

Charity number 511905

**Church Stretton and South Shropshire Arts Festival
Report and accounts for the year ended 31 August 2023**

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Church Stretton and South Shropshire Arts Festival

Report of the trustees for the year ended 31 August 2023

The Trustees present the annual report and accounts for the year ended 31 August 2023. The Trustees are satisfied with the performance of the charity during the year, consider that the charity is able to continue its activities during the coming year and that the charity's assets are adequate to fulfil its obligations.

Objects and activities of the charity

Extract from the Constitution of the Arts Festival

"The objects of the festival shall be to promote, improve, develop and maintain public education in the furtherance of the following objects: appreciation of the arts and sciences of music, opera, ballet, drama, film, literature, painting, drawing, photography and sculpture in all their aspects by the presentation of public concerts, performances, arts exhibitions and in such other ways as the festival Committee shall from time to time determine."

Aims of the Arts Festival

1. To hold a festival in and around Church Stretton run by volunteers with a core of major high-quality events to include concerts, drama, talks, arts, crafts, photography, workshops and other creative and artistic endeavours.
2. To retain a core offer while annually having some experimentation such as new types of art, event or artiste so that the Festival –
 - remains vibrant and interesting;
 - adapts to changing tastes; and
 - provides a continuing attractive offering for regular and first-time attendees.

Activities – 2022-23

The Trustees are very satisfied overall with the planning and delivery of the 2023 Festival which took place between 29 July and 12 August inclusive. The Festival, as in many previous years comprised three elements:

- An Arts, Crafts and Photography exhibition running for almost the entire two weeks
- A series of nine free concerts - six "coffee concerts" in the first week and three organ recitals in the second
- Fifteen ticketed events spread over the two weeks

During the year, the Committee strengthened governance arrangements for the Festival and the charity which is commented on further below.

Achievements and performance

The Committee was very pleased with the reception given to the Festival:

- The Exhibition had over 1100 visitors over the two-week period who viewed over 900 entries, with sell out workshops and very well-attended demonstrations
- Eight of the 15 ticketed performances sold out and others were almost at capacity
- Attendance at the free concerts was very good

As in 2022, the main venues used were St Laurence's Parish Church, the Parish Centre, St Laurence's Primary School, the Silvester Horne Institute (SHI), and Concord College. These venues generally worked very well.

The Committee and lead people for various activities worked very hard to arrange the events held in the evening at the SHI. A new requirement introduced by Church Stretton Town Council was for a Personal Licence Holder to be present for the sale of alcohol at that

venue. The Committee is immensely grateful to Ray Philpotts who took on this role which he also performs for the Stretton Players. The Committee was pleased to meet 50% of the costs of the necessary training and certification for this role.

The audience numbers at the SHI had to be capped at lower levels than hitherto. A late decision by Church Stretton Town Council caused by new fire evacuation arrangements and banning use of the balcony area by audiences, led to rapid changes to event arrangements. Again, the Festival teams worked really hard to deal with this in a constructive manner.

The Festival had a presence at two community events in Spring 2023 – Strettfest and the Fun Day. On both occasions this was an awareness-raising exercise although some tickets sales were made.

The relationship with St Lawrence's Primary School has developed into a longer-term arrangement which will bring mutual benefits – a continuing home for the Exhibition at the School and in 2023 joint promotion of school pupils' artwork through the Festival Exhibition including this year a colouring competition which attracted 30 entries. Also in 2023, the Committee was pleased to support "Arts Award Discover" which enabled all Year 2 pupils at the School to enter for this award and receive a certificate which among other things begins their accumulation of UCAS points. The School and the charity have also arranged joint storage facilities at the School site which is of long-term benefit to both parties.

Structure, governance and management

The Festival is governed and managed by a Committee who are volunteers. The Committee draws on the huge experience, enthusiasm and commitment of more than 70 volunteers who tirelessly come together to demonstrate that the Festival is an event run by the community for the community.

The Charity has no employees or any contractors. No payments other than travel and incidental costs incurred by trustees were made to the trustees.

The trustees of the charity during the year ended 31 August 2023 were:

Joan Arnfield
Andrew Hall (Chair)
Sue Mitchell (Secretary)
Andrew Robinson (Treasurer)
Kath Stephenson
Claire Tocknell
Sandra Whitlock

During the year, Joan Arnfield stood down as Chair and Andrew Hall succeeded her.

The trustees are immensely well supported by Graham Cossins who as Website and Technical Lead brings invaluable advice, guidance and input to the Committee's discussions.

During the year, the Committee completed a programme to review and update all of its documentation and policies adding some new policies, notably as regards safeguarding.

The Committee as always carried out a review of the Festival to gather learning points both positive and negative and reviewed various risks.

The Committee wishes to record its very warm thanks to all those who have contributed to the Festival in any way including the members of the Festival – without such support and commitment, the Festival simply would not happen.

