ILKLEY LITERATURE FESTIVAL LIMITED
(LIMITED BY GUARANTEE)
Charity Number: 501801
Report and unaudited accounts
for the year ended 31 March 2013
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ILKLEY LITERATURE FESTIVAL LIMITED
(LIMITED BY GUARANTEE)

REPORT OF THE BOARD
FOR THE YEAR ENDED 31 MARCH 2013

Status and Administration

Charity number: 501801
Company number: 01061343
Registered Office: Ilkley Literature Festival Limited
Manor House Museum
2 Castle Hill
Ilkley,
West Yorkshire
LS29 9DT

Bankers: HSBC Bank Plc
1 Wells Road
Ilkley, West Yorkshire
LS29 9DT

Independent Examiner: Hentons
Chartered Accountants
St Andrew's House
St Andrew's Street
Leeds
LS3 1LF

Director: Rachel Feldberg

Members of the Board:

Chair: Simon Ashberry
Vice Chair: Ellen Thorpe
Secretary: Cathy Baxandall
Treasurer: Madeleine Thomson
Members: Jennifer Batters
Mandy Oates
Mandy Sutter
Nigel Walsh
Jim Wolton
Geraldine Woodhouse
Andrea Hardaker
Maggie Powers

For the purpose of the Companies Act the members of the Board constitute the directors of the Company.
ILKLEY LITERATURE FESTIVAL LIMITED
LIMITED BY GUARANTEE

REPORT OF THE BOARD
FOR THE YEAR ENDED 31 MARCH 2013

Structure, Governance and Management

Governing Document
The Ilkley Literature Festival is a charitable company limited by guarantee and not having a share capital. Its governing document is its Articles of Association adopted under the Companies Act 2006.

Organisation
The Board, which must number between 10 and 15 members, administers the charity. There are elected voluntary officers. The Board meets four times a year with extra meetings held when necessary. Sub-groups meet for specific purposes such as strategic planning and the appointment of staff and a finance subcommittee, which includes the treasurer, meets before each Board meeting. A director is appointed by the Board to organise and manage the day to day operations. The director is employed on a freelance basis and the core staff team includes three additional part time staff and a full time administrator who are joined by up to 26 short term staff during the Festival itself. A pool of 90 volunteers help with mailings and stewarding and supporting Festival events.

Risk Management
The major risks to which the charity is exposed, as identified by the Board, have been reviewed and systems have been established to manage those risks.

Our Purposes and Activities

The purpose of the Charity is to foster and promote the understanding and appreciation of literature by audiences across West Yorkshire in Ilkley and beyond. The Festival also strongly promotes literature-related activities including educational and outreach projects in the area.

In shaping our objectives for the year and planning our activities, the Board has considered the Charity Commission’s guidance on public benefit and fee charging.

The organisation’s main activity is the planning, programming and delivery of a major literary festival which includes some 240 events in the Autumn of each year, plus a year round programme of work with schools and community groups, one-off live literature events at other times of year, a weekly young writers group and an annual Summer School for young writers. The October Festival includes live interviews with authors, readings, discussions, workshops and master classes, performances of new writing and literature related activities for children and young people. The Festival is the second oldest literary festival in the UK and is the best known in the North of England.

Access, audience development and cultural diversity are key priorities for the organisation and the Festival has an enviable reputation for its work with young people and for involving audiences who don’t otherwise have access to literature.

The strategies employed to achieve the charity’s aims and objectives are to:-

- Organise and promote the largest and liveliest literary festival in the North of England with an emphasis on access to literature for all.

- Develop and deliver other literature-related projects throughout the year – for example, regular live literature events, creative writing workshops, projects and events in schools and community groups, a bi-monthly event showcasing work written by teenagers.

- Offer a range of creative writing workshops and master classes including a young writers group and young writers Summer School.

- Extend links with BAME and community groups across the region and with schools in the area through the Audience and Development Worker post.

- Work with leading regional partners to collaborate on related events.

