

Report of the Trustees and
Financial Statements
for the Year Ended 31 March 2020
for
Swindon Dance

MHA Monahans
Statutory Auditors
38-42 Newport Street
Swindon
Wiltshire
SN1 3DR

Swindon Dance

Contents of the Financial Statements
for the Year Ended 31 March 2020

	Page
Report of the Trustees	1 to 10
Report of the Independent Auditors	11 to 12
Statement of Financial Activities	13
Balance Sheet	14
Cash Flow Statement	15
Notes to the Financial Statements	16 to 26

Report of the Trustees
for the Year Ended 31 March 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 31 March 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 and aims

Our vision: Enriching lives through dance.

Our mission: To be an organisation specialising in personal enrichment, talent development and artist support including showcasing, working locally, regionally, nationally, and internationally.

A place where, people can enjoy the well-being benefits of dance, can develop their creativity and artistic expression. Where a young dancer's passion and talent is supported helping it to grow and flourish. Where the professional artist is supported and the art-form is able to grow, be successful and be show-cased.

The Charity's aim is to fulfil its vision and mission by supporting talent in dance for young dancers, professional dance artists and the art form and by engaging the local community in the arts through the delivery of specialist high quality arts projects, performances, and classes as laid out in its business plan.

Beliefs and values:Swindon Dance:

- values people. People come first,
- believes that people should have the freedom to follow their dreams no matter how big or small,
- believes everyone regardless of age, creed, gender, or background is entitled to access and enjoy the richness of art and culture in their lives,
- sees no value in the word 'no'. It creates barriers, prevents dreams, and caps achievement,
- believes in taking that leap of faith, it keeps the arts fresh, new, and exciting,
- values fun. If you are having fun doing what you are doing others will want to come and join in too,
- supports and guides, helping people to follow the path they wish to follow, and
- values lives of dreams fulfilled, full of enriching experiences, of wonderful encounters with amazing people.

Public benefit

The trustees have paid due regard to the Charity Commission's guidance on public benefit in deciding what activities the charity should undertake. The trustees consider that they have acted in the public benefit.

Report of the Trustees
for the Year Ended 31 March 2020

ACHIEVEMENT AND PERFORMANCE

Summary

The Charity has now started its next cycle of Arts Council England (ACE) four-year funding (2018-22) as a band one National Portfolio Organisation (NPO). Due to the impact of the COVID-19 pandemic ACE has extended that funding until 2023. The charity's business plan for 2018-22 focuses on three areas of work: Talent Development (professional and non-professional), art-form support including presenting work and personal enrichment. It also focuses on developing the resources the organisation will require to implement its artistic plan such as, workforce development, environmental sustainability, audience development, fund raising and earned income. The charity achieved over 90% of its aims and goals during 2019-20 even with the COVID-19 crisis that led to the charity closing in March following national government lockdown requirements. The Department for Education (DfE), Music and Dance Scheme confirmed its continued support through means tested student bursaries for the Centre for Advanced Training (CAT) along with a grant of £23,000 towards outreach and recruitment work. The Level 6 Diploma in Dance Pedagogy (DDP) saw its first graduating students all successfully completing the diploma. The autumn saw the launch of the charities Pre-vocational Training Programme offering two full-time diplomas in 'dance' and 'urban dance' for 16 year plus students. The Education and Development team has implemented its Salto! Integrated Programme that specialises in dance for children, young people, and adults with learning difficulties. The Charity ran its first five-day International Urban festival in April which was a huge success bringing many national and international participants and artists to the town ranging in age from 11 to 30 plus years. The charity also hosted its first 'relaxed' performance which was sold out to a diverse audience of different ages and backgrounds. The charity was a programming partner in the towns first Spring Festival of Art, Literature and Ideas presenting six professional dance works of which two were new works commissioned for the festival, it also hosted the festivals VIP launch and finale events. The refurbishment of the theatre equipment, hearing loop and theatre seating along with new automatic doors into the theatre and dance studio areas were all completed. During the COVID-19 pandemic, the charity has continued to communicate with its users and funding partners, working throughout the lockdown without loss of staff.

Talent Development (non-professional)

The charities progression route through its Talent Development Programme continues to thrive at full capacity across its three established programmes and saw the establishment of a fourth programme the PVTP. Primary Steps continues to run in partnership with the Royal Ballet School working across five local primary schools from areas of high disadvantage and diversity in the town. Steps2 increased its cohort to over fifty. This year Steps2 students attended a live professional performance of dance at The Court Theatre, Swindon, where they watched a double bill - a duet with an able bodied dancer and a wheelchair using dancer choreographed by Chris Pavia from Stop Gap and a tap performance by Sole Rebel Tap. The Centre for Advanced Training (CAT) continues to raise the standard of British dancers with a record of successful graduates nationally. All auditioning students for access into full-time training received offers, many at more than one vocational college/conservatoire. Highlights from some of the projects the CAT students worked on included, a performance project with South West Music School where they worked with twenty-three talented young musicians, intensive projects with Benjamin Warbis and Hannah Kidd, alumnus Edd Arnold from balletBoyz, and Pearl Jordan who led two well-being workshops across Swindon and Exeter programmes exploring how to manage and improve wellbeing in dance, a total of seventy three students attended. The urban CAT students worked with Brooke, Kieran Warner, Chrybaby Cozie, and Geni Lou. Thirty students from the urban programme performed a piece choreographed by Crybaby and took part in the urban 'The Jam' festival. The Exeter students worked with Wayne Parsons Dance, James Cousins Company and Yorke Dance Project performing a curtain raiser to Yorke Dance Project's professional performance at Swindon Dance, forty-six students participated. The Swindon contemporary students performed a piece commissioned by Swindon Dance and choreographed by Sarah Josh for the finale of the Swindon Spring Festival of Art, Literature, and Ideas. Seven students performed at the Royal Ballet School to an audience of three hundred. Students also took part in a workshop led by Rambert School and seven students attend a National Youth Dance Company 'Experience Day' with three students gaining places in the company. Over six hundred young people took part in various practical and discussion sessions led by the CAT team across the south west from Swindon to Devon. September saw the start of the PVTP with a cohort of fourteen across the two Diplomas - Access to Higher Education (Dance) and Access to Higher Education (Urban Dance). This led to a growth in the charities core teaching staff by six. PVTP students performed for the opening of the SWLEP (Swindon & Wiltshire Local Enterprise Partnership) conference. The contemporary students worked with; IRIE! Dance Theatre, The Fuller You, 42nd St Workshop, Richard Alston Company, Debbie Lee- Anthony, Laura Tyrer - Chicargo and Jacob O'Connell. The urban students worked with; Liara Jukebox, The Fuller You, Brooke Milner, and Chris Arias.

Impact of COVID-19 March 2020.

The COVID-19 pandemic resulted in the closure of the Charity's building towards the end of March affecting the last two weeks of term and resulting in the cancellation of all its activities. Activities for Steps2 were delivered pre-recorded online. CAT activities were also delivered pre-recorded online. All students and their parents/carers received one-to-one meetings with tutors via zoom. PVTP as part of the Further Education system continued in its full capacity online. Outreach work, planned auditions and performances were all cancelled or postponed.

