ILKLEY LITERATURE
FESTIVAL LIMITED

(LIMITED BY GUARANTEE)
Charity number 501801

Report and unaudited accounts
for the year ended 31 March 2010
ILKLEY LITERATURE FESTIVAL LIMITED
(LIMITED BY GUARANTEE)

31 MARCH 2010

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ILKLEY LITERATURE FESTIVAL LIMITED

(LIMITED BY GUARANTEE)

REPORT OF THE MANAGEMENT COMMITTEE

FOR THE YEAR ENDED 31 MARCH 2010

Status and Administration

Chanty number 501801

Company number 1061343

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 8HG

Independent Examiner Montpelier Chartered Accountants
Montpelier Professional (Leeds) Limited
Sanderson House
Station Road
Horsforth
Leeds
LS18 5NT

Director Rachel Feldberg

Members of the Management Committee

Chair Simon Ashberry

Secretary Louise Connacher

Treasurer Enca Below

Members Jennifer Batters
Anne Clarke (resigned 23 09 09)
Mandy Oates
Mandy Sutter
Ellen Thorpe
Nigel Walsh
Jim Wolton
Geraldine Woodhouse

For the purpose of the Companies Act the members of the Management Committee constitute the directors of the company
ILKLEY LITERATURE FESTIVAL LIMITED

(LIMITED BY GUARANTEE)

REPORT OF THE MANAGEMENT COMMITTEE

FOR THE YEAR ENDED 31 MARCH 2010

Structure, Governance and Management

Governing Document
The Ilkley Literature Festival is a constituted Arts Organisation. It is a company limited by guarantee and not having a share capital. Its governing document is a Memorandum & Articles of Association under the Companies Act of 1948.

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 Chair and 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 currently employed on a freelance basis. A festival manager is employed on a part-time basis and various other members of staff are employed on a temporary basis. There is also a pool of dedicated volunteers who help with the distribution of publicity leaflets and ‘front of house’ at festival events.

Risk Management
The major risks to which the charity is exposed, as identified by the Management Committee, 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 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 Management Committee has considered the Charity Commission’s guidance on public benefit, including the 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 180 events in the Autumn of each year. This 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 literary festival in the North of England.

Access and audience development 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 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 a bi-monthly event showcasing work written by teenagers.
- Extend links with BME and community groups across the region and with schools in the area through the appointment of an Audience and Development Worker.
- Offer a range of creative writing workshops and master classes.
- Deliver creative writing workshops, projects and events in schools and with community groups.
- Work with leading regional partners to collaborate on related events, for example events showcasing contemporary Asian writing, an exhibition exploring the work of poet Vernon Scannell or JB Priestley.

In setting the level of fees, charges and concessions, the Management Committee 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.

The Festival also stages a number of free events throughout the festival, which includes up to 20 fringe events and performances and a poetry networking afternoon where poets from across the region can read their work.
ILKLEY LITERATURE FESTIVAL LIMITED

(LIMITED BY GUARANTEE)

REPORT OF THE MANAGEMENT COMMITTEE

FOR THE YEAR ENDED 31 MARCH 2010

Achievements and performance

The 2009 Festival was very successful despite the difficult economic climate and audiences flocked to more than 190 events over two weeks and three packed weekends. With careful artistic and financial planning and cost effective marketing, which involved an army of local volunteers taking Festival publicity to their local community, ILF managed to overcome the impact of the recession and increased all financial indicators.

Overall, 22,300 people enjoyed an exciting mix of national and international names - from Alan Bennett, Frank Gardner, Jo Brand, Paddy Ashdown, Joan Bakewell, James Cracknell and Vic Reeves to Booker prize winner Hilary Mantel, acclaimed historian Tristam Hunt, critic Yasmin Alibhai-Brown, playwright Michael Frayn and best selling novelists David Peace, Hilary Mantel, Tracey Chevalier and Sarah Dunant. The Festival exceeded both its audience and box office targets and events celebrating the anniversary of Charles Darwin’s visit to Ilkley aroused huge interest.

