

RYE ARTS FESTIVAL CIO
Registered charity no. 1175309

Trustees' Report and Financial Statements
For the year ended 31 December 2020

CHATSWOOD ASSOCIATES
Abingworth
New England Lane
Rye, East Sussex TN31 7NT

RYE ARTS FESTIVAL CIO
Trustees' Report and Financial Statements
For the year ended 31 December 2020

Contents

	Page
Charity information	1
Trustees' Report	2-3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Financial Statements	7-11

RYE ARTS FESTIVAL CIO

Trustees' Report and Financial Statements

For the year ended 31 December 2020

Charity Information

Trustees:

John Phillips	Treasurer
Michael Sweeney	
Andrew Stuart	
Linda Harland	
John Case	

Registered Charity Number: 1175309

Registered address: Abingworth
New England Lane
Rye, East Sussex TN31 7NT

Accountants: Chatswood Associates
Abingworth
New England Lane
Rye, East Sussex TN31 7NT

Main Bankers: CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4JQ

RYE ARTS FESTIVAL CIO

Trustees' report for the year ended 31 December 2020

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

The financial statements of the charity which is a Charitable Incorporated Organisation (CIO) 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 incorporated organisation are to advance education for the public benefit by promoting and providing opportunities for the appreciation, understanding and enjoyment of the arts and in particular music, opera, dance, film, literature and the visual arts, through an annual arts festival in and around Rye, and other activities from time to time.

STRUCTURE GOVERNANCE AND MANAGEMENT

Governing Document

Rye Arts Festival CIO, formerly Rye Arts Festival, was constituted by the Constitution dated 16 October 2017. The CIO took over from the Rye Arts Festival charity no 270474 on 1 January 2018.

Appointment of Trustees

The maximum number of Trustees is eight. Trustees serve for a three-year period retiring by rotation and are decided by the members at Annual General Meeting. Vacancies between AGMs may be filled by the existing Trustees.

Trustee induction and training

New Trustees are provided with information on structure, business plans and recent financial performance of the CIO and are encouraged to consult with the Officers to facilitate the understanding of their role.

Organisation

The Board of Trustees is responsible for the management of the CIO. It regularly considers the operational risks that the Charity faces and is satisfied that it has adequate systems in place to minimise their impact. The Board has appointed, on an annual basis, a Festival Organising Committee and monitors its compliance with standing orders and terms of reference.

Health and Safety

In 2017 the Trustees established a Health and Safety subcommittee to advise on policy and implementation. All appropriate personnel undergo first aid training and our Stage Manager has just undergone specialist Safeguarding training. All venues used in the Festival are risk assessed. The subcommittee regularly review the insurance policy to ensure adequate cover.

ACHIEVEMENTS AND PERFORMANCE

After much heartfelt thought and discussion, the Trustees made the decision in March 2020 to cancel the 2020 Festival as a result of the deepening national crisis caused by the Covid-19 pandemic.

Whilst it was not possible to hold physical events, we felt it was important to maintain our links with our members and in June 2020 we launched our own series of festival Podcasts, called RyePod. These podcasts were set up by Filmmaker and Musician, Alisdair Kitchen who, along with our Director of Music, Alison Moncrieff Kelly, recorded a series of 12 podcasts with figures as diverse as the Royal Opera House's Sir Antonio Pappano, Phil Gould of Level 42, the actress Selina Cadell, pianist and broadcaster Iain Burnside and the stage designer and artist Es Devlin. These podcasts are still available to listen from any of the major podcast platforms - just search for RyePod, or there is a link on the Festival website – <https://ryeartsfestival.org.uk/>.

We also worked with the Tuesday Painters Club of Rye to design 4 Rye Arts Festival Christmas cards. We were

RYE ARTS FESTIVAL CIO

Trustees report (continued)

very pleased with the high quality of the entries, which were appreciated by our members and we very much hope to run the competition again in 2021 and sell the cards in good time for Christmas 2021.