In setting the level of fees, charges and concessions, the Board gives careful consideration to the accessibility of the Festival for those on low incomes, offering concessions for children and young people under 25, for people in receipt of disability living allowance and for all those in receipt of means tested benefits including out of work benefits, council tax relief and so on. Established community groups and schools are eligible for group concessions with free places for group leaders.
ILKLEY LITERATURE FESTIVAL LIMITED
LIMITED BY GUARANTEE

REPORT OF THE BOARD
FOR THE YEAR ENDED 31 MARCH 2013

The Festival also stages around 35 free events throughout the Festival, which includes a wide ranging fringe programme of some 25 different events and a poetry networking afternoon where poets from across the region can read their work.

Achievements and performance

2012 was the first year of the Festival’s three year programme of work under Arts Council England’s new National Portfolio Organisations scheme. Achievements included delivering both the 2012 Festival and a well received range of year round events, projects and workshops. The 2012 Festival was the most successful yet, attracting the largest ever audience to more than 223 events over two weeks and three packed weekends. Overall, 26,100 people enjoyed a mixture of well known household names and unique events including Clare Balding, Michael Palin, Simon Armitage, Pat Barker, Benjamin Zephaniah, Michael Morpurgo, Richard Ford, Michael Portillo, Jack Straw and Paddy Ashdown. For the tenth year in a row, the Festival exceeded both its audience and box office targets and re-energised Children’s Festival and strands exploring The Nature of the Book and Conversations about Empires were particularly popular.

The 2012 Festival audience figure showed a 2,164 (9%) increase on the 2011 figure of 23,936 of which there were 23,057 ticket buyers, an increase of 1,610 ticket buyers (7.5%) on 2011. The appeal and relevance of the events was demonstrated by the fact that 75% of all possible tickets were sold with 45.7% (81 ticketed events) sold out completely and 59% (105 ticketed events) sold out/reached 75% capacity. 92% of audience members surveyed rated the Festival event they had attended as ‘excellent’ or ‘good’.

The Festival also continued to grow its reach to new audiences and 46% of ticket purchasers were from households which had not purchased ILF tickets before.

Participation was further extended with 1,446 people enjoying 46 free and Fringe events, an increase of 257 (22%) on 2011. In addition our efforts to interest and connect with children continues to show success with 2,351 primary and secondary school pupils taking part in a range of schools workshops and events across the Festival. 2012 saw a deliberate increase in the number of free, ‘drop in’ events at the children’s Festival to enable the widest possible range of families to take part. The Festival was delighted to see that the number of tickets bought by, or for, young people under 25 rose for the second successive year, with a 11% increase from 788 to 873 as against 2011 overall a 24% increase since 2010.

The Festival’s programme of year round events including 17 workshops/author events with 10 schools; 33 weekly session with the Festival’s Young Writers Group; a residential and its work with inner city schools and community groups.

Key achievements for the Festival over the last twelve months included:-

- Continuing the Festival’s development work with a specific focus on young people and BAME audiences. This included 17 very successful author events and workshops in ten secondary and primary schools in Bradford and Leeds for over 1,700 pupils.

- Completing the Stanza Stones project, including the delivery of three landmark performances to open the 47 mile long Stanza Stones Trail, involving Simon Armitage, young dancers, writers and film makers, this was a key part of the Cultural Olympiad in Yorkshire. The project was the subject of a BBC Radio 4 30 min documentary.

- Publication and distribution of: 20,000 free copies of the Trail Guide and 3,000 copies of Stanza Stones Anthology which went to libraries and secondary schools across Yorkshire. Both are also available online.

- Delivery of a key strand exploring ‘Patronage, Politics and Power’ and Bradford’s relationship with the sub continent via the silk trade, in conjunction with Harewood House, Alchemy and Cartwright Hall Museum. This featured residencies by Daljit Nagra, Patience Agbabi, Moniza Alvi and Raman Munda which included creating new work, workshops with schools and community groups and performances at the Festival.

