

**PORTSMOUTH MUSIC FESTIVAL**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED**  
**30 APRIL 2025**

**INDEPENDENT EXAMINER'S REPORT TO**  
**THE TRUSTEES OF PORTSMOUTH MUSIC FESTIVAL**  
**FOR THE YEAR ENDED 30 APRIL 2025**

I have examined the attached account and statement which have been prepared on the receipts and payments basis.

We report on the accounts of Portsmouth Music Festival (the Charity) for the year ended 30 April 2024 which are set out on pages 3 to 5.

**Respective responsibilities of trustees and examiners**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is our responsibility:

- to examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5) (b) of the Charities Act); and,
- to state whether particular matters have come to our attention.

**Basis of independent examiners' report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiners' statement**

In connection with my examination, no matter has come to our attention:

1) which gives us reasonable cause to believe that in, any material respect, the requirements

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or,

**INDEPENDENT EXAMINER'S REPORT TO**  
**THE TRUSTEES OF PORTSMOUTH MUSIC FESTIVAL**  
**FOR THE YEAR ENDED 30 APRIL 2025**

- 2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....  
Mrs Gillian McIntosh FCA  
for and on behalf of MMO Limited  
Chartered Accountants  
Wellesley House  
204 London Road  
Waterlooville  
Hampshire  
PO7 7AN

Date:

## Trustees' annual report for the year ending 30<sup>th</sup> April 2025

Registered charity name: PORTSMOUTH MUSIC FESTIVAL (PMF)  
Registered Charity Number: 1045780  
Charity's principal address: 34 Woodlands Avenue  
Emsworth  
Hants PO10 7QE

---

The names of the trustees at this time are:

Wendy Lane	Chairman
Sandra Lawlor	Vice Chairman
Carol Frogley	Section Representative
Wendy Lane	Section Representative
Ian Frogley	Treasurer

---

- 1) The trustees present their report and financial statements for the year ended 30 April 2025. The accounts have been prepared in accordance with the accounting policies set out in note 1 of the accounts and comply with the charity's governing documentation and applicable law and the requirements of the statement of recommended practice 'accounting and reporting by charities' 2005 and has due regard to guidance published by the charity commission on public benefit.
- 2) Structure Governance and Management
  - a) The governing document of the charity is the Constitution, which was adopted on 27<sup>th</sup> September 2000. The Constitution established the objects and powers of the charity.
  - b) Portsmouth Music Festival has been a registered charity since 12<sup>th</sup> April 1995.
  - c) Membership is offered to local people who share in the vision of the objectives of the charity.
  - d) The Trustees are elected annually at the AGM from members of the association.
  - e) The Management Committee is elected by the members at the Annual General Meeting.
  - f) The Festival is affiliated to and active in the British & International Federation of Festivals for Music, Dance and Speech and a Patron of the All England Dance Association.
  - g) Following a decision at the AGM the Festival is now operating under the name Portsmouth Festival of Performing Arts although the formal title Portsmouth Music Festival is retained with the Charity Commission and the bank.
- 3) Objectives and Activities
  - a) The vision of the Festival is to celebrate and promote participation in the performing arts by presenting an annual festival, enhanced by competition, which encourages performers from across the community and to promote excellence by providing professional adjudication.
- 4) The charity's objects and principal activities continue to:
  - a) be that of advancing, promoting and encouraging generally, the study and practice of the arts of music, dance, speech, literature and acting in all their branches.
  - b) provide a platform for public performance, enhanced by competition, with individual assessment by adjudicators of national repute; and
  - c) preserve and build upon the cultural heritage and ensure the future of the Festival through changing social and economic conditions.
- 5) In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our Trustee meetings.
  - a) The focus of our activities remains the staging of an annual festival in which every performance is professionally assessed and marked. This benefits the children, young people and adults by their participation in cultural activity, adding to their education in the arts, developing their self-confidence and increasing their social skills.
  - b) We welcome all children, young people and adults regardless of personal background, faith, gender or personal circumstances and we believe this philosophy of openness to all enriches everyone through the sharing of the talents, skills aptitudes and life experiences of our children, young people aged 3 to 18 years, adults and volunteers.

6) It is the policy of the charity to maintain unrestricted funds, which includes the free reserves of the charity, at a level, which provides sufficient funds to meet the ongoing operating expenditure.

7) Achievements and performance

The 2025 Festival was a moderate success, both artistically and financially. Most sections were reasonably successful although Woodwind suffered a significantly reduced number of entrants. Dance as usual was well supported running to eight days this year. The Final Concert was quite well attended. This year it was held at Crookhorn School, Waterlooville. Harry Dixon (Piano) won the Solent Symphony Orchestra Concerto Award 2026, and Liliarna Liskutin together with twins Alice and Iris Hu were presented with the Chairman's Cup. Also William Sharps (strings) and Grace Flatman (woodwind) were sponsored to attend the European Summer Music 2025 course.

