

**RYE ARTS FESTIVAL**

Charity no 270494

**Trustees' Report & Financial Statements  
For the year ended 31 December 2017**

**GIBBONS MANNINGTON & PHIPPS LLP**

Chartered Accountants  
Landgate chambers  
Rye  
East Sussex  
TN31 7LJ

# **RYE ARTS FESTIVAL**

## **Contents**

|                                   | Page  |
|-----------------------------------|-------|
| Charity information               | 3     |
| Trustees' Report                  | 4-6   |
| Independent Examiners Rep         | 7     |
| Statement of Financial Activities | 8     |
| Balance Sheet                     | 9     |
| Notes to the Accounts             | 10-15 |

# **RYE ARTS FESTIVAL**

## **Charity Information**

### **Trustees:**

|                 |  |
|-----------------|--|
| Mike Eve        | Chairman   |
| Mary Howse      | Treasurer  |
| Anne Ullman     | Secretary  |
| Peter Brice     | Retired 2 October 2017                                 |
| Jane Conlin     |  |
| Beth Harvey     |  |
| Wayne Jones     |  |
| Andy Stuart     |  |
| Niki Stuart     |  |
| Michael Sweeney | co-opted 9 February 2017<br>Elected member at 2017 AGM |

**Registered Charity Number:** 270494

### **Address:**

The Bartletts  
Main Street  
Beckley, Rye  
East Sussex TN31 6RR

### **Accountants:**

Gibbons Mannington & Phipps LLP  
Chartered Accountants  
Landgate Chambers  
Rye  
East Sussex TN31 7LJ

### **Main Bankers:**

National Westminster Bank Plc  
High Street  
Rye  
East Sussex

# **RYE ARTS FESTIVAL**

## **Trustees' Report for the year ended 31 December 2017**

The Trustees present their report with the financial statements of the charity for the above period.

The financial statements of the charity which is a public benefit entity under FRS102 have been prepared in accordance with the Charities SORP (FRS102) 'Accounting and Reporting by Charities: Statements of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

### **OBJECTS AND ACTIVITIES**

The objects of the charitable trust are to foster and promote the improvement of artistic taste and knowledge, understanding and appreciation of the arts by the presentation or supporting the public presentation of concerts, performances and exhibitions and other activities during festival periods and at other times as occasion shall arise.

The Trustees declare that they have had due regard to the guidance issued by the Charity Commission on public benefit.

### **Structure, governance and management**

#### **Governing Document**

Rye Arts Festival, formerly Rye Festival Council was constituted by Trust Deed dated 11 October 1974 as last amended 7 February 2016.

#### **Appointment of Trustees**

As set out in the Constitution, the Executive Committee (the Trustees) was elected by the members annually. Up to four additional Trustees could be co-opted by the Executive Committee. The Executive Committee was authorized to appoint new Trustees to fill vacancies arising through resignation or death of an existing trustee.

#### **Trustee induction and training**

New trustees were provided with information on structure, business plan and recent financial performance of the charity and were encouraged to consult with the Officers to facilitate the undertaking of their role.

#### **Organisation**

The Executive Committee was responsible for the day-to-day management of the charitable trust. The Trustees regularly reviewed the operational risks which the Charity faced and were satisfied that the systems in place were sufficient to enable such risks to be minimised.

### **ACHIEVEMENTS AND PERFORMANCE**

The forty-sixth Festival took place in September 2017. A total of 57 ticketed events were presented (with over 4,100 tickets sold). Additional performances included free events on the opening day plus those sponsored by others eg Mermaid Inn, Rye Art Gallery, The Monastery on Conduit Hill, Rye Photographic Society and ARRCC. Our Festival themes were to recognise the 150<sup>th</sup> anniversary of the birth of Henry James and the 200<sup>th</sup> anniversary of the death of Jane Austen. We understand that the Festival was highly rated by our supporters and as the figures show was also financially rewarding. The undoubted star of the year was Rt Hon Kenneth Clarke CH QC MP who captivated an audience of over 350 people and then shared his wisdom with sixth form political science students at the Herington sponsored lunch.

