

REGISTERED COMPANY NUMBER: SC283758 (Scotland)
REGISTERED CHARITY NUMBER: SC036496

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 30 September 2020
for
Leith Festival Association Ltd

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for the Year Ended 30 September 2020

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Report of the Trustees
for the Year Ended 30 September 2020

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 September 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives

To promote and benefit the inhabitants of and visitors to Leith and its environs in a common effort to advance social inclusion and education through the promotion of the arts and skills development by providing facilities, or working in partnership to assist in the provision of facilities, in the interest of social welfare and for recreation and other leisure-time occupation so that quality of life may be improved.

To promote, establish, operate and/or support other schemes and projects of a charitable nature for the benefit of the community within Leith and surrounding neighbourhoods.

Principal Activity

Leith Festival is a voluntary organisation with a community festival usually held each year over 9 days in June. The Festival provides the opportunity for a wide range of community organisations and local people to celebrate the community spirit and develop new skills and confidence building measures through the experience of organising and delivering a wide range of performances and events.

ACHIEVEMENT AND PERFORMANCE

Achievement and Performance during Covid 2020

The Charity has been severely affected throughout the year due to Covid.

The Board has continued to meet regularly online via Zoom calls, and has continued to discuss and monitor options for future activities, hopefully in 2021.

The Volunteer programme funded by VSF/IFP has been able to continue in a restricted way by utilising social media to support existing volunteers during a difficult time. Vital social support and structure has been provided for volunteers in the form of regular online workshops for keep fit, arts and crafts and social gatherings.

The Banner project funded by One City Trust was cut short in March 2020 due to the Covid Lockdown and was unable to launch the project which would have taken place at Gala Day. The banner is in safekeeping and it is hoped to re launch in 2021

Leith Festival is most grateful to have received a significant sponsorship payment from the trade union Unite which they have agreed to carry over until 2021. Also a significant number of stall holders who had already paid by March 2020 and have also agreed to carry over payments until 2021. The Leith Festival Board is very grateful for this patronage

FINANCIAL REVIEW

Annual Financial review

There is a surplus of £10,490 for the year.

Two grants were awarded to Leith Festival Association Ltd during this financial year:

£10,000 restricted grant for the second year of the Volunteer Support Programme from the rebranded Impact Funding Partners, referred to on the accounts as VSF/IFP, which will continue until at least March 2021, with an extension being requested. This project is underspent due to Covid restrictions

£9000 from Awards for All towards the overall general costs of Gala Day 2020. Due to Covid this grant has not been spent. But it is hoped that this will be a valued contribution for activities in 2021.

£6500, a restricted grant was received in the previous financial year from the One City Trust for a 17 week Banner making project which commenced in October 2019 and this project is underspent due to Covid Restrictions

FINANCIAL REVIEW

Reserves policy

The charity has consistently followed a policy of accumulating annual surpluses to provide a reserve for future years where there may be a deficit.

No upper limit is set for the reserves but it should be maintained at a level to provide one year's Gala day costs and ideally the funds for a part time Freelance Festival Coordinator post.

FUTURE PLANS

The Leith Festival plans to continue to promote its charitable objectives of advancing education through promotion of the arts for the benefit of the community within Leith and its surrounding environs. It is envisaged that Leith Festival will aim to increase the range of events as capacity and appetite allow.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The trustees present their report with the financial statements of the charity for the year ended 30 September 2019.

The charity operates under the name Leith Festival Association Ltd. The charity is a private company limited by guarantee and is recognised by the Office of Scottish Charities Regulator as a Scottish charity (number SC283758). The registered office is, 17 Academy Street, Leith, Edinburgh, EH6 4NS.

The charity is governed by its constitution which was formally adopted at the first Annual General Meeting, held on 7 March 2006.

AGM and Trustees

The AGM was held last year in November in order to align better with the festival year and to encourage new Trustees involvement. Due to Covid the next AGM will be held in March 2021 Trustees of the management board are elected by the members of Leith Festival Association Ltd.

All the trustees', being eligible, offer themselves for re-election at the Annual General Meeting.

All major operating decisions are decided by the Board of Directors.

