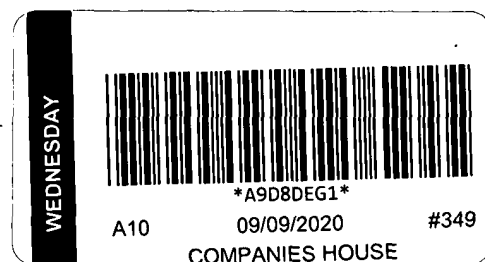


**NATIONAL RURAL TOURING FORUM**  
(A company limited by guarantee)

**REPORT AND FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2020**

Charity Number: 1062366  
Company Number: 03319947



**NATIONAL RURAL TOURING FORUM**  
**(A company limited by guarantee)**

**FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2020**

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**NATIONAL RURAL TOURING FORUM  
MANAGEMENT COMMITTEE REPORT  
YEAR ENDED 31 MARCH 2020**

**Reference and Administrative Information**

Charity Name:	National Rural Touring Forum
Other names the charity is known by:	NRTF
Charity registration number:	1062366
Company registration number:	3319947
Registered Office and Operational address:	28, Sycamore Terrace, York YO30 7DN

**Trustees and Directors**

Tom Speight	Co-opted/ Chair
John Laidlaw	
Dawn Badland	
Barbara Tremewan	
Natalie Jode	Treasurer
Ed O'Driscoll	
Barbara Slack	Stood Down 2019 AGM
Chris Bridgman	
Elizabeth Freestone	Co-opted
Philip Holyman	Co-opted
Holly Lombardo	(Director Only)

**Company secretary**

Holly Lombardo

**Names of observers**

Debs Butler, Arts Council England, SE  
Peter gregory, Arts Council Wales & Night Out

**Independent Examiner**

Mrs M Hutchings, Apsleys, 21 Bampton Street, Tiverton, Devon, EX16 6AA

**Bankers**

Barclays Bank plc, 1-3 Broad Street, Hereford, HR4 9BH

## NATIONAL RURAL TOURING FORUM MANAGEMENT COMMITTEE REPORT YEAR ENDED 31 MARCH 2020

The trustees present their report and the financial statements of the charity for the year ended 31 March 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

### **Objectives and Activities:**

Summary of the objects of the charity

National Rural Touring Forum is a charitable company limited by guarantee and set up on 18 February 1997. It is governed by a memorandum and articles of association. Its objects are to foster and promote public education in the arts through the maintenance, improvement and development of knowledge, understanding, appreciation of, and participation in, the arts, in particular at rural and local neighbourhood levels through the United Kingdom.

### **NRTF Mission**

To lead and underpin a diverse, sustainable, and collaborative Rural Touring Arts sector that delivers dynamic, high quality cultural performances, enhances wellbeing, and provides equality of opportunity for people living in rural areas.

### **NRTF Values**

Resilience – sectoral stability, development, and change

Quality & Innovation – learning from evidence to take calculated risks on development

Diversity – generating and enabling the widest possible range of voices and perspectives

Social impact – work which brings wider positive and meaningful benefit to society

Collaboration – cultivating partnerships which enhance and empower

Environmental sustainability – maximising local opportunity and reducing its global carbon footprint

### **NRTF Aims**

Each of the 4 aims is underpinned by several key objectives, which are measurable and time relevant –

- Aim 1: NRTF will enable the rural touring and rural creative sector to become collaborative and resilient, ensuring it has the appropriate expertise to meet the evolving needs of rural and other
- Aim 2: NRTF will support a diverse range of voices and cultural content across rural circuit which is representative of the contemporary United Kingdom.
- Aim 3: NRTF will demonstrate sectorial impact through effective research and analysis, the evidence of which has a share of voice at national policy and communications level.
- Aim 4: NRTF will be an influential, ambitious, and innovative organisation which is fit for purpose in delivering against its mission.

### **Delivery of Aims**

Delivery will be undertaken by concentrating on 5 areas of activity- each will have a Board subgroup assigned to it which will meet as and when necessary:

Membership – to benefit, support and communicate effectively with members.

Future Interventions – to lead in the Rural Touring sector, to plan and to enable work and projects.

Social Impact – to research, to think ambitiously, to explore partnerships, to benefit the rural ecology.

Organisation – to ensure NRTF is well run, well led, and that it works fairly and properly.

Finance – to be sound financially and to look for opportunities to increase income where necessary.

**NATIONAL RURAL TOURING FORUM  
MANAGEMENT COMMITTEE REPORT (CONTINUED)  
YEAR ENDED 31 MARCH 2020**

**Public benefit:**

The National Rural Touring Forum exists to deliver high quality art experiences that strengthen rural and other communities:

NRTF Research project CONCERTA (Contributing to Community Enhancement through Rural Touring Arts) show English schemes promote between 2000 and 2500 events per year. These are distributed across 1,000 venues. Over the last five years, English Schemes have jointly delivered 9,500 events to audiences numbering just over 700,000. Annual average audiences per event sit at a highly consistent 70 to 80-person annual average.

The most recent touring scheme audit, pre CONCERTA, shows that in 2015/16 the whole rural touring network supported 1,659 rural communities to promote over 2,856 professional live arts performances for a combined audience of 155,161.

National research shows that rural touring reaches many people who do not otherwise see the arts; that it makes a valuable contribution to community life; and that it provides new work and creative development for artists. National research shows that rural touring reaches many people who do not otherwise see the arts; that it makes a valuable contribution to community life; and that it provides new work and creative development for artists.

