#### LANGUAGE OF DANCE TRUST

#### LIMITED BY GUARANTEE

#### **REGISTERED CHARITY NUMBER 281268**

# ANNUAL REPORT AND UNAUDITED ACCOUNTS $30^{TH} \ SEPTEMBER \ 2008$





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25/06/2009 COMPANIES HOUSE

Company Number 1517745

# LANGUAGE OF DANCE TRUST REPORT OCTOBER 2007-SEPTEMBER 2008

Language of Dance Trust

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#### THE LANGUAGE OF DANCE TRUST LIMITED (by guarantee)

#### TRUSTEES REPORT FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2008

The Trustees present their annual report and financial statements for the period ended 30th September 2008.

#### Status

The Language of Dance Trust was formed as a company limited by guarantee and with charitable status in 1980.

#### **Objects**

The charity's principal object is to advance and promote the education of the general public in the art and science of dance, particularly by the study, analysis and recording of human movement and to formulate and establish schemes with this objective.

#### **Activities and Achievements**

During this period the Trust has provided support towards educational projects promoting the Language of Dance (LOD) approach and providing material for the study of movement and dance through analysis and notation.

#### 1. Educational Outreach UK

- a) May 2008: A six week project in collaboration with Penn School was successfully completed by Eve Knights and Lisa Richards. This was run as a charitable activity and created a unique opportunity for the LODT to apply the LOD approach within the special educational needs sector.
- b) June 2008: Eve Knights & Lisa Richards have successfully completed East London Dance's Community Dance Practitioners course.
- c) July 2008: The LODC presented 'Dance in the Park' as part of Big Dance week 2008. This consisted of five alfresco dance workshops in the grounds of Holland Park, which included two parent & toddler, one primary school and two intergenerational workshops. The next Dance in the Park is scheduled for two days in July and August 2009, with the aim of encouraging the community to experience LOD.
- d) Following recently acquired funding, the Trust will provide extended school-hours clubs to two primary schools in Kensington and Chelsea, due to commence in October 2008. The Trust will continue to approach funders for additional funds in order to continue this project and expand activities across London.
- e) Further developments in outreach work will include a pilot programme in Kensington and Chelsea to provide weekly LOD classes for 50+ adults and another for parents and toddlers.

#### 2. Courses LODC UK

#### a) Brockenhurst College

Valerie Farrant continues to teach the two-year LOD Fundamentals Course at Brockenhurst College which runs alongside the Dance A-level course. At present, she has twenty-one A2 and twenty-two AS students taking the course, so 48 students, in all, studying LOD from September 2008. The course continues to run this year even though Labanotation has been removed from the Dance A Level specification.

#### b) LOD Fundamentals Intensive Course

Our participants included two Spanish dance teachers, a Brazilian psychologist, a German web designer, a Dance Movement Therapist (at present studying at Roehampton) and Shelley Mayne, whose place was subsidised on the course as she is training to become an LOD club teacher.

The course ran at the ISTD2 studios in London. It was taught by Valerie Farrant. Open Graham technique classes were offered every morning in order to increase revenue.

#### c) Deliver LOD (Stage 3)

Amanda Benjamin, Inma Alvarez and Kaya Kitani-Scratchley all passed the exam section in June 2007. Vicki Broomfield took it in November 2007. They are now all close to completing Stage 3 with the final portfolio due in December 2008. Inma has written a long article on LOD and its history Stage 3 This is being published in a Spanish dance journal over two months starting in October.

#### d) LOD short courses

LOD ran a one day course for Special Educational Needs Teachers on 5<sup>th</sup> December 2007 and 11<sup>th</sup> June 2008. These study days introduce Special Educational Needs teachers to the Language of Dance method. It is planned for a further day in November 2008. This year saw the introduction of the Language of Dance Sharing Day, a way to keep in touch with those that have participated on courses or have an interest in LOD. This was held on 28<sup>th</sup> June 2008 and due to its success, further Sharing Days are planned.