. Classical music highlights included a new production of La Boheme by Alisdair Kitchen's Euphonia Studio. Both performances were highly rated by the audiences and attracted deservedly glowing reviews in the media. The second Gala performance was very special as it provided the opportunity for the audience to show their appreciation for the huge contribution that Peter Brice had made to the festival over his seven years as Head of Classical Music. Alisdair continues to amaze us with his creativity and the quality of the performers that he presents Other highlights included performances by Kenneth(Kenny) Bloberg the winner of the Hastings International Piano Concerto competition, the The English Concert Orchestra, Tenebrae and brilliant piano playing by Daniel Grimwood.

## **RYE ARTS FESTIVAL**

### **Trustees' Report (continued)**

David Flood gave a masterful demonstration of what can emanate from the St Mary's organ and the choir of Gonville & Caius College, Cambridge led a memorable Choral Evensong. All performances were of a very high quality and in some cases were deserving of larger audiences.

The Literary programme was wide-ranging and highly stimulating. Our headline events in addition to Kenneth Clarke MP were Dame Margaret Hodge MP, Dame Stephanie Shirley, Sally Field QC and Dr Andrew Bamji were all excellent and well supported. In addition, there was a wide range of other literary events which entertained their audiences.

Our first Literary Lunch was held at the Tuscan Kitchen and was very successful. It was hosted by Guy Fraser-Sampson who regaled those present with gems of wisdom on Mapp & Lucia and the Benson family. A number of those present had impressively dressed for the times.

Our first short story writing competition was well supported and produced high quality offerings. Rye Bookshop plays a very important part in presenting this programme and we thank them for their efforts.

Once again, the tour of Romney Marsh churches was a sell-out and the programme of cellar walks in Winchelsea was well supported. The opportunity for a guided tour of the Monastery on Conduit Hill was very popular and the general consensus was to applaud the amazing efforts of Alex McArthur to renovate and rejuvenate this iconic building. We introduced a new Mapp & Lucia walk and repeated the ever-popular walks around the Rye Harbour Nature reserve.

The Contemporary Music programme was very exciting with some challenging performers with world class reputations such as Ari Eisinger the blues and ragtime guitarist. The Scottish group Malinky and the London group Stick on the Wheel each gave excellent performances of the special talents; Sarah McQuaid sang beautifully and Mountain Fireworks made a storming return.

Our drama offering was strong with solo performances by Karin Fernald on the early years of Jane Austin and Nicholas Collett on Our Bard-William Shakespeare. Austentatious delighted us with their very humorous play acting.

Our film offerings were related to Jane Austen(Clueless), to the Hastings Piano Competition and to the memory of Amy Winehouse.

This year we used two newly renovated venues, the Rye Cricket Pavilion and the Rye Harbour Sailing Clubhouse. We also ran a number of events in conjunction with the Mermaid Inn to celebrate their confirmation that William Shakespeare and his Players performed there.

Rye Camera Club again did a wonderful job capturing images at our events, which got lots of well-deserved local media coverage for the club and the Festival, and presented their own exhibition during the Festival.

The Festival Trustees continued to develop community-related activities to widen the people of Rye's exposure to talented, professional performers. This year an extensive programme of free street entertainment designed for people of all ages was provided on the opening day. The Trustees are also selectively promoting activities outside the Festival's two weeks We were also pleased to celebrate the opening of the Respect Art wall at Rye Primary School for which we funded the materials used by the teachers and students.

It will be the new Charitable Incorporated Organisation (*see Future Plans*) who will plan the 2018 Festival. We are pleased to announce a new Director of Classical Music, Alison Moncrieff-Kelly, who will be responsible to the Trustees of the new CIO.

### **Volunteers**

The Festival is run almost entirely by unpaid volunteers and their input continues to be a key element in the Festival's ability to control expenditure. We are grateful for the involvement of Friends and Patrons and the local community which has been vital for the well-being of the Festival.

## **RYE ARTS FESTIVAL**

### **Trustees' Report (continued)**

#### **FINANCIAL REVIEW**

The accounts for the year ended 31 December 2017 are attached to this report. The accounts show a surplus of £7,759 (2016 period deficit £8,865). The 2017 Festival was well supported by sponsorship generously contributed by individuals and businesses.

#### **Reserves Policy**

The policy of the Charity has been to maintain sufficient reserves which, in the opinion of the Trustees, allow them to cover management and administration costs and plan for the future years' festivals.

