children in Need, Eda, Lady Jardine Charitable Trust, The Gannochy Trust, The Hugh Fraser Foundation, The JTH Charitable Trust, The Save and Prosper Educational Trust, The Mitchell Trust, The Russell Trust, Inveresk PLC, The Royal Mail, The Almond Consultancy, Hillhouse Quarry plc, Hospitality Inn (Irvine), Nimmo's Colour Printers, Aberdeenshire Council, East Renfrewshire Council, Inverclyde Council.

**CONCLUSION**

The Scottish Youth Dance Festival and outreach programme once again proved very successful which is supported by 95% of participants wanting to attend more SYD events. The quality of SYD's events is maintaining its high standards. The Festival continues to be a focal point in the Scottish dance calendar, offering a unique opportunity for young people to come together to share and broaden their skills, ideas and achievements. The dance outreach development programme, since its introduction in 1995, is now established as an important part of the Festival.

A positive start has been made with two collaborative projects with other youth organisations. There has been a very positive response to the new format of the youth dance newsletter, *Verve*.

**FUTURE DEVELOPMENTS**

To reach more young people, SYD will hold non-residential summer schools in six areas of Scotland during July and August 1999. Preparation for the Millennium Festival will continue through 1999. Lottery applications will be prepared for the Advancement Programme to develop SYD's role as the youth dance development agency for Scotland and to establish a dance training company for recent graduates. The Millennium Volunteers programme will begin and involve more young people in the work of SYD throughout the year. Scottish Youth Dance will continue to develop collaborative projects with other organisations.

**SCOTTISH YOUTH DANCE  
DIRECTORS' REPORT cont'd  
For the year ended 31 March 1999**

**DIRECTORS**

The following directors held office during the period:

Gillian Armstrong	
Pauline Brooks	(Resigned 03/08/98)
Margaret Cherry	
Morag Deyes	
Graeme Dunn	(Appointed 31/03/99)
Candace Greensted	(Appointed 31/03/99)
Linda Rae	
Sara Schena	(Appointed 31/03/99)
Margaret Singleton	(Resigned 12/06/98)
Ian Smith	(Appointed 31/03/99)
Cheryl Strong	
Shirley Smith	

**MEMBERSHIP**

The Memorandum and Articles of Association of the company provides for persons to become members of the company. Each member's liability, should the company be wound up, is limited to £1.

	At <u>31/3/99</u>	At <u>31/3/98</u>
Number of Members	<u>9</u>	<u>7</u>

**EXEMPTION FROM AUDIT**

As the company satisfied the conditions for exemption from an audit no auditor falls to be appointed. McCreath & Co, Chartered Accountants, have been retained by the company to assist with the preparation of the statutory accounts and to provide an accountants' report.

BY ORDER OF THE BOARD

  
Shirley Smith

  
Graeme Dunn

13 September 1999

**ACCOUNTANTS' REPORT TO THE MEMBERS ON THE  
UNAUDITED ACCOUNTS OF SCOTTISH YOUTH DANCE**

We report on the accounts for the period ended 31 March 1999 set out on pages 8 to 13.

**Respective responsibilities of directors and auditors**

As described on page 2 and 10 the company's directors are responsible for the preparation of the accounts and they consider that the company is exempt from an audit.

In accordance with their instructions and in order to assist them to fulfil their responsibilities, we have prepared the accounts on pages 8 to 13 from the accounting records and from information and explanations supplied to us.

In addition it is our responsibility to carry out procedures designed to enable us to report our opinion as set out below.

**Basis of opinion**

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

**Opinion**

In our opinion:

- (a) the accounts are in agreement with the accounting records kept by the company under section 221 of the Companies Act 1985;
- (b) having regard only to, and on the basis of, the information contained in those accounting records:
  - (i) the accounts have been drawn up in a manner consistent with the accounting requirements specified in section 249C (6) of the Act; and
  - (ii) the company satisfied the conditions for exemption from an audit of the accounts for the year specified in section 249A (4) of the Act and did not, at any time within that year, fall within any of the categories of companies not entitled to the exemption specified in section 249B (1).