Risk management

The trustees have examined the major strategic business and operational risks which the charity faces and confirms that systems are in place to enable regular reports to be provided so that necessary steps can be taken to minimise any potential risks.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

SC283758 (Scotland)

Registered Charity number

SC036496

Registered office

17 Academy Street
Edinburgh
MIDLOTHIAN
EH6 7EE

Report of the Trustees
for the Year Ended 30 September 2020

Trustees

R Crombie
M Jack (resigned 6.2.20)
N Gardner Chair
P Attridge Vice Chair
M O Naveira De Sousa (resigned 3.2.21)
B Kerr (appointed 11.3.20)
M J Adami (appointed 6.1.21)
Ms S Fraser (appointed 6.1.21)

Independent Examiner

John W Kennedy CA
Cowan & Partners Limited
60 Constitution Street
Edinburgh
EH6 6RR

Bankers

Bank of Scotland
61 Leith Walk
Edinburgh
EH6 7EE

Approved by order of the board of trustees on and signed on its behalf by:

.....
N Gardner - Trustee

Independent Examiner's Report to the Trustees of
Leith Festival Association Ltd

I report on the accounts for the year ended 30 September 2020 set out on pages five to twelve.

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 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
- to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
 - to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006 Accounts Regulations

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.

John W Kennedy CA
Cowan & Partners Limited
60 Constitution Street
Edinburgh
EH6 6RR

Date:

Leith Festival Association Ltd

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 30 September 2020

	Notes	Unrestricted fund £	Restricted funds £	30.9.20 Total funds £	30.9.19 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	1,820	-	1,820	1,789
Charitable activities					
Charitable activities	4	9,148	10,500	19,648	16,250
Other trading activities	3	6,616	-	6,616	19,044
Total		<u>17,584</u>	<u>10,500</u>	<u>28,084</u>	<u>37,083</u>
EXPENDITURE ON					
Charitable activities					
Charitable activities		7,986	9,608	17,594	38,113
NET INCOME/(EXPENDITURE)		<u>9,598</u>	<u>892</u>	<u>10,490</u>	<u>(1,030)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		10,074	8,623	18,697	19,727
TOTAL FUNDS CARRIED FORWARD		<u><u>19,672</u></u>	<u><u>9,515</u></u>	<u><u>29,187</u></u>	<u><u>18,697</u></u>

The notes form part of these financial statements

Balance Sheet

30 September 2020

	Notes	Unrestricted fund £	Restricted funds £	30.9.20 Total funds £	30.9.19 Total funds £
FIXED ASSETS					
Tangible assets	9	84	-	84	112
CURRENT ASSETS					
Cash at bank		19,588	9,595	29,183	18,585
CREDITORS					
Amounts falling due within one year	10	-	(80)	(80)	-
NET CURRENT ASSETS		<u>19,588</u>	<u>9,515</u>	<u>29,103</u>	<u>18,585</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>19,672</u>	<u>9,515</u>	<u>29,187</u>	<u>18,697</u>
NET ASSETS		<u><u>19,672</u></u>	<u><u>9,515</u></u>	<u><u>29,187</u></u>	<u><u>18,697</u></u>
FUNDS					
Unrestricted funds	11			19,672	10,074
Restricted funds				9,515	8,623
TOTAL FUNDS				<u><u>29,187</u></u>	<u><u>18,697</u></u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 September 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

.....
N Gardner - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery - 25% on reducing balance

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. DONATIONS AND LEGACIES

	30.9.20	30.9.19
	£	£
Donations	1,820	1,789
	<u> </u>	<u> </u>

Notes to the Financial Statements - continued
for the Year Ended 30 September 2020

3. OTHER TRADING ACTIVITIES

	30.9.20	30.9.19
	£	£
Fundraising events	4,290	10,976
Sponsorships	2,300	8,030
Membership	26	38
	<u>6,616</u>	<u>19,044</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	30.9.20 Charitable activities £	30.9.19 Total activities £
Grants	<u>19,648</u>	<u>16,250</u>

Grants received, included in the above, are as follows:

	30.9.20 £	30.9.19 £
Volunteering Support Fund	10,000	8,750
Foundation Scotland	-	1,000
One City Trust	-	6,500
Awards for All	9,000	-
Scotmid	148	-
NHS Gamechanger	500	-
	<u>19,648</u>	<u>16,250</u>

5. SUPPORT COSTS

	30.9.20 Charitable activities £	30.9.19 Total activities £
Charitable activities		<u>1,476</u>

Support costs, included in the above, are as follows:

	30.9.20 Charitable activities £	30.9.19 Total activities £
Accountancy and legal fees	<u>1,476</u>	<u>1,410</u>

6. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	30.9.20	30.9.19
	£	£
Depreciation - owned assets	28	37
	<u>28</u>	<u>37</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year to 30 September 2020. In 2019 M Naveira De Sousa received remuneration of £900 in relation to work in support of the VAF project.

