

RYE TOWN COUNCIL

APPLICATION FOR A GRANT (VOLUNTARY ORGANISATIONS)

Please note that this application will not be considered unless it is accompanied by a copy of the organisation's latest set of accounts showing income and expenditure and balances. If the organisation does not prepare annual accounts or is less than 12 months' old copies of statements for all accounts (bank/deposit/investment and so on) covering the last six months must be supplied.

1	Name of organisation	Rye Festival Council
2	Is the organisation a registered charity? If yes, please state charity number If no, what is the constituted status of your organisation?	Registered Charity No.270494
3	Name, address and status of individual ('the contact') completing this application	Catherine Bingham (Chairman) Court Lodge Oast Udimore Rye E.Sussex TN31 882859
4	Contact's telephone no.	01424 882859
5	Contact's email address	cattybing@btinternet.com
6	Amount of grant requested	£500
7	For what purpose or project is the grant requested?	To enable the 2010 Rye Arts Festival to maintain standards and provide top class performers for the people of Rye and as a tourist attraction. We are not able to cover the costs of the Festival from ticket sales and sponsorship alone.
8	What will be the total cost of the project?	£61,000 (last year)

9	If the total cost of the project is more than the grant requested, how will the remainder be financed?	By ticket sales, private and local business sponsorship.
10	Have you actually applied for a grant towards this project from other organisations? If so, which organisations, how much, and has funding been confirmed?	Rother District Council has previously given but this year they declined for budgetary reasons. Rye Marketing Group have confirmed a grant of £600.
11	How many signatories are required to sign cheques? <i>(must be a minimum of two)</i>	Two
12	Who/What will benefit from this project and how?	The people of Rye, its environs and the event serves as a tourist attraction for two weeks in September.

If necessary, please continue on a separate sheet. Please feel free to submit any other relevant supporting information.

Signed Catherine H. Bingham

Date July 16th 2010

(The person completing this application on the organisation's behalf)

C4 ITEM 49

Rye Festival Council
Trustees' Report & Financial Statements
For The Year Ended 30 September 2009

GIBBONS MANNINGTON

Chartered Accountants
6 Lion Street
Rye
East Sussex
TN31 7LB

Charity No: 270494

RYE FESTIVAL COUNCIL

Contents

	Page
Charity information	3
Trustees' Report	4-5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Accounts	8 – 10
Independent Examiners Report	11

RYE FESTIVAL COUNCIL

Charity Information

Trustees:

Richard Thomas CMG	Chairman
Mary Howse	Treasurer
Gill Clamp	Secretary
Elizabeth St. Clair George	
Catherine Bingham	
Tony Clamp	
John Izod	resigned 1 February 2009
Tony Mulholland	
Martin Bradshaw	

Charity Number:

270494

Registered Address:

Landgate Chambers
Rye
East Sussex TN31 7LJ

Accountants:

Gibbons Mannington
Chartered Accountants
6 Lion Street
Rye
East Sussex TN31 7LB

Bankers:

National Westminster Bank Plc
High Street
Rye
East Sussex

RYE FESTIVAL COUNCIL

Trustees' Report for the year ended 30 September 2009

The Trustees present their report and accounts for the year ended 30 September 2009.

Structure, governance and management

Rye Festival Council is constituted by Trust Deed dated 11 October 1974 (last amended 2 December 2002). The Executive Committee (the Trustees) is elected by the members annually. Up to 4 additional Trustees may be co-opted by the Executive Committee. The Executive Committee is authorized to appoint new Trustees to fill vacancies arising through resignation or death of an existing trustee.

The Executive Committee is responsible for the day-to-day management of the charitable trust.

Objects and policies

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.

Investment Powers

The Trust Deed authorises the Trustees to make and hold investments using the general funds of the charity, but no such investments are presently held.