Talent Development (professional)

**Report of the Trustees
for the Year Ended 31 March 2020**

The charity increased its support for artists on its Professional Artist Programme (PAP) from one to two-years and raised the bursary from £1,000 to £2,000 per artist to start 1st April 2020. Eleven artists were supported through this programme up to 31st March, these included, Young Professional Programme - Amy Foskett, Dan Martin, Isobel Ripley, and Jack Sergison. Associate Artists Programme - Rob Bridger, Victor Fung, Wayne Parsons, and Renaud Wisser. Commissions Programme - Jean Abreu, Yael Flexer, and James Wilton. The charity also supported a further seventeen artists, worked with fifty-two dancers and gave seventy-nine days of in-kind studio space to artists for rehearsals, and research and development work. The charity was a programming partner in the first Swindon Spring Festival of Art, Literature, and Ideas. It commissioned two new works for the festival - Anna Watkins a contemporary duet and Sarah Josh a finale jazz piece and presented works by Heather Walrond, Thomasin Gulgec and Estella Merlos, and Victor Fung. The charity co-commissioned with The Place, London Wayne Parsons new production 'Out late'. Completed the production of five short films, a series of yoga sessions as part of a new free online resource called 'Yoga4Dancers' to support dance students and young professionals' wellbeing, this launched January 2020. The Flexer & Sandiland commission towards a professional children and families performance led to our first sold out children and families performance. Unfortunately the production of a Swindon town app giving a virtual interaction tour of the town by Flexer & Sandiland had very minimal up-take, the team felt this was due to the extremely low number of attendees to the town centre, which is not very enticing or vibrate at this time. On the Level 6 Diploma in Dance Pedagogy all five graduating students passed the Diploma. The Tony Savva Fund for a young female director was awarded to Victoria Fox an Alumnus of Swindon Dance and Director of 'Tribe' who will receive £3,000 along with three years support from the charity. The charity is now in the second year of a three-year programme of art projects and performances with Joss Arnott, unfortunately plans for 2020 were postponed due to COVID-19. The Artistic Director was a member of the One Dance UK advisory panel for research into the Freelance workforce in dance. An article celebrating the charity's 40 years by the Artistic Director was published in the One Dance UK magazines' September issue. The Artistic Director continued as a member of the Executive group of the National Dance Network (NDN).

Impact of COVID-19 March 2020.

Some financial impact at the end of the year from project cancellations followed by the closure of the charities building and national lockdown. Artists on the Professional Artists Programme were due to finish 31st March 2020 so very little impact from that programme. Planned activities with Joss Arnott were postponed. The Level 6 DDP was cancelled until further notice due to school closures. The Artistic Director met with all eleven new artists to discuss what support they needed and the charity could offer.

The art-form

The charity presented professional works by; Yorke Dance, Renaud Wisser, Rambert graduates & MA students, a Triple Bill curated evening with post show talk included Ballet works, Thom Gulgec and Estella Merlos and Rob Bridger (Rob Bridger was unable to perform due to injury), Victor Fung, Shane Shambhu, Flexer & Sandiland (interactive children and families performance), Double bill and relaxed performance included Stop Gap and Sole Rebel Tap and Dot Dot Dot (Flamenco evening). The charity supported the town's first arts festival; the Swindon Festival of art, Literature, and Ideas, included commissioned works by Anna Watkins and Sarah Josh and presented works by Heather Walrond, Thomasin Gulgec and Estella Merlos, and Victor Fung. The Jam Festival and WCC (west Country Clash) gave young people and adults the opportunity to work with some of the industry's top international urban performers such as; Popping with Brooke, Krump with Crooked District, Litefeet with Chrybaby Cozy, Hip Hop with alumnus Kieran Warner, House with Inda House, Waccking with Geni Lou, Breaking with BRK'NEST and choreography with Willis. The charity supported SAPAC (South Asian Performing Arts Centre) for its 10th Birthday event with £1,500 towards the cost to enable international artist Shila Mehtato to perform at their birthday event and to work with SAPAC youth dancers.

Impact of COVID-19 March 2020.

This resulted in the last performance of the seasons 'Dot, Dot, Dot' being cancelled especially with the artists traveling from Spain. The Charity paid 75% of the performance fee and 75% of fee due to the technician. The charity had to cancel the use of its building for the VIP launch event for the Swindon Spring Festival of Art, Literature, and Ideas.

Personal enrichment

The charity continued to work to deliver classes, workshops, and special dance events for the local community in-house, out in various community settings such as care homes, and outdoors. It ran numerous educational led projects in the education system. And ran performance opportunities and community performances for children, young people, and adults throughout the year such as a community performance at the InSwindon Town Centre Festival, Summer gala at the Wyvern Theatre to celebrate its 40th birthday with performances from customers from its community classes for young people and adults and a Christmas show with performances by children from its children's classes. A collaboration with National Heritage and Sadler's Wells culminating in an outdoor performance at Town Gardens summer 2020 began with two young artists from Swindon working with Ben Wright in March. The charities Regional Street Platform is now an established yearly event. This is specifically for urban dance groups across the region bringing them together for a day of urban dance workshops and culminating in an evening performance. Participating groups this year included: The Charity's CAT urban programme (Swindon) performing choreography by Luke Lentes and Jacob, and a second piece choreographed by Samantha Tchama. Jukebox Academy (Cardiff) with choreography by Liara Barussi and Shawn Aimey. Rubicon Dance (Cardiff) their Flagship Street Dance Group with Choreography by Caitlin Carr. Street Cred (Bristol) with choreography by alumnus Faith Newport. Fusion's Elite (Oxford) with choreography by Hayley Feehan. Step 2 Dance (Oxford) with choreography by Nadia Dickson and Jenai Mason. Danzone (Swindon) with choreography by Verity Morris.

Swindon Youth Dance Company (SYDCo) were shortlisted to perform in the national U.Dance South West event. Unfortunately, this was cancelled due to COVID-19 and will be shown online later in the year.

**Report of the Trustees
for the Year Ended 31 March 2020**

The charity continued to develop its well-being offer across the region, with weekly in-house dance sessions for Parkinson's sufferers, adult Careers, and out in the region in care homes, in schools and for those with Multiple Sclerosis. This year saw an increase in the care home - Dance and Dementia project. A collaboration between Swindon Dance, Swindon Borough Council Public Health and Whitbourne House (a council-run care home). A 40-page evaluation 'Dance for Dementia 2019' has been produced and disseminated across Public Health Conferences and Public Health publications. The partners are now working to secure funds for the future growth of this project that will enable it to be delivered to other care homes across the region.

The charity piloted a new 'hub' of classes off-site at the Deanery School in Wichelstowe, following taster sessions in the summer. However, these were cancelled after the autumn term due to low uptake of participants.

The charity continued to work and build on relationships and joint projects for example The Big Hat Caberete was a collaborative project with the charity, Partners Theatre Company, Crowdy's Hill School and Commonweal PI Band, with a finale performance held at STEAM that the charity's Saltol Adult group of adults with learning difficulties performed in. The charity ran a 'signalong' workshop, an introduction to basic sign language that included dance specific signs to use when teaching dance to children and young people. Following on from the previous success of a boys only project in which thirty-four boys participated, the Charity ran a joint project between its Education and Development team and its Centre for Advanced Training. Over fifty boys signed up for the project which had to be postponed due to adverse weather. The charities Healthy Schools Initiative offered practical classes and courses that support the Healthy Schools Award which are kite-marked by Swindon Borough Council's Healthy Schools team. This year the charity worked with various schools including Hazelwood Academy, Westlea Primary School and Holy Family Catholic Primary School.

Impact of COVID-19 March 2020.

The postponed boys project had to be cancelled due to COVID-19 lockdown. The team remained in contact with the group and will look to implement another project for them post-Covid-19. The national U.Dance South West event was also cancelled and will be shown online later in the year, the charities youth company SYDCo will be taking part in the online event. Schools and community-based projects across Swindon and Wiltshire began to be cancelled along with a drop in attendance levels at in-house classes as the COVID-19 pandemic hit the UK, with final closure and cancellation of all activities from 23rd March. This affected the last two weeks of term and the charity paid all its freelance tutors 75% of fees due for the first week of closure and 50% of fees due for the second week.

