

Charity registration number 1025480

Company registration number 02843135 (England and Wales)

SWALEDALE FESTIVAL
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2022

SWALEDALE FESTIVAL

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Elizabeth Bedford
Gerry Broadbent
Ian Evans
Mark Golding
Marian Knowles
Maria Laybourn
Susan Miller
Gavin Young

Secretary

Gavin Young

Charity number

1025480

Company number

02843135

Registered office

Hudson House
Reeth
Richmond
North Yorkshire
DL11 6TB

Independent examiner

Deborah Fletcher-McVay ACA
Kenneth Easby Limited
Accountants
Oak House, Market Place
Bedale
North Yorkshire
DL8 1AQ

SWALEDALE FESTIVAL

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SWALEDALE FESTIVAL

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 JULY 2022

The trustees present their annual report and financial statements for the year ended 31 July 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The main objective of the company is to present a programme of high-quality music, arts and walking events and to achieve this the company may:

- Bring high-quality events into Swaledale, Wensleydale, Arkengarthdale and Richmondshire
- Promote education and learning generally within Swaledale, Wensleydale, Arkengarthdale and Richmondshire
- Act as an arts development body for the benefit of the community in Swaledale, Wensleydale, Arkengarthdale and Richmondshire

Achieving the objectives

The company organises an annual two-week festival, usually starting at the Spring Bank Holiday weekend, with professional musicians and acknowledged local performers, presenting around 50 ticketed concerts. These are in a range of genres spread over more than 25 venues across the three dales and Richmondshire. The commissioning and performance of new works are actively encouraged. The festival programme includes workshops, talks, art exhibitions, poetry, dance, drama and themed walks. The company aims to extend the benefits of musical appreciation and performance across the community, through an outreach programme of workshops and events given by visiting artists for schools and care homes.

After two years in which Covid-19 prevented a full festival being run, 2022 saw a return to a comprehensive programme for the 50th anniversary year.

Deliverables

In achieving its objectives, the company aims to deliver:

- High-quality, affordable arts for a wide range of audiences, in a wide range of genres
- A spirit of community well-being for all involved with the festival as performers, volunteers or supporters
- Enhanced local music-making and appreciation of local art
- New works in a variety of artforms
- Channels for effective liaison with other arts organisations
- An enhanced external profile for Richmondshire, with concomitant developmental benefits
- Increased revenue for local business

Achievements and performance

Activities

The Swaledale Festival ('the festival') began with a handful of events in 1972. It has now grown into an award-winning medium sized rural festival with an international reputation for excellence in a wide range of arts activities and commissioning of new work. The festival, which is a registered charity, takes place over two weeks in early summer every year, principally in churches and village halls in the remote North Yorkshire Dales. Most events are ticketed, many are 'classical' musical concerts, but there is also a significant folk and world music element as well as guided walks, talks, theatre, poetry, dance, film, puppetry, comedy, workshops and art exhibitions.

The festival brings top artists from all over the world to the Northern Dales, and there are also significant platforms for talented local performers and up-and-coming young artists. Audiences comprise both local residents and visitors from further afield. The festival runs an extensive education and community programme for people of all ages in schools, community centres and care homes.

SWALEDALE FESTIVAL

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2022

Impact of COVID-19

The 2020 festival was cancelled following government regulations surrounding the COVID-19 pandemic. The continuation of the pandemic into 2021 prevented the running of a full programme during the traditional festival fortnight that year. Instead, a limited programme of thirteen acts was planned to take place over an extended period from 30 May to 7 October 2021. To comply with social distancing, each set of artists agreed to perform two one-hour concerts on the same day. There were six events planned for the period between 1 August 2021 and 7 October 2021, of which one had to be cancelled.

The income and expenditure related to the element of the limited programme for the calendar year 2021 that ran over into the current financial year, has been included in the accounts for the year ended 31 July 2022. The net effect of these events was a deficit of approximately £4,000.

Financial support from the Cultural Recovery Fund in the years to 31 July 2020 and 2021 enabled the festival to retain its loyal staff and supporters, to adapt to running events with safely distanced audiences, to maintain engagement with the local community, and to delight artists and audiences with the ability, respectively, to perform at and attend live music events.

Financial review

The Statement of Financial Activities shows a deficit in unrestricted general funds for the year of £959. In addition, as planned, the designated reserve of £20,000 created in 2020 to support the festival during its 50th anniversary, has been fully utilised.