The UK approach to rural touring shows what the independent arts sector, public authorities and communities can achieve by working together: it is a model of good practice and value for money in the contemporary arts world.

The trustees have had regard to the Charity Commission Guidance on Public Benefit and believe this is achieved via the Charity's objectives and activities.

**Achievements and Performance:**

**Summary of the main achievements of the charity during the year**

The National Rural Touring Forum (NRTF) networks, develops and supports the ecosystem that delivers high-quality creative experiences across communities and rural areas in the UK. The aim of the NRTF is to strengthen and support rural populations to bring professional work to their venues. NRTF regularly consults with the sector; the findings of which directly inform the organisation's key priority areas. Through consultation it charts and champions nationwide impact, shares national and regional achievement and good news, and identifies shared sectoral challenges for which it advocates to policymakers and other influential stakeholders.

A large part of what the NRTF is about is not underestimating rural audiences. Funding for the Arts is still a city-centric issue; travelling to large towns and cities to see productions can be time and financially prohibitive. There are also physiological barriers to some who don't feel as comfortable in larger cultural institutions. Access to the arts is important for everyone in society. It is reasonable to assume most people appreciate seeing high quality and innovative performance & art. This is what the NRTF is addressing and highlighting.

**NATIONAL RURAL TOURING FORUM  
MANAGEMENT COMMITTEE REPORT (CONTINUED)  
YEAR ENDED 31 MARCH 2020**

The main achievements of NRTF's year, listed below, focus on areas in the business plan that continue the strategic and developmental role that the organisation is playing in delivering a dynamic thriving rural and community touring sector.

These address the areas for development identified in our business plan and underline our recognition that the rural touring network consists of a number of key constituents including touring schemes, voluntary promoters, small scale venues, festivals, performing companies and artists and organisations that support small scale touring.

## **1. Artistic Partnerships**

### **Edinburgh Fringe presentation**

NRTF attendance at Edinburgh Fringe is aimed at improving voluntary promoter confidence in booking a diverse programme of work, raising the profile of rural touring at the Edinburgh Fringe professional Development sessions, and introducing more diverse and interesting work to the rural touring circuit. Each year, the NRTF hosts a free Introduction to Rural Touring event for performers, companies and producers. It provides a great opportunity for artists to hear from the rural touring sector and to find out if rural touring's for them. We had a panel of 6 people made up of 4 schemes, an artist and NRTF communications Manager. Approximately 60 delegates attended Rural Touring in the UK, event on 17 August 2019 at 3pm in Fringe Central.

NRTF Provided bursaries for attendance to Edinburgh Fringe to the maximum amount of £450 towards costs. Nine touring schemes received a bursary totalling £3513. Priority was given to those who can attend the NRTF –Rural Touring in the UK event. To be eligible for a bursary schemes needed to have an ambition to program more diversely. Also, priority given to those with plans to meet other national schemes and producers. The schemes wrote and published a report of their trip and reviews of shows seen to be submitted. NRTF received approximately 150 reviews, digitally via Survey Monkey, from schemes and promoters visiting the Edinburgh Fringe in 2019, they were published for the schemes to read, compare thoughts, and learn from.

### **Brighton Fringe presentation**

NRTF held a talk on the opening weekend of the Fringe about how to engage with Rural Touring. NRTF Director, Holly Lombardo & Communications Manager, Stephie Jessop, held the following talk – Rural Touring UK: How does rural touring work? How can you take part? Gain insights on the benefits and opportunities of professional rural touring. This is a chance for companies, artists and producers to network, discuss their work and potentially tour the UK.

NRTF offered bursaries for attendance to Brighton Fringe to the maximum amount of £300 towards costs. One touring scheme received a bursary totalling £225.

**NATIONAL RURAL TOURING FORUM  
MANAGEMENT COMMITTEE REPORT (CONTINUED)  
YEAR ENDED 31 MARCH 2020**

**Latitude Festival**

NRTF Director was invited to attend a professional development day about Rural Touring at Latitude Festival by the touring team at Arts Council England. Amy Vaughan (Director of Touring Arts Council England) was there with Joe Shaw (Senior Officer Policy and Research Arts Council England). The Artists and companies engaged were keen to explore the opportunities offered by Rural Touring. The professional development at latitude is aimed at the performing companies who take part in the theatre programme of the festival.

**Rural Touring Dance Initiative**

NRTF is leading a partnership with The Place, China Plate and Take Art to develop a project that will increase dance on the rural touring circuit. A successful bid was made to the Arts Council England Strategic Touring programme in June 2015 for a 3-year project then again in 2018 for a further 3-years. The projects enable the partners to further embed confidence in programming and creating dance performances for rural touring. RTDI addresses the challenges of dance and rural touring by building a sustainable, programme that provides solutions on both sides of the equation - supply and demand.

**Quality of experience:**

- 97% of audience members said the show was enjoyable. 95% of audience members said the show was memorable.
- 99% of audience members said the show was good or very good quality. We have many vivid quotes. The statistic is slightly higher than for phase 1 (97%), which demonstrates the ability of the scheme to maintain a consistent standard.

**Promoters**

- 96% agree or strongly agree that there is potential appetite for dance in rural areas.