Audience Development

The Jam Festival, the charities first 5-day international urban Festival, which included workshops, performances and battle events saw over 200 people attend from across the UK, Europe and further afield. Age range of attendees was 10/11 to 30 years plus. The event included a focus on online digital content, with the event being marketed online, with daily update films and a final film of the event all produced for an online audience. The charities digital output increased throughout the year, with scheduled posts, interactive stories, films and photographs from its Associate Artists and companies. The Marketing team started to instigate more open discussions with visiting companies and artists about their publicity and communicating with a Swindon audience that is very different to a city audience especially London audiences (many companies do not seem to have considered or taken this into account). The new Swindon town app by Yael Flexer and Nic Sanderland was extremely disappointing with very low up-take/interest, the team felt that it may have worked better in towns such as Bath, Oxford or Bristol that have far more interesting landmarks and vibrant town centres. Two hundred seventy-five young people attended the Royal Ballet lecture Demonstration at Swindon Dance. During April to December over one thousand people took part in various 'Dance out' activities out in the community. Through the work of the education and development team and The Jam team, the charity was able to engage with a wider and more diverse audience. To-date over seven hundred young people across the South West have participated in the CAT outreach events. The Boy's project reached over 50 young male dancers and the Regional Youth Street Platform brought young urban dancers from across the region and Wales to Swindon. The re-release of the boys' film produced by Baila Films saw over ten thousand hits with nearly two thousand engagements. Nearly three hundred primary school children participated in workshops as part of the Primary Steps programme.

The performance programme statistics (theatre capacity 100 seats):

Yorke Dance	42 tickets sold
Renaud Wiser	cancelled due to a lack of ticket sales
Rambert graduates & MA students	38 tickets sold plus 42 Steps2 students who watched the dress run the evening was set up with half seating plus tables and chairs for amore intimate performance. 40 tickets sold
Triple Bill	
CAT end of year show x 3 shows	all sold out, 300 tickets sold
Community gala at the Wyvern Theatre	450+ tickets sold (85%)
Victor Fung	30 tickets sold
Shane shambhu	21 tickets sold
Tribe	44 tickets sold
Children's community gala	3 shows; audience 335 (extra seats were put out in theatre)
Stop Gap & Sole Rebel Tap relaxed performance.	relaxed performance. 100 tickets sold (sold out)
Flexer & Sandiland a children's interactive in the round.	a children's interactive in the round. Two performances sold out

Report of the Trustees
for the Year Ended 31 March 2020

Dot, Dot, Dot

cancelled due to COVID-19

Marketing and communication

The level of audiences at the charity's theatre performances remained around the same level, with increases in attendance occurring for its children's professional performance and the relaxed performance. The small intimate platform, the double bill with the different seating arrangement was met with very positive audience feedback, who enjoyed the evening, however only 40% of ticket sales was achieved. The marketing team has been looking at new ways to diversify communications however time constraints and workload has impacted on this. A start to the charity's brand guidelines was made along with a review of the charity's social media marketing. New brand colours for the charity was launched early 2020. The total marketing hours increased to 29.5 hours per week, however the team still needs further development going forward. The focus for the charity during the year was to fill the Financial Officers post. The marketing team introduced new marketing initiatives that are ongoing. There was an article in the September issue of One Dance UK on the charity's 40th birthday and the team worked to cultivate and engage with new partners and businesses such as engaging with SWLEP and continued engagement with SBC. Swindon Dance was featured in the SWLEP business conference in October with a PR film about its work played on the cinema screen. The marketing team worked to develop a more diverse use of the theatre and building via the Urban Battle, IndahHouse party and BRK'NEST event held at a local café and MC venue all part of The Jam Festival. The Swindon Spring Festival of Art, Literature, and Ideas saw an evening of dance presented at the Arts Centre in the old town of Swindon and new literature attendees to the charities building. The marketing team also introduced 'take a risk' performance nights at £5.00 a person, however this has not had any impact on audience numbers. The team has been developing their knowledge and experience in online marketing that has led to more online scheduling. There has been a vast increase per week of interactions with the charity's Facebook and Instagram posts/followers.

Staffing and workforce development

Despite a commitment to improve the diverse range of staffing and Board membership going forward there has only been small changes in this area. Six new teachers from the Pre-vocational Training Programme joined the core team part-time with 50% increase in diversity within this group. There has also been a small change in the diversity with the appointment of a new Finance Officer and in the new Board members.

The fund raiser post continued as 1-day a week with the aim to increase to 3-days per week in 2020-21. The charity took on its second apprentice as part of its reception team, they are currently on maternity leave. A decision was made and communicated to the college that the charity will not be offering a position to the apprentice once she completes her course. Her work has not been up to standard and has led to some customer complaints. The charity appointed a new member for the reception team who has settled into the role and is extremely efficient with excellent customer skills. A new Finance Officer was also appointed, who has in a very short time got the company's financial systems running more effectively and efficiently. The two members of the marketing team attended a 1-day training session in Social Media at Colston Hall through AMA. The team received Transgender training led by Gender Intelligence. The Artistic and Executive Directors attend the SWLEP Business Conference - looking at resilience for small businesses. The Artistic Director attend the One Dance UK Re-generations Conference. A review and up-date of any refresher training required for 2020-21 to be undertaken by the Executive Director. This includes Allegations Training, Child Protection Level 3 and first aid training. The charity is working to introduce a system of 'informal conversations' in place of its current appraisal system with a gradual change over to the new system in 2020-21. The culture of good work/life ratio in the charity is starting to show that it is becoming part of the organisations culture along with a change over from a TOIL system to one of flexi time that is in line with the charities employees terms and conditions. A new online timesheet system was introduced and replaced the old paper timesheets - more training with the e-system to follow in 2020-21.

The charity moved from a server-based system into an iCloud system (Office 365) to help with distance for staff in Exeter and High Wycombe and which allowed staff to work from home during the COVID-19 closure. There were a few learning curves following the transfer (Jan 2020) but by the time the lockdown began most staff were able to work from home with no/very little issues. During lockdown from COVID-19 the team learnt many new IT and online skills, the greatest of which was a growth in confidence towards using and learning about online systems. The charity has been using zoom as its main online platform, for meetings, student/parent contact and streaming online activities. The marketing team has also had time to try and test new communications ideas and to develop their online skills through more 'creative play'.

The review of the charities freelance workforce to bring in-line with employment law was started with training for the team members involved with contracts to identify the appropriate contract format to use for the charities various projects. Contracts will be a mixture of Permanent PAYE, fixed term, casual or freelance. Any changes to the system will be implemented over a gradual period during 2019-20 to reduce the impact on charity and its service providers. First stage; Community Dance programme tutors will gradually move onto a casual contract from Jan 2020. This has been put on hold until after the Coronavirus. During 2019 all policies were reviewed and updated. The Board Handbook was completed, and the Board governance group completed all seven stages from the Charities Commission governance guidelines.

Report of the Trustees
for the Year Ended 31 March 2020

FINANCIAL REVIEW

Financial position

Work continued around embedding a system of 'Full-Cost Recovery' (Management Fees) for all projects across the organisation. The aim for a fully funded programme for children, young people and adults was reached and became the Salto! Integrated Programme. Financial support was achieved through The Wiltshire Community Fund of £5,000 for Salto! Juniors. Three-year funding from BBC Children in Need of £30,000 for Salto! Youth and local business Zurich gave £3,000 for the relaxed performance and to cover the cost of a musician for Salto! Adult classes. Swindon Youth Dance Company raised £200 towards a mini-bus to attend the national U.Dance South West event. The charities Carers' project was funding from The D'oyly Carte Foundation.

An application to the Jerwood Foundation for a summer 2020 conference for young professionals was unsuccessful. The CAT received £23,000 from DfE for outreach work. Costs for the Regional Youth Platform and boys project will be from this fund. Ninety-four out of one hundred twenty-two CAT students received a government bursary towards programme fees, fifty-eight received full grants and thirty-six partial grants.