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

- Delivering a stimulating, artistically diverse programme of over 190 events spread across two weeks and three packed weekends, exceeding both audience and box office targets.
- Achieving a significant increase in audience numbers including 20,599 ticket holders, some 4,171 (25%) more than in 2008 and 1,781 people who enjoyed free and fringe events, 616 (53%) more than in 2008. 80% of all possible tickets were sold and 68% of events sold out or reached 75% capacity.
- Increasing sponsorship income by 27.5% from £19,450 in 2008/09 to £24,794 in 2009/10, in an extremely adverse economic climate. The Festival retained all but one previous sponsors and also gained a record ten enthusiastic new sponsors, including the national opticians chain, Specsavers.
- The 2009 Festival audience included 2,000 children and their parents, some 2,010 people who received concessionary tickets, clear evidence of disabled audience members at every event and a greater number of visually impaired people as a result of collaboration with the RNIB.
- Successfully achieving a further two year project grant from Arts Council England Yorkshire to continue the Audience Development and Outreach post with a specific focus on young people and BAME audiences, investigate new ways of involving young people in live literature and establish a young writers group.
- Doubling the core Festival staff from two to four, three of whom are freelance, including a new in house Marketing post (supported by box office income) and the Audience Development post.
- Delivering a range of projects as part of the new Audience Development and Outreach scheme focusing on work with young people and BAME (Black, Asian and Minority Ethnic) audiences including establishing partnerships with schools in inner city Bradford, working in collaboration with Bradford Children’s University and Arm Higher, bringing authors into Bradford schools, running a workshop for women returners from the Asian community at Bradford University and working with Cartwright Hall Museum’s young ambassadors scheme as the first stage in setting up a similar scheme for the Festival.
- Achieving increased number of audience members from Bradford (40% increase on 2007/08) involving 700+ Bradford MD school students who attended events held in inner city Bradford schools and in work with over 30 schools.
- Establishing a series of innovative initiatives for young people, including a new WordsFest afternoon at the Festival which attracted 47 teenagers who took part in a wide range of workshops, met author Melvyn Burgess and took part in a poetry and prose ‘slam’.
- Initiating a pilot young writers’ project which involved 8 young people in weekly workshops led by writer Becky Chernman and poet Michelle Scally Clarke and will act as a blueprint for future projects.
- Continuing and developing the popular and highly regarded ‘Cool Voices Club Night’ for teenagers (aged 13 - 17) performing their own work.
ILKLEY LITERATURE FESTIVAL LIMITED  
(LIMITED BY GUARANTEE)  

REPORT OF THE MANAGEMENT COMMITTEE  
FOR THE YEAR ENDED 31 MARCH 2010  

- Setting in train a major re-design and re-engineering of the Festival's website and online box office system to provide a more attractive, flexible and effective system, better able to cater for the increased number of customers
- In August 2009 the Festival was shortlisted as one of five regional finalists for the prestigious Artists Taking the Lead scheme in the run up to the 2012 Olympics, for an ambitious project in collaboration with leading contemporary poet Simon Armitage. Although the bid was ultimately unsuccessful, the Festival made an outstanding presentation and used the opportunity of the funded development period to consult with young people and build a number of effective partnerships with other arts organisations including Leeds Young Authors, Manasmitra and Tadeeb International's young writers group and with Bradford Council's Rural Regeneration Unit. The Festival was able to draw on this support as the basis for a revised bid to the move strand of UK Legacy Trust in February 2010 for an exciting Stanza Stones project involving Simon Armitage, groups of young writers in rural and urban areas and potentially a poetry trail across the Pennine Watershed

Financial Review
The Ilkley Literature Festival had an extremely successful year and income from Festival events in 2009 increased by 23% on the previous year

The Arts Council funding set for the three years from 2009/09 to 2010/11 included an uplift which enabled the Festival to underpin the infrastructure and introduce essential staff salary increases. The Arts Council also funded a new audience development and outreach post, introduced from March 2009. This will be continued into 2010/11

We have employed the services of a marketing and sponsorship consultant and this has resulted in a high increase in sponsorship. Skipton Building Society continued to be our headline sponsor