#### **Investment Powers and Policy**

The Trust Deed authorised the Trustees to make and hold investments using the general funds of the charity. The trustees having regard to the cash-flow requirements of the charity keep available funds in interest-bearing accounts.

#### **Future Plans**

At the 2017 AGM, having taken independent advice, it was resolved to dissolve the charity and transfer the assets to a Charitable Incorporated Organisation with similar objects. The new charity has now been established and charity number 270494 ceased operation on 31 December 2017 and the assets transferred to its successor on 1 January 2018.

#### **Trustees' responsibilities in relation to the financial statements**

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources for that period. In preparing these financial statements, the Trustees are required to:

- (a) select suitable accounting policies and apply them consistently;
- (b) observe the methods and principles of the Charities SORP;
- (c) make judgements and estimates that are reasonable and prudent;
- (d) state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- (c) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charity and which enable them to ensure that the financial statements of the charity comply with Charity Commission guidance.

The Trustees are also responsible for maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

#### **Approval**

This report was approved by the Trustees and signed on their behalf.

M. EVE

Chairman  
8 March 2018

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RYE ARTS FESTIVAL**

I report on the unaudited accounts of the charity for the year ended 31 December 2017 set out on pages 3 to 15.

### **Respective Responsibilities of the Trustees and the Independent Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Act);
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act, and
- state whether particular matters have come to my attention.

### **Basis of Independent Examiner's 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 is set out in the statement below.

### **Independent Examiner's Statement**

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

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

Keith M Luck FCA  
Gibbons Mannington & Phipps LLP  
Chartered Accountants  
Landgate Chambers  
Rye  
East Sussex  
TN31 7LJ  
20 March 2018

**RYE ARTS FESTIVAL**

**STATEMENT OF FINANCIAL ACTIVITIES  
for the year ended 31 December 2017**

|  |              | <b>Unrestricted Funds</b> |                     |
|--|--------------|---------------------------|---------------------|
|  | <u>Notes</u> | <b>2017</b>               | <b>Previous 15</b>  |
|  |              | <b>£</b>                  | <b>month period</b> |
|  |              |                           | <b>£</b>            |
| <b>Income:</b>   |              |                           |                     |
| Donations  | 2            | 31,820                    | 30,518              |
| Charitable Activities  | 3            | 64,275                    | 62,891              |
| Investment   |              | 288                       | 269                 |
| Other - Membership   |              | 9,072                     | 10,455              |
| - Sundry   |              | 15                        | 147                 |
| <b>Total</b>   |              | 105,470                   | 104,280             |
| <b>Expenditure:</b>  |              |                           |                     |
| Charitable Activities  | 4            | 97,711                    | 113,145             |
| <b>Total</b>   |              | 97,711                    | 113,145             |
| <b>Net Income/(Expenditure) and<br/>net movement on funds for the period</b> |              | 7,759                     | (8,865)             |
| <b>Total funds brought forward</b>   |              | 54,364                    | 63,229              |
| <b>TOTAL FUNDS CARRIED FORWARD</b>   |              | 62,123                    | 54,364              |

**Continuing Operations**

All income and expenditure has arisen from continuing activities.

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes form part of these financial statements



**RYE ARTS FESTIVAL**

**BALANCE SHEET**  
**as at 31 DECEMBER 2017**

|                            | <u>Notes</u> | <b>2017</b>   | <b>2016</b>   |
|----------------------------|--------------|---------------|---------------|
|                            |              | <b>£</b>      | <b>£</b>      |
| <b>Fixed Assets</b>        | 10           | 3,758         | 4,421         |
| <b>Current Assets</b>      |              |               |               |
| Debtors                    | 11           | 5,699         | 4,929         |
| Cash at bank and in hand   | 14           | <u>54,669</u> | <u>48,528</u> |
|                            |              | <u>60,368</u> | <u>53,457</u> |
| <b>Current Liabilities</b> |              |               |               |
| Creditors                  | 12           | <u>2,003</u>  | <u>3,514</u>  |
|                            |              | <u>2,003</u>  | <u>3,514</u>  |
| <b>Net current assets</b>  |              | 58,365        | 49,943        |
| <b>NET ASSETS</b>          |              | <u>62,123</u> | <u>54,364</u> |
| <b>Funds</b>               |              |               |               |
| Unrestricted funds         | 15           | <u>62,123</u> | <u>54,364</u> |