Development, activities and achievements

2009 saw another successful Festival both artistically and financially. There were 35 events (2008 - 31) and numbers of tickets sold topped 4,800. The mixture of literary, music and visual arts events continues to provide a varied programme and the Marsh Churches tour and Winchelsea Cellar walks were sold out well in advance. The second year of the Rye Art Trail proved popular and several of the exhibited works were sold. The children's programme run in co-operation with local schools continued to address the younger audience.

Financial Review

Full details of the results are shown in the financial statements that accompany this report.

Friends and Patrons are a key element to the stable financial base of the Festival together with support from sponsors and advertisers. The Charity is indebted to members who help with the Festival organization as volunteers. Without their involvement the Festival would need to seek substantial extra funding. The Festival has been supported again by grants by Rother District Council, towards youth events, and Rye Town Council

The surplus from the 2008 Festival enabled ticket prices to remain unchanged during 2009. Audience numbers have increased and it is hoped that these levels can be maintained for 2010.

Reserves Policy

The policy of the Charity is to maintain sufficient reserves which, in the opinion of the Trustees, allow them to cover management and administration costs and plan for the following year's Festival.

Statement of Trustees' responsibilities

Law applicable to charities in England and Wales requires 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 and of the surplus or deficit of the charity for that period.

RYE FESTIVAL COUNCIL

Trustees' Report for the year ended 30 September 2009 (continued)

In preparing these financial statements, the Trustees are required to:

- (a) select suitable accounting policies and apply them consistently:
- (b) make judgements and estimates that are reasonable and prudent:
- (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 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 the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees have paid due regard to the Charity Commission guidance on public benefit in deciding what activities the charity should undertake as required by the Charities Act 2006.

Risk Management

The Trustees regularly review the operational risks which the Charity faces and are satisfied that the systems currently in place are sufficient to enable such risks to be minimised.

Approval

This report was approved by the Trustees on 30 November 2009 and signed on their behalf.

Richard Thomas

Chairman

RYE FESTIVAL COUNCIL

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED

30 SEPTEMBER 2009

	<u>Notes</u>	<u>2009</u> £	<u>2008</u> £
Incoming Resources			
Incoming resources from generating funds:			
Donations and Gifts		75	51
Subscriptions		8,575	8,607
Sponsorship and support		9,730	11,642
Grants	2	1,500	1,400
Gift Aid recovered		4,422	3,813
Fund-raising		613	835
Interest received		503	1,177
Total Incoming resources		<u>25,418</u>	<u>27,525</u>
 Resources expended			
Charitable activities			
Main Festival - deficit	3	8,310	4,590
Membership and general expenditure	4	4,728	5,153
Fund-raising costs		608	-
Governance costs	5	390	167
Total Resources Expended		<u>14,036</u>	<u>9,910</u>
Net incoming/(outgoing) resources for the year		11,382	17,615
Total funds brought forward		<u>36,298</u>	<u>18,683</u>
Total funds carried forward		<u>47,680</u>	<u>36,298</u>

There were no recognised gains or losses for 2009 or 2008 other than those included in the Statement of Financial Activities.

The notes on pages 8 to 10 form part of these accounts.

RYE FESTIVAL COUNCIL

BALANCE SHEET

AS AT 30 SEPTEMBER 2009

	<u>Notes</u>	<u>2009</u> £		<u>2008</u> £
Fixed Assets	7	248		292
Current Assets				
Fund-raising stock		160	-	
Debtors		2,450	5,873	
Cash at bank and in hand	9	49,913	41,123	
		<u>52,523</u>	<u>46,996</u>	
Current Liabilities				
Creditors	8	<u>(5,091)</u>	<u>(10,990)</u>	
Net current assets		47,432		36,006
Total assets less current liabilities		<u>47,680</u>		<u>36,298</u>
Capital				
Unrestricted funds		<u>47,680</u>		<u>36,298</u>

Approved by the trustees on 30 November 2009 and signed on their behalf.

Richard Thomas

Chairman

The notes on pages 8 to 10 form part of these accounts.