**Audiences**

- 88% of audience members said the show made them want to see more dance. Again, this is slightly more than for phase 1 (84%) 68% said this was because it showed them a different side to
- 74% of audience members had never seen dance at the venue before. 60% had seen dance at another venue in the previous 12 months.
- Attendance Total 3053 – constitutes 87% capacity
- No of performances 50 (19 cancelled in spring 20)
- Engaged with 12 companies

**Headlines:**

- The Lab took place in partnership with Artsreach in Dorset in November with 9 artists represented and 10 scheme/promoter reps in attendance
- 21 schemes sent in expressions of interest (classing Live and Local as 1 scheme)
- All schemes say that RTDI is well organised.
- 96% (25 out of 26) say that it is sensitive to their needs, knowledgeable about rural areas, well thought through and pioneering.
- “The initiative is fantastic and has really increased the volume of dance we can offer - we feel it is vital to have a project lead such as this in place to nurture companies and help broker conversations between companies, touring schemes and volunteer venues.”

**NATIONAL RURAL TOURING FORUM  
MANAGEMENT COMMITTEE REPORT (CONTINUED)  
YEAR ENDED 31 MARCH 2020**

- All schemes said that the dance menu explained the terms of the Initiative clearly, gave them the information they needed on the dance companies, and excited them about the possibilities of rural
- 93% of schemes said that RTDI has increased their capacity to promote dance.
- 84% of schemes said that RTDI had had a long-term effect on reducing the barriers to rural touring of dance. Several respondents expressed concern that they would not be able to continue to take dance if RTDI was not continued.
- Overall, the figures suggest that the second phase of RTDI has continued to build schemes capacity to promote dance, but this only addresses some of the barriers to future touring. The financial barriers will remain if RTDI does not continue.

### **CONCERTA Research Project**

NRTF has developed a partnership with Coventry University and together they have successfully applied to Arts Council England Research Grants Programme (round 2). A total of £156,202 over two years has been granted to NRTF to explore the research question: What are the individual and community benefits of Rural Touring Arts? The research programme will investigate both 'soft' (enhanced well-being; reduction in social isolation) and 'hard' (direct and indirect economic) impacts. The project came to conclusion with a final report on the 31st March 2019 with an extension to dissemination to March 2020. It met all ACE obligations and final accounts were submitted. NRTF thanks Arts Council England and Coventry University for the support in completing the research.

**Arts & Health** – NRTF commissioned Alex Coulter from Arts & Health SW and Victoria Hume from Cultural Health & Wellbeing Alliance (of which NRTF is a member) to write a response to CONCERTA report and the Only Connect report. It is an insightful paper with recommendations for further research into how Rural Touring positively affects those living in isolation or with loneliness.

### **Libraries and Rural Touring Arts Project**

National Rural Touring Forum has been given strategic funds to support touring into Libraries in a new national project funded by Arts Council England.

The new national 'Libraries and Rural Touring Arts' Project looks to explore the challenges and potential of our nation's libraries to expand their service offer and diversify audiences through a Overview & Context: With 3,600 libraries open in the UK, a task force of more than 50,000 volunteers providing a range of services, and a staggering 60% of the population now holding a current library card, it's maybe not surprising to hear that in 2015 visitor numbers to public libraries in England reached 225 million.

### **Hi-Vis: NRTF Conference, Wales 2 – 4 July 2019**

The conference is a chance for the Rural Touring and Arts sector to get together via talks, speakers, networking, and performance showcasing. The delegates get to disseminate resources and learn together. Every time our conference happens the sector goes back enthused, encouraged, and stronger. It is a place to meet like-minded fellow practitioners, generate partnerships, and project development.

NRTF aspires to be bold in the following areas:

- High-quality professional arts experiences suited to local needs and interests
- Fair partnerships between communities, organisations, artists, and public bodies
- Creative diversity in artistic programming and among our audiences



**NATIONAL RURAL TOURING FORUM  
MANAGEMENT COMMITTEE REPORT (CONTINUED)  
YEAR ENDED 31 MARCH 2020**

- Creative innovation in arts practice, management, and policy
- Maintaining and developing our unique relationship with thousands of community volunteers
- Developing an appropriate mindset for NRTF's role as a strategic and national leader.

The 2019 Conference was held in Bangor Wales at Pontio Arts Centre. Managed by Barbara Slack and Sian Kerry, who had recently left their posts as Scheme Directors. 142 people came to the conference. A mix of rural touring schemes, promoters, artists, funders, and award nominees.

The post conference survey feedback was incredibly positive. People have stated that they like the half conference half showcase format and we are adopting this new style of conference going forward. In the last year's conference, we had 14 shows and artists booked into the conference – 11 classified as Diverse or with protected characteristics or had themes of.

## **2. Digital Platform**

### **Website**

NRTF launched a new website and logo in 2019. This helped us reform our resources, navigation, and usability of the website. This has supported wider advocacy and visibility of the Rural Touring sector and NRTF.

### **Social Media**

NRTF has given a lot more emphasis and time to social media platforms as a communication and information sharing tool this year. Having a Communication Manager in post has given NRTF more time to concentrate on its digital communication strategy. NRTF uses social media outlets for different purposes – Twitter for live updates on events and general news, Facebook for scheme information and events, Instagram for communications to artists. They all link into NRTF discussion board information and news. Followers: Twitter 4205 / Facebook 805 / Instagram 1115

### **What Next Rural & Digital**

NRTF was awarded £500 of Esmée Fairbairn funds by What Next Culture to start a Digital Rural Chapter. This is in line with plans to have more direct communications with our members and running a monthly 1 hour catch up on pressing topics set out by us and our members. These will be done via zoom and will be an official What Next Chapter.

What Next? is a movement bringing together arts and cultural organisations in the UK to champion and strengthen the role of art and culture in our society.