All seats from the 'Sponsor-a-seat' campaign were sold and the new seating fitted along with a new Cyclomedia, hearing loop, theatre performance sound system for performances with Mac computer and new music system in all studios for teaching and rehearsals. PriorityIT, along with the move of the Charities system from server to iCloud, updated or replaced the charities old computers with refurbished ones and updated all staff computers to Windows10. Four new computers were also purchased. The Executive Director met with telecoms provider to review and plan for replacement system for when BT switch off from ISDN lines, to start in 2021. The charity received £5,000 funding towards fixing the automatic doors on the first floor. Staff from local business Nationwide redecorated the meeting room in-kind and SBC installed a heater above the entrance door to the building. SBC cleared and cleaned the blocked drainage outside the staff kitchen window and agreed to replace the rotten window frames to stop any future flooding. The charity continued to develop new corporate partnerships which are ongoing and include, Nationwide, Zurich, Howdens, PriorityIT, SWLEP, SBC, and InSwindon. As part of the charities earned income generation plan, the charity signed up for the new SBC community lottery, added a fund-raising element to specific events such as the 40th birthday summer gala which focused on, programme advertising, raffle, merchandise, sponsor a seat, and promote fully the 'Give as you live' campaign. The charity had some success with its summer space offer with one new regular hirer for classes and one 'Away Day' booking.

The charity now has a lack of free space for hire due to the growth of its in-house projects and PVTP. The charity aimed to research and apply to ten trusts and foundations for specific projects increasing this to eighteen by 2021-22 and exceeded this target with sixteen applications. The charity also had a target income of £2,000 in-kind support and donated equipment and achieved; two subsidised trips for SYDCo from Barnes Coaches, Nationwide decorated the charities downstairs meeting room, Howdens donated the paint for Nationwide's decorating, and PriorityIT donated reconditioned computers. Earned income target was £1,800. Total achieved was £2,520.80 (£1,025 from selling extra theatre seats, £165 from bucket donations and raffle tickets, £500 donation from an individual, £100 from a second individual and £730.80 from various fund-raising campaigns). The charity aimed to increase studio hires by two new regular hirers with a target income of £1,440.00, achieved one new hirer and one new-weekly hire. The charity introduced more earned income events such as youth dance platforms locally and in the north of the region, community birthday celebration gala, a children's show December 2019 and the young peoples' show March 2020. Barnes Coaches and PriorityIT paid for advertising in the gala programme and ticket sales made over £1,000 of profit. The Christmas Crackers children's show made £2,113 of income and the Regional Youth Street Platform £711 of earned income. Income from space hire and management fee from the implementation of two Access to HE courses and target cohort (target 30 first year students across the two courses) was waived for first year Sept 2019-July 2020. From April 2020 there will be a 5% increase to community class prices and to all internal space hires which will include the Piano & Drama hire. There will be a 2.7% increase to CAT management fees (this takes the fee from 9.8% to 12.5% for 100 students). The Artistic Director and Chair of the Board of Trustees continue as part of the advisory group on SBC Cultural Quarter development. The Chair of the Board is also on the steering group for this development.

Principal funding sources

The main funding source for the Charity is the Arts Council England SW. The building is leased from SBC at a peppercorn rent with further in-kind support towards maintenance. Additional funding was received for the CAT through Management Fees and space hire. Other project income comes from various funding bodies and organisations. Earned income through the work of its Education and Development team was another main source of income.

Investment powers and policy

Under the Memorandum and Articles of Association the charity empowers the Trustees to invest funds. The Trustees having regard to the liquidity requirements of operating the organisation and to the reserve policy have operated a policy of keeping available funds in an interest-bearing deposit account. This is reviewed annually to ensure that a competitive rate of interest is obtained.

**Report of the Trustees
for the Year Ended 31 March 2020**

FINANCIAL REVIEW

Reserves policy

The Trustees continue to follow the previously agreed reserves policy to retain unrestricted reserves to three months of support costs in line with good practice and following the requirements of the Charities Commission. The required level of reserves are £70,000.

Total reserves

Reserves held at 31st March 2020 amounted to £288,005. Restricted funds total £163,025. Designated funds total £48,607. Fixed assets total £67,962. The reserves after restricted funds, designated funds and fixed assets are £8,411. The designated funds had been earmarked for the refurbishment of the theatre. This is now complete. £48,607 has been designated toward the first two year's payment of the pension liability (see below).

Reserves held are below that required per the reserves policy. Plans to rebuild the charities reserves have been implemented.

Pension

The Charity has negotiated with Swindon Borough Council (SBC) to take over the liability and guarantee any future losses in exchange for a settlement of a discounted liability of £88,308 - to be paid over the next 20 years with interest. The Chair of the Board of Trustees and the Executive Director have signed the agreement on behalf of Swindon Dance. The agreement is currently with SBC.

Restricted funds

The trustees are in receipt of a number of restricted funds to be used on specific projects of which part or all will be payable in the future. The total value at 31st March 2020 was £163,025. The funds include part of the CAT student bursaries from the Department for Education along with a third of parent fees paid annually in September per year. An additional fund from this source was received in the year for outreach and recruitment. Along with this are funds for the Diploma in Dance Pedagogy from candidate fees. The Primary Steps programme, a partnership with the Royal Ballet School funded by the Department for Education and managed by the charity. Salto! Integrated Programme funded through various grants from BBC Children in Need, Wiltshire Community Foundation, and local business Zurich. The carers project for adult carers is funded by the D'oyly Carte Charitable Trust and funds for the charities two Access to Higher Education Diplomas in dance and urban dance is through student bursaries and Hills Community Fund for building refurbishment.

Principal risks and uncertainties

The Charity's main revenue streams include ACE funding, SBC in kind support, Management Fees and space hire from the CAT, student bursaries and top up fees for PVTP and student fees for DDP; sales from community classes and activities, and income from the Charity's 'outreach' work (Dance Out programme). Other revenue is received from various sources for various projects along with income from bar sales, theatre and space hires, and individual donations. The Charity works against a background of financial concerns and socio/economic pressures, the uncertainty of the outcome of Brexit on the arts and culture, extra pressures from society and in education with a higher number of young people suffering with mental health issues and the impact of COVID-19 on the governments future financial position. The Charity is based in Swindon's town centre which is in need of regeneration and there is still a lack of artistic support for 'contemporary' dance in the town. Risks to the Charity include; a loss of key revenue streams, standstill funding against rising costs, stop-start funding streams, a loss of in-kind support from SBC to maintain the Grade II listed building that houses the Charity, the impact of government and SBC cuts on the local economy especially post-COVID-19, cost of higher education fees and student loans, competition from other dance, arts and sports organisations, closure of many small-scale regional theatres, and being under staffed with stand still salaries. An economic downturn and loss of the Charity's main income streams would adversely affect the Charity's ability to offer its services and support the arts. The greatest risk would be the loss of ACE funding amounting to approximately £200,000 per year and closure of the CAT due to lose of DfE funding amounting to approximately £70,000 per year in management fees and space hire plus the costs of nine PAYE staff, twenty regular freelance tutors and many guest professional artists taking the total loss to over £100,000. The Charity has implemented a financial strategy for 2018-22 that aims to increase its earned income and income from other funding streams. It aims to increase its resources, employ a full-time marketing officer and funding coordinator, develop 'The Jam' Festival as a source of earned income, and increase the capacity of its Education and Development team especially its Dance Out Programme, which is the main source of the Charity's earned income. This will now be under review due to the impact of COVID-19 on the Charities finances.

Going concern

Covid-19 impacted the charity in March 2020, and post year end, with the cancellation of dance classes. Classes are expected to resume in September 2020 initially at 50% capacity. Since the year end the charity has benefited from the initiatives introduced from the government to assist charities and, in particular, emergency funding for the Arts.