The Committee has accepted the resignation of two trustees – Joan Arnfield with effect from 13 August 2023 and Sandra Whitlock with effect from 31 August 2023. Their hard work, sage advice and enthusiastic contribution will be sorely missed. With the loss of these two key individuals along with others stepping back from key roles, the Committee will review the risks and capacity to deliver Festivals in 2024 and beyond. The Committee is very well aware that it relies on the huge input, enthusiasm and skill of a few key people. This remains a continuing risk and the Committee will continue to address this in various ways.

The Committee recruits trustees and others by means of advertising in the local “Stretton Focus”, developing interest among volunteers and members and seeking expressions of interest at Festival events and promotional opportunities.

Reference and administrative details

The full name of the charity is: Church Stretton and South Shropshire Arts Festival
Registered Charity number: 511905

Financial review

The Charities Acts require the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material change.

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Charities Acts. They are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities. During the year, the Committee approved a formal reserves policy and aims to maintain reserves at the agreed level of £40,000. That level will be reviewed annually.

The charity achieved a net surplus on the year of £638. A small working surplus is essential as the Festival has to meet some costs upfront each year ahead of generating any income. The charity's reserves stand at £44,900 compared to £44,200 at the end of 2021-22 financial year.

These results are very rewarding given the reduced income from some ticketed events held at the SHI; the lower cap on numbers almost certainly led to reduced ticket sales given the demand experienced and the ticket “waiting lists” that had to be managed. The Committee estimates the total loss of income at about £2,000. During the year, the charity acquired a storage facility to amalgamate and store securely equipment and materials previously held at Committee members' homes. This was a one-off outlay of slightly under £3,500.

There was excellent work in generating sponsorship from local businesses and individuals. The Committee wishes to thank the following Festival sponsors: Francis and Alison Acton, Agilent Technologies, Meryl Austin, Berry's Coffee House, Burway Books, Continental Fireplaces, Entertaining Elephants, Howard Franklin, Albert Gallon, Jemima's

Kitchen/Victoria House Bed and Breakfast, PCB Solicitors, Peppers, September Books, Alan and Elaine Stockbridge, Stretton Business Network, Stretton Print and Supplies, Stretton Stonemasons, Tanners Wines, The Green Dragon, John R Thomas Florist, Wenlock Water, Wrights Estate Agents.

The Festival does not have any grant income from either local or national sources.

The Committee is really grateful to all those who gave a donation at the end of the free concerts. The generosity of the audiences was amazing.

This report was approved by the Trustees on 7 May 2024.

The financial accounts and the Independent Examiner's report follow.

Charity number: 511905

Church Stretton and South Shropshire Arts Festival

Accounts

31 August 2023

Independent Examiner's report on the accounts

Report to the trustees of Church Stretton and South Shropshire Arts Festival

On accounts for the year ended 31st August 2023

Charity Number 511905

Set out on pages 2 to 3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st August 2023.

Responsibilities and basis of report

As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records
- 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 order to enable a proper understanding of the accounts to be reached.

Ruth Whiting of RLW Accountants
Chartered Accountant
Castle Green, Ludlow Road, Little Stretton, Church Stretton, Shropshire SY6 6RB

**Church Stretton and South Shropshire Arts Festival
Receipts and Payments Accounts
for the year ended 31 August 2023**

	2023	2022		2023	2022
	£	£		£	£
Receipts			Payments		
Festival			Festival		
Ticket sales	30,125.19	28,923.25	Artists fees and expenses	21,558.24	22,267.82
Free concerts	2,252.00	2,062.11	Free concerts	232.77	190.03
Refreshments	2,780.50	2,358.85	Refreshments	2,425.30	2,090.93
CD's and books	270.00	190.55	PRS	1,719.11	1,285.16
			Piano	1,630.00	1,160.00
			Hire of premises	2,465.00	1,830.67
Exhibition			Exhibition		
Exhibition Entry	1,660.00	1,203.00	Payments to exhibitors	15,881.12	9,791.76
Exhibition fees	1,071.00	754.00	Hire of premises	1,440.00	-
Exhibit sales	19,844.40	12,252.20	Other exhibition expenses	1,373.68	2,132.42
Workshop fees	2,555.00	1,855.00	Workshop expenses	1,660.00	1,195.00
Donations	371.10	-	Refreshments	183.13	-
Donations	83.00	-			
General			General		
Donations	245.00	637.00	Publicity	8,135.12	6,101.21
Sponsorship	4,455.00	3,350.00	Programmes	164.18	167.68
Grant	-	-	Administration	590.74	319.45
Gift Aid	659.79	1,426.91	Insurance	681.32	692.51
Bank interest	92.04	27.87	Ticket source fees	2,387.22	2,283.15
Membership	660.00	775.00	Free transport	30.00	-
Sundry	-	0.01	First Aid	417.71	56.53
			Equipment	3,465.60	-
	<u>67,124.02</u>	<u>55,815.75</u>		<u>66,440.24</u>	<u>51,564.32</u>
Surplus for the year	<u>683.78</u>	<u>4,251.43</u>			

**Church Stretton and South Shropshire Arts Festival
Statement of assets and liabilities
as at 31 August 2023**

	2023 £	2022 £
Cash funds		
Festival current account	16,985.86	16,482.31
Art exhibition current account	4,911.41	4,731.18
Paypal	1.83	1.83
Virgin Account	23,010.00	23,010.00
	<u>44,909.10</u>	<u>44,225.32</u>

The assets of £44,909.10 (2022 £44,225.32) includes an amount of £30,000 (2022 £30,000) deemed to be an emergency fund.