The Festival continued to receive charitable donations, including donations in kind, which represents services provided to the Festival for printing, office rent and other services given by Bradford Council, and generous volunteer support at Festival events. Sponsorship and income from donations has increased by 31% to £64,390 for the year

We continue to put in strong bids for grants, to actively seek support from sponsors and to increase membership of our successful Friends' membership scheme

Total costs increased by 22% over the previous year. An element of this related to the increased salary paid to the Festival Manager, as funded by the Arts Council grant. We have updated the computers and ticketing system and improved the website. An increase in publicity costs is matched by the increase in ticket income and the numbers of visitors to the Festival

Investment powers and policy
Under the Memorandum and Articles of Association, the charity has the power to invest the moneys of the association not immediately required for its purposes in such investments as may be thought fit. At present, the Festival receives bank interest as its only source of investment income

Reserves policy
The Festival's policy is to enable it to build and maintain sufficient capital reserves to provide cover for the inevitable fluctuations in revenue income, thus ensuring continuity in the provision of the Festival's services
ILKLEY LITERATURE FESTIVAL LIMITED
(LIMITED BY GUARANTEE)

REPORT OF THE MANAGEMENT COMMITTEE
FOR THE YEAR ENDED 31 MARCH 2010

Plans for future periods

The Festival’s plans for 2010/11 include

- Delivering an artistically stimulating and exciting 17 day Festival in October 2010 which will include a rich mix of household names, authors’ events, discussion, poetry, workshops, events for children and young people and a Festival Fringe. A ‘Words Land and Landscape’ strand will celebrate the centenary of archaeologist Jacqueline Hawkes and help launch the Festival’s Stanza Stones project with Simon Armitage, if as hoped, the bid being prepared for the UK Legacy Trust is successful

- Drafting bids to support the Stanza Stones project to the UK Legacy Trust and to Pennine Prospects, the body delivering work related to the Pennine Watershed

- Completing the website redesign and rebuild, which will see a more exciting and flexible website, in time for the 2010 Festival booking period and implementing a new more robust online booking system which will be better able to cope with the heavy demands at peak booking time

- Overhauling the current box office systems and installing a second telephone line in the box office to cope with increased customer numbers

- Creating a short term admin assistant post from June to end October to support the work of the Festival Director and Festival Manager in the run up to the Festival

- Initiating the Festival’s own Young Ambassador’s scheme for the Festival in October 2010 involving three culturally diverse secondary schools from Ilkley, Leeds and Bradford

- Developing further work with inner city schools, with young people of African Caribbean heritage and with Bradford and Leeds Children’s Universities

- Building on the Festival’s pilot young writers group to develop a two year creative writing group for young people from October 2010

- Building on the success of the young people’s Club Nights and in collaboration with Otley Town and Otley Courthouse Arts Centre, increasing the number of Club Nights annually from three to five or six, including a Club Night specifically designed to encourage young women to perform

- Working positively and effectively with Arts Council England, Arts Council England Yorkshire and Bradford Metropolitan District Council to find ways to enable the Festival to flourish at a time when significant cuts are expected
ILKLEY LITERATURE FESTIVAL LIMITED

(LIMITED BY GUARANTEE)

REPORT OF THE MANAGEMENT COMMITTEE

FOR THE YEAR ENDED 31 MARCH 2010

Trustees responsibilities in relation to the financial statements

The Management Committee 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 Management Committee 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 Management Committee 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,
- prepare 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 Management Committee 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 Management Committee has been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the Management Committee at its meeting on 15 September 2010 and

Signed on their behalf by

[Signature]

Erica Below
ILKLEY LITERATURE FESTIVAL LIMITED

(LIMITED BY GUARANTEE)

INDEPENDENT EXAMINER'S 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 2010 which comprise 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. To the fullest extent permitted by law, I do not accept, or assume responsibility to anyone other than the charity and the charity's members as a body, for my work, for this report, or for the opinions I have formed.