#### e) Accreditation

Valerie Farrant has approached Edexel and is in the process of setting up a BTEC award in Motif Notation (Language of Dance). This would be a new course which will be piloted at Brockenhurst College. Input from Lucy Lush who has set up an Open College Network Yoga course and has been using LOD when teaching both Special needs and BTEC students, is necessary to establish the accreditation.

#### 3. Fundraising

To celebrate the 40<sup>th</sup> Anniversary of the LODC and to kick-start a fundraising campaign for core and project funding, an eBay charity auction was held in November 2007 to raise money for the new LODC office costs. With items donated by patrons, trustees, staff and friends, this raised £2,000.

A major application for projects in schools and children's centres in the North Kensington area was submitted to Kensington and Chelsea council in May 2008 but this was unsuccessful. However, on a positive note, a smaller application to the Notting Hill Methodist Church provided a grant of £1623. In addition to this a £2000 grant from The Mercers' Company will enable the Trust to provide extended school-hours clubs in two primary schools in Kensington and Chelsea (Bevington and Barlby) from October 2008. To support this project additional funding has been secured from the Angus Keith Discretionary Settlement (£700) and the Pemberton Barnes Foundation (£150).

For 2008/2009, priority will be given to continue applying for funding from Livery companies, local businesses and small grants schemes in order to expand the extended hour's activities to more North Kensington schools and to set up new projects in other London boroughs.

#### 4. Conferences, Seminars and Meetings

a) March 2008: Lisa Richards & Eve Knights attended the 2008 'Move it' exhibition at Olympia. This was an ideal opportunity to network and advertise LOD and research into other organisations. It is planned for Valerie Farrant to teach a 45 minute LOD class at 'Move it' 2009.

- b) March 2008: Eve Knights attended a **Safeguarding & Child Protection Briefing** held by the Kensington & Chelsea Children's services. This was to get an update on all current procedures and policies, as well as to highlight the LODT's responsibilities to children & young people.
- c) May 2008: Lisa Richards & Eve Knights attended an Accessible Events training course run by Shape Arts. This course taught participants about the importance of making their activities accessible to people of all ages and abilities, with a particular focus on the inclusion of people with hearing impairments.
- d) June 2007: Eve Knights attended a Managing Successful Projects course.
- e) June 2007: Lisa Richards & Eve Knights attended the C.A.S.H Fundraising seminar run by the Kensington & Chelsea Social Council. The seminar offered information on local funding grants and provided a unique opportunity to speak with representatives from high profile funders.

#### 5. Marketing and Publicity

Where possible, leaflets, newsletters and brochures have been produced, printed and distributed in-house. The use of free web-listing services were also utilised to advertise LOD activities. A recent campaign to encourage subscribers to LODA News to receive an electronic version is underway, to reduce production costs and time, while helping the environment.

Exhibiting at events and conferences continue to provide opportunities for LOD work to be disseminated and presented but also provide excellent venues for networking with likeminded colleagues, re-establishing connections and meeting potential new clients who might engage the services of the LODT or train as LOD Specialists.

#### d) Publicity

Submissions for inclusion in monthly dance magazines & circulars have become an integral part of raising awareness of the LODC and its work within the dance & educational sectors. This year we have advertised various activities such as courses and events in such publications as Dance Europe, Juice, Dance Matters and Time Out magazine.

The LODC also obtained article space in high profile magazines and newspapers including Dancing Times and the Financial Times.

Free web listing services including londondance.com and the theseers.info were used to advertise and promote LOD activities.

#### e) LOD Merchandise

All LOD products have undergone a price review and will continue annually to ensure that they are up to date.

The development of new LOD merchandise products continued and cotton bags were produced and are now available to purchase, or are free with every order over £15. Concentration on developing and updating existing products is ongoing.

#### 6. Notation Materials and Publications

a) Your Move – A New Approach to the Study of Movement and Dance.