There are significant differences between the results for the current year and the prior year in the income and expenditure captions set out in notes 3 and 5, relating to charitable activities. These differences are explained by there having been only a limited number of events in the programme in the year ended 31 July 2021 owing to the continuing impact of Covid-19. In contrast, a full programme was run during the traditional festival fortnight in 2022. The impact of Covid-19 is explained more fully above under the heading Achievements and performance.

The festival comprises ticketed events and others provided without charge. This year, the latter included another successful fun day in Reeth and full outreach programme in schools and care homes. These events are not charged for and rely on funding from grants and local sponsors.

Regarding ticketed events, there were over 6,000 tickets sold for the 2022 festival, representing 71% of the maximum available. In 2019, the last year in which a full programme was run, ticket sales were nearly 8,000 being 81% of those available. Whilst not up to the record levels of 2019, this year's programme has provided a firm platform for the re-emergence of the festival and is indicative of the underlying level of support in the community and from visitors alike. This is especially in the context of the Omicron variant of Covid circulating during the festival, and the first weekend of the festival coinciding with Queen Elizabeth's 70th Jubilee celebrations.

During the festival's financial year, the staff, events management team and volunteers have all worked at capacity levels to provide the full 2022 programme and the latter elements of the 2021 limited programme. The trustees believe that additional staff and events management are required for the 2023 festival and have started to take steps to ensure they will be in place.

The festival programme is determined well in advance of its delivery in May and June each year. The costs of delivering the programme can be budgeted with a reasonable degree of accuracy. However, the level of income from ticket sales, membership subscriptions, grants and sponsorship cannot be guaranteed. Furthermore, expenditure on the festival tends to be incurred in advance of income being generated. Accordingly, the trustees need to maintain an adequate level of cash in reserve to meet the peaks in funding requirements. Under normal operating conditions, the festival seeks to hold cash reserves at the year-end of at least £70,000 to cover the autumn and winter months during which no funds are generated.

Notwithstanding the deficit for the year, the balance sheet at 31 July 2022 shows cash balances totalling £80,652 and unrestricted reserves of £74,437.

Taking these factors into account, the trustees believe that the reserves at 31 July 2022 are sufficient to enable a traditional programme of events to be planned and delivered in 2023. The trustees wish to thank all supporters of the festival for their continuing generosity.

SWALEDALE FESTIVAL

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 JULY 2022

Structure, governance and management

The charity is a company limited by guarantee.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Elizabeth Bedford
Gerry Broadbent
Ian Evans
Mark Golding
Marian Knowles
Maria Laybourn
Susan Miller
Gavin Young

All trustees are volunteers and receive no fees or emoluments for their services.

Gavin Young became a trustee in 2005 and was appointed Secretary in 2006, a position he has held since that time. He is a solicitor, now retired. He has offered himself for re-election as a trustee every three years. He has also offered himself for re-appointment as secretary every year at the annual general meeting (AGM). The board has been aware that re-appointments of more than 9 years require a particularly rigorous review and should take into account the need for progressive refreshing of the board.

Artistic Vision Summary

The festival has established a reputation which goes far beyond its setting in the rural North Yorkshire Dales. That reputation is built on a vision of first-class, exciting music and arts which inspire and challenge artists and audiences alike and which both celebrate and transcend the setting. The company re-affirms that vision and has further developed the festival through a vigorous programme of community and educational activity.

Professionals

Malcolm Creese, the festival's artistic director, is a professional musician, who has been artistic director and chairman of other festivals. He was appointed in October 2007 on a rolling contract with six months' notice during the period before the festival.

In addition, we have three part time members of the administrative team, two of whom primarily maintain and develop our marketing and publicity, and our education and community activities. The third member of staff is the festival administrator.

Leading up to and during the period of the festival, we use the service of an events team of three for production support and artistic liaison.

Volunteers and Friends

The festival now has around 80 active volunteers who assist mainly during the festival fortnight. They provide office and box-office support, host and transport artists, distribute and replenish publicity, maintain the database, steward at events, and lead walks.

There was an encouraging increase of over 25% in the number of friends memberships, to nearly 300, between 2021 and 2022. This number includes joint memberships. The friends base is almost back to the record level reached in 2019 in the year before Covid struck.

Office

The company occupies an office in Hudson House, Reeth (a community building) under an annual licence.

SWALEDALE FESTIVAL

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2022

Diversity

During the periods of lockdown, the festival's second diversity audit was produced. This sets out the ethnicity and diversity of the visiting artists and composers who were commissioned in 2022. In compiling the audit, much was learnt about the development of programmes. This will facilitate improved diversity in the future.