The financial statements were approved by the Board of Trustees on and were signed on its behalf by

Chairman: M. EVE

Date: 8 March 2018

The notes form part of these financial statements

# **RYE ARTS FESTIVAL**

## **Notes to the Accounts for the year ended 31 December 2017**

### **1 Accounting policies**

#### **1.1 Basis of preparation of accounts**

The financial statements of the charity, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS102) 'Accounting and Reporting by Charities: Statements of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable to the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

#### **1.2 Tangible fixed assets for use by the charity and depreciation**

Tangible fixed assets costing at least £500 for use by the charity are stated at cost less depreciation

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over the expected useful lives on the following basis:

Equipment - 15% on reducing balance

#### **1.3 Income recognition policies**

Items of income are recognised and included in the accounts when all of the following criteria are met:

- The charity have entitlement to the funds
- any performance conditions attached to the item(s) of income have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable
- the amount can be measured reliably.

#### **1.4 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

#### **1.5 Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

#### **1.6 Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is classified under the following activity heading:

- Expenditure on charitable activities includes the costs of events and educational activities undertaken to further the purposes of the charity and their associated support costs.

## **RYE ARTS FESTIVAL**

### **Notes to the Accounts for the year ended 31 December 2017**

- irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### **1.7 Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, and governance costs which support the Charity's artistic programmes and activities.

#### **1.8 Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

#### **1.9 Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of one year or less from the date of acquisition or opening of the deposit or similar account.

#### **1.10 Creditors and provisions**

Creditors and provisions are recognised where the charity has present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### **1.11 Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

#### **1.12 Going Concern**

The charity is not a Going Concern. At the 2017 AGM, having taken independent advice, it was resolved to dissolve the charity and transfer the assets to a Charitable Incorporated Organisation with similar objects. The new charity has now been established and charity number 270494 ceased operation on 31 December 2017 and the assets transferred to its successor on 1 January 2018.

#### **1.13 Volunteers**

The Festival is run almost entirely by unpaid volunteers and their input continues to be a key element in the Festival's ability to control expenditure.

#### **1.14 First Year Adoption**

These financial statements for the year ended 31 December 2017 are the first financial statement that comply with SORP FRS102. The date of transition is 1 January 2017.

At the date of transition, and subsequently, no items have been identified as needing adjustment in the transition from FRSSE2015 to SORP FRS102. Therefore, no reconciliation of equity or profit are included in the financial statements.

## RYE ARTS FESTIVAL

### Notes to the accounts for the year ended 31 December 2017

|   | 2017<br>£     | Previous period<br>£ |
|---|---------------|----------------------|
| <b>2 Donations</b>                              |               |                      |
| Festival sponsorship                            | 26,480        | 21,920               |
| Donations                                       | 957           | 1,922                |
| Gift Aid  | 4,383         | 6,676                |
|   | 31,820        | 30,518               |
| <br><b>3 Charitable Activities</b>              |               |                      |
| <b>Annual Festival</b>                          |               |                      |
| <b>Income</b>                                   |               |                      |
| Ticket and programme sales                      | 60,084        | 57,737               |
| Bars (net)                                      | 873           | 1,055                |
| Advertising revenue                             | 3,260         | 3,367                |
|   | 64,217        | 62,159               |
| <b>Less costs:</b>                              |               |                      |
| Direct costs of events                          | 65,118        | 70,696               |
| Other Festival expenses                         | 4,044         | 4,760                |
| Printing and design                             | 6,323         | 6,688                |
| Publicity expenses                              | 9,515         | 8,712                |
|   | 85,000        | 90,856               |
| Festival net costs                              | (20,783)      | (28,697)             |
| Event sponsorship (note 2)                      | 26,480        | 21,920               |
|   | 26,480        | 21,920               |
| Festival surplus/deficit                        | 5,697         | (6,777)              |
| <br><b>Other Activities</b>                     |               |                      |
| <b>Income:</b>                                  |               |                      |
| Chekhov plays                                   | -             | 163                  |
| Box Office Services for other events            | 58            | -                    |
| <b>Less costs:</b>                              |               |                      |
| Chekhov plays                                   | -             | 110                  |
| Butcher of Rye                                  | -             | 1,000                |
| Rye Primary School                              | 700           | -                    |
|   | (642)         | (947)                |
| <br><b>Total Charitable Activities - Income</b> | <b>64,275</b> | <b>62,891</b>        |
| <br><b>4 Costs</b>                              |               |                      |
| Direct costs                                    | 85,700        | 92,535               |
| Governance costs (note 6)                       | 652           | 10,994               |
| Support costs (note 5)                          | 11,359        | 9,616                |
|   | 97,711        | 113,145              |