The completed book was published October 2007. A launch party was held at the Sloane Club, Chelsea on 25<sup>th</sup> October 2007. A contribution was made by publishing company Taylor Francis to support the event.

- b) Cecchetti Classical Ballet Notations
  This book, supported by the Radcliffe Trust was published July 2008.
- c) Limon-based Modern Dance Technique
  Copies were reproduced in house in April 2008 for resale as it is now out of production.
- d) LOD teaching packs
  In August 2008, these were updated and the packs are being redesigned in November 2008.

In early 2009 the plan is to translate Introduction to Motif Notation into Spanish.

#### 7. Other Activities

a) Office premises

The Language of Dance Centre's has settled into its office within the Kensington Charity Centre at Charles House and actively participates in social events. The staff also led the way in encouraging other organisations that reside within Charles House to recycle and become more environmentally friendly.

b) Staffing

August 2008: Lisa Richards left her position as Centre Manager to venture on a year long trip around the world.

September 2008: Harriet Capps joined the team as Administrator.

c) Work experience placements

The LODC accepted three work experience placements between April & July 2008.

April 2008: Harriet Capps - 20 year old Drama/English degree student from Loughborough University.

June 2008: Zoë Adesina – 15 year old school student.

July 2008: Jalpa Patel - 15 year old school student.

#### **Reserves Policy**

The Trustees maintain a level of unrestricted funds which covers and meet the Trust's running costs for at least a year. It is the view of the trustees that it is prudent to ensure that there are sufficient unrestricted funds to provide financial stability and flexibility for the future.

#### Methods for the recruitment and appointment of new trustees

Prospective trustees are nominated by a current trustee; the nomination requires support from two other trustees. It must be then approved by the entire board.

#### Acknowledgments

We remember with gratitude Edna Geer, who died last year at 101. For many years she was a volunteer at the Language of Dance Centre, developing in particular the library, and who also contributed financially to the Centre.

#### **Trustees**

Dr. Ann Hutchinson Guest, LHD, DHu.
Ivor Forbes Guest, MA FRAD, DUniv.
Nicola Gaines Armitage
Sandra Ann Mitchell
Toby Mansfield Bennett
Angela Garvey Hammond

Chair: Ann Hutchinson Guest, Flat 4, 17 Holland Park, London, W11 3TD Secretary: Ivor Forbes Guest, Flat 4, 17 Holland Park, London, W11 3TD

Solicitors: Vizards Tweedie, Barnards Inn, 86 Fetter Lane, Holborn, London, EC4 1AD

Accountants: Cooley & Co., Sampuran House, 3a Chislehurst Road, Orpington, Kent, BR6 0DF

Bankers: C. Hoare & Co., 37 Fleet Street, London, EC4P 4DQ

Company Number: 1517745

**Charity Commission Number: 281268** 

Registered Office: Barnards Inn, 86 Fetter Lane, Holborn, London, EC4A 1AD

Bennett S.A Mitchell

Approved by the trustees on 19 June 2009

#### LIMITED BY GUARANTEE

#### TRUSTEES REPORT FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2008

The directors present their annual report with the unaudited accounts of the company for the year ended 30<sup>th</sup> September 2008.

#### **Activities**

The company is established to advance and promote the education of the general public in the art and science of dance particularly by the study, analysis and recording of human movement and to formulate and establish schemes with this objective.

#### Results

The deficit for the year as shown on page 8 of the accounts amounted to £20,274 (2007 – deficit of £2,535).

#### **Directors and Their Shareholders**

The directors throughout the year were as follows:-

A. H. Guest (Chairman)

I. F. Guest

N. C. G. Armitage

T. M. Bennett

A. G. Hammond

S. A. Mitchell

The company is limited by guarantee. Each of the directors is a member and each of the members is liable to contribute an amount not exceeding £1 in the event of the winding up of the company.

