

THE HENLEY YOUTH FESTIVAL TRUST – ANNUAL REPORT 2024

Registered Number: 1044280

Henley Youth Festival's (the "Trust" or "HYF") registered address is Berrywood, Stoke Row Road, Kingwood, Henley on Thames, Oxfordshire, RG9 5NG

The Trustees for the year from 1 September 2023 until 31 August 2024 were:

Joanna Dickson

Alison Flower

Tim Hoskins

Kate Swinburne-Johnson

Denise Williams

Aims and Purpose

The Trust was established under a Trust Deed dated 1st January 1995, amended in 2022 and 2025 with the objects of supporting and promoting the arts, music, drama, dance, sports and other skills amongst the young people of Henley on Thames and its surrounding area.

Objectives and Activities

HYF supports and promotes the performing, visual arts, sporting events and nurtures other skills through a variety of workshops and competitions. Workshops in local schools ensure that every child in Henley and its surrounds gets the chance to take part.

HYF empowers young people by encouraging them to enter events individually and to prepare their performances or artwork independently. Older students can get involved in the running of HYF, giving them valuable experience for work or further education.

The Trust runs an annual "Youth Festival" which takes place over a couple of weeks each March. Henley Youth Festival has several component parts:

- Performing Arts Events – including Music Makers, Gig Night and events incorporating music, dance and singing held at the Kenton Theatre;
- Cross country run open to all children in key stage 1 and 2 in all participating primary schools;
- Performance, art and music workshops. Through a programme of workshops for schools every child has the opportunity to take part in HYF in some way. Some workshops take place in schools and others take place in venues where schools bring groups of children to attend;
- Competitions in the creative arts, such as writing, photography, film making and art.

HYF is launched in January each year. A programme is produced and available on the website, social media and in various locations around town and it is sent to schools. In addition to the programme, HYF website and social media, local press releases inform young people and their families what is being offered so encouraging wide involvement. All HYF events are free to the participating young person. For certain workshops, schools are asked to make a small contribution. Where a school might require transport to attend an event, and this has been a barrier to participation (e.g. where coach travel is required), HYF will try to assist from its own funds.

The Trustees hold that the purposes and activities of the Trust have been to further its charitable purposes for the public benefit and in exercising their powers and duties, the Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission.

Administration

The day to day running of the Trust is managed by a Steering Group of volunteers with differing skills and responsibilities which meets regularly and which is co-ordinated by a Chair. The activities of the Steering Group are overseen by the Trustees who meet 3 times a year to give the Steering Group directional guidance, to discuss budgets and finance, to approve policies and practices and to consider any other matters as appropriate. Trustee meetings are attended by the chairs of Steering Group and by the Honorary Treasurer. The Trustees have appointed a Clerk to assist with the administration of the activities of the Trust and to assist the Steering Group. The Trustees receive minutes of all Steering Group meetings. In addition, a large group of volunteers help run the HYF events.

New Trustees are recruited on the basis of personal attributes and skills and interest in the objects and aims of the Trust. All Trustees have a knowledge of the issues and practicalities of running Henley Youth Festival.

Financial Review – policy on reserves

The Trust's financial year ending 31st August 2024 saw a contribution to reserves of £7,435.89.

In 2024 Liz Balmford's friends and family awarded a bursary to be used over 10 years for a workshop, masterclass or training session for a local school. (see below for more details). £4,655 of this remains in our reserves. Therefore the total surplus minus these restricted funds is **£2,780.89**.

The surplus in 2024 will be used to help rebuild reserves, which were depleted by deficits incurred in 2013, 2014, 2019 and 2021. The Trustees' policy is to carry reserves largely sufficient to fund the following year's Festival given that the nature of the activities is such that significant expenditure has to be committed before knowing how much sponsorship will be secured. The prudence of this policy was shown in financial years 2013, 2014, 2019 and 2021 where deficits were incurred and Trust reserves were required.

The Trustees are aware that costs of all of HYF's activities have increased – particularly the cost of hiring the Kenton Theatre (despite receiving a charity discount on the market rate) and those of workshop and performance providers.

Review of achievements and activities:

The 30th HYF in 2024 was another hugely successful year. The theme in 2024 was My Favourite Things.

Over the summer before the Festival, young people are invited to enter a competition to design the Festival's logo which is then turned into the electronic logo which is used throughout the Festival.

Over 2,000 children aged from 5-18, from 11 schools took part in different events and activities, thanks to the dedication and creativity of a team of volunteers. As always Henley Youth Festival could not take place without the financial support of local businesses and organisations.

HYF provided approximately 1,500 workshop and performance places for 11 schools in the Henley area. A variety of performances were provided within schools and at the Kenton Theatre, including

Young Shakespeare Company (who performed A Midsummer Night's Dream), a science show by Stefan Gates, the wonderful Scarlet Oak Company who enchanted over 700 KS1 pupils with a performance called 'Along Came a Magpie' which was about friendship. Workshops included flamenco, bhangra dancing and a range of art workshop.

A special award - the Liz Balmford Sing Speak Be Award - was given to one local school in memory of Liz following a generous bursary given by her friends and family. The chosen school had a wonderful day of singing workshops for the choir and each class. It ended with an assembly where the songs were shared.