## RYE ARTS FESTIVAL

### Notes to the accounts for the year ended 31 December 2017

|   | 2017          | Previous Period |
|---|---------------|-----------------|
|   | £             | £               |
| <b>5 Membership &amp; Support Costs</b> |               |                 |
| Advisors                                | 1,250         | -               |
| Stationery and postage                  | 1,557         | 2,088           |
| Website costs                           | 2,892         | 2,343           |
| Subscriptions and sundry expenses       | 1,168         | 541             |
| Insurance                               | 1,518         | 1,567           |
| Telephone                               | 873           | 981             |
| Bank charges                            | 1,438         | 1,316           |
| Depreciation of equipment               | 663           | 780             |
|   | <u>11,359</u> | <u>9,616</u>    |
| <b>6 Governance Costs</b>               |               |                 |
| Independent Review                      | -             | 9,298           |
| Committee expenses                      | 102           | 807             |
| AGM costs                               | 550           | 889             |
|   | <u>652</u>    | <u>10,994</u>   |

#### 7 Staff costs

No remuneration was paid to Trustees in the year.

#### 8 Trustees' Expenses

Miss M Howse was reimbursed £230(2016 -£293) relating to postal and copying expenses during the period. There were no other Trustee expenses during the period.

#### 9 Related party transactions

There were no related party transactions during the year.

**RYE ARTS FESTIVAL**

**Notes to the accounts  
for the year ended 31 December 2017**

**10 Fixed assets for use by the Charity**

|                       | <b>Equipment<br/>£</b> |
|-----------------------|------------------------|
| <b>Cost</b>           |                        |
| At 1 January 2017     | 8,827                  |
| Additions             | -                      |
| At 31 December 2017   | <u>8,827</u>           |
| <b>Depreciation</b>   |                        |
| At 1 January 2017     | 4,406                  |
| Charge for the year   | 663                    |
| At 31 December 2017   | <u>5,069</u>           |
| <b>Net book value</b> |                        |
| At 31 December 2017   | <u>3,758</u>           |
| At 31 December 2016   | <u>4,421</u>           |

**11 Debtors**

|               | <b>2017<br/>£</b> | <b>Previous period<br/>£</b> |
|---------------|-------------------|------------------------------|
| Trade Debtors | 1,090             | 649                          |
| Prepayments   | 1,500             | 1,458                        |
| Gift Aid      | 3,109             | 2,822                        |
|               | <u>5,699</u>      | <u>4,929</u>                 |

**12 Current Liabilities**

|                  |              |              |
|------------------|--------------|--------------|
| Sundry creditors | 2,003        | 3,514        |
|                  | <u>2,003</u> | <u>3,514</u> |

**13 Investment Income**

All of the charity's investment income arises from money held in interest bearing deposit accounts.

**14 Cash at bank and in hand**

|                      |               |               |
|----------------------|---------------|---------------|
| Shawbrook Bank       | -             | 20,000        |
| CAF Bank -3 accounts | 51,342        | 24,062        |
| NatWest 3 accounts   | 3,319         | 4,340         |
| Cash in hand         | 8             | 126           |
|                      | <u>54,669</u> | <u>48,528</u> |

## **RYE ARTS FESTIVAL**

### **Notes to the accounts for the year ended 31 December 2017**

#### **15 Analysis of charitable funds**

Analysis of movements in unrestricted funds

|              | <b>Funds at</b> |               |                    | <b>Funds at</b> |
|--------------|-----------------|---------------|--------------------|-----------------|
|              | <b>1.1.17</b>   | <b>Income</b> | <b>Expenditure</b> | <b>31.12.17</b> |
|              | £               | £             | £                  | £               |
| General fund | 54,364          | 105,470       | 97,711             | 62,123          |

#### **16 Taxation**

As a registered charity, the Festival is exempt from tax on charitable activity.