#### **Small Companies Exemptions**

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

By order of the board

T. M. Benner Director

19 June 2009

#### LIMITED BY GUARANTEE

#### STATEMENT OF DIRECTORS' RESPONSIBILITIES

The directors are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to:

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

The directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### LIMITED BY GUARANTEE

## STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2008

	Notes	Unrestricted Funds £	Restricted Funds	2008 Total £	2007 Total £
Incoming Resources					
Incoming resources from generated funds Voluntary income Investment income Incoming resources from charitable activities	4 5	48,451 5,245 6,169	-	52,074 5,245 6,169	51,216 4,441 4,294
Total incoming resources		59,865			59,951
Resources Expended					
Charitable activities Governance costs	6	68,998 1,771	, -	•	62,323 1,232
Total resources expended		70,769	3,632	74,401	63,555
Net outgoing resources / net expenditure for the year	7	(10,904)		(10,913)	
Unrealised gains on investment assets	9	( 9,361)	-	( 9,361)	1,069
Net Movement In Funds		(20,265)	( 9)	(20,274)	(2,535)
Reconciliation of funds					
Total funds brought forward		105,740	6,326	112,066	114,601
Total funds carried forward		£ 85,475	£ 6,317	£ 91,792	£112,066

#### THE LANGUAGE OF DANCE TRUST LIMITED LIMITED BY GUARANTEE BALANCE SHEET 30<sup>TH</sup> SEPTEMBER 2008

	Notes	200			07
Fixed Assets		£	£	£	£
Tangible fixed assets Investments	8 9		1 67,249		1 76,610
			67,250		76,611
Current Assets					
Debtors Investments Cash at bank and in hand	10 11	239 15,000 11,737		14,914 20,000 1,441	
		26,976		36,355	
Creditors: amounts falling due within one year					
Other creditors		( 2,434)		( 900)	
Net Current Assets			24,542		35,455
Total Assets Less Current Liabilities			£ 91,792		£112,066
The Funds Of The Charity					
Unrestricted funds			85,475		105,740
Restricted funds	12		6,317		6,326
Total Charity Funds			£ 91,792		£112,066

#### The directors:

- 1. confirm that for the year ending 30<sup>th</sup> September 2008 the company was entitled to the exemptions under subsection (1) of section S49A(1) of the Companies Act 1985;
- 2. confirm that no notice requiring an audit had been deposited under subsection (2) of section 249B in relation to the accounts for the financial year, and
- 3. acknowledge their responsibility for:
  - (a) ensuring that the company keeps accounting records which comply with section 221; and
  - (b) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of section 226, and which otherwise comply with the requirements of the Companies Act 1985 relating to accounts, so far as applicable to the company.

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

Approved and authorised for issue by the Board on 19 June 2009.

T. M. Bennett

Director

S. A. Mitchell

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Director

#### LIMITED BY GUARANTEE

### NOTES FORMING PART OF THE ACCOUNTS 30<sup>TH</sup> SEPTEMBER 2008

#### 1. Constitution

Language of Dance Trust, a registered charity, is a company limited by guarantee not having a share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the company in the event of liquidation.

#### 2. Accounting Policies

#### (i) Basis of accounting

The accounts have been prepared on the basis of historical cost as modified by the revaluation of investments and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007), the Charities (Accounts and Reports) Regulations 2008 and the Companies Act 1985.

#### (ii) Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

No amounts are included in the financial statements for services donated by trustees and volunteers.

#### (iii) Resources expended

All expenditure is accounted for on an accruals basis as detailed in the statement of financial activities.

Charitable activities include expenditure associated with the delivery of its activities and include both the direct costs and support costs relating to these activities.

Governance costs comprise costs incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

#### (iv) Fund accounting

Unrestricted funds are available for use at the discretion of the directors in furtherance of the company's objectives.

Restricted funds are subject to restrictions imposed by donors or the purpose of the appeal.