- Continuing and developing initiatives for young people including the first ever, very successful, residential Summer School for 28 young writers and the start of work on Bronze and Silver Arts Awards.
ILKLEY LITERATURE FESTIVAL LIMITED
LIMITED BY GUARANTEE

REPORT OF THE BOARD
FOR THE YEAR ENDED 31 MARCH 2013

- Submitting a joint two year £135,000 bid- in collaboration with Alchemy and The Arthouse- to the Arts Council’s Catalyst programme to support extensive research, training and mentoring for Festival staff work on individual giving and philanthropy.

- The award of the first Soroptimists International Leeds Literary Prize, for work by women writers of BAME heritage, in conjunction with Peepal Tree Press.

Future Plans
Artistic plans for 2013/14 will deliver targets and developments identified for Year Two of the NPO plan, building on and extending the Festival’s reputation for imaginative and inspiring programming, alongside activities to:

- involve and consolidate new audiences,
- broadening interest in the Festival
- extending key areas of development.

This will include:

- Creating a spectacular 40th Anniversary festival, including a Festival exhibition at the Manor House Museum
- Developing a new mini weekend Poetry Festival in Bradford
- Continuing to develop work with BAME groups and audiences and with inner city schools and young people
- Creating a 40 Years of Reading project with members of Leeds Black Elders and Festival goers in Ilkley
- Way marking the Stanza Stones Trail as a result of additional Pennine Prospects funding
- Searching for additional major sponsor(s) for the Festival
- Working in collaboration with partners to create imaginative on events in the run up to the Grand Depart
- Completion of the first arts awards by members of the Young Writers Group
- Identifying and moving into suitable new offices for the Festival
ILKLEY LITERATURE FESTIVAL LIMITED
(LIMITED BY GUARANTEE)

REPORT OF THE BOARD
FOR THE YEAR ENDED 31 MARCH 2013

Trustees responsibilities in relation to the financial statements

The Board is responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Board 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 the year. In preparing these financial statements the Board is required to:-

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepared the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The members of the Board 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. The members 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.

The report of the members of the Board has been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the Board at its meeting on 23rd September 2013

and signed on their behalf by

[Signature]

Simon Ashberry
ILKLEY LITERATURE FESTIVAL LIMITED
LIMITED BY GUARANTEE

INDEPENDENT EXAMINERS REPORT TO THE MEMBERS OF
ILKLEY LITERATURE FESTIVAL LIMITED (LIMITED BY GUARANTEE)

I report on the financial statements of Ilkley Literature Festival Limited (Limited by Guarantee) for the year ended 31 March 2013 which compares the Statement of Financial Activities, the Balance Sheet and the related notes.

This report is made solely to the charity's members, as a body. My examination has been undertaken so that I might state to the charity’s members those matters I am required to state to them in an independent examiners report and for no other purpose.

Respective responsibilities of the Board and the examiner

As described in the Statement of Board 's Responsibilities the members of the Board are responsible for the preparation of the Board report and the financial statements. The Board 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. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- Examine the accounts under section 43 of the 1993 Act
- Follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), and
- State whether particular matters have come to my attention

Basis of independent examiner’s opinion

My examination was carried out in accordance with 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 are members of the Board concerning 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 keeping accounting records in accordance with section 386 of the Companies Act 2006, and
   • to prepare accounts which accord with the accounting records, comply with the accounting
     requirements of section 396 of the Companies Act 2006 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.

Graham Elliott FCCA
Independent Examiner

Henton & Co LLP
Chartered Accountants

St Andrew’s House
St Andrew’s Street
Leeds
LS3 1LF

Dated 26 September 2013
ILKLEY LITERATURE FESTIVAL LIMITED  
(LIMITED BY GUARANTEE)  