## **3. Communications strategy, PR and advocacy**

### **National Rural Touring Awards**

Launched in 2017 the Touring Awards are a shining example of the talent being seen by countryside audiences every year. After a glitzy awards ceremony at the Hi-VIS: NRTF Conference 2019, held in Bangor, Wales 2 – 4 July 2019. National Rural Touring Forum is delighted to announce the winners of Rural Touring Awards 2019. Hosting the awards was Kate Fox, stand up poet, who was joined by the nominees and the majority of the rural touring sector, including schemes, programmers, directors and performers to celebrate the talent and passion of this vibrant creative sector.

**NATIONAL RURAL TOURING FORUM  
MANAGEMENT COMMITTEE REPORT (CONTINUED)  
YEAR ENDED 31 MARCH 2020**

The Awards enable the NRTF to raise the profile of the professionalism prevalent in rural touring. It is an opportunity to draw attention to the quality of performance and performing companies as well as to collaborations and the network of individuals who go above and beyond on behalf of the health and cohesion of their local community. The awards honour not just the winners but everyone who has performed, organised and taken part in rural arts & touring. The awards were judged by three industry professionals – Jude Henderson, Director – Federation of Scottish Theatres, Ian McMillan – poet, journalist, playwright, and broadcaster and Kate Green, Deputy Editor – Country Life Magazine.

Awards Categories:- Breakthrough Performance of the Year; Touring Scheme Collaboration of the Year; Favourite Performance of the Year – best show you saw; Voluntary Promoter or Voluntary Promoting Group of the Year; Young Person of the Year; The NRTF Special Award

### **European Rural Parliament**

NRTF Director was invited to attend – European Rural Parliament November 2019 by Deborah Clarke at ACRE -<https://erp2019.eu/>. European Rural Parliament in North Spain, was a very inspiring conference. Non-arts conferences and perspectives are useful for context of the wider picture. 41 countries were present with delegates made up from rural development agencies & associations, rural businesses, economic, agriculture & transport authorities, community networks, The EU, researchers, NGOs and more.

### **Rural Stake Holders Arts Council England**

NRTF sits on this panel alongside other rurally based arts organisations, networks, and businesses. Topics and issues are discussed and fed back to ACE, so they are up to date with rural affairs. The sessions are chaired by Laura Dyer, Deputy Chief Executive, Places & Engagement Arts Council England and Paul Bristow, Director, Strategic Partnerships Arts Council England. It a useful platform for the NRTF to communicate its concerns on behalf of its members. The group consists of rural stakeholders from the arts and cultural sector and Department for Environment, Food and Rural Affairs (Defra). This is an important role for NRTF enabling us to contribute to a key area of research. The Rural Evidence Review identifies strengths and challenges for the sector in rural areas and will help the sector better understand investment patterns and cultural participation by people living in rural areas. NRTF will continue to work with ACE to further this research.

### **Three Schemes, Three shows, Three Days**

NRTF Director saw 3 shows from 3 schemes in 3 days, in Devon and Cornwall It is important for NRTF staff to experience and engage with schemes events, meet promoters, see audiences and

Mountain Music, Bulb Theatre - Beaford Arts

Myths of the Vikings, Clydebuilt Puppet Theatre – Carn 2 Cove

Stairs, Cheap Date Dance – Villages in Action

**NATIONAL RURAL TOURING FORUM  
MANAGEMENT COMMITTEE REPORT (CONTINUED)  
YEAR ENDED 31 MARCH 2020**

**Village Halls Week**

NRTF teamed up with ACRE in celebrating and sharing the benefits of the UK's Village Halls. Lord Gardiner of Kimble hosted the reception on behalf of ACRE for the launch of Village Halls Week 2020 in the Thames Pavilion, House of Lords 20 Jan 2020. It was a well-attended event with stakeholders and MPs. NRTF met with many village hall representatives, some known to us, some not. NRTF employed Geoff Robb, an NRTF member and Guitarist to play at the HOL reception. In attendance from NRTF were Tom Speight, Natalie Jode, John Laidlaw, Stephie Jessop.

There was good coverage from schemes in support of the week and good partnership with ACRE. NRTF printed VHW posters and mailed them to all schemes for their venues.

**Sir Nick Serota Visit to NRTF HQ**

Sir Nicholas Serota, Chairman of Arts Council England met with rural arts organisations at the headquarters of National Rural Touring Forum in the village of Stanford Dingley, West Berkshire. Sir Nick was joined by local ACE National Portfolio Organisations Water Mill Theatre, Corn Exchange Newbury, and personnel from cultural organisations such as LIVR, Metis Theatre, New Adventures, McCurdy & Co., Farnham Maltings and Julie's Bicycle to discuss the sustainability of rural touring. The group spent time discussing green touring initiatives, the sustainability of rural arts, the relevance of professional rural touring and what it might look like in 10 years' time. The outcome is an aim for a greater understanding of the potential for rural and green touring in England.

**4. Membership**

Membership has stayed at a similar level. NRTF has been increasing member benefits and continues to support the scheme members, whom it is set up to advocate for, as well as supporting associate members, which consist of artists, promoters, and arts organisations (including festivals) with an aim to create more capacity in rural touring sector.

Associate Membership - Associate Members are individuals and organisations with an interest in promoting professional arts with rural communities and include performers, companies, promoters, small venues, festivals, and producers.

Scheme Membership - Touring schemes vary enormously: The most widespread model is the independent, not for profit company, usually with charitable status; some schemes form part of local authority arts provision and others are based on a contractual relationship with a service provider.

Benefits include – Training, information, and networking; Advice and Resources; Innovative work, partnerships, and commissions; Research and Advocacy; Grant schemes and conference discounts.