#### (v) Fixed asset investments

The investments are shown at market value. Any gain or loss on revaluation is taken to the Statement of Financial Activities.

#### (vi) Tangible fixed assets and depreciation

Tangible fixed assets are capitalised and included at cost including any incidental expenses of acquisition.

Fixed assets which comprise equipment are depreciated in equal annual instalments over their expected useful lives, which are generally four years.

#### LIMITED BY GUARANTEE

### NOTES FORMING PART OF THE ACCOUNTS (CONTINUED) $30^{TH}$ SEPTEMBER 2008

#### 3. Funds Of The Charity

#### (i) Unrestricted funds

Used to advance and promote education in the art and science of dance, the general objects of the charity.

#### (ii) Restricted funds

#### (a) Cecchetti Fund

Funds used to prepare Cecchetti method notations.

#### (b) Pas de Quatre Fund

Funds used to research and publish the notation of two twentieth century reconstructions of Jules Perrot's 'Pas de Quatre'.

#### (c) Focus on Dance fund

Funds for notating a specially choreographed dance work for use in a vocational dance school.

#### (d) The Mercers Company Fund

Funds for providing extended school hours clubs in Kensington and Chelsea.

#### (e) Notting Hill Methodist Church Fund

Funds for activities in schools and childrens centres.

#### 4. Donations and Grants

	2008 £	2007 £
Unrestricted funds	_	
I. F. Guest (director)	38,590	36,967
Dance Notation Bureau	-	14,121
A.H. Guest (director)	7,518	-
E. Geer	100	128
Angus Keith No 2 Settlement	700	-
Indiana University	830	-
Goucher College	708	-
Other	5	-
	<u>£ 48,451</u>	£ 51,216