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2013  

INCOME AND EXPENDITURE ACCOUNT

<table>
<thead>
<tr>
<th>Notes</th>
<th>Unrestricted</th>
<th>Restricted</th>
<th>Total 2013</th>
<th>Total 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Funds</td>
<td>Funds</td>
<td></td>
<td></td>
</tr>
<tr>
<td>INCOMING RESOURCES:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Incoming resources from charitable activities</td>
<td>179,062</td>
<td>-</td>
<td>179,062</td>
<td>167,414</td>
</tr>
<tr>
<td>Festival events</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Incoming resources from generated funds:</td>
<td>3</td>
<td>123,046</td>
<td>67,323</td>
<td>190,369</td>
</tr>
<tr>
<td>Grants</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sponsorship and Donations</td>
<td>4</td>
<td>77,135</td>
<td>-</td>
<td>77,135</td>
</tr>
<tr>
<td>Activities for generating funds:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investment income</td>
<td>22</td>
<td>-</td>
<td>22</td>
<td>26</td>
</tr>
<tr>
<td>Other</td>
<td>3,568</td>
<td>-</td>
<td>3,568</td>
<td>1,186</td>
</tr>
<tr>
<td>TOTAL INCOME RESOURCES</td>
<td>382,833</td>
<td>67,323</td>
<td>450,156</td>
<td>380,938</td>
</tr>
<tr>
<td>RESOURCES EXPENDED:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cost of generating funds</td>
<td>68,369</td>
<td>-</td>
<td>68,369</td>
<td>77,311</td>
</tr>
<tr>
<td>Charitable activities</td>
<td>248,684</td>
<td>82,462</td>
<td></td>
<td>331,146</td>
</tr>
<tr>
<td>Governance costs</td>
<td>48,958</td>
<td>-</td>
<td>48,958</td>
<td></td>
</tr>
<tr>
<td>TOTAL RESOURCES EXPENDED</td>
<td>366,011</td>
<td>82,462</td>
<td>448,473</td>
<td>375,578</td>
</tr>
<tr>
<td>Net incoming/(outgoing) resources before transfers</td>
<td>16,822</td>
<td>(15,139)</td>
<td>1,683</td>
<td>5,360</td>
</tr>
<tr>
<td>Transfers</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfer</td>
<td>(2,805)</td>
<td>2,805</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>NET MOVEMENT IN FUNDS</td>
<td>14,017</td>
<td>(12,334)</td>
<td>1,683</td>
<td>5,360</td>
</tr>
<tr>
<td>TOTAL FUNDS BROUGHT FORWARD</td>
<td>38,207</td>
<td>12,334</td>
<td>50,541</td>
<td>45,181</td>
</tr>
<tr>
<td>TOTAL FUNDS CARRIED FORWARD</td>
<td>52,224</td>
<td>-</td>
<td>52,224</td>
<td>50,541</td>
</tr>
</tbody>
</table>
ILKLEY LITERATURE FESTIVAL LIMITED
(LIMITED BY GUARANTEE)

BALANCE SHEET
AS AT 31 MARCH 2013

<table>
<thead>
<tr>
<th>Notes</th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIXED ASSETS:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tangible Assets</td>
<td>6</td>
<td>2,303</td>
</tr>
<tr>
<td>CURRENT ASSETS:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Debtors</td>
<td>7</td>
<td>33,525</td>
</tr>
<tr>
<td>Cash at Bank and in Hand</td>
<td></td>
<td>23,035</td>
</tr>
<tr>
<td>CREDITORS AMOUNTS FALLING DUE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WITHIN ONE YEAR</td>
<td>8</td>
<td>(6,639)</td>
</tr>
<tr>
<td>NET CURRENT ASSETS</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>49,921</td>
</tr>
<tr>
<td>TOTAL NET ASSETS</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>52,224</td>
</tr>
<tr>
<td>FUNDS:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unrestricted Funds</td>
<td>9</td>
<td>52,224</td>
</tr>
<tr>
<td>Restricted Funds</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>10</td>
<td>52,224</td>
</tr>
</tbody>
</table>

For the year ended 31 March 2012 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 ('the Act') relating to small companies.

Directors’ responsibilities:

I) The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;

II) The members acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

This report has been prepared in accordance with provisions applicable to companies subject to the small companies regime.

Approved by the Board on 23 September 2013

And signed on their behalf by

Simon Ashberry

Company number: 01061343
ILKLEY LITERATURE FESTIVAL LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2013

1. Share Capital

The company has no share capital. The liability of the members is limited by Guarantee, each member having undertaken to contribute such amount not exceeding one pound as maybe required in the event of the company being wound up whilst he or she is a member, or within one year thereafter.