RYE FESTIVAL COUNCIL

Notes to the accounts for the year ended 30 September 2009

1. Accounting policies

1.1 Basis of preparation of accounts

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice 'Accounting and Report by Charities' issued in March 2005 (SORP2005) and the Charities Act 1993 and include the results of the charity's operations which are described in the Trustees' Report and all of which are continuing.

The charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cash flow statement on the grounds that it qualifies as a small charity.

1.2 Tangible fixed assets for use by the charity and depreciation

Tangible fixed assets 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 and expenditure

Voluntary income and donations are accounted for when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

1.4 Taxation and VAT

No provision for taxation has been made as the charity is a registered charity and is therefore exempt.

The charity is not registered for VAT and therefore all items are shown inclusive of irrecoverable VAT.

	2009	2008
2. Grants	£	£
Rother District Council	1,000	1,150
Rye Town Council	<u>500</u>	<u>250</u>
	<u>1,500</u>	<u>1,500</u>

RYE FESTIVAL COUNCIL

Notes to the accounts for the year ended 30 September 2009

3. Main Festival	2009		2008
	£		£
Ticket and programme sales (net)	47,212		42,899
Event income	140		-
Bars	2,260		2,538
Advertising revenue	<u>2,240</u>		<u>1,775</u>
	51,852		47,212
<u>Less: Expenses</u>			
Artistes and concert expenses	40,130		34,046
Hire of Halls and instruments	4,814		3,110
Festival expenses	4,646		3,274
Bar costs	1,149		1,183
Printing and design	5,481		5,025
Publicity expenses	<u>3,942</u>		<u>5,164</u>
	<u>60,162</u>		<u>51,802</u>
Festival Deficit	<u>(8,310)</u>		<u>(4,590)</u>

4. Membership and General Expenditure

	2009		2008
	£		£
Stationery & postage	1,686		1,676
Subscriptions and sundry expenses	396		194
Insurance	1,403		2,042
Telephone	699		721
Bank charges	500		469
Depreciation of equipment	44		51
	<u>4,728</u>		<u>5,153</u>

5. Governance Costs

Committee expenses	23		32
AGM costs	367		135
	<u>390</u>		<u>167</u>

6. Staff costs

No remuneration was paid to Trustees in the year.

RYE FESTIVAL COUNCIL

**Notes to the accounts
for the year ended 30 September 2009**

7. Tangible fixed assets for use by the Charity

	Equipment £
Used directly for charitable purposes:	
Cost	
At 1 October 2008	1,287
Additions	<u>-</u>
At 30 September 2009	<u>1,287</u>
Depreciation	
At 1 October 2008	995
Charge for the year	<u>44</u>
At 30 September 2009	<u>1,039</u>
Net book value	
At 30 September 2009	<u>248</u>
At 30 September 2008	<u>292</u>

8. Current Liabilities	2009	2008
	£	£
Sundry creditors	<u>5,091</u>	<u>10,990</u>
9. Cash at Bank and in Hand		
CAF Bank	37,574	29,974
NatWest Reserve	421	419
NatWest Current Account	11,655	10,710
Cash in hand	<u>263</u>	<u>20</u>
	<u>49,913</u>	<u>41,123</u>

10. Trustees Expenses

No Trustees received reimbursement of expenses during the year related to services provided by a Trustee (2008 - None).

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

FOR THE YEAR ENDED 30 SEPTEMBER 2009

I report on the unaudited accounts of the charity for the year ended 30 September 2009 set out on pages 1 to 10.

Respective Responsibilities of the Trustees and the Independent Examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 does not apply and that an independent examination is needed. It is my responsibility to examine the accounts (under section 43(3)(a) of the Charities Act 1993), follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Charities Act 1993); 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 Charities Commissioners. An independent 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 I do not express an audit opinion on the view given by the accounts.

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:
- (a) to keep accounting records in accordance with section 41 of the Act; and
 - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.



Cheryl A Rowsell FCA
Partner Gibbons Mannington
Chartered Accountants

6 Lion Street
Rye
East Sussex TN31 7LB

27 January 2010