Sustainability

The festival is committed to becoming carbon neutral and will continue to discuss ways improvements and changes can be incorporated into our business plans.

All the paper used by the festival is recycled, and any waste is shredded and reused in compostable toilets offsite. There is increased focus on multi-use marketing materials which can be used year on year. The brochures and leaflets promoting the 2022 festival were printed on 50% recycled paper using vegetable-based inks. Buses were arranged to transport performers and audience members to the performance of Handel's Messiah at Ripon cathedral.

The implementation of a cloud document storage solution has proved successful and will help in working towards a paperless office in the future.

The Trustees' report was approved by the Board of Trustees.



Ian Evans
Trustee

17 November 2022

SWALEDALE FESTIVAL

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SWALEDALE FESTIVAL

I report to the trustees on my examination of the financial statements of Swaledale Festival (the charity) for the year ended 31 July 2022.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

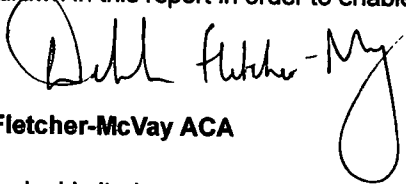
Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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 charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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 financial statements to be reached.



Deborah Fletcher-McVay ACA

Kenneth Easby Limited
Accountants
Oak House, Market Place
Bedale
North Yorkshire
DL8 1AQ

Dated: 22/11/2022

SWALEDALE FESTIVAL

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 JULY 2022

Current financial year

		Unrestricted funds general 2022 £	Unrestricted funds Designated 2022 £	Total 2022 £	Total 2021 £
	Notes				
Income from:					
Donations and legacies	2	51,723	-	51,723	57,070
Charitable activities	3	159,081	-	159,081	33,985
Investments	4	509	-	509	429
Total income		<u>211,313</u>	<u>-</u>	<u>211,313</u>	<u>91,484</u>
Expenditure on:					
Charitable activities	5	<u>212,272</u>	<u>20,000</u>	<u>232,272</u>	<u>100,086</u>
Net expenditure for the year/ Net movement in funds		(959)	(20,000)	(20,959)	(8,602)
Fund balances at 1 August 2021		<u>75,396</u>	<u>20,000</u>	<u>95,396</u>	<u>103,998</u>
Fund balances at 31 July 2022		<u><u>74,437</u></u>	<u><u>-</u></u>	<u><u>74,437</u></u>	<u><u>95,396</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

SWALEDALE FESTIVAL

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 JULY 2022

Prior financial year

		Unrestricted funds general 2021 £	Unrestricted funds Designated 2021 £	Restricted funds 2021 £	Total 2021 £
	Notes				
Income from:					
Donations and legacies	2	57,070	-	-	57,070
Charitable activities	3	33,985	-	-	33,985
Investments	4	429	-	-	429
Total income		91,484	-	-	91,484
Expenditure on:					
Charitable activities	5	90,711	-	9,375	100,086
Net expenditure for the year/ Net movement in funds		773	-	(9,375)	(8,602)
Fund balances at 1 August 2020		74,623	20,000	9,375	103,998
Fund balances at 31 July 2021		75,396	20,000	-	95,396

SWALEDALE FESTIVAL

BALANCE SHEET

AS AT 31 JULY 2022

	Notes	2022 £	£	2021 £	£
Current assets					
Debtors	8	14,559		12,176	
Cash at bank and in hand		80,652		95,890	
		<u>95,211</u>		<u>108,066</u>	
Creditors: amounts falling due within one year	9	(20,774)		(12,670)	
Net current assets			<u>74,437</u>		<u>95,396</u>
Income funds					
<u>Unrestricted funds</u>					
Designated funds	11	-		20,000	
General unrestricted funds		<u>74,437</u>		<u>75,396</u>	
			<u>74,437</u>		<u>95,396</u>
			<u>74,437</u>		<u>95,396</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 July 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 17 November 2022



Ian Evans
Trustee

Company registration number 02843135

SWALEDALE FESTIVAL

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2022

1 Accounting policies

Charity Information

Swaledale Festival is a private company limited by guarantee incorporated in England and Wales. The registered office is Hudson House, Reeth, Richmond, North Yorkshire, DL11 6TB.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)" ("the SORP"). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation. Grant income is recognised when receivable except when performance conditions have not yet been met.

Income is deferred where the performance conditions have not been met.

Income from ticket sales are recognised in the period in which the event occurs.

Bank interest and other income is recognised when receivable.