**NATIONAL RURAL TOURING FORUM  
MANAGEMENT COMMITTEE REPORT (CONTINUED)  
YEAR ENDED 31 MARCH 2020**

**5. Professional Development Opportunities**

**CPD**

During the year in addition to Edinburgh and Brighton Fringe bursaries, NRTF supported member schemes via its CPD small grant programme. Programming bursaries enabled travel for scheme promoters to attend festivals and seek work for a younger audience.

NRTF continued to offer promoter bursaries to attend the annual conference and this year extended the offer to include voluntary board members. In line with NRTF's equal opportunities policy NRTFs bursaries were expanded to include those working with Children and Young People, companies led by those with protected characteristics along with emerging artists.

**Leadership Course at Eden Project**

The board enabled the Director to attend a leadership course at Eden Project. Some great connections were made from the 11 other Women on the course all from different walks of life. The course enabled exclusive evening access to the Biodomes. There were inspirational speakers such as Scilla Elworthy. The course was a lot about self-reflection and empowerment.

**Key developments for the organisation**

The strengthening of NRTF governance to include companies and performers, voluntary promoters, and representatives from across the UK enables NRTF to advocate for a dynamic and thriving small scale sector. The board of NRTF remained stable during 2019/20 with trustees representing the touring scheme, voluntary promoter and producer and artist sectors.

In 2017/ 18 following two board away days, the executive and the board produced a new four-year business plan 2018 – 2022 which is being reviewed and followed by NRTF Director and board. NRTF Director produced a Business Plan Delivery Strategy that is a board agenda item and is referred to for all potential projects and initiatives. The business plan is constantly evolving and a new one was signed off at the March 2020 board meeting to lead the organisation from 2020 - 2022

NRTF commenced a 4-year funding relationship as a National Portfolio Organisation (NPO) with Arts Council England from April 1st, 2018 to March 31st, 2022 (there is now a COVID-19 extension on this to 2023).

**New Project Manager Role**

NRTF has enhanced the funding from ACE for the library project by employing the Project manager for an additional day a week to work on NRTF tasks. This has enhanced the team as a whole and allows for flexibility within the project. Project Manager was appointed and started Part time March 2020.

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**NATIONAL RURAL TOURING FORUM  
MANAGEMENT COMMITTEE REPORT (CONTINUED)  
YEAR ENDED 31 MARCH 2020**

**Financial Review**

It is the policy of the Charity to maintain unrestricted funds, which are the free reserves of the Charity, at a level which equates to approximately six months unrestricted expenditure. This provides sufficient funds to cover management and administration and support costs. The charity has increased the amount held on reserve from £19,000 to £23,000 and plans a year on year increase over the next 2 years of the current NPO.

This is the eighth year as an NPO (National Portfolio Organisation) of the Arts Council England. The Charity received its eighth NPO grant from Arts Council England receiving in 2019/20 £86,583 (2018/19 £85,583, 2017/18 £86,583, 2016/17 £86,583, 2015/16 £86,583, 2014/15 £86,583, 2013/14 £86,233, 2012/13 £86,000). The Charity received the second £104,214 and third instalment £104,214 from Arts Council England (first instalment £166,742 received 2018/19) for the RTDI 2 project. (Total grant £416,855).

In addition, the Charity received the first instalment £38,850 from Arts Council England for a Libraries Project. (Total £77,000)

The Charity is awaiting a final instalment of £15,622 from Arts Council England for the Social Impact Study (Total £156,202)

Membership fees for the year totalled £17,826. The Charity is not reliant on donations.

**Structure, Governance and Management:**

Governing document:

The organisation is a charitable company limited by guarantee, incorporated on 18 February 1997 and registered as a charity on 14 May 1997. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

Trustee selection methods:

Trustees are elected from and by the full members at the Annual General Meeting in accordance with the terms laid down in its Memorandum and Articles of Association. This board of management are the trustees of the Charity. In addition the board may co-opt up to three persons who need not be members of the company but are deemed to have specialist skills. These co-opted members are not trustees of the Charity. Decisions are made by the board of management at quarterly meetings. The board of management reports on work undertaken, future plans and present financial accounts to the membership at the Annual General Meeting. No more than 10 and not less than 3 persons may be elected. One third of the trustees must retire from office at each AGM. The members to retire shall be those longest in office since their last election. These members are eligible for re-election.

**NATIONAL RURAL TOURING FORUM  
MANAGEMENT COMMITTEE REPORT (CONTINUED)  
YEAR ENDED 31 MARCH 2020**

**Additional governance issues:**

The Charity is governed by a board of management who are elected to office by the membership of the NRTF at the AGM. This board elects a Chair for the organisation.

At 2019 AGM to following actions took place: -

- Board members stepping down and not re-standing for re-election: Barbra Lewis of Highlights Rural Touring Scheme. Stood down in December 2018.
- Company Secretary David Porter is stepping down after 20 years as Company Secretary – Company Secretary to be appointed is – Holly Lombardo – Director of NRTF [nominated by Ed O'Driscoll, seconded by Philip Holyman]. formal thank you given to David Porter for long standing position as Company Secretary.
- New full board member to be elected representing North East Arts Touring – NRTF member scheme: - Emyr Bell [nominated by Chris Bridgman, seconded by John Laidlaw]
- The following members, as longest standing members of the board, are stepping down and are to be re-elected: Dawn Badland – Applause Rural Touring [nominated by Sue Robinson, seconded by Natalie Jode], John Laidlaw – Live and Local [nominated by Dawn Badland, seconded by Emyr Bell] , Barbara Tremewan – Carn to Cove [nominated by Chris Bridgman, seconded by John Laidlaw] .