The trustees consider that there is no material uncertainties about the Charity's ability to continue as a going concern.

**Report of the Trustees
for the Year Ended 31 March 2020**

FUTURE PLANS

The COVID-19 pandemic led to the charity closing towards the end of March. The charities focus during this period will be on surviving the closure, retaining all its staff, maintaining contact with its users, customers and funding partners, offering what activities it can online, and support and help its freelance tutors and associate artists as much as it is able to. The move to an ICloud based system enabled the charity's staff to work from home during the lockdown. Future-plans for 2020 are focused on a phased return to its building using a combination of in-house and online activities and performances. The Jam' Festival will be an area of development and focus for the charity going forward as it has the ability to cover many of its artistic and earned income goals. The Charity also aims to increase the capacity of its Education and Development team especially its 'Dance Out' work, outdoor events and develop an online digital platform. The 2018-22 business plan will be reviewed to incorporate new online activities and systems and will be extended to include 2023 to cover the extra year of ACE funding. The charity received a £25,000 retail and leisure grant to support it through this crisis and has applied to ACE for extra NPO emergency funds to help aid its recovery and implement extra safety measures in preparation for when its building re-opens. Other plans include the continuation of work with Swindon Borough Council and other partners on the development of a cultural quarter in the town. The charity will be reviewing its financial strategy following the impact of COVID-19 on its resources.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Swindon Dance is a limited registered charity and a company limited by guarantee governed by its Memorandum and Articles of Association dated 31st March 2005.

Recruitment and appointment of new trustees

The board has undergone further changes and focused on consolidating its new members. A new skills audit is to be drawn up. The members have been very involved and active and have contributed their skills, knowledge, and experiences. The Directors and charities senior team have received training sessions and mentoring from individual Board members. The new sub-groups in Finance, Marketing, Human Resources and Governance continue to work well giving good guidance and support, with the Chair of the Board and the charity Directors meeting fortnightly on a more informal basis. The Governance group has completed its review of the Charity's governance following the seven principles of the Charity Governance Code. A new trustee for finance has now joined the Board along with four other proposed members. The appointment of a new Vice chair has been put back until the new members have had time to settle into their roles and whilst the Board is supporting the charity through the COVID-19 pandemic. Going forward there will be a focus on bringing artists and young voices to the table.

Organisational structure

The trustees have overall control of the charity and are responsible for making sure it is carrying out its purposes for the public benefit. The Artistic Director and Executive Director are responsible for the day to day operations of the charity. The charity and Board HR sub-group continue to work to ensure all policies and procedures along with Staff Handbooks are current with any national requirements or changes implemented. The review of the charities freelance work force especially those working on a more regular basis such as tutors on the Centre for Advanced Training and Community Dance Programme was interrupted by the impact of COVID-19 and will be completed in 2020-21.

Induction and training of new trustees

All new trustees undergo an induction to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making process, the business plan and recent financial performance of the charity. Prior to induction they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these facilitate the undertaking of their role. The trustees completed the Level1 Child Protection Training with the Chair to complete

levels 2 and 3. A second trustee has completed level 2 and 3 Child Protection Training. Trustees also undertake Charities Finance training through the charity. With the changes in the Board of Trustees, the skills audit will be reviewed in 2020-21. All Trustees have access to the charities secure online 'Trustee Directory' to give access to appropriate papers.

Key management remuneration

A system of yearly pay increases with a minimum 1% increase per year has been implemented, effective from 1st April 2019. A decision with the Board was made in March to postpone this due to the impact of COVID-19 with a review of the charities financial system in the autumn to confirm if the charity will be in a financial position to instigate the pay rise at that time.

Related parties

There are no related charities.

**Report of the Trustees
for the Year Ended 31 March 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The trustees have a risk management strategy which comprises:

- an annual review of the risks the charity may face;
- the establishment of systems and procedures to mitigate those risks identified in the plan; and
- the implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

Fund-raising Standards Information

The charity has employed a funding coordinator one-day per week to support the Executive Director implement its financial strategy and achieve income targets. The financial coordinator is responsible for achieving funding targets through various targeting campaigns, developing corporate relationships, researching, and applying to Trusts and Foundations in line with funding priorities as laid out in the financial strategy. The Funding Coordinator works closely with the Charities Directors and Programme Managers for the respective teams i.e. CAT, Education and Development, Qualifications, Professional Development, and Marketing. The Financial strategy is discussed and reviewed on a weekly basis between the Artistic and Executive Directors with input from the Programme Managers, Funding Coordinator and Marketing Officer and at Board meetings. Activities and outcomes are measured against the charities financial strategy and reported to the Board at its quarterly meetings. All individual giving and fund raising has been done via media/online sites, displays in the charity's buildings, presentations at events and through specific fundraising events for companies and businesses. No one person was approached on an individual basis or at their place of residence. No complaints were received regarding the charities fund raising activities.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05467343 (England and Wales)

Registered Charity number

1111476

Registered office

The Town Hall Studios
Regent Circus
Swindon
Wiltshire
SN1 1QF

Trustees

R Jandy Chair
C Cannock Vice Chair (resigned 10.1.20)
B Pont
E Williams (resigned 30.9.19)
V Plomer (resigned 29.3.20)
V Drew (resigned 10.1.20)
Mrs P Jordan (appointed 14.8.19)
Mrs S M J H Kelly (appointed 14.8.19)
Mrs J D Rogers (appointed 27.9.19) (resigned 29.3.20)
Mrs G Butler (appointed 13.1.20)
Mrs A Preece (appointed 13.1.20)
R Jennings (appointed 29.3.20)

Chief Executive Officer

V Slayford
C Downes

Artistic Director
Executive Director

Auditors

MHA Monahans
Statutory Auditors
38-42 Newport Street
Swindon
Wiltshire
SN1 3DR

**Report of the Trustees
for the Year Ended 31 March 2020**

REFERENCE AND ADMINISTRATIVE DETAILS

Solicitors

Clark Holt
Hardwick House
Prospect Place
Swindon
SN1 3LJ

Bankers

Co-Operative Bank plc
1 Balloon Street
Manchester
M60 4EP

EVENTS SINCE THE END OF THE YEAR

Information relating to events since the end of the year is given in the notes to the financial statements.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Swindon Dance for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland"

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, MHA Monahans, will be proposed for re-appointment at the forthcoming Annual General Meeting.

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

Sep 17, 2020

.....
R Jandy - Trustee



Robert Jandy (Oct 7, 2020 12:54 GMT+1)

Oct 7, 2020

**Report of the Independent Auditors to the Members of
Swindon Dance**

Opinion

We have audited the financial statements of Swindon Dance (the 'charitable company') for the year ended 31 March 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

Evidence available to us was limited because information relating to Swindon Dance's share of the assets and liabilities of the Wiltshire Pension Fund was not obtained by the trustees. As a result, the adjustments and disclosures required by FRS 102 could not be incorporated into the accounts. Had information been available in respect of Swindon Dance's share of the underlying assets and liabilities of the scheme, an asset or liability would have been recognised on the face of the balance sheet along with a corresponding pension reserve within share capital and reserves. The standard also requires the current service costs, interest on scheme liabilities and expected return on scheme assets for the period to be recognised in the statement of financial activities. Actuarial gains and losses in the period would have been disclosed in the statement of total recognised gains and losses.

However, the Charity has negotiated with Swindon Borough Council to take over the liability and guarantee any future losses in exchange for a settlement of a discounted liability of £88,308 - to be paid over the next 20 years with interest. This agreement has been signed by the Charity and is expected to be signed by Swindon Borough Council. The accounts therefore accurately reflect the liability to the Charity, even though the correct presentation (as detailed above) has not been followed.

