

10 JUL 2009

CHESTER LITERATURE FESTIVAL
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH NOVEMBER 2008

Registered No: 3840631

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CHESTER LITERATURE FESTIVAL

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CHESTER LITERATURE FESTIVAL

**Legal and administrative information
for the year ended 30th November 2008**

STATUS:	Registered charitable company limited by guarantee
DIRECTORS AND TRUSTEES:	W J Hughes D R Brown M J Bengree J B Elsley S P Parry R J Sale J R Scrivener S Walker
COMPANY SECRETARY:	D R Brown
REGISTERED OFFICE AND OPERATING PREMISES:	55-57 Watergate Row South Chester Cheshire CH1 2LE
COMPANY NUMBER:	3840631
REGISTERED CHARITY NUMBER:	1122669
BANKERS:	Yorkshire Bank
ACCOUNTANTS:	The Priory Partnership Chartered Accountants 1 Abbots Quay Monks Ferry Birkenhead CH41 5LH

CHESTER LITERATURE FESTIVAL

Report of the Director and Trustees for the period ended 30th November 2008

The Directors and Trustees present their report with the financial statements of the company whose working name is Chester Literature Festival for the year ended 30th November 2008.

The company was incorporated on 13th September 1999 and registered with the Charity Commission on 7th February 2008.

PRINCIPAL ACTIVITY

The charity's objectives are:

- (a) To provide, maintain, improve and advance education by furthering the public appreciation of literature (without prejudice to the generality of the foregoing).
- (b) to promote the same by the following means: 1) the promotion of an annual festival and other events involving writers, poets, actors, local artists, academics, broadcasters, public figures and similar people: 2) the promotion, encouragement and coordination of literary activities in Chester and the surrounding area: 3) to organise, manage, provide or assist in the provision or management of lectures, seminars, master classes, study groups, competitions, to further the appreciation of and cultivate the public's interest in literature.

RESERVES POLICY

The charity aims to maintain adequate funds in the bank to ensure its future financial obligations are met, and thus continuing to meet its objectives as outlined above.

INVESTMENT POLICY

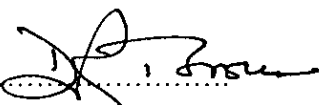
The trustees have the power to invest in such assets as they see fit.

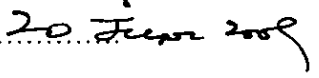
RISK REVIEW

The Board of Trustees conducts an annual review of the risks to which the charity is exposed.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

ON BEHALF OF THE BOARD:

Director : 

Date: 

**REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF
CHESTER LITERATURE FESTIVAL
FOR THE YEAR ENDED 30th NOVEMBER 2008**

I report on the accounts for the year ended 30th November 2008 on pages 4 to 7.

Respective responsibilities of Trustees and Independent Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under Section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- * examine the accounts under Section 43 of the 1993 Act;
- * to follow the procedures laid down in the general Directions given by the Charity Commission under Section 43(7)(b) of the 1993 Act; and
- * to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

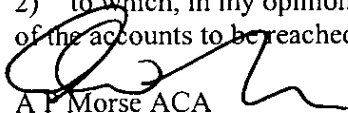
Independent Examiner's Statement

In connection with my examination, no matter has come to my attention.

- 1) which gives me reasonable cause to believe that in any material respect the requirements
 - * to keep accounting records in accordance with Section 221 of the Companies Act 1985; and
 - * to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 226A of the Companies Act 1985 and with the methods and principles of the Statement of Recommended Practice : Accounting and Reporting by Charities

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.


A P Morse ACA
1 Abbots Quay
Monks Ferry
Birkenhead
Wirral
CH41 5LH

Dated: 10/1/2009.

CHESTER LITERATURE FESTIVAL
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 30TH NOVEMBER 2008

INCOMING RESOURCES		Unrestricted	
Incoming resources from generated funds	Notes	2008	2007
		£	£
Sponsorship		12,625	5,200
Festival Receipts		23,353	27,956
Other Income	2	<u>20,336</u>	<u>7,760</u>
		56,314	40,916
		<u>=====</u>	<u>=====</u>
RESOURCES EXPENDED			
Cost of generating funds			
Administration		27,493	21,675
Publicity and Advertising		12,635	10,529
Festival Expenditure		<u>16,246</u>	<u>15,851</u>
		56,374	48,055
		<u>=====</u>	<u>=====</u>
(DEFICIT)/SURPLUS		(60)	(7,139)
INTEREST RECEIVED		<u>13</u>	<u>21</u>
(DEFICIT)/SURPLUS FOR YEAR		(47)	(7,118)
Brought forward		<u>14,359</u>	<u>21,477</u>
Carried Forward		<u>14,312</u>	<u>14,359</u>
		<u>=====</u>	<u>=====</u>

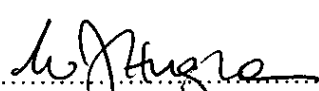
CHESTER LITERATURE FESTIVAL

BALANCE SHEET AS AT 30TH NOVEMBER 2008

	Notes	2008 £	2007 £
CURRENT ASSETS			
Cash at Bank		19,101	5,245
Debtors	3	<u>6,920</u>	<u>10,158</u>
		26,201	15,403
CREDITORS			
Amounts falling due within one year	4	<u>(11,909)</u>	<u>(1,044)</u>
		<u>14,312</u>	<u>14,359</u>
Represented by:			
Reserves - unrestricted	5	<u>14,312</u>	<u>14,359</u>

The Financial Statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Small Entities (effective January 2007).

Approved on behalf of the Board on 20th June 2009

W J Hughes 
Director

D R Brown 
Director

CHESTER LITERATURE FESTIVAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH NOVEMBER 2008

1. Accounting Policies

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the company's financial statements.

Basis of Preparation

The Accounts have been prepared under the historical cost convention.

Grants received

All grants received have been included in the Income and Expenditure Account during the year of receipt.

			2008	2007
			£	£
2.	Other Income	Grants		
		Chester Business	1,000	1,000
		Chester City Council	4,000	4,500
		Cheshire County Council	<u>16,336</u>	<u>2,260</u>
			<u>20,336</u>	<u>7,760</u>

3. Trustees' Remuneration and Benefits

There were no trustees' remuneration or other benefits for the year ended 30th November 2008, nor for the year ended 30th November 2007.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 30th November 2008, nor for the year ended 30th November 2007.

4.	Debtors		2008	2007
			£	£
		Festival Receipts	5,765	3,222
		Sponsorship and Grants	1,155	6,936
			<u>6,920</u>	<u>10,158</u>

5.	Creditors		2008	2007
			£	£
		Accruals	403	375
		Other Creditors	<u>11,306</u>	<u>669</u>
			<u>11,709</u>	<u>1,044</u>

CHESTER LITERATURE FESTIVAL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH NOVEMBER 2008

6. Reserves	General Fund £	Contingency Reserve £	Total £
Assets as at 30th November 2007	9,359	5,000	14,359
Deficit for the year	(47)	-	(47)
Transfer to Reserve	_____ -	_____ -	_____ -
As at 30th November 2008	9,312 =====	5,000 =====	14,312 =====

7. Controlling Party

The company is under the control of the board of directors and trustees as listed on page 1 of these accounts.