**Day to Day Co-ordination:**

In 2018 the membership organisation underwent a radical restructure – employing a new full time Director and three other members of staff working on a freelance and/or part time basis. Part time staff consist of Finance Manager 0.5 days, Communications Manager 2 days, Projects Manager 3 days

**Board:**

Four full board meetings were held during the year 19/20. Two in person and two virtually. In addition, the board held a facilitated away day in Cumbria to assist with business planning. The board revised priorities for an amended business plan for 2020-2022 to take us to the end of ACE funded NP round.

**NATIONAL RURAL TOURING FORUM  
MANAGEMENT COMMITTEE REPORT (CONTINUED)  
YEAR ENDED 31 MARCH 2020**

**Responsibilities of the Management Committee**

The management committee (who are also directors of The National Rural Touring Forum for the purposes of company law) are responsible for preparing the annual report and the financial statements in accordance with applicable law and the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

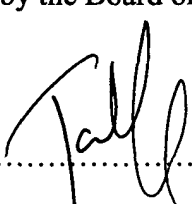
Company law requires the management committee to prepare financial statements for each financial year, which give a true and fair view of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the management committee are required to:

- Select suitable policies and then apply them consistently;
- Observe the methods and principles of the Charities SORP 2015 (FRS 102);
- Make judgements and 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 charitable company will continue in operation.

The management committee are responsible for keeping 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. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared taking advantage of the small company exemption of Section 415A of the Companies Act 2006.

This report was approved by the Board on September 2<sup>nd</sup> 2020 and signed on their behalf by

Tom Speight (Chair) 

**INDEPENDENT EXAMINER'S REPORT TO THE MANAGEMENT COMMITTEE ON THE  
UNAUDITED FINANCIAL STATEMENTS OF NATIONAL RURAL TOURING FORUM**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2020 which are set out on pages 17 to 28.

**Responsibilities and basis of report**

As the charity 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 company'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 statement**

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the

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 that in any material respect:

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 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.



**Mrs M Hutchings**  
**Apsleys Chartered Accountants,**  
**21 Bampton Street**  
**Tiverton**  
**Devon**

**Date:** 7/9/2020



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**NATIONAL RURAL TOURING FORUM**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCORPORATING INCOME AND EXPENDITURE ACCOUNT)**  
**YEAR ENDED 31 MARCH 2020**

	Notes	Restricted funds	Unrestricted funds	2020 Total funds	2019 Total funds
		£	£	£	£
<b>Income</b>					
Grants receivable from government and other public bodies		260,778	87,083	347,861	330,761
Investment income		-	361	361	332
Income from trading activities:					
Trading activities within the objects		60,692	28,139	88,831	64,865
Membership fees		-	17,826	17,826	17,578
<b>Total income</b>		<u>321,470</u>	<u>133,409</u>	<u>454,879</u>	<u>413,536</u>
<b>Expenditure</b>					
Grants payable	6	3,505	6,205	9,710	9,848
Other direct charitable expenditure		288,690	51,246	339,936	286,946
Management of the charity		-	51,862	51,862	47,472
Administration of the charity		-	6,208	6,208	4,330
<b>Total expenditure</b>		<u>292,195</u>	<u>115,521</u>	<u>407,716</u>	<u>348,596</u>
<b>Net income for the year</b>		29,275	17,888	47,163	64,940
<b>Transfers</b>		13,425	(13,425)	-	-
<b>Net movement in funds</b>		<u>42,700</u>	<u>4,463</u>	<u>47,163</u>	<u>64,940</u>
Funds b/f at 1 April 2019		<u>146,630</u>	<u>55,967</u>	<u>202,597</u>	<u>137,657</u>
<b>Funds c/f at 31 March 2020</b>		<u><u>189,330</u></u>	<u><u>60,430</u></u>	<u><u>249,760</u></u>	<u><u>202,597</u></u>

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**NATIONAL RURAL TOURING FORUM**  
**BALANCE SHEET**  
**31 MARCH 2020**

	Notes	2020 £	2019 £
<b>CURRENT ASSETS</b>			
Debtors			
Amounts falling due within one year	3	8,611	-
Cash at bank and in hand		263,154	206,860
		<u>271,765</u>	<u>206,860</u>
<b>CREDITORS</b>			
Amounts falling due within one year	4	22,005	4,263
<b>NET CURRENT ASSETS</b>		<u>249,760</u>	<u>202,597</u>
 <b>Represented by</b>			
<b>FUNDS</b>			
Restricted	7	189,330	146,630
Unrestricted	8	60,430	55,967
<b>TOTAL FUNDS</b>		<u>249,760</u>	<u>202,597</u>

For the year ending 31 March 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved and authorised for issue  
 by the Management Committee on September 2nd 2020.

and signed on its behalf by: Tom Speight (Chair)

.....  
 Director

**Company registration number 03319947**

The notes on pages 19 to 28 form part of these financial statements.

**NATIONAL RURAL TOURING FORUM  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2020**

**1. Summary of significant accounting policies**

**(a) General information and basis of preparation**

National Rural Touring Forum is a private company limited by guarantee and does not have a share capital. The company is registered charity in England within the United Kingdom. In the event of being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

The charity constitutes a public benefit entity as defined by FRS 102. 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) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**(b) Funds**

Unrestricted funds 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.

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

**(c) Income recognition**

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102).