*McCreath & Co*

McCreath & Co  
Reporting Accountants

13 September 1999

Bank House  
20a Strathearn Road  
Edinburgh EH9 2BA

**SCOTTISH YOUTH DANCE  
INCOME AND EXPENDITURE ACCOUNT  
for the year ended 31 March 1999**

	<u>Note</u>	<u>31/03/99</u>	<u>31/03/98</u>
		£	£
<b>INCOME</b>			
Fees from participants and assisted placed		19,860	15,498
Tickets and programme sales		192	260
Advertising and other income		1,151	325
Grant from Scottish Arts Council		14,000	14,000
Grants from Local Authorities		35,900	41,230
Other grants, donations and sponsorship		17,800	28,761
Bank interest received		728	42
		<u>89,631</u>	<u>100,116</u>
<b>EXPENDITURE</b>			
Direct Charitable			
Salary of Administrator	4	10,100	9,170
Salary of Assistant	4	2,973	3,310
Employers' NIC	4	1,162	1,195
Performers' Fees and Expenses		29,572	29,818
Accommodation costs		17,333	12,228
Venue Hire and Production Services		7,229	13,476
Promotion and Advertising		3,778	5,106
Transport and Travel Expenses		7,791	5,919
Cost of T-Shirts/Videos (net)		157	148
Insurance		195	392
Stationery, telephone & postages		2,056	2,819
Bank charges		-	35
Miscellaneous		703	369
Social Activities		961	313
Bad Debts		-	391
Other Expenditure			
Management and Administration of the Charity	4 & 5	11,995	11,206
		<u>96,005</u>	<u>95,895</u>
Mitchell Trust Dance Bursary		( 4,500 )	( 4,500 )
Bursaries awarded		4,500	4,500
		-	-
Help in Kind	6	( 8,314 )	( 900 )
Help in Kind Expenditure	6	8,314	900
		-	-
Retained (Deficit)/Surplus for year		<u>( 6,374 )</u>	<u>4,221</u>

There were no recognised gains and losses for 1999 or 1998 other than those included in the income and expenditure account.

The notes on page 11-13 form part of these accounts.

**SCOTTISH YOUTH DANCE**  
**BALANCE SHEET**  
as at 31 March 1999

	<u>Notes</u>	<u>31/03/99</u>		<u>31/03/98</u>
		£	£	£
FIXED ASSETS	7		1,195	1,197
<b>CURRENT ASSETS</b>				
Trade Debtors - due within one year		8,314		1,880
VAT recoverable - due within one year		44		38
Cash at bank		<u>4,530</u>		<u>16,801</u>
		12,888		18,719
<b>CREDITORS: Amounts falling due within one year</b>				
Accruals		<span style="border: 1px solid black; padding: 2px;">1,151</span>		<span style="border: 1px solid black; padding: 2px;">1,925</span>
PAYE		2,645		1,330
Prepaid Grants and Donations	8	<span style="border: 1px solid black; padding: 2px;">5,609</span>		<span style="border: 1px solid black; padding: 2px;">5,609</span>
		<u>( 9,405 )</u>		<u>( 8,864 )</u>
<b>NET CURRENT ASSETS</b>			<u>3,483</u>	<u>9,855</u>
<b>NET ASSETS</b>			<u>4,678</u>	<u>11,052</u>
<b>REPRESENTED BY:</b>				
<b>REVENUE RESERVES</b>				
Accumulated Surplus brought forward			11,052	6,831
(Deficit)/Surplus for year			<u>( 6,374 )</u>	<u>4,221</u>
Accumulated Surplus carried forward	9		<u>4,678</u>	<u>11,052</u>

The company is entitled to exemption from audit under Section 249A (2) of the Companies Act 1985 for the period ending 31 March 1999.

No notice has been deposited under Section 249B (2) of the Companies Act 1985 in relation to its accounts for the financial year.

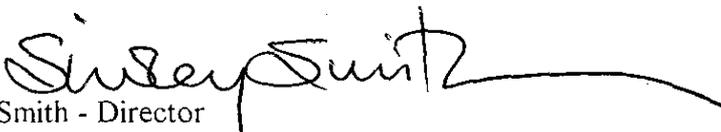
The notes on pages 11-13 form part of these accounts.

**SCOTTISH YOUTH DANCE**  
**BALANCE SHEET contd**  
**as at 31 March 1999**

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with section 221 of the Companies Act 1985 and;
- (b) 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 the Companies Act 1985 relating to accounts, so far as applicable to the company.