Qualified opinion on financial statements

In our opinion, except for any adjustments that would have been required had we obtained sufficient evidence concerning the charity's share of the pension scheme assets and liabilities, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2020 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'; and
- have been properly prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

**Report of the Independent Auditors to the Members of
Swindon Dance**

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made.
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



James Gare (Senior Statutory Auditor)
for and on behalf of MHA Monahans
Statutory Auditors
38-42 Newport Street
Swindon
Wiltshire
SN1 3DR

Date: 03/12/2020

Swindon Dance

**Statement of Financial Activities
for the Year Ended 31 March 2020**

	Notes	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	97,018	26,369	123,387	87,139
Charitable activities					
Revenue grants	6	206,200	-	206,200	206,200
Activities for young people		20,165	514,930	535,095	495,413
Community Dance		62,106	-	62,106	68,211
Artist professional development		847	14,921	15,768	18,600
Production and performances		17,767	-	17,767	15,033
Other trading activities	4	14,189	-	14,189	11,321
Investment income	5	95	-	95	507
Total		418,387	556,220	974,607	902,424
EXPENDITURE ON					
Raising funds	7	640	-	640	-
Charitable activities					
Activities for young people	8	311,667	428,000	739,667	696,112
Community Dance		84,706	1,233	85,939	80,443
Artist professional development		71,736	11,809	83,545	80,257
Production and performances		55,405	2,664	58,069	64,235
Other	10	(27,065)	-	(27,065)	-
Total		497,089	443,706	940,795	921,047
NET INCOME/(EXPENDITURE)		(78,702)	112,514	33,812	(18,623)
Transfers between funds	20	107,755	(107,755)	-	-
Net movement in funds		29,053	4,759	33,812	(18,623)
RECONCILIATION OF FUNDS					
Total funds brought forward		95,926	158,267	254,193	272,816
TOTAL FUNDS CARRIED FORWARD		124,979	163,026	288,005	254,193

The notes form part of these financial statements

Swindon Dance (Registered number: 05467343)

**Balance Sheet
31 March 2020**

	Notes	2020 £	2019 £
FIXED ASSETS			
Tangible assets	15	67,962	18,110
CURRENT ASSETS			
Debtors	16	47,945	46,474
Cash at bank and in hand		335,134	374,491
		<u>383,079</u>	<u>420,965</u>
CREDITORS			
Amounts falling due within one year	17	(112,388)	(106,116)
		<u>270,691</u>	<u>314,849</u>
NET CURRENT ASSETS			
		<u>338,653</u>	<u>332,959</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
CREDITORS			
Amounts falling due after more than one year	18	(50,648)	(78,766)
		<u>288,005</u>	<u>254,193</u>
NET ASSETS			
FUNDS	20		
Unrestricted funds		124,980	95,926
Restricted funds		163,025	158,267
		<u>288,005</u>	<u>254,193</u>
TOTAL FUNDS			

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:

.....
R Jandy - Trustee

Sep 17, 2020


Robert Jandy (Oct 7, 2020 12:54 GMT+1)

Oct 7, 2020


.....
S M J H Kelly - Trustee

Sep 17, 2020

Robert Jandy

Swindon Dance

**Cash Flow Statement
for the Year Ended 31 March 2020**

	Notes	2020 £	2019 £
Cash flows from operating activities			
Cash generated from operations	24	23,524	(41,963)
Finance costs paid		(145)	(100)
Net cash provided by/(used in) operating activities		<u>23,379</u>	<u>(42,063)</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(62,831)	(890)
Interest received		95	507
Net cash used in investing activities		<u>(62,736)</u>	<u>(383)</u>
Change in cash and cash equivalents in the reporting period			
		<u>(39,357)</u>	<u>(42,446)</u>
Cash and cash equivalents at the beginning of the reporting period		374,491	416,937
Cash and cash equivalents at the end of the reporting period		<u>335,134</u>	<u>374,491</u>

The notes form part of these financial statements

Swindon Dance

Notes to the Financial Statements for the Year Ended 31 March 2020

1. GENERAL INFORMATION

Swindon Dance is a company limited by guarantee, without share capital, registered in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The charity's registration number and registered office address can be found in the trustees' report.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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) issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest pound.

There are no significant areas of judgements or key sources of estimation uncertainty.

Going Concern

Covid-19 impacted the charity in March 2020, and post year end, with the cancellation of dance classes. Classes are expected to resume in September 2020 initially at 50% capacity. Since the year end the charity has benefited from the initiatives introduced from the government to assist charities and, in particular, emergency funding for the Arts.

The trustees consider that there is no material uncertainties about the Charity's ability to continue as a going concern.

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.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a theatrical performance or provision of other specified service is deferred until the criteria for income recognition are met.

Donated services and facilities

Donated services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

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.

Allocation and apportionment of costs

Direct expenditure is allocated between charitable activities, fundraising and governance as appropriate. All support costs are allocated to charitable activities based on the percentage of direct costs incurred on those activities.

Tangible fixed assets

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

Swindon Dance

Notes to the Financial Statements - continued for the Year Ended 31 March 2020

2. ACCOUNTING POLICIES - continued

Tangible fixed assets

Theatre and studio equipment	- 20% on straight line basis and 10% on straight line basis
Fixtures and fittings	- 20% on straight line basis
Computer equipment	- 20% on straight line basis

Fixed assets costing more than £500 are capitalised at cost.

Debtors

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

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 three months or less from the date of acquisition or opening of the deposit or similar account.

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.

Financial instruments

The trust 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.

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.

Pension costs and other post-retirement benefits

The Charity is a member of The Wiltshire Pension Fund. The Scheme is a multi-employer scheme. The scheme has previously been accounted for as if it were a defined contribution scheme on the grounds that trustees decided that it would be too expensive and of limited benefit to users of the financial statements to obtain the valuation of the Charity's share of the scheme. The trustees have therefore continued to account for the scheme on a defined contribution basis. However the Trustees have negotiated a deal with Swindon Borough Council (SBC) whereby they guarantee any future shortfall in return for the Charity paying across a £36,607 pension deposit and £120,000 over a further 20 year period. Although the agreement had not been signed by SBC at the time of agreeing the accounts a liability for the discounted payments has been included in the financial statements. Details relating to the Wiltshire Pension Fund are provided in the notes to the accounts.

3. DONATIONS AND LEGACIES

	2020	2019
	£	£
Donations	27,447	37,139
Gift aid	514	-
Legacies	45,426	-
Donated services and facilities	50,000	50,000
	<u>123,387</u>	<u>87,139</u>

Donated services and facilities relates to the use of the property.

Swindon Dance

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2020**

4. OTHER TRADING ACTIVITIES		2020	2019
		£	£
Hire of premises		9,913	8,141
Miscellaneous income		4,276	3,180
		<u>14,189</u>	<u>11,321</u>

5. INVESTMENT INCOME		2020	2019
		£	£
Deposit account interest		95	507
		<u>95</u>	<u>507</u>

6. INCOME FROM CHARITABLE ACTIVITIES		2020	2019
		£	£
Grants	Revenue grants	206,200	206,200
Grants	Activities for young people	310,524	321,172
Youth Dance Academy fees	Activities for young people	160,802	150,809
Youth groups	Activities for young people	8,949	4,926
Outreach	Activities for young people	13,155	18,506
Pre Vocational Training fees	Activities for young people	41,665	-
Community classes	Community Dance	62,106	68,211
Diploma in dance pedagogy fees and bursaries	Artist professional development	14,921	18,600
Workshops	Artist professional development	847	-
Productions and performances	Production and performances	17,767	15,033
		<u>836,936</u>	<u>803,457</u>

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

	2020	2019
	£	£
Arts Council England (NPO funding)	206,200	206,200
Department for Education (Centre for Advanced Training)	310,524	321,172
	<u>516,724</u>	<u>527,372</u>

Government Grant Income:

	2020	2019
	£	£
Arts Council England	206,200	206,200
Department for Education	310,524	321,172

There were no unfulfilled conditions or other contingencies attached to these grants. The charity has not directly benefited from any other forms of government assistance.