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

**NATIONAL RURAL TOURING FORUM  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2020**

Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

**(d) Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Grants payable;
- Expenditure on charitable activities
- Management of the charity; and
- Administration of the charity.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Grants payable to third parties are within the charitable objectives. Where unconditional grants are offered, this is accrued as soon as the recipient is notified of the grant, as this gives rise to a reasonable expectation that the recipient will receive the grants. Where grants are conditional relating to performance then the grant is only accrued when any unfulfilled conditions are outside of the control of the charity.

**(e) Cash**

Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts.

**(f) Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**(g) Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

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**NATIONAL RURAL TOURING FORUM**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2020**

**2. Net movement in funds**

Net movement in funds is stated after charging:

	2020	2019
	£	£
Amounts paid to examiner for:		
The preparation of the financial statements	735	612
Independent examination	1,465	588
	<u>1,465</u>	<u>588</u>

**3. Debtors**

	2020	2019
	£	£
Trade debtors	2,150	-
Prepayments	6,461	-
	<u>8,611</u>	<u>-</u>

**4. Creditors**

	2020	2019
	£	£
Trade creditors	19,174	2,231
Accruals	2,620	1,920
Other Creditors	211	112
	<u>22,005</u>	<u>4,263</u>

**5. Directors remuneration**

	2020	2019
	£	£
Wages and salaries	35,286	32,000
Social security costs	578	254
Pension costs	859	515
	<u>36,723</u>	<u>32,769</u>
Average number of employees	<u>1</u>	<u>1</u>

There are no employees with emoluments above £60,000.

The charity operates a defined contribution scheme for the employee. The costs for the year was £859 (2019 £515).

**NATIONAL RURAL TOURING FORUM  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2020**

<b>6. Grants paid to institutions Professional</b>	<b>2020</b>	<b>2019</b>
<b>Development CPD</b>	<b>£</b>	<b>£</b>
ArtERY	200	-
Arts Alive	-	175
Carn to Cove	-	300
Highlights	-	133
Creative Arts East	-	300
Artsearch	-	600
Promoter Bursaries Conference/ND	2,267	2,830
Arts Out West	-	150
<b>Total</b>	<b>2,467</b>	<b>4,488</b>
Edinburgh/Brighton Village Hall Cheshire	225	450
Rural Arts North Yorkshire	-	450
Highlights	450	450
NEAT	300	450
Blaize/ArtERY	-	450
Live & Local	450	-
Take Art	-	150
Spot on Lancashire (Brighton)	225	300
Creative Arts East	450	-
Arts Alive	450	-
Black Country Touring	438	450
Arts Out West	450	300
Carn to Cove	300	150
Rural Arts Wiltshire	-	150
<b>Total</b>	<b>3,738</b>	<b>3,750</b>
<b>Total Grants Awarded</b>	<b>6,205</b>	<b>8,238</b>

**NATIONAL RURAL TOURING FORUM  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2020**

**Grants paid to institutions****Restricted Funds NSRTDI 1**

	2020 £	2019 £
<u>Edinburgh Village Hall</u>		
Carn to Cove / Falmouth		150
Total	<u>-</u>	<u>150</u>
 <u>Other CPD</u>		
Carn to Cove	-	300
Live & Local	-	100
Highlights	-	257
Total	<u>-</u>	<u>657</u>
Total Grants from NSRTDI 1	<u>-</u>	<u>807</u>

**Grants paid to institutions****Restricted Funds NSRTDI 2**

Black Country Touring	300	50
Cheshire	300	103
Arts Alive	-	150
Rural Arts Wiltshire	-	500
Craven District Council	200	-
Beaford	250	-
Live & Local	38	-
Beaford Promoter	250	-
ArtERY	250	-
Creative Arts East	250	-
Live & Local Promoter	250	-
Take Art Promoter	250	-
Carn to Cove Promoter	250	-
Artsreach	250	-
Theatre Orchard	500	-
Highlights North	167	-
Total Grants from NSRTDI 2	<u>3,505</u>	<u>803</u>

**NATIONAL RURAL TOURING FORUM  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2020**

<b>7. Restricted funds</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<u><b>NSRTDI 1</b></u>		
Balance at 1 April 2019	-	16,280
Grants Receivable	-	43,436
Contributed Income	-	11,350
Transfer of funds (from core)	-	-
Less Direct Charitable expenditure	-	(70,986)
Transfer of funds to core	-	(80)
NSRTDI 1 Balance at 31 March 2020	<u>-</u>	<u>-</u>
<u><b>Social Impact Study Research Project</b></u>		
Balance at 1 April 2019	62,230	79,090
Grants Receivable	-	-
Earned Income	-	-
Less Direct Charitable expenditure	(76,277)	(15,860)
Transfer to Core	(1,575)	(1,000)
Social Impact Balance at 31 March 2020	<u>(15,622)</u>	<u>62,230</u>
<u><b>NSRTDI 2</b></u>		
Balance at 1st April 2019	84,400	-
Grants Receivable	221,928	200,742
Contributed Income	60,692	20,650
Transfer of funds (from Core)	15,000	-
Less Direct Charitable expenditure	(214,267)	(136,992)
NSRTDI 2 Balance at 31st March 2020	<u>167,753</u>	<u>84,400</u>
<u><b>Libraries Project</b></u>		
Balance as at 1st April 2019	-	-
Grants receivable	38,850	-
Less Direct Charitable expenditure	(1,651)	-
Libraries Project Balance as at 31 March 2020	<u>37,199</u>	<u>-</u>
<b>Total Restricted funds at 31st March 2020</b>	<u><u>189,330</u></u>	<u><u>146,630</u></u>



**NATIONAL RURAL TOURING FORUM  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2020**

**8. Unrestricted funds**

	2020	2019
	£	£
Balance at 1 April 2019	55,967	42,287
Surplus for the year	17,888	12,600
Transfer	<u>(13,425)</u>	<u>1,080</u>
Balance at 31 March 2020	<u>60,430</u>	<u>55,967</u>

**9. Analysis of net assets between funds**

	Restricted funds £	Unrestricted funds £	Total 2020 £
Funds balances at 31 March 2020 are represented by:			
Current assets	189,330	82,435	271,765
Current liabilities		<u>(22,005)</u>	<u>(22,005)</u>
	<u>189,330</u>	<u>60,430</u>	<u>249,760</u>

**10. Related party transactions**

No officials of the Charity were remunerated for their services.