Signed on behalf of the trustees on 25th March 2023

A Hall
Chairman

A Robinson
Treasurer

Charity number 511905

**Church Stretton and South Shropshire Arts Festival
Report and accounts for the year ended 31 August 2023**

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Church Stretton and South Shropshire Arts Festival

Report of the trustees for the year ended 31 August 2023

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During the year, the Committee strengthened governance arrangements for the Festival and the charity which is commented on further below.

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Kitchen/Victoria House Bed and Breakfast, PCB Solicitors, Peppers, September Books, Alan and Elaine Stockbridge, Stretton Business Network, Stretton Print and Supplies, Stretton Stonemasons, Tanners Wines, The Green Dragon, John R Thomas Florist, Wenlock Water, Wrights Estate Agents.

The Festival does not have any grant income from either local or national sources.

The Committee is really grateful to all those who gave a donation at the end of the free concerts. The generosity of the audiences was amazing.

This report was approved by the Trustees on 7 May 2024.

The financial accounts and the Independent Examiner's report follow.

Charity number: 511905

Church Stretton and South Shropshire Arts Festival

Accounts

31 August 2023

Independent Examiner's report on the accounts

Report to the trustees of Church Stretton and South Shropshire Arts Festival

On accounts for the year ended 31st August 2023

Charity Number 511905

Set out on pages 2 to 3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st August 2023.

Responsibilities and basis of report

As the charity trustees of the Trust, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records
- 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 order to enable a proper understanding of the accounts to be reached.

Ruth Whiting of RLW Accountants
Chartered Accountant
Castle Green, Ludlow Road, Little Stretton, Church Stretton, Shropshire SY6 6RB

**Church Stretton and South Shropshire Arts Festival
Receipts and Payments Accounts
for the year ended 31 August 2023**

	2023	2022		2023	2022
	£	£		£	£
Receipts			Payments		
Festival			Festival		
Ticket sales	30,125.19	28,923.25	Artists fees and expenses	21,558.24	22,267.82
Free concerts	2,252.00	2,062.11	Free concerts	232.77	190.03
Refreshments	2,780.50	2,358.85	Refreshments	2,425.30	2,090.93
CD's and books	270.00	190.55	PRS	1,719.11	1,285.16
			Piano	1,630.00	1,160.00
			Hire of premises	2,465.00	1,830.67
Exhibition			Exhibition		
Exhibition Entry	1,660.00	1,203.00	Payments to exhibitors	15,881.12	9,791.76
Exhibition fees	1,071.00	754.00	Hire of premises	1,440.00	-
Exhibit sales	19,844.40	12,252.20	Other exhibition expenses	1,373.68	2,132.42
Workshop fees	2,555.00	1,855.00	Workshop expenses	1,660.00	1,195.00
Donations	371.10	-	Refreshments	183.13	-
Donations	83.00	-			
General			General		
Donations	245.00	637.00	Publicity	8,135.12	6,101.21
Sponsorship	4,455.00	3,350.00	Programmes	164.18	167.68
Grant	-	-	Administration	590.74	319.45
Gift Aid	659.79	1,426.91	Insurance	681.32	692.51
Bank interest	92.04	27.87	Ticket source fees	2,387.22	2,283.15
Membership	660.00	775.00	Free transport	30.00	-
Sundry	-	0.01	First Aid	417.71	56.53
			Equipment	3,465.60	-
	<u>67,124.02</u>	<u>55,815.75</u>		<u>66,440.24</u>	<u>51,564.32</u>
Surplus for the year	<u>683.78</u>	<u>4,251.43</u>			

**Church Stretton and South Shropshire Arts Festival
Statement of assets and liabilities
as at 31 August 2023**

	2023 £	2022 £
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Signed on behalf of the trustees on 25th March 2023

A Hall
Chairman

A Robinson
Treasurer

Charity number: 511905

Church Stretton and South Shropshire Arts Festival

Accounts

31 August 2023

Independent Examiner's report on the accounts

Report to the trustees of Church Stretton and South Shropshire Arts Festival

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Ruth Whiting of RLW Accountants
Chartered Accountant
Castle Green, Ludlow Road, Little Stretton, Church Stretton, Shropshire SY6 6RB

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for the year ended 31 August 2023**

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as at 31 August 2023**

	2023	2022
	£	£
Cash funds		
Festival current account	16,985.86	16,482.31
Art exhibition current account	4,911.41	4,731.18
Paypal	1.83	1.83
Virgin Account	23,010.00	23,010.00
	<u>44,909.10</u>	<u>44,225.32</u>

The assets of £44,909.10 (2022 £44,225.32) includes an amount of £30,000 (2022 £30,000) deemed to be an emergency fund.

Signed on behalf of the trustees on 25th March 2023

A Hall
Chairman

A Robinson
Treasurer