

Ribble Valley Jazz And Blues Limited

Year Ended

31 August 2023

FINANCIAL STATEMENTS

and

TRUSTEES' ANNUAL REPORT

Prepared by:
DSM Chartered Accounts
The Station House
Station Road
Whalley
BB7 9RT

Ribble Valley Jazz And Blues Limited

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Ribble Valley Jazz And Blues Limited is a Registered Charity and a Company Limited by Guarantee

Ribble Valley Jazz And Blues Limited
Financial Statements for the Year Ended 31 August 2023
Legal and Administrative Information

Company Registration No. 07325147
and
Registered Charity No. 1138083

Trustees and Council of Management

Paul Ellis	(Appointed 16th August 2010 - Resigned 17th May 2023)
Miles Peachey (Treasurer)	(Appointed 20th January 2016)
David Walters	(Appointed 4th October 2017)
Ivana Douglas	(Appointed 16th April 2020)
Phil Lee	(Appointed 16th April 2020)
Kate Lowes	(Appointed 16th April 2020)
Emily Lord	(Appointed 18th May 2022)
Thomas Ainsworth	(Appointed 22nd July 2022)
Analisa Smith	(Appointed 22nd July 2022)
John Drury	(Appointed 8th September 2022)

Registered Office

9 Radecllyffe Street, Clitheroe, Lancashire, BB7 2HL

Bankers

Virgin Money

Accountants

DSM Chartered Accountants, The Station House, Station Road,
Whalley, Lancashire, BB7 9RT

Ribble Valley Jazz And Blues Limited
Financial Statements for the Year Ended 31 August 2023
Trustees' Annual Report

The Trustees present their Annual Report and Financial Statements for the period ended 31 August 2023.

Annual Report - Summary Objectives

The mission of Ribble Valley Jazz and Blues is to promote and develop the cultural, economic and social benefits of jazz & blues music to individuals and communities in the North West from its base in Clitheroe and the Ribble Valley.

This long-term goal will be achieved by: -

- creating a thriving jazz & blues community, involving both musicians and fans in planning and developing jazz & blues appreciation and participation;
- ensuring the future of jazz and blues by prioritising the involvement of young people in performing and appreciating jazz and blues music;
- facilitating the enjoyment and appreciation of jazz and blues music by providing a variety of opportunities for the performance of jazz and blues music primarily in Clitheroe & the Ribble Valley;
- encouraging the sharing of knowledge, information and skills in a stimulating and entertaining environment; and
- working collaboratively with voluntary, public and private sector organisations who have a mutual interest in promoting the cultural, economic and social assets of Clitheroe & Ribble Valley.

Annual Report - Constitution and Organisational Structure

Ribble Valley Jazz & Blues (RVJ&B) is a registered charity and a company limited by guarantee, with directors of the company also being trustees of the Charity. This forms the Council of Management. Charitable status was sought, and obtained, to help RVJ&B fulfil its broad-based mission to further widespread interest and enthusiasm for jazz & blues music, especially by young people.

The affairs of the charity are governed by its Memorandum & Articles of Association, which specify a minimum of three operational trustee/directors. Additional directors, who must be at least 16 years old and must be members of RVJ&B, are elected by the Council of Management or by a General Meeting of the charity's members. General Meetings of the charity's members must be held annually, the first one having been held on 18th April 2012. A pre-determined number of directors are required to retire, in rotation, before each Annual General Meeting of the charity, but these directors may be immediately re-elected by the Meeting.

New directors are inducted into the legal structure, and the operational and financial management of RVJ&B as soon as possible after their appointment. Other training is offered to directors as the need arises. Meetings of the Board of Directors normally take place every two months, or more frequently if required. These Board meetings maintain oversight of the charity's business and strategy. In addition, separate sub-committees handle the day to day finance, organisation of the annual Jazz Festival and the promotion of the regular gigs throughout the year.

Summary of activities for 2022/23

All directors are jointly responsible for submitting correct Company reports. There is now an independent minute taker for all Trustee Board meetings. While all directors are jointly responsible for the charity's finances, the task of detailed oversight is assigned to a Treasurer, who must be a director. Further professional advice on the legal or financial aspects of the charity's operations is sought where required. RVJ&B has a reserves policy that requires a financial reserve to be held which is sufficient to cover emergency expenditure that might arise, currently set at £3,000. This, together with typical reserves in the current account, would normally be at a level of approximately one third of the charity's annual financial turnover. The Directors continue to seek grant, sponsorship and earned income to build the company reserves and help ensure long-term sustainability.

The Company has a number of formal written policies and procedures, covering such issues as Health and Safety, and Safeguarding, Conflict of Interest, and Data Protection. These policies and procedures are reviewed regularly on an annual basis. Further policies and procedures are currently being written up, such as that of Financial Procedures, Recruitment and Volunteer Management, to formalize existing Company practice.