SWALEDALE FESTIVAL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2022

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered, and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

2 Donations and legacies

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Donations and gifts	4,109	5,898
Grants, including capital grants	47,614	51,172
	<u>51,723</u>	<u>57,070</u>
Grants receivable for core activities		
Government grants	-	744
Arts Council England	43,614	50,428
The R E Chadwick Charitable Trust	2,000	-
The Golsoncott Foundation	1,000	-
The Charles & Elsie Sykes Trust	1,000	-
	<u>47,614</u>	<u>51,172</u>

3 Charitable activities

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Festival sales	122,314	17,714
Sponsorship income	19,871	10,925
Friends income	16,896	5,346
	<u>159,081</u>	<u>33,985</u>

SWALEDALE FESTIVAL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2022

4 Investments

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
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Interest receivable	509	429
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5 Charitable activities

	2022 £	2021 £
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Staff costs	32,163	28,762
Rent	3,559	3,505
Insurance	2,850	1,271
Equipment	289	302
Telephone and internet	1,143	836
Software and website design costs	1,238	627
Postage, stationery and photocopier	1,348	848
Artistic budget costs	123,517	27,593
Marketing	16,900	2,923
Accountancy	2,460	850
Costs of artistic director and event organisers	41,828	31,173
Ticketing costs	3,011	1,074
Other	1,286	322
Subscriptions	680	-
	<u>232,272</u>	<u>100,086</u>

Analysis by fund

Unrestricted funds - general	212,272	90,711
Unrestricted funds - Designated	20,000	-
Restricted funds	-	9,375
	<u>232,272</u>	<u>100,086</u>

Included within accountancy fees is £1,680 (2021: £850) payable to the independent examiner for the preparation and independent examination of the accounts and £780 (2021: £nil) for other assurance services.

6 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

SWALEDALE FESTIVAL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2022

7 Employees

The average monthly number of employees during the year was:

	2022	2021
	Number	Number
	3	3
	<u>3</u>	<u>3</u>
Employment costs	2022	2021
	£	£
Wages and salaries	31,227	27,924
Other pension costs	936	838
	<u>32,163</u>	<u>28,762</u>
	<u>32,163</u>	<u>28,762</u>

There were no employees whose annual remuneration was more than £60,000.

8 Debtors

	2022	2021
	£	£
Amounts falling due within one year:		
Trade debtors	1	-
Prepayments and accrued income	14,558	12,176
	<u>14,559</u>	<u>12,176</u>
	<u>14,559</u>	<u>12,176</u>

9 Creditors: amounts falling due within one year

	2022	2021
	£	£
Other taxation and social security	205	-
Deferred income	1,192	9,548
Accruals	19,377	3,122
	<u>20,774</u>	<u>12,670</u>
	<u>20,774</u>	<u>12,670</u>

SWALEDALE FESTIVAL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2022

10 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 August 2020	Resources expended	Movement in funds		
			Balance at 1 August 2021	Incoming resources	Balance at 31 July 2022
	£	£	£	£	£
The William Webster Charitable Trust Fund	2,500	(2,500)	-	-	-
Dave Disney Fund	6,875	(6,875)	-	-	-
	<u>9,375</u>	<u>(9,375)</u>	<u>-</u>	<u>-</u>	<u>-</u>

The William Webster Charitable Trust Fund was to improve the box office system and to assist with the general funding of the charity, and the fund was fully expended during the prior year.

The Dave Disney Fund was received for community and education purposes and the fund was fully expended during the prior year.

11 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 August 2020	Movement in funds		Balance at 1 August 2021	Resources expended	Balance at 31 July 2022
		Incoming resources				
	£	£	£	£	£	£
Anniversary Fund	20,000	-		20,000	(20,000)	-
	<u>20,000</u>	<u>-</u>		<u>20,000</u>	<u>(20,000)</u>	<u>-</u>

The Anniversary Fund was established in the year ended 31 July 2020 by the trustees to support a special programme in 2022 to celebrate the festival's 50th anniversary. The fund was fully expended in the year.

SWALEDALE FESTIVAL

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2022

12 Analysis of net assets between funds

	Unrestricted funds 2022 £	Designated funds 2022 £	Total 2022 £
Fund balances at 31 July 2022 are represented by:			
Current assets/(liabilities)	74,437	-	74,437
	<u>74,437</u>	<u>-</u>	<u>74,437</u>

	Unrestricted funds 2021 £	Designated funds 2021 £	Total 2021 £
Fund balances at 31 July 2021 were represented by:			
Current assets/(liabilities)	75,396	20,000	95,396
	<u>75,396</u>	<u>20,000</u>	<u>95,396</u>

13 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).