2. Accounting Policies

2.1 Accounting Convention
The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). They follow the recommendations in the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005).

No detailed Income and Expenditure Account has been included as all other information which is required to be disclosed by Financial Reporting Standard No 3 has been included on the face of the Statement of Financial Activities.

2.2 Depreciation
Depreciation has been provided on tangible fixed assets to write off the cost over their useful lives adopting the following rates and bases:
- Sound, Light and Stage Equipment 25% reducing balance basis
- Fixtures and Fittings - banners 20% reducing balance basis
- - other 25% reducing balance basis
- Computer Equipment 33.3% straight line basis

2.3 Taxation
The company is a Registered Charity and as such is exempt from taxation.

2.4 Income
Grants: Grants received are allocated to the year of receipt unless otherwise stated.

Other: Income is derived from ticket sales, investment income and donations. Investment income is shown gross. Income received in advance is not credited to the statement of financial activity but carried forward to the appropriate accounting period.

2.5 Direct and Overhead Expenditure
Expenditure is summarised under the functional headings either on a direct cost basis, or for overhead costs, apportioned according to management estimates, or where appropriate, based on staff time spent.

2.6 True and Fair View
By the nature of its principal activities, the company is a non-profit making organisation and because of this, a Profit and Loss Account is not included in these accounts, being replaced by a Statement of Financial Activities.
3. Grants

<table>
<thead>
<tr>
<th></th>
<th>Unrestricted Funds</th>
<th>Restricted Funds</th>
<th>Total 2013</th>
<th>Total 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Bradford Metropolitan</td>
<td>12,150</td>
<td>-</td>
<td>12,150</td>
<td>12,150</td>
</tr>
<tr>
<td>Arts Council England, Yorkshire</td>
<td>110,896</td>
<td>-</td>
<td>110,896</td>
<td>48,066</td>
</tr>
<tr>
<td>Arts Council, Audience</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>17,400</td>
</tr>
<tr>
<td>Development</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>279</td>
</tr>
<tr>
<td>Stanzas Stones Project - imove</td>
<td>-</td>
<td>50,323</td>
<td>50,323</td>
<td>68,099</td>
</tr>
<tr>
<td>Allegories of Power</td>
<td>-</td>
<td>17,000</td>
<td>17,000</td>
<td>-</td>
</tr>
<tr>
<td>Total</td>
<td>123,046</td>
<td>67,323</td>
<td>190,369</td>
<td>145,994</td>
</tr>
</tbody>
</table>

4. Sponsorship and Donations

Sponsorship and donations include donations in kind of £17,000 (2012 - £22,000) which represents services provided, valued at their commercial rate.

5. a) Total Resources Expended

<table>
<thead>
<tr>
<th></th>
<th>Staff Costs</th>
<th>Other</th>
<th>Depreciation</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charitable activities:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Artists fees and expenses</td>
<td>-</td>
<td>69,556</td>
<td>-</td>
<td>69,556</td>
</tr>
<tr>
<td>Events related</td>
<td>57,430</td>
<td>204,160</td>
<td>-</td>
<td>261,590</td>
</tr>
<tr>
<td></td>
<td>57,430</td>
<td>273,716</td>
<td>-</td>
<td>331,146</td>
</tr>
<tr>
<td>Governance costs</td>
<td>14,358</td>
<td>34,600</td>
<td>-</td>
<td>48,958</td>
</tr>
</tbody>
</table>

Costs of generating funds: Marketing

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Marketing</td>
<td>14,358</td>
<td>50,456</td>
<td>3,555</td>
<td>68,369</td>
</tr>
<tr>
<td></td>
<td>86,146</td>
<td>358,772</td>
<td>3,555</td>
<td>448,473</td>
</tr>
</tbody>
</table>
5. b) Expenditure – Other Disclosures

Charitable expenditure includes:
Venue hire 32,097 28,467
Event administration 11,686 9,706
Staging costs 30,218 26,546
Arts management placement - 279
Audience development 14,564 -
Allegories of Power 17,000 -
Stanza Stones Project 65,462 61,761

Governance costs includes:
Accountancy fees 2,200 1,837
Printing, postage and stationery 7,609 5,899