A summary of the activities during the year and plans for the future are given in Appendix A.

Annual Report - Financial Review

The Charity incorporated into a Company Limited by Guarantee on the 26 July 2010. The company has applied appropriate financial management control over its activities throughout the period.

Expenditure in the period was £53,452 (2022 - £55,033). Expenditure includes event costs and marketing of the events together with management costs.

The result for the period is on page 7 and shows net deficit of £3,715 (2022 - Net deficit £21,865).

No funds were dispersed in the financial year to 31st August 2023.

In 2022 Funds totalling £1,179 were dispersed during the period to another Charity - Disasters Emergency Committee for their Ukraine Humanitarian Appeal.

The funds carried forward at year end are £14,750 (2022: £18,466)

Ribble Valley Jazz And Blues Limited
Financial Statements for the Year Ended 31 August 2023
Trustees' Annual Report (continued)

Political and charitable donations

The Company (also the Charity) made no political donations during the period (2022 - £Nil).
The Company made no charitable donations during the period (2022 - £1,179).
See Note 5 - 'Notes to the financial statements'.

Insurance

During the year the Company (also the Charity) made payments for insurance of trustees and directors against liabilities arising as a result of the activities and decisions carried out on behalf of the Company.

Council of Management

Paul Ellis	(Appointed 16th August 2010 - Resigned 17th May 2023)
Miles Peachey (Treasurer)	(Appointed 20th January 2016)
David Walters	(Appointed 4th October 2017)
Ivana Douglas	(Appointed 16th April 2020)
Phil Lee	(Appointed 16th April 2020)
Kate Lowes	(Appointed 16th April 2020)
Emily Lord	(Appointed 18th May 2022)
Thomas Ainsworth	(Appointed 22nd July 2022)
Analisa Smith	(Appointed 22nd July 2022)
John Drury	(Appointed 8th September 2022)

Each member of the Council of Management is personally liable for an amount not exceeding £10 in the event of the winding up of the organisation, in accordance with the Company's Memorandum of Association.

Responsibilities of the Council of Management

As Trustees and Directors, the Board of Trustees is required by charity and company laws to prepare financial statements for each financial period which give a true and fair view of the state of affairs for the Company (also the Charity) and of the surplus or deficit for that period.

In preparing those financial statements, the Council of Management is required to :

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

Ribble Valley Jazz And Blues Limited
Financial Statements for the Year Ended 31 August 2023
Trustees' Annual Report (continued)

The Council of Management is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time, the financial position of the Company and ensuring that the financial statements comply with the relevant Companies and Charities Acts. It is also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Tax Status

The Company is a Registered Charity and qualifies for corporation tax exemption.

Auditors

Exemption from audit for the period ended 31 August 2023 is claimed on page 9.

By order of the Council of Management :

Mr David Walters
Director/ Trustee

Mr M Peachey
Director/ Trustee/ Treasurer

Date:

Date:

Ribble Valley Jazz And Blues Limited
Financial Statements for the Year Ended 31 August 2023
Statement of Surplus and Deficit

	<i>Note</i>	<u>2023</u> £	<u>2022</u> £
Incoming Resources			
Event Revenue (Including Grant Income)		24,222	16,413
Raffles		356	72
Membership Fees		1,034	1,031
Donations		6,926	6,373
Educational Activities		6,033	2,290
Sponsorship		11,165	6,990
Misc Income		-	-
Bank Interest Receivable		-	-
Total Incoming Resources		<u>49,737</u>	<u>33,168</u>
Resources Expended			
Direct Charity Expenses	2	50,647	51,851
Management & Administration	3	2,395	2,713
Bad debt provision	4	-	-
Depreciation	9	409	469
Total Resources Expended		<u>53,452</u>	<u>55,033</u>
Net Surplus/(Deficit)		<u>(3,715)</u>	<u>(21,865)</u>
Prior Year Adjustment			(3,817)
Fund Balances Brought Forward		18,466	45,327
Dispersed Fund balances (-)	5		(1,179)
Fund Balances Carried Forward		<u>14,750</u>	<u>18,466</u>

The notes on pages 10 to 12 form part of these accounts.

Ribble Valley Jazz And Blues Limited
Financial Statements for the Year Ended 31 August 2023
Balance Sheet at 31 August 2023

Company Registration No. 07325147

Registered Charity No. 1138083

	<i>Note</i>	<u>2023</u>		<u>2022</u>	
		£	£	£	£
Fixed Assets	9		1,227		1,636
Current Assets					
Debtors	10	1,189		3,290	
Grants		-		-	
Cash at bank and in hand		15,480		15,378	
		<u>16,669</u>		<u>18,668</u>	
Current Liabilities					
Amounts falling due within one year	11	3,146		1,838	
Net current assets			<u>13,523</u>		<u>16,830</u>
Total assets less current liabilities			<u>14,750</u>		<u>18,466</u>
Long Term Liabilities			-		-
Net Assets			<u>14,750</u>		<u>18,466</u>
Funds					
Reserves	13		<u>14,750</u>		<u>18,466</u>
			-		-

The notes on pages 10 to 12 form part of these accounts.