Swindon Dance

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

7. RAISING FUNDS

Raising donations and legacies

	2020	2019
	£	£
Other costs	640	-
	<u>640</u>	<u>-</u>

8. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 9)	Totals
	£	£	£
Activities for young people	526,848	212,819	739,667
Community Dance	56,913	29,026	85,939
Artist professional development	55,330	28,215	83,545
Production and performances	38,458	19,611	58,069
	<u>677,549</u>	<u>289,671</u>	<u>967,220</u>

9. SUPPORT COSTS

	Staff costs	Premises	Office and administration	Governance costs	Totals
	£	£	£	£	£
Activities for young people	78,031	80,924	42,986	10,878	212,819
Community Dance	10,643	11,036	5,863	1,484	29,026
Artist professional development	10,345	10,729	5,699	1,442	28,215
Production and performances	7,190	7,457	3,961	1,003	19,611
	<u>106,209</u>	<u>110,146</u>	<u>58,509</u>	<u>14,807</u>	<u>289,671</u>

Activity	Basis of allocation
Staff costs	Percentage of direct costs
Premises	Percentage of direct costs
Office and administration	Percentage of direct costs
Governance costs	Percentage of direct costs

10. OTHER

	2020	2019
	£	£
Movement in present value of discounted cashflows	(27,065)	-
	<u>(27,065)</u>	<u>-</u>

Please refer to note 20.

11. NET INCOME/(EXPENDITURE)

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

	2020	2019
	£	£
Auditors' remuneration	8,300	7,700
Auditor's remuneration- Management accountancy	6,507	4,558
Depreciation - owned assets	12,979	5,685
	<u>27,786</u>	<u>17,943</u>

Swindon Dance

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2020**

12. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2019.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2020 nor for the year ended 31 March 2019.

13. STAFF COSTS

	2020	2019
	£	£
Wages and salaries	309,159	300,592
Social security costs	13,448	14,309
Other pension costs	16,197	15,275
	<u>338,804</u>	<u>330,176</u>

The average monthly number of employees during the year was as follows:

	2020	2019
Town Hall	6	6
Joint Chief Executives	2	2
Education	5	5
Administration	1	1
Marketing	1	1
Centre for Advanced Training	3	2
Freelancers	9	7
	<u>27</u>	<u>24</u>

No employees received emoluments in excess of £60,000.

The key management personnel of the charity, comprise the trustees and the joint Chief Executive Officers (CEO's). The total employee benefits of the key management personnel of the charity were £75,222 (2019: £80,526).

14. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	50,083	37,056	87,139
Charitable activities			
Revenue grants	206,200	-	206,200
Activities for young people	20,838	474,575	495,413
Community Dance	68,211	-	68,211
Artist professional development	-	18,600	18,600
Production and performances	15,033	-	15,033
Other trading activities	11,321	-	11,321
Investment income	507	-	507
Total	<u>372,193</u>	<u>530,231</u>	<u>902,424</u>
EXPENDITURE ON			
Charitable activities			
Activities for young people	294,064	402,048	696,112
Community Dance	80,443	-	80,443
Artist professional development	60,890	19,367	80,257
Production and performances	63,654	581	64,235

Swindon Dance

Notes to the Financial Statements - continued
for the Year Ended 31 March 2020

14. **COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted funds £	Restricted funds £	Total funds £
Total	499,051	421,996	921,047
NET INCOME/(EXPENDITURE)	(126,858)	108,235	(18,623)
Transfers between funds	69,498	(69,498)	-
Net movement in funds	(57,360)	38,737	(18,623)
RECONCILIATION OF FUNDS			
Total funds brought forward	153,286	119,530	272,816
TOTAL FUNDS CARRIED FORWARD	<u>95,926</u>	<u>158,267</u>	<u>254,193</u>

15. **TANGIBLE FIXED ASSETS**

	Theatre and studio equipment £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2019	57,819	12,899	41,528	112,246
Additions	52,828	7,543	2,460	62,831
At 31 March 2020	<u>110,647</u>	<u>20,442</u>	<u>43,988</u>	<u>175,077</u>
DEPRECIATION				
At 1 April 2019	43,576	12,899	37,661	94,136
Charge for year	8,826	1,508	2,645	12,979
At 31 March 2020	<u>52,402</u>	<u>14,407</u>	<u>40,306</u>	<u>107,115</u>
NET BOOK VALUE				
At 31 March 2020	<u>58,245</u>	<u>6,035</u>	<u>3,682</u>	<u>67,962</u>
At 31 March 2019	<u>14,243</u>	<u>-</u>	<u>3,867</u>	<u>18,110</u>

16. **DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2020 £	2019 £
Trade debtors	22,278	6,182
Prepayments and accrued income	25,667	40,292
	<u>47,945</u>	<u>46,474</u>

Swindon Dance

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2020**

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade creditors	35,808	32,042
Social security and other taxes	4,145	4,346
Other creditors	4,045	387
Pensions liability	37,660	36,607
Accruals and deferred income	30,730	32,734
	<u>112,388</u>	<u>106,116</u>

Included in accruals and deferred income is deferred income of £13,169 (2019: £10,242) which relates to income received in advance for courses, classes and performances held post year end.

18. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2020	2019
	£	£
Pensions liability	<u>50,648</u>	<u>78,766</u>

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	2020 Total funds	2019 Total funds
	£	£	£	£
Fixed assets	66,958	1,004	67,962	18,110
Current assets	186,624	196,455	383,079	420,965
Current liabilities	(77,954)	(34,434)	(112,388)	(106,116)
Long term liabilities	(50,648)	-	(50,648)	(78,766)
	<u>124,980</u>	<u>163,025</u>	<u>288,005</u>	<u>254,193</u>

20. MOVEMENT IN FUNDS

	At 1.4.19	Net movement in funds	Transfers between funds	At 31.3.20
	£	£	£	£
Unrestricted funds				
General fund	15,584	(121,677)	182,466	76,373
Designated legacy income	80,342	42,976	(74,711)	48,607
	<u>95,926</u>	<u>(78,701)</u>	<u>107,755</u>	<u>124,980</u>
Restricted funds				
Centre for Advanced Training	108,671	83,252	(66,614)	125,309
Diploma in dance pedagogy (DDP)	(1,073)	3,413	(300)	2,040
Arts Council England (Catalyst funding)	115	-	-	115
Threatre Maintenance Fund	36,401	(1,336)	(30,000)	5,065
PrimarySTEPS	5,150	1,296	(1,500)	4,946
Other restricted donations	5,156	1,137	(4,341)	1,952
Children in Need - Salto Juniors	3,847	6,813	-	10,660
Adult carers class	-	1,078	-	1,078
Salto - learning difficulties	-	4,180	-	4,180
Salto - adults	-	775	-	775
Theatre improvement	-	5,000	(5,000)	-
Pre Vocational Training	-	6,905	-	6,905
	<u>158,267</u>	<u>112,513</u>	<u>(107,755)</u>	<u>163,025</u>
TOTAL FUNDS	<u>254,193</u>	<u>33,812</u>	<u>-</u>	<u>288,005</u>