We also provided a performance for KS2 children to support their English GCSE curriculum which was 'An Inspector Calls' which reached 340 students in years 10 and 11

Primary school children participated in Music Makers which gave an opportunity for young musicians of all ages and abilities to perform to friends and family. Nineteen performances were given over 2 Music Makers shows. A range of musical instruments were played in group and individual performances including recorders, piano, violin, cello, ukulele and a school choir.

The Art & Film competition was popular as always and over 100 people attended the Art & Film prizegiving ceremony. As well as individual pieces there were collaborative pieces. It was pleasing to see a good number of entries in the senior (12-17 years) age category.

The Writing Competition mainly saw entries from the primary age category but they included lovely interpretations of the My Favourite Things theme.

The Young Reporter competition attracted budding young journalists age 11 and over who reported on the HYF events and had their stories published in the local paper.

The HYF cross country run was held again and saw over 200 children take part over a course that ranged from 0.5km for the youngest competitors (reception, age 5) to 1.6km for the oldest runners in year 6.

Gig Night, Young Performer, Senior Prom and Variety shows took place at the Kenton Theatre. More than 130 performers in group and individual performances enjoyed experiences on the Kenton Theatre stage. This included dance, ballet, gymnastics, jazz, classical, song. Young presenters were MCs for the evening and introduced the acts.

To celebrate the 30th anniversary of HYF, a school singing event masterminded by one of the HYF's founders took place at a venue in Henley. Ten schools each brought 20 young singers and they sang to each other and then all together at the end. Giving our local children the opportunity to sing together was very special.

Approved by the Trustees on 6 June 2025 and signed on their behalf by:



Kate Swinburne-Johnson
HYF Trustee

**HENLEY YOUTH FESTIVAL
FINANCIAL SUMMARY 2023 / 24**


Income and Expenditure Highlights - 1st September 2023 to 31st August 2024

Total Incomes for the year were :-	£36,199.27
Easy Fundraising	£68.95
Collection buckets	£264.41
Paypal	£127.65
Kenton performances	£2,496.00
Music Makers	£0.00
Secretarial admin	£0.00
Gig night	£0.00
Art competitions	£0.00
Sponsorship	£20,750.00
Late night shopping	£476.26
School performances	£7,016.00
Grants for specific purposes	£5,000.00

Total Expenditures for the year were :-	£28,763.38
Kenton performances	£5,087.16
In-school art workshops	£5,807.94
School performances	£9,506.00
Marketing	£1,880.62
Admin and insurance	£1,659.40
Secretarial admin	£1,832.26
Gig night	£1,003.96
Art competitions	£398.58
HYF Run	£418.00
Music Makers	£61.94
Late Night Shopping	£585.00
Donations	£0.00
Bank charges	£60.80
Other	£461.72

Balance Sheet - 31st August 2024

HSBC Cash Account	£34,477.03
	<u>£34,477.03</u>


 K. Shunbunne-Johnson 17.6.25
 Trustee

HENLEY YOUTH FESTIVAL 2024
Balance Sheet

	31/08/2023	31/08/2024
HSBC Cash Account	27,041.14	34,477.03
Other Account	0.00	0.00
Accumulated Fund	27,041.14	34,477.03

Surplus / (Deficit) 7,435.89

Check : S / (D) from R&P 7,435.89
 S / (D) from I&E 7,435.89

Variance	
0.00	
0.00	

Check 1 - Against total receipts less total payments.
 Check 2 - Against total incomes and expenditures.

[Handwritten Signature]
 K. Swinburne-Johnson 17.6.25

**Henley Youth Festival
Statement of Income and Expenditures
For the Year Ended 31 August 2024**

	Income		% Change	Expenditures		% Change
	2022/23	2023/24		2022/23	2023/24	
Donations to HYF						
Easy Fundraising	63.89	68.05				
Collection buckets	124.20	204.41				
Paypal		127.65				
	188.09	461.01	145%			
Fund Balance and Events						
Kenton performances	2,719.82	2,496.00				
Music Makers						
Secretarial admin						
Gig night						
Art competitions						
Sponsorship	19,450.00	20,750.00				
Late night shopping	289.74	476.26				
School Performances	5,560.00	7,016.00				
Grants for specific purposes	0.00	6,000.00				
	26,019.56	36,738.26	28%			
Other Expenditures						
Bank charges		01.26		60.80		
Other		34.80		461.72		
		96.06		522.52		
TOTAL INCOME	26,207.65	36,199.27	28%			
TOTAL EXPENDITURE				20,181.67	28,763.38	43%
TOTAL DEFICIT	N/A	N/A		0,025.98	7,435.89	

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K. SWINBURNE-JOHNSON 17.6.25



Section A

Independent Examiner's Report

Report to the trustees

Charity Name HENLEY YOUTH FESTIVAL TRUST

On accounts for the year ended

31 AUGUST 2024

Charity no (if any)

1044280

Set out on pages

1-6 - REPORT + ACCOUNTS

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2024.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
• the accounts did not accord with the accounting records; or
• the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

* Please delete the words in the brackets if they do not apply.

Signed:

[Signature]

Date:

23/06/2025

Name:

ROBIN PINCOTT FCA

Relevant professional qualification(s) or body

ICAEW

(if any):

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None