The Balance Sheet is continued onto the next page.

Ribble Valley Jazz And Blues Limited
Financial Statements for the Year Ended 31 August 2023
Balance Sheet at 31 August 2023 Continued....

For the period ended 31 August 2023 the company was entitled to exemption from audit under section 477(1) of the Companies Act 2006; and no notice has been deposited under s476(1) requesting an audit.

The directors acknowledge their responsibility for ensuring the company keeps accounting records which comply with section 386 of the Act and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the year and of its profit or loss for the financial year in accordance with the requirements of section 394 and which otherwise comply with the Companies Act 2006, so far as applicable to the company.

The accounts have been prepared in accordance with the special provisions of the Companies Act 2006 relating to companies subject to the small companies regime.

Approved by the Directors (also Trustees) on .

Mr David Walters
Director/ Trustee

Mr M Peachey
Director/ Trustee/ Treasurer

Date:

Date:

Ribble Valley Jazz And Blues Limited
Financial Statements for the Year Ended 31 August 2023
Notes to the financial statements

1. Accounting policies - basis of accounting

The financial statements have been prepared under the historical cost convention and are in accordance with applicable accounting standards.

	<u>2023</u>	<u>2022</u>
	£	£
2. Direct Charity Expenditure		
Hire of Bands	25,246	24,526
Event Costs	7,683	7,766
Marketing & advertising	4,104	7,705
Educational Activity Costs	13,302	11,229
Equipment, Repairs and Renewals	193	626
Website costs	120	-
	<u>50,647</u>	<u>51,851</u>
3. Management & Administration		
Post and Stationery	33	58
Insurance	269	493
Sundries	364	281
HR & Compliance	-	-
Professional fees	770	816
Accountancy	960	1,066
	<u>2,395</u>	<u>2,713</u>
4. Bad Debt Provison		
	-	-
	<u>-</u>	<u>-</u>
5. Dispersed Funds		
Funds dispersed to charity organisations	-	<u>1,179</u>

Ribble Valley Jazz And Blues Limited
Financial Statements for the Year Ended 31 August 2023
Notes to the financial statements
(continued)

6. Employees

There were no employees during the period (2022 - nil).

7. Taxation

No taxation liability has been provided in the financial statements as, being a Registered Charity, Ribble Valley Jazz & Blues Limited is exempt from taxation in accordance with Section 505 of the Income and Corporation Taxes Act 1988.

8. Council of Management's emoluments

No member of the Council of Management received remuneration during the year (2022 - £nil). Members were reimbursed for out of pocket expenses incurred on Company business.

		2023	2022
		£	£
9. Fixed Assets - NBV			
Plant & Machinery - Cost	B/Fwd	3,324	2,405
	Additions	-	919
	C/Fwd	<u>3,324</u>	<u>3,324</u>
Plant & Machinery - Dep'n	Depreciation B/Fwd	1,688	1,219
	Charge for the year	409	469
	Depreciation C/Fwd	<u>2,097</u>	<u>1,688</u>
Net Book Value		<u>1,227</u>	<u>1,636</u>
10. Debtors			
Trade Debtors		1,189	3,290
Prepayments		-	-
		<u>1,189</u>	<u>3,290</u>
11. Current liabilities			
Trade Creditors		1,751	1,838
Accrued Expenses and Deferred Income		1,396	-
Loan		-	-
		<u>3,146</u>	<u>1,838</u>

Ribble Valley Jazz And Blues Limited
Financial Statements for the Year Ended 31 August 2023
Notes to the financial statements
(continued)

12. Liability of Members

The Company is limited by guarantee and does not have a share capital.

Each member of the Council of Management is personally liable for an amount not exceeding £10.

13. Restricted and Unrestricted Funds - Surplus/(Deficits)

	2023	2022
	£	£
Brought Forward Reserves	18,466	45,327
Surplus/(Deficit) for the period	- 3,715	- 21,865
Prior Year Adjustment	-	- 3,817
Dispersed Fund balances	-	- 1,179
Surplus/(Deficit) Carried Forward	<u>14,750</u>	<u>18,466</u>

The Surplus/(Deficit) Carried Forward is split between:

Restricted Funds:

Arts Council	-	-
Clitheroe Council	-	-
Jazzbox Grant	-	-
CRF Grant	-	-
	<u>-</u>	<u>-</u>

Unrestricted Funds	14,750	18,466
	<u>14,750</u>	<u>18,466</u>

Ribble Valley Jazz And Blues Limited
Financial Statements for the Year Ended 31 August 2023
Examiner's unqualified report on the accounts

Independent Examiner's Report to the Trustees of Ribble Valley Jazz And Blues Limited

I report on the accounts of the Trust for the year ended 31 August 2023, which are set out on pages 1 to 12.