Swindon Dance

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2020**

20. 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	372,961	(494,638)	(121,677)
Designated legacy income	45,426	(2,450)	42,976
	<u>418,387</u>	<u>(497,088)</u>	<u>(78,701)</u>
Restricted funds			
Centre for Advanced Training	445,683	(362,431)	83,252
Diploma in dance pedagogy (DDP)	14,921	(11,508)	3,413
Threatre Maintenance Fund	-	(1,336)	(1,336)
PrimarySTEPS	1,511	(215)	1,296
Other restricted donations	1,137	-	1,137
Centre for Advanced Training - talent spotting, outreach and recruitment	25,643	(25,643)	-
Children in Need - Salto Juniors	10,429	(3,616)	6,813
Adult carers class	2,001	(923)	1,078
Salto - learning difficulties	5,000	(820)	4,180
Salto - adults	3,230	(2,455)	775
Theatre improvement	5,000	-	5,000
Pre Vocational Training	41,665	(34,760)	6,905
	<u>556,220</u>	<u>(443,707)</u>	<u>112,513</u>
TOTAL FUNDS	<u>974,607</u>	<u>(940,795)</u>	<u>33,812</u>

Comparatives for movement in funds

	At 1.4.18 £	Net movement in funds £	Transfers between funds £	At 31.3.19 £
Unrestricted funds				
General fund	71,090	(125,004)	69,498	15,584
Designated legacy income	82,196	(1,854)	-	80,342
	<u>153,286</u>	<u>(126,858)</u>	<u>69,498</u>	<u>95,926</u>
Restricted funds				
Centre for Advanced Training	104,058	70,969	(66,355)	108,672
Diploma in dance pedagogy (DDP)	1,336	(766)	(1,643)	(1,073)
Arts Council England (Catalyst funding)	115	-	-	115
Threatre Maintenance Fund	-	36,401	-	36,401
PrimarySTEPS	5,420	1,230	(1,500)	5,150
Other restricted donations	6,899	654	(2,398)	5,155
Children in Need - Salto Juniors	1,702	(253)	2,398	3,847
	<u>119,530</u>	<u>108,235</u>	<u>(69,498)</u>	<u>158,267</u>
TOTAL FUNDS	<u>272,816</u>	<u>(18,623)</u>	<u>-</u>	<u>254,193</u>

Swindon Dance

Notes to the Financial Statements - continued for the Year Ended 31 March 2020

20. 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	372,193	(497,197)	(125,004)
Designated legacy income	-	(1,854)	(1,854)
	<u>372,193</u>	<u>(499,051)</u>	<u>(126,858)</u>
Restricted funds			
Centre for Advanced Training	435,456	(364,487)	70,969
Diploma in dance pedagogy (DDP)	18,601	(19,367)	(766)
Theatre Maintenance Fund	36,401	-	36,401
PrimarySTEPS	2,266	(1,036)	1,230
Other restricted donations	654	-	654
Centre for Advanced Training - talent spotting, outreach and recruitment	36,525	(36,525)	-
Children in Need - Salto Juniors	328	(581)	(253)
	<u>530,231</u>	<u>(421,996)</u>	<u>108,235</u>
TOTAL FUNDS	<u>902,424</u>	<u>(921,047)</u>	<u>(18,623)</u>

Centre for Advanced Training: This offers advanced dance training for exceptionally talented young dancers. The fund includes amounts received from the Department for Education and South Glos College.

Diploma in dance pedagogy (DDP - formerly DDTAL): Funding received to deliver a professional qualification for dance artists and practitioners.

PrimarySTEPS: Funding received from the Royal Ballet School to deliver the Primary STEPs programme which sends accredited ballet teachers into schools.

Centre for Advanced Training - Talent spotting, outreach and recruitment: funds received from The Department for Education to raise aware of the Centre for Advanced Training scheme, whilst seeking out young performers with exceptional talent and potential.

Children in need - Salto Juniors: Funding to deliver dance lessons for children and young people with learning disabilities which will increase self-esteem, social skills and physical mobility.

Other restricted donations: Swindon Dance received the donations for various purposes.

Theatre maintenance fund - various grants towards the refurbishment of the theatre

Theatre improvement - grant towards the improvements to the theatre

Adult carers class - donation towards weekly dance classes for carers in swindon

Salto - learning difficulties - donation towards the Salto dance group

Salto - adults - donation to support Salto 16+ Disability Dance group to pay for a live musician during their class and for the opportunities got them to watch a dance performance in a safe and relaxed environment.

Pre vocational training - Funding received to deliver a two Access to Higher Education Diploma's in dance or urban dance

Designated legacy income - the legacy received in 2018 and 2020 has been designated towards special projects such as theatre refurbishment and it will also be used to fund future payments to Swindon Borough Council for the pension liability.

Transfers between funds

The following transfers between funds have been made in the year in respect of the management charge and space hire allowances built into the income received;

Swindon Dance

Notes to the Financial Statements - continued for the Year Ended 31 March 2020

20. MOVEMENT IN FUNDS - continued

Transfers between funds - continued

Transfer from	Transfer to	£
Management charge Restricted fund - Centre for Advanced Training	General fund	37,669
Space Hire Restricted fund - Centre for Advanced Training	General fund	28,945
Restricted fund - DDP	General fund	300
Restricted fund - PrimarySTEPS	General fund	1,500

The following transfers have been made to recognise the purchase of fixed assets funded from restricted funds:

Doors	General fund	5,000
Other restricted donations	General fund	4,341

21. EMPLOYEE BENEFIT OBLIGATIONS

The Charity is a member of The Wiltshire Pension Fund. The Scheme is a multi-employer scheme.

Although the charity has not included the liability and disclosures necessary to account for the defined benefit pension scheme under the normal reporting standards, it had negotiated with Swindon Borough Council (SBC) to pay £156,607 over the next 10 years in exchange for them taking over the liability. Since the year end the charity negotiated to repay the liability over the next 20 years. This agreement was signed by the charity and they are currently waiting for SBC to sign the agreement. These payments were initially discounted to a liability of £115,373, to reflect the present value of these future cashflows and the discounted liability of £115,373 was brought in to the accounts during the year ended 31 March 2016 to reflect the fact there was a liability although no valuation was available at the time.

Since the year end the agreement is now to pay over 20 years and so the payments have been discounted to a liability of £88,308, resulting in a credit entry to the Statement of Financial Activities of £27,065. The liability is included in note 16 and note 17. This is discussed in the auditors qualified opinion.

The cost for the period was £11,686 (2019 - £12,840). At 31 March 2020 outstanding contributions were £1,125.

The charity also makes payments to NEST, a defined contribution scheme. The costs for the period was £3,586 (2019: £2,435). At 31 March 2020 outstanding contributions were £866.

22. RELATED PARTY DISCLOSURES

The Trustee, V Plomer, was paid £1,867 (2019: £233) during the year for providing services as a guest dance teacher. V Plomer is also employed and earned £21,125 (2019: 8,841) gross salary. This payment does not relate to services as a trustee.

There were no other related party transactions during the year nor the prior year.

23. POST BALANCE SHEET EVENTS

Covid-19 impacted the charity in March 2020, and post year end, with the cancellation of dance classes. Classes are expected to resume in September 2020 initially at 50% capacity. Since the year end the charity has benefited from the initiatives introduced from the government to assist charities and, in particular, emergency funding for the Arts.

Swindon Dance

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2020**

24. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2020 £	2019 £
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	33,812	(18,623)
Adjustments for:		
Depreciation charges	12,979	5,685
Interest received	(95)	(507)
Finance costs	145	100
Increase in debtors	(1,471)	(35,702)
(Decrease)/increase in creditors	(21,846)	7,084
Net cash provided by/(used in) operations	<u>23,524</u>	<u>(41,963)</u>

25.. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.19 £	Cash flow £	At 31.3.20 £
Net cash			
Cash at bank and in hand	374,491	(39,357)	335,134
	<u>374,491</u>	<u>(39,357)</u>	<u>335,134</u>
Total	<u>374,491</u>	<u>(39,357)</u>	<u>335,134</u>

Signature:

Email: rpjandy@googlemail.com