Trustees' expenses

There were no trustees' expenses paid for the year ended 30 September 2020 nor for the year ended 30 September 2019.

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	1,789	-	1,789
Charitable activities			
Charitable activities	1,000	15,250	16,250
Other trading activities	19,044	-	19,044
Total	<u>21,833</u>	<u>15,250</u>	<u>37,083</u>
EXPENDITURE ON			
Charitable activities			
Charitable activities	27,736	10,377	38,113
NET INCOME/(EXPENDITURE)	(5,903)	4,873	(1,030)
Transfers between funds	5	(5)	-
Net movement in funds	(5,898)	4,868	(1,030)
RECONCILIATION OF FUNDS			
Total funds brought forward	15,972	3,755	19,727
TOTAL FUNDS CARRIED FORWARD	<u>10,074</u>	<u>8,623</u>	<u>18,697</u>

9. TANGIBLE FIXED ASSETS

	Plant and machinery £
COST	
At 1 October 2019 and 30 September 2020	2,638
DEPRECIATION	
At 1 October 2019	2,526
Charge for year	28
At 30 September 2020	2,554
NET BOOK VALUE	
At 30 September 2020	84
At 30 September 2019	112

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	30.9.20 £	30.9.19 £
Accrued expenses	80	-

11. MOVEMENT IN FUNDS

	At 1.10.19 £	Net movement in funds £	At 30.9.20 £
Unrestricted funds			
General fund	10,074	9,598	19,672
Restricted funds			
Volunteering Support Fund/Impact Fund			
Partners	2,123	3,635	5,758
One City Trust	6,500	(2,743)	3,757
	8,623	892	9,515
TOTAL FUNDS	18,697	10,490	29,187

11. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	17,584	(7,986)	9,598
Restricted funds			
Volunteering Support Fund/Impact Fund			
Partners	10,000	(6,365)	3,635
One City Trust	-	(2,743)	(2,743)
Gamechanger	500	(500)	-
	<u>10,500</u>	<u>(9,608)</u>	<u>892</u>
TOTAL FUNDS	<u>28,084</u>	<u>(17,594)</u>	<u>10,490</u>

Comparatives for movement in funds

	At 1.10.18 £	Net movement in funds £	Transfers between funds £	At 30.9.19 £
Unrestricted funds				
General fund	15,972	(5,903)	5	10,074
Restricted funds				
Port to the World	5	-	(5)	-
Volunteering Support Fund/Impact Fund				
Partners	3,750	(1,627)	-	2,123
One City Trust	-	6,500	-	6,500
	<u>3,755</u>	<u>4,873</u>	<u>(5)</u>	<u>8,623</u>
TOTAL FUNDS	<u>19,727</u>	<u>(1,030)</u>	<u>-</u>	<u>18,697</u>

11. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	21,833	(27,736)	(5,903)
Restricted funds			
Volunteering Support Fund/Impact Fund Partners	8,750	(10,377)	(1,627)
One City Trust	6,500	-	6,500
	<u>15,250</u>	<u>(10,377)</u>	<u>4,873</u>
TOTAL FUNDS	<u>37,083</u>	<u>(38,113)</u>	<u>(1,030)</u>

Port of the World

The grant income provided by City of Edinburgh council is restricted for the use of celebrating the Asian community and showcasing the communities and customs within the Leith area.

Volunteering Support Fund/Impact Fund Partners

This grant income was provided by the Voluntary Action Fund to fund a three year volunteer programme. The underspend has been carried forward for planned activities in 20/21. It has been agreed that at the end of the project any underspend will be transferred to general funds.

One City Trust

This grant has been received for a 17 week Banner Making project commencing in October 2019. Due to Covid-19 the banner launch could not go ahead as planned in 2020 and funds have been carried forward to ensure that the banner launch can go ahead next year.

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 September 2020.