**11. Management committee members remuneration and expenses**

Nil remuneration was paid to committee members for the year ended 31 March 2020 (2019: Nil).

Various expenses were reimbursed to 11 committee members totalling £2,006 for the year ended 31 March 2020 (2019: £1,631).

**NATIONAL RURAL TOURING FORUM  
NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2020  
INCOME AND EXPENDITURE ACCOUNT**

	2020		2019	
	£	£	£	£
Income				
Grant Income:				
Arts Council England NPO	86,583		86,583	
What Next Culture	<u>500</u>		<u>-</u>	
		87,083		86,583
Restricted Income: NSRTDI (1)				
Arts Council England	-		37,956	
The Place	<u>-</u>		<u>5,480</u>	
		-		43,436
Restricted Income: NSRTDI (2)				
Grant Income:				
Arts Council England	208,428		166,742	
Foyle Foundation	-		20,000	
Arts Council Wales	13,500		13,500	
Dance East	<u>-</u>		<u>500</u>	
Total		221,928		200,742
Restricted Income: Libraries Project				
Grant Income				
Arts Council England		<u>38,850</u>		<u>-</u>
Total Restricted Grant Income		<u>260,778</u>		<u>244,178</u>
<b>Total Grant Income</b>		<b><u>347,861</u></b>		<b><u>330,761</u></b>
NSRTDI (1) Contributed Income		-		11,350
NSRTDI (2) Contributed Income		60,692		20,650
Unrestricted Income				
Earned Income:				
Membership Fees	17,826		17,578	
Trading activities within the objects:				
Bank Interest	361		332	
New Directions 2018			32,394	
Conference Hi Viz 2019	27,724		-	
Publications	65		121	
Rural Touring Award	<u>350</u>		<u>350</u>	
Total Unrestricted Income		<u>46,326</u>		<u>50,775</u>
<b>Total Earned and Contributed Income</b>		<b><u>107,018</u></b>		<b><u>82,775</u></b>
<b>Balance carried forward</b>		<b><u>454,879</u></b>		<b><u>413,536</u></b>

## NATIONAL RURAL TOURING FORUM

	2020		2019	
	£	£	£	£
<b>Balance BF</b>		<b>454,879</b>		<b>413,536</b>
Restricted funds: NSRTDI (1)				
CPD Grants	-		807	
Other direct charitable activity:				
Audience Development and PR	-		5,164	
Artistic Development Costs	-		13,987	
Management and Admin	-		18,033	
Evaluation	-		4,450	
Touring Costs	-		28,545	
Total		-		70,986
Restricted funds: Research Project				
University Research Costs	59,533		-	
NRTF Costs	16,744		15,860	
Total		76,277		15,860
Restricted funds: NSRTDI (2)				
CPD grants	3,505		803	
Marketing Audience Dev	39,679		16,438	
Development	43,180		32,936	
Artistic Costs	118,181		82,984	
Overheads	9,722		3,831	
Total		214,267		136,992
Restricted Funds: Libraries Project				
Project Management		1,651		-
Total Restricted funds		<u>292,195</u>		<u>223,838</u>

## NATIONAL RURAL TOURING FORUM

	2020	2019
<b>Unrestricted Funds:</b>		
<u>Grants payable:</u>		
Edinburgh Village Hall	3,438	3,150
Brighton Village Hall	300	300
Professional Development Grants	<u>2,467</u>	<u>4,788</u>
Total	6,205	8,238
<u>Other direct charitable activity:</u>		
Dance Director fee/exp	2,000	3,950
Online Community Dev	5,436	5,614
Touring Projects	1,200	
New Directions 2018	-	47,505
Conference Hi Viz 2019	30,980	-
PR	-	2,000
Village Halls Week	788	1,085
Rural Touring Awards	957	1,942
Advocacy Digital Resources	<u>9,885</u>	<u>2,622</u>
Total	51,246	64,718
<u>Management of the charity:</u>		
Admin and finances	4,200	6,000
Director salary/Tax/Ni	35,929	32,769
Director Travel	3,881	2,573
Board Meetings/travel/subsistence	3,484	3,424
Staff CPD	1,800	-
Communications/Admin Manager	1,812	2,012
Insurances	<u>756</u>	<u>694</u>
Total	51,862	47,472
<u>Administration of the charity:</u>		
Printing postage stationery, office costs	2,644	2,084
Web design/hosting/maintenance	800	732
Telephone	-	94
Accountancy fees	<u>2,764</u>	<u>1,420</u>
Total	6,208	4,330
Total unrestricted	<u>115,521</u>	<u>124,758</u>
Total expenditure	<u>407,716</u>	<u>348,596</u>
Excess of income over expenditure	<u>47,163</u>	<u>64,940</u>