#### LIMITED BY GUARANTEE

## NOTES FORMING PART OF THE ACCOUNTS (CONTINUED) $30^{\mathrm{TH}}$ SEPTEMBER 2008

5. Investment Income         2008 £         2007 £           Interest receivable         1,790 3,455 3,301         1,140           Dividends receivable         3,455 3,301         3,301           £ 5,245 £ 4,441         £ 4,441           6. Resources Expended : Charitable Activities         2008 2007 £ £ 4,441           6. Wages and salaries         38,588 47,176           Teachers         38,588 47,176           Teachers         12,387 5,783           Website         425 942           Accommodation         8,148 5,509           Bank charges         40 109           Subscriptions         233 99           Insurance         1,000 650           Storage         - 683           Marketing and book launch         3,244 - 683           Legal expenses         - 1,184           Other expenses         4,953 188           Other expenses         4,953 188           F. 68,998 £ 62,323           7. Net Outgoing Resources For The Year         2008 2007 £ £           Accountancy fees         1,741 1,232           Wages and salaries         38,588 47,176           Wages and salaries comprise :         Wages and salaries 38,588 47,176           Wages and salaries comprise :         24,500 20				
Interest receivable	5.	Investment Income	2008	2007
Dividends receivable   3,455   3,301     £ 5,245   £ 4,441			£	£
Dividends receivable   3,455   3,301     £ 5,245   £ 4,441		Interest receivable	1.790	1,140
6. Resources Expended : Charitable Activities 2008 £ £ £  Wages and salaries 38,588 47,176 Teachers 12,367 5,783 Website 425 942 Accommodation 8,148 5,509 Bank charges 40 109 Subscriptions 233 99 Insurance 1,000 650 Storage - 683 Marketing and book launch 3,244 - 1,184 Legal expenses 4,953 188  Cherry Cherry 2008 £ 62,323  7. Net Outgoing Resources For The Year 2008 £ 62,323  The net outgoing resources are stated after charging: Accountancy fees 1,741 1,232 Wages and salaries 5,562 44,800 Social security costs 3,063 2,376				
Wages and salaries       38,588       47,176         Teachers       12,367       5,783         Website       425       942         Accommodation       8,148       5,509         Bank charges       40       109         Subscriptions       233       99         Insurance       1,000       650         Storage       - 683         Marketing and book launch       3,244       -         Legal expenses       - 1,184         Other expenses       4,953       188         **E68,998       £62,323         **The net outgoing resources are stated after charging:       Accountancy fees       1,741       1,232         Wages and salaries       38,588       47,176         Wages and salaries comprise:       Wages and salaries       35,525       44,800         Social security costs       3,063       2,376			£ 5,245	£ 4,441
Wages and salaries       38,588       47,176         Teachers       12,367       5,783         Website       425       942         Accommodation       8,148       5,509         Bank charges       40       109         Subscriptions       233       99         Insurance       1,000       650         Storage       - 683         Marketing and book launch       3,244       -         Legal expenses       - 1,184         Other expenses       4,953       188         **E68,998       £62,323         **The net outgoing resources are stated after charging:       Accountancy fees       1,741       1,232         Wages and salaries       38,588       47,176         Wages and salaries comprise:       Wages and salaries       35,525       44,800         Social security costs       3,063       2,376	•	December 5 manded a Charitable Activities	2008	2007
Teachers       12,367       5,783         Website       425       942         Accommodation       8,148       5,509         Bank charges       40       109         Subscriptions       233       99         Insurance       1,000       650         Storage       -       683         Marketing and book launch       3,244       -         Legal expenses       -       1,184         Other expenses       4,953       188         E68,998       £62,323         7. Net Outgoing Resources For The Year       2008       2007         £       £       £         The net outgoing resources are stated after charging:       1,741       1,232         Wages and salaries       38,588       47,176         Wages and salaries       35,525       44,800         Social security costs       3,063       2,376	ъ.	Resources Expended : Charitable Activities		
Teachers       12,367       5,783         Website       425       942         Accommodation       8,148       5,509         Bank charges       40       109         Subscriptions       233       99         Insurance       1,000       650         Storage       -       683         Marketing and book launch       3,244       -         Legal expenses       -       1,184         Other expenses       4,953       188         E68,998       £62,323         7. Net Outgoing Resources For The Year       2008       2007         £       £       £         The net outgoing resources are stated after charging:       1,741       1,232         Wages and salaries       38,588       47,176         Wages and salaries       35,525       44,800         Social security costs       3,063       2,376		Managard salarias	20 500	<i>1</i> 7 176
Website       425       942         Accommodation       8,148       5,509         Bank charges       40       109         Subscriptions       233       99         Insurance       1,000       650         Storage       -       683         Marketing and book launch       3,244       -         Legal expenses       -       1,184         Other expenses       4,953       188         £ 68,998       £ 62,323          7. Net Outgoing Resources For The Year       2008       2007         £ 68,998       £ 62,323          7. The net outgoing resources are stated after charging:       1,741       1,232         Accountancy fees       1,741       1,232         Wages and salaries       38,588       47,176         Wages and salaries comprise:       35,525       44,800         Wages and salaries       3,063       2,376				