The accounts were approved by the Board on 13 September 1999.

  
Shirley Smith - Director

  
Graeme Dunn - Director

The notes on pages 11-13 form part of these accounts.

## SCOTTISH YOUTH DANCE NOTES TO THE ACCOUNTS

### 1. COMPANY STATUS

The Company is a charity limited by guarantee.

### 2. ACCOUNTING POLICIES

#### a. Basis of Preparation of Financial Statements

The financial statements are prepared under the historical cost convention and include the results of the company's operations which are described in the Directors' Report and all of which are continuing.

The company has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement on the grounds that it is a small company.

#### b. Interest Received

Interest is credited to the Income and Expenditure Account when received.

#### c. Grants and Donations

Grants and donations are credited to the income and expenditure account in order to match with expenditure for the period. Grants and donations received relating to a future festival are deferred with an element released to the income and expenditure account to match with the costs of set up of the future festival.

#### d. Tangible fixed assets

Depreciation is provided at the following annual rate in order to write off each asset over its estimated useful life.

Office Equipment - 25% reducing balance

### 3. REVENUE PRESENTATION

In order to give a clearer picture of the Company's activities the Revenue Account departs from the statutory format laid down by the 1985 Companies Act. In particular, the headings of Turnover, Cost of Sales, Gross Profit are not appropriate to the circumstances of the company. The statutory accounts have not fully followed the Statement of Recommended Practice - Accounting by Charities because the directors are of the view that the layout as shown adequately reflects the financial position of the charity. In the opinion of the directors all expenditure other than that disclosed as Management and Administration as detailed at Note 5 is correctly disclosed as charitable.

**SCOTTISH YOUTH DANCE**  
**NOTES TO THE ACCOUNTS cont'd**

**4. NUMBER OF EMPLOYEES**

The average weekly number of employees, excluding directors, during the year was 1 (1998 - 1).

The directors received no remuneration or benefits in the year.

	31/03/99	31/03/98
	<u>£</u>	<u>£</u>
Staff Costs		
Remuneration (including Artistic Director)	22,723	17,065
Social Security	<u>2,200</u>	<u>1,645</u>
	<u>24,923</u>	<u>18,710</u>

**5. MANAGEMENT AND ADMINISTRATION OF THE CHARITY**

	<u>£</u>	<u>£</u>
Directors Remuneration	Nil	Nil
Salary of Administrator	5,050	4,585
Employers NIC	505	450
Rent	2,902	2,150
Insurance	390	785
Stationery, Telephone & Postages	1,028	1,409
Accountants Remuneration	1,000	1,000
Subscriptions	377	353
Depreciation	398	399
Training	<u>345</u>	<u>75</u>
	<u>11,995</u>	<u>11,206</u>

**6. HELP IN KIND VALUE**

	<u>£</u>	<u>£</u>
Administration	1,980	500
Venue use	3,594	400
Promotions & Advertising	<u>2,740</u>	<u>-</u>
	<u>8,314</u>	<u>900</u>

**SCOTTISH YOUTH DANCE**  
**NOTES TO THE ACCOUNTS contd**

**7. FIXED ASSETS**

	<u>Office Equipment</u> £
<u>COST</u>	
At 01/04/98	2,274
Additions	<u>396</u>
As at 31/03/99	<u>2,670</u>
<u>DEPRECIATION</u>	
As at 01/04/98	1,077
Charge for the year	<u>398</u>
As at 31/03/99	<u>1,475</u>
NET BOOK VALUE at 31/03/99	<u>1,195</u>
NET BOOK VALUE at 31/03/98	<u>1,197</u>

**8. PREPAID GRANTS AND DONATIONS**

	31/03/99 £	31/03/98 £
Amounts received in respect of 1999 Festival	11,609	17,209
Less: released to meet expenditure incurred in the current period relating to next year's Festival	<u>(6,000 )</u>	<u>( 11,600 )</u>
	<u>5,609</u>	<u>5,609</u>

**9. REVENUE RESERVES**

The Accumulated Surplus carried forward as Revenue Reserves are unrestricted as defined by the Statement of Recommended Practice - Accounting by Charities.