8) Summary

Financially, this year the income over expenditure was £33. This was significantly less than last year primarily due to the dance section being smaller. The venue cost for Crookhorn College was markedly greater than for Park Community School and the Menuhin Room, contributing to the deficit for the sections held there. The Piano and Vocal sections at the Menuhin Room just about broke even for their direct costs. The additional cost of the tech equipment for Rock and Pop Section and the Gala Concert was an additional cost of £911. The Virgin Money Charity Account matured during the year. It was closed and the money moved to the bank Reserve Account. The money will be placed in another suitable saving account.

9) Year End Account

The income was lower than 2023/24, mainly due to a smaller number of entries for Dance and Woodwind.

Expenditure was higher than last year primarily due higher adjudicator payments, although the venue charges was less than last year.

10) At the year end the charity has reserves of £33,778 (2024: £33,745) which is to be reinvested in future music festivals.

11) Planning for 2026

The committee is aware that the costs of running the music and speech and drama sections are not adequately met by the entry fees and admission charges and will be reviewing the fee strategy for the 2026 festival.


The committee remains concerned that the festival relies on a small number of volunteers. Encouragingly a few new volunteers have joined, notably a local vocal teacher has taken over the Vocal section. The management committee will continue to encourage new volunteers to help run the festival. It will continue to promote the festival and take appropriate measures to ensure the financial viability of the festival is maintained.

12) Portsmouth Music Festival recognises that an effective board of trustees is essential if the charity is to be effective in achieving its objects. The board must seek to be representative of the people with whom the charity works and must have available to all of the knowledge and skills required to run the charity. Individual trustees must have sufficient knowledge, both of trusteeship in general and of the Charity's activities, to enable them to carry out their role and to represent the Charity at meetings and other events. Should any new person wish to put themselves forward as trustee, please make an application in writing to the board.

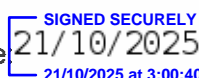
13) Declaration

The Trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees

 SIGNED SECURELY  
21/10/2025 at 3:00:40 PM UTC

I Frogley  
Portsmouth Music Festival

Date  SIGNED SECURELY  
21/10/2025  
21/10/2025 at 3:00:40 PM UTC

**PORTSMOUTH MUSIC FESTIVAL**  
**RECEIPTS AND PAYMENTS ACCOUNT – GENERAL FUND**  
**FOR THE YEAR ENDED 30 APRIL 2025**

	<u>2025</u>	<u>2024</u>
	£	£
<b>RECEIPTS</b>		
Entries	16,280	17,385
Subscriptions	40	85
Admissions and programme sales	7,947	8,360
Donations /sponsors	375	882
Concerts	0	190
Investment income	637	158
	25,279	27,060
	25,279	27,060
<b>PAYMENTS</b>		
Other expenditure:		
Fundraising and publicity costs	5,276	3,845
Management and administration	3,204	1,235
Music Festival costs	16,766	18,141
	25,246	23,221
	25,246	23,221
(Deficit)/Excess of receipts over payments	33	3,839
Cash and bank deposits brought forward	33,745	29,906
	33,778	33,745
Cash and bank deposits carried forward	33,778	33,745

**PORTSMOUTH MUSIC FESTIVAL**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AS AT 30 APRIL 2025**

	<u>2025</u>	<u>2024</u>
	£	£
Cash and bank deposits – general fund		
Bank – Business reserve account	32,007	6,769
Bank – Current accounts	1,771	6,120
Virgin Money Charity Account	0	20,856
	33,778	33,745
	33,778	33,745

Fixed assets used by the Charity

Trophies with a value of £8,650 are held by the charity

Approved by the trustees

SIGNED SECURELY  
21/10/2025

on ..... 21/10/2025 at 3:00:40 PM UTC ..... and signed on their behalf by

SIGNED SECURELY

*Hughley*

..... 21/10/2025 at 3:00:40 PM UTC .....

**PORTSMOUTH MUSIC FESTIVAL**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 30 APRIL 2025**

**1 Accountancy Basis**

These accounts have been prepared on the receipts and payments basis.

**2 Unrestricted Funds**

All receipts and payments relate to general unrestricted funds. The investment income arises from the bank account funds.

**3 Management and administration**

Management and administration costs relate to postage, stationery, telephone and the general costs of administering the charity.

**4 Fundraising and Publicity Costs**

Fundraising and publicity costs are the direct costs of fundraising for the charity.

**5 Music Festival Costs**

Music Festival costs are costs directly attributable to events carried out by the charity.

**6 Cash and Bank Deposits**

All cash and bank deposits are held in unrestricted general funds.