Costs of generating funds includes:
Marketing consultants 28,921 28,272
Printing and design 20,792 19,339
Distribution 6,324 6,929
Website costs 2,809 1,891
Advertising 641 178

6. Tangible Assets

<table>
<thead>
<tr>
<th></th>
<th>Fixtures and Fittings</th>
<th>Computer Equipment</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost</td>
<td>£</td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>1 April 2012</td>
<td>4,778</td>
<td>10,505</td>
<td>15,283</td>
</tr>
<tr>
<td>Additions</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>At 31 March 2013</td>
<td>4,778</td>
<td>10,505</td>
<td>15,283</td>
</tr>
<tr>
<td>Depreciation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 April 2012</td>
<td>1,911</td>
<td>7,514</td>
<td>9,425</td>
</tr>
<tr>
<td>Charge for Year</td>
<td>956</td>
<td>2,599</td>
<td>3,555</td>
</tr>
<tr>
<td>31 March 2013</td>
<td>2,867</td>
<td>10,113</td>
<td>12,980</td>
</tr>
<tr>
<td>Net Book Value</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>31 March 2013</td>
<td>1,911</td>
<td>392</td>
<td>2,303</td>
</tr>
<tr>
<td>31 March 2012</td>
<td>2,867</td>
<td>2,991</td>
<td>5,858</td>
</tr>
</tbody>
</table>

There were no capital commitments, either authorised or contracted for, at the balance sheet date.
### Debtors

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other Debtors</td>
<td>29,417</td>
<td>6,480</td>
</tr>
<tr>
<td>Prepayments</td>
<td>4,108</td>
<td>1,469</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>33,525</strong></td>
<td><strong>7,949</strong></td>
</tr>
</tbody>
</table>

### Creditors

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other Creditors</td>
<td>3,689</td>
<td>22,400</td>
</tr>
<tr>
<td>Accruals</td>
<td>2,950</td>
<td>4,573</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>6,639</strong></td>
<td><strong>26,973</strong></td>
</tr>
</tbody>
</table>

### Restricted Funds

<table>
<thead>
<tr>
<th></th>
<th>Balance at 1 April 2012</th>
<th>Transfer</th>
<th>Movement in Incoming</th>
<th>Resource Outgoing</th>
<th>Balance at 31 March 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
<td>£</td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Stanza Stones Project</td>
<td>12,334</td>
<td>2,805</td>
<td>50,323</td>
<td>65,462</td>
<td>-</td>
</tr>
<tr>
<td>Allegories of Power</td>
<td>-</td>
<td>-</td>
<td>17,000</td>
<td>17,000</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td><strong>12,334</strong></td>
<td><strong>2,805</strong></td>
<td><strong>67,323</strong></td>
<td><strong>82,462</strong></td>
<td>-</td>
</tr>
</tbody>
</table>
ILKLEY LITERATURE FESTIVAL LIMITED
(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2013

10 Analysis of Net Assets Between Funds

<table>
<thead>
<tr>
<th>Tangible Fixed Assets</th>
<th>Net Current Assets</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>£</td>
<td>£</td>
<td>£</td>
</tr>
</tbody>
</table>

Restricted Funds

General Funds

2,303

49,921

52,224


11 Staff Costs

<table>
<thead>
<tr>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>£</td>
<td>£</td>
</tr>
</tbody>
</table>

Wages and Salaries

Employers National Insurance

81,982

72,321

4,164

2,888

86,146

75,209

Included in wages and salaries are freelance salaries of £34,252 (2012 – £31,169). Other freelance costs are included in marketing consultants as disclosed in note 5b.

The average monthly number of employees during the year was:

No. 2 2

No employee’s remuneration exceeded £60,000.

12 Surplus for the Year

The net surplus of income over expenditure is stated after charging:

<table>
<thead>
<tr>
<th>Depreciation of tangible fixed assets</th>
<th>Accountancy Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>3,555</td>
<td>2,200</td>
</tr>
<tr>
<td>4,458</td>
<td>1,837</td>
</tr>
</tbody>
</table>