Looking ahead to the 2021 Festival - at the time of writing the UK is in another Lockdown, which looks as if it may continue until March at least. The Organising Committee is working hard to put together a diverse programme of events for September 2021 and we just hope that by the autumn it will be possible for people to gather together and attend events. Regular updates will appear on our website - <https://ryeartsfestival.org.uk/> and through the occasional emails from our Festival Director.

Volunteers Members and Sponsors

The Festival depends for its existence on its volunteers, its members and its personal and business sponsors. In combination they allow us to bring world class acts to Rye and charge very reasonable ticket prices, thereby meeting our charitable objective of promoting the arts and providing experiences which will encourage people to participate. The Trustees would also like to thank all the members of the Organising Committee.

FINANCIAL REVIEW

The accounts for the year ended 31st December 2020 are attached to this report. The accounts show a deficit of £1,766 (2018 £5,365). The cancellation of the festival due to Covid 19 was a blow but because we took the decision to cancel early we were able to avoid paying any compensation to artists or venues and limited costs incurred for marketing and advertising that had already been committed to £1,500, which largely accounts for the deficit. The costs of Rye pod, our digital offering, were covered by sponsorship.

Reserves Policy

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

Investment powers and policy

The Trust Deed authorised the Trustees to make and hold investments using the General Funds of the CIO. The Trustees having regard to the cash flow requirements of the Charity keep available funds in interest bearing accounts.

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), 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 and 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.

FUTURE PLANS

The Trustees continue to seek a permanent Chairperson to lead the festival. The Board will be seeking to broaden audience base and introduce new forms of event which will help achieve an increase in revenue. The Trustees are keen to develop the membership base and to increase involvement by them in the Festival. After the disappointment of having to cancel the 2020 festival due to the coronavirus pandemic we are planning a first class festival to celebrate our 50th anniversary in 2021

APPROVAL

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

John Phillips,
Treasurer
28th January 2021

RYE ARTS FESTIVAL CIO

Independent Examiners Report to the Trustees

I report on the unaudited accounts of the charity for the year ended 31 December 2020 set out on pages 1 to 11.

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 Acthave 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.

David Andrews ACIB, MCICM, FCT
Chatswood Associates
Abingworth
New England Lane
Rye, East Sussex, TN31 7NT

29th January 2021

RYE ARTS FESTIVAL CIO
Statement of Financial Activities
for the year ended 31 December 2020

		Unrestricted Funds	
	Notes	2020	2019
		£	£
Income:			
Donations	2	8,071	35,944
Charitable activities	3	-	63,988
Investment income		14	41
Membership		6,339	7,460
Other income		-	-
Total income		14,424	107,433
Expenditure:			
Charitable Activities	4	16,190	112,798
Total expenditure		16,190	112,798
Net income/ (expenditure)		(1,766)	(5,365)
being net movement of funds for the period			
Reconciliation of funds			
Total funds brought forward at 1 January		35,135	40,500
Total funds carried forward at 31 December		33,369	35,135

The accompanying notes form part of these financial statements.

RYE ARTS FESTIVAL CIO
Balance Sheet as at 31 December 2020

	Notes	2020		2019	
		£	£	£	£
Fixed assets	10		222		1,584
Current assets					
Debtors	11	7,175		7,068	
Cash at bank and in hand	14	<u>47,279</u>		<u>30,824</u>	
		<u>54,454</u>		<u>37,892</u>	
Current liabilities					
Creditors	12	<u>21,307</u>		<u>4,341</u>	
		<u>21,307</u>		<u>4,341</u>	
Net current assets			33,147		33,551
Total assets less current liabilities			<u>33,369</u>		<u>35,135</u>
Funds					
Unrestricted funds	15		<u>33,369</u>		<u>35,135</u>

Approved by the Board of Trustees on 28th January 2021 and signed on its behalf by

John Phillips
Treasurer

The accompanying notes form part of these financial statements.

RYE ARTS FESTIVAL CIO

Notes to the financial statements for the year ended 31 December 2020

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 from the Old Charity	- 30% pa straight line basis
Equipment and software	- 20% pa straight line basis

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 has 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.
- 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.