Respective responsibilities of Trustees and Examiner

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

It is my 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 Commissioners (under section 145 (5)(b) of the Charities Act) : and
- to 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 Commissioners. 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 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 Act;
- to prepare the accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met

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

Name : Miss A Watson

Qualifications : ACA, ATII

Address : DSM Chartered Accountants, The Station House, Station Road, Whalley, BB7 9RT

Date : 13th February 2024

Ribble Valley Jazz And Blues Limited

Financial Statements for the Year Ended 31 August 2023

Appendix A

The year marked the 16th anniversary since the formation of RVJ&B as a community organisation, and in that time the group and later the Company and Charity has grown to be a significant organisation, with an impressive range of activities.

RVJ&B continues to support an ambitious programme of charitable arts-based jazz and blues activities through the year, prioritising these areas of activity:

- Events across the Ribble Valley including jazz and blues performances in villages and hospitality venues around the Ribble Valley;
- Performance readiness by both community bands - Ribble Valley Jazz Big Band and the Blu Funk Syndicate;
- Increased participation by young people.
- Increased diversity among musicians and audience as well as within RVJ&B;
- Increased education activities as we strengthen improvisation workshops, the women led jazz group called Elbow Room and jazz jams welcoming new attendees;
- Weekly radio shows in association with RibbleFM from a broad range of presenters.

We will continue to explore the partnership with the Grand Venue to develop an attractive space for high quality music as well as the exploration of smaller venues where intimate performances work.

The year's gigs included:

TimeLines + Ladies of Midnight Blue
Mark Lockheart's Dreamers
TUIYO Xmas Party
International Women's Day Event
Swing City Big Band
Nearly Dan
Jasmine Myra
Aaron Liddard
TC & The Groove Family

Once again, the Festival in 2023 was run without Arts Council funding. Even without this funding it was a hugely successful festival and generated a small surplus for the Club.

The monthly Jazz Jam session for local musicians is very well attended. The Low Moor Club in Clitheroe hosts these jazz jam sessions during the year with an average of about 15 musicians, the resident backing trio and a good complement of regular listeners.

There are also improvisation tuition sessions at the Low Moor Club as well as the Elbow Room meetings both of which continue to encourage improvements in the standard of playing and performance with an increasing number of players joining in with the activities. Elbow Room, the group formed from Women in Jazz have performed a number of times during the year. Both of these groups continue to be led by Trish Ferrarin who does an amazing job supporting local music and musicians.

The Spread Eagle in Sawley has a monthly Dinner Jazz event. These are very much 'Straight Ahead Jazz' and are always well attended. Many thanks to Geoff Jackson for organising these events.

Ribble Valley Jazz And Blues Limited
Financial Statements for the Year Ended 31 August 2023
Appendix A Continued

Ribble Valley Jazz Big Band have had a very successful year. They now have a full complement of musicians and have made a number of live performances during the year. This year, the band is stepping up a gear by participating in a competition at the Great North Big Band Festival in Chester-le Street, County Durham.

Blu Funk Syndicate is continuing to practice on a regular basis. The band has been through a number of changes in personnel during 2023 but hopes to get back to live performance in 2024.

The Club has a weekly spot on Ribble FM where two hours of music every Wednesday evening is hosted by a member of RVJ&B. Thanks to the hosts of these shows – Sue Bradley, Ivana Douglas, Phil Lee and Alan Bramwell, Paul Rigby, Miles Peachey, and David Walters.

The Club has established a Youth Group which regularly meets to discuss ways to encourage jazz and blues music amongst the younger population of the Ribble Valley.

All of the activities of RVJBC are only possible due to the enthusiasm and hard work of the Club Trustees and a dedicated group of volunteers.

Special thanks are due to John Flanagan who for many years has gone way above and beyond what could be expected of a volunteer to design and maintain the Club's website, put together the monthly newsletter and design and print the marketing and advertising material for RVJBC. He also has worked tirelessly to ensure that all marketing and advertising material was not only of a high standard but ready in time for the yearly Jazz and Blues Festivals.

RVJ&B continues to support the above activities in the forthcoming year.

It was mentioned at last year's AGM that a bid was being submitted to the Arts Council for £40k development funding to enhance the Club's activities and widening participation.

This bid was successful!

Many thanks to Kate Lowes and Emily Lord for undertaking the majority of the work in submitting this bid.

Funding will support audience development and strengthen our network with input from Black Lives in Music, Attitude is Everything, Brighter Sounds and Julie's Bicycle.