Accommodation       8,148       5,509         Bank charges       40       109         Subscriptions       233       99         Insurance       1,000       650         Storage       -       683         Marketing and book launch       3,244       -         Legal expenses       -       1,184         Other expenses       4,953       188         E68,998       £62,323         The net outgoing Resources For The Year       2008       2007         £       £       £         The net outgoing resources are stated after charging:       1,741       1,232         Wages and salaries       38,588       47,176         Wages and salaries comprise:       Wages and salaries comprise:       35,525       44,800         Social security costs       3,063       2,376				
Bank charges       40       109         Subscriptions       233       99         Insurance       1,000       650         Storage       -       683         Marketing and book launch       3,244       -         Legal expenses       -       1,184         Other expenses       4,953       188         E68,998       £62,323         7. Net Outgoing Resources For The Year       2008       2007         £       £       £         The net outgoing resources are stated after charging:       1,741       1,232         Wages and salaries       38,588       47,176         Wages and salaries comprise:       Wages and salaries comprise:       35,525       44,800         Social security costs       3,063       2,376				
Subscriptions       233       99         Insurance       1,000       650         Storage       -       683         Marketing and book launch       3,244       -         Legal expenses       -       1,184         Other expenses       4,953       188			·	
Insurance				
Storage       -       683         Marketing and book launch       3,244       -         Legal expenses       -       1,184         Other expenses       4,953       188         £ 68,998       £ 62,323         7. Net Outgoing Resources For The Year       2008       2007         £       £       £         The net outgoing resources are stated after charging:       1,741       1,232         Accountancy fees       1,741       1,232         Wages and salaries       38,588       47,176         Wages and salaries comprise:       35,525       44,800         Social security costs       3,063       2,376		·		
Marketing and book launch       3,244       -         Legal expenses       -       1,184         Other expenses       4,953       188         E 68,998       £ 62,323         7. Net Outgoing Resources For The Year       2008       2007         £       £         The net outgoing resources are stated after charging:       1,741       1,232         Accountancy fees       1,741       1,232         Wages and salaries       38,588       47,176         Wages and salaries comprise:       35,525       44,800         Social security costs       3,063       2,376			-	
Legal expenses       -       1,184         Other expenses       4,953       188         £ 68,998       £ 62,323         7. Net Outgoing Resources For The Year       2008       2007         £       £         The net outgoing resources are stated after charging:       1,741       1,232         Accountancy fees       1,741       1,232         Wages and salaries       38,588       47,176         Wages and salaries comprise:       35,525       44,800         Social security costs       3,063       2,376			3,244	_
Other expenses         4,953         188           £ 68,998         £ 62,323           7. Net Outgoing Resources For The Year         2008         2007           £         £         £           The net outgoing resources are stated after charging:         1,741         1,232           Accountancy fees         1,741         1,232           Wages and salaries         38,588         47,176           Wages and salaries         35,525         44,800           Social security costs         3,063         2,376			-	1,184
7. Net Outgoing Resources For The Year  The net outgoing resources are stated after charging: Accountancy fees Accountancy fees Wages and salaries  Wages and salaries comprise: Wages and salaries Social security costs  2008 £ £ 1,741 1,232 47,176 38,588 47,176			4,953	
The net outgoing resources are stated after charging: Accountancy fees Wages and salaries  Wages and salaries comprise: Wages and salaries  Social security costs  £ £ £ £ 1,741 1,232 1,741 1,741 1,232 1,741 1,741 1,232 1,741 1,741 1,232 1,741 1,741 1,232 1,741 1,741 1,232 1,741 1,741 1,232 1,741 1,741 1,232 1,741 1,741 1,232 1,741 1,741 1,232 1,741 1,741 1,232 1,741 1,741 1,232 1,741 1,7			£ 68,998	£ 62,323
The net outgoing resources are stated after charging: Accountancy fees 1,741 1,232 Wages and salaries 38,588 47,176  Wages and salaries comprise: Wages and salaries 35,525 44,800 Social security costs 3,063 2,376	7.	Net Outgoing Resources For The Year		
Accountancy fees       1,741       1,232         Wages and salaries       38,588       47,176         Wages and salaries comprise:       35,525       44,800         Social security costs       3,063       2,376			ž.	£
Wages and salaries       38,588       47,176         Wages and salaries comprise:       35,525       44,800         Social security costs       3,063       2,376				
Wages and salaries comprise: Wages and salaries Social security costs  35,525 44,800 3,063 2,376				
Wages and salaries       35,525       44,800         Social security costs       3,063       2,376		Wages and salaries	38,588	47,176
Wages and salaries       35,525       44,800         Social security costs       3,063       2,376		Wages and salaries comprise :		
Social security costs 3,063 2,376			35,525	44,800
£ 38,588 £ 47,176				
			£ 38,588	£ 47,176