RYE ARTS FESTIVAL CIO

Notes to the financial statements (continued) for the year ended 31 December 2020

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 a 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 had 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 The Old Charity

The Old Charity is no longer 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 was established and charity number 270494 ceased operation on 31 December 2017 and the assets were 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

The financial statements for the year ended 31 December 2017 were the first financial statement that comply with SORP FRS102. The date of transition was 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.

2 Donations	2020	2019
	£	£
Sponsorship	5,175	30,160
Donations	445	690
Gift aid claimed	<u>2,451</u>	<u>5,094</u>
	<u>8,071</u>	<u>35,944</u>

RYE ARTS FESTIVAL CIO

Notes to the financial statements (continued) for the year ended 31 December 2020

	2020		2019	
	£	£	£	£
3 Charitable activities				
Income				
Ticket and programme sales	-		59,888	
Bars (net)	-		1,295	
Advertising revenue	-		2,805	
Other income (non-festival)	-		-	
Total income		-		63,988
Less expenditure				
Direct cost of events	3,048		73,846	
Other Festival expenses	-		-	
Printing and design	-		7,161	
Publicity expenses	1,503		8,157	
Other costs (non-festival)	-		2,384	
Total expenditure		4,551		91,548
Net income/(costs)		(4,551)		(27,560)
Festival sponsorship (note 2)		5,175		30,160
Festival surplus/ (deficit)		624		2,600
4 Expenditure				
Direct costs		4,551		91,548
Governance costs (note 6)		707		633
Support costs (note 5)		10,932		20,617
		16,190		112,798
5 Membership and support costs				
Advisors		5,000		5,000
Stationery and postage		46		1,096
Website costs		1,759		5,844
Subscriptions and sundry expenses		60		1,677
Insurance		1,370		1,745
Legal fees		-		-
Accountancy		400		1,050
Telephone		714		1,200
Bank charges		221		1,642
Depreciation		1,362		1,363
		10,932		20,617

RYE ARTS FESTIVAL CIO

Notes to the financial statements (continued) for the year ended 31 December 2020

6	Governance costs			
		2020	2019	
		£	£	
	Committee expenses	270	65	
	AGM costs	437	568	
		<u>707</u>	<u>633</u>	
7	Staff costs			
	No remuneration was paid to Trustees in the year			
8	Trustees' expenses			
	There were no Trustee expenses during the period.			
9	Related party transactions			
	There were no related party transactions during the year.			
10	Fixed assets for use by the Charity	Equipment	Software	Total
		£	£	£
	Fixed Assets			
	At 1 January 2020	3,758	552	4,310
	Additions	-	-	-
	Disposals	-	-	-
	At 31 December 2020	<u>3,758</u>	<u>552</u>	<u>4,310</u>
	Depreciation			
	At 1 January 2020	2,506	220	2,726
	Charge for year	1,252	110	1,362
	At 31 December 2020	<u>3,758</u>	<u>330</u>	<u>4,088</u>
	Net book value	<u>-</u>	<u>222</u>	<u>222</u>
		2020	2019	
		£	£	
11	Debtors			
	Trade debtors	-	-	
	Prepayments	604	1,974	
	Gift Aid	6,571	5,094	
		<u>7,175</u>	<u>7,068</u>	
12	Current liabilities			
	Sundry creditors	<u>21,307</u>	<u>4,341</u>	
		<u>21,307</u>	<u>4,341</u>	

RYE ARTS FESTIVAL CIO

Notes to the financial statements (continued) for the year ended 31 December 2020

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

	2020	2019
	£	£
CAF Bank	36,692	27,900
Lloyds Bank	10,127	2,768
PayPal	460	156
Cash in hand	-	-
	<u>47,279</u>	<u>30,824</u>

15 Analysis of charitable funds

Analysis of movements in unrestricted funds

	Funds at 01-Jan-20	Income	Expenditure	Funds at 31-Dec-20
	£	£	£	£
General Fund	35,135	14,424	(16,190)	33,369

16 Taxation

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