No employee earned more than £60,000 per annum in either year.

The average number of employees including directors during the year was 9 (2007 – 9). No remuneration or expenses were paid to any of the directors in either year.

#### LIMITED BY GUARANTEE

## NOTES FORMING PART OF THE ACCOUNTS (CONTINUED) $30^{TH}$ SEPTEMBER 2008

8.	Tangible Fixed Assets				£
	Equipment				
	Cost: At 1 <sup>st</sup> October 2007 and at 30 <sup>th</sup> Septemb	ber 2008			6,908
	Depreciation: At 1 <sup>st</sup> October 2007 and at 30 <sup>th</sup> Septemb	ber 2008			6,907
	Net book amounts: At 30 <sup>th</sup> September 2008 At 30 <sup>th</sup> September 2007				£1 £1
9.	Fixed Asset Investments				
		Number of		alue at 30 <sup>th</sup> Se	•
		Units	Cost £	2008 £	2007 £
	COIF Charities Fixed Interest				
	Fund – Income units	28,395.93	38,149	34,913	35,046
	COIF Charities Investment				
	Fund – Income units	3,514.59	38,149	32,336	41,564
				£ 67,249	£ 76,610

The decrease in market value of the investments of £9,361 (2007 – increase of £1,069) during the year has been shown as an unrealised loss in the Statement of Financial Activities. No investments were acquired or disposed of during the year.

10.	Debtors	2008	2007
		£	£
	Other debtors	<u>£ 239</u>	£ 14,914

#### 11. Investments

Investments comprise £15,000 (2007 - £20,000) deposited in the COIF Charities Deposit Fund.

12.	Movements On Restricted Funds	2008 £	2007 £
	Cecchetti Fund	1,405	5,037
	Pas de Quatre Fund	250	250
	Focus on Dance Fund	1,039	1,039
	The Mercers Company Fund	2,000	_
	Notting Hill Methodist Church Fund	1,623	-
		£6.317	£ 6,326

The Cecchetti Fund movement consisted of expenditure of £3,632. The movement on Mercers Company Fund and Notting Hill Methodist Church Fund comprised income only.

#### LIMITED BY GUARANTEE

## NOTES FORMING PART OF THE ACCOUNTS (CONTINUED) $30^{TH}$ SEPTEMBER 2008

#### 13. Analysis of Net Assets Between Funds

Analysis of Net Assets Between Funds	Fixed £	Net current £	Total £
Restricted funds	-	6,317	6,317
Unrestricted funds	67,250	18,225	85,475
	£ 67,250	£ 24,542	£ 91,792

#### 14. Taxation

The company, as a registered charity, is exempt from taxation of income and gains falling within s505 of the Income and Corporation Taxes Act 1988 and s256 of the Taxation of Chargeable Gains Act 1992.

No tax charge has arisen in the year.

#### 15. Operating Lease Commitment

The company has a commitment to pay £5,300 annually in respect of an operating lease expiring in 2010.

ACCOUNTANTS REPORT TO THE DIRECTORS ON THE UNAUDITED FINANCIAL STATEMENTS OF LANGUAGE OF DANCE TRUST FIR THE YEAR ENDED  $30^{\mathrm{TH}}$  SEPTEMBER 2008

As described on the balance sheet you are responsible for the preparation of the financial statements for the year ended 30<sup>th</sup> September 2009 which comprise the statement of financial activities, balance sheet and related notes to the accounts and you consider that the company is exempt from audit. In accordance with your instructions, we have compiled these unaudited financial statements in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us.

This report is made to you, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the Annual Report and financial statements that we have been engaged to compile, report to you that we have done so, and state those matters that we have agreed to state to you in this 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 directors of Language of Dance Trustm for our work or for this report.

Cooley & Co

Chartered Accountants

Sampuran House

3A Chislehurst Road

Orpington

Kent

BR6 0DF

23d June 2007