Respective responsibilities of the management committee and the examiner

As described in the Statement of Management Committee’s Responsibilities the members of the Management Committee are responsible for the preparation of the Management Committee report and the financial statements. The Management Committee 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 give 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 members of the Management Committee 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.
ILKLEY LITERATURE FESTIVAL LIMITED
(LIMITED BY GUARANTEE)
INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
ILKLEY LITERATURE FESTIVAL LIMITED (LIMITED BY GUARANTEE)

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 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

Sanderson House
Station Road
Horsforth
LEEDS
LS18 5NT

GRAHAM ELLIOTT FCCA
Independent Examiner

MONTPELIER CHARTERED ACCOUNTANTS
Montpelier Professional (Leeds) Limited

Dated 15 September 2010
THE ILKLEY LITERATURE FESTIVAL LIMITED
(LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2010

INCOME AND EXPENDITURE ACCOUNT

<table>
<thead>
<tr>
<th>Notes</th>
<th>Unrestricted Funds</th>
<th>Restricted Funds</th>
<th>Total 2010</th>
<th>Total 2009</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
<td>£</td>
<td>£</td>
</tr>
</tbody>
</table>

INCOMING RESOURCES

Incoming resources from charitable activities
Festival events
128,759

Incoming resources from generated funds
Grants
69,324
20,672
89,996
68,804

Sponsorship and Donations
39,246
25,144
64,390
49,152

Activities for generating funds
Investment income
87

Other
10

TOTAL INCOMING RESOURCES
237,426
45,816
283,242
223,382

RESOURCES EXPENDED

Costs of generating funds
Marketing
54,025
15,672
69,697
55,646

Chantable activities
139,229
30,598
169,827
141,980

Governance costs
30,426

TOTAL RESOURCES EXPENDED
5
223,680
46,270
269,950
222,092

Net incoming/(outgoing) resources before transfers
13,746
(454)
13,292
1,290

Transfers
2,819
(2,819)

NET MOVEMENT IN FUNDS
16,565
(3,273)
13,292
1,290

TOTAL FUNDS BROUGHT FORWARD
28,195
3,273
31,468
30,178

TOTAL FUNDS CARRIED FORWARD
44,760


The notes on pages 11 to 16 form part of these accounts
THE ILKLEY LITERATURE FESTIVAL LIMITED

(LIMITED BY GUARANTEE)

BALANCE SHEET

AS AT 31 MARCH 2010

<table>
<thead>
<tr>
<th>Notes</th>
<th>2010</th>
<th>2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIXED ASSETS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tangible Assets</td>
<td>6</td>
<td>1,806</td>
</tr>
<tr>
<td>CURRENT ASSETS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Debtors</td>
<td>7</td>
<td>11,207</td>
</tr>
<tr>
<td>Cash at Bank and in Hand</td>
<td></td>
<td>74,154</td>
</tr>
<tr>
<td></td>
<td></td>
<td>85,361</td>
</tr>
<tr>
<td>CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR</td>
<td>8</td>
<td>(42,407)</td>
</tr>
<tr>
<td>NET CURRENT ASSETS</td>
<td></td>
<td>42,954</td>
</tr>
<tr>
<td>TOTAL NET ASSETS</td>
<td></td>
<td>44,760</td>
</tr>
<tr>
<td>FUNDS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unrestricted Funds</td>
<td>44,760</td>
<td>28,195</td>
</tr>
<tr>
<td>Restricted Funds</td>
<td>9</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>10</td>
<td>44,760</td>
</tr>
</tbody>
</table>

For the year ended 31 March 2010 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 the provisions applicable to companies subject to the small companies regime.

Approved by the Management Committee on 15 September 2010

and signed on their behalf by

\[Signature\]

E Below

The notes on pages 11 to 16 form part of these accounts
ILKLEY LITERATURE FESTIVAL LIMITED

(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2010

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

The Statement of Financial Activities has been prepared on the basis that all operations are continuing operations

No summary 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

The charity has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cashflow statement on the grounds that it is a small company

2.2 Statement of Recommended Practice

The accounts have been prepared in accordance with the Statement of Recommended Practice, 'Accounting by Charities' the Charities SORP 2005

2.3 Depreciation

Depreciation has been provided on tangible fixed assets to write off the cost over their useful lives adopting the following rates and bases

<table>
<thead>
<tr>
<th>Assets</th>
<th>Depreciation Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sound, Light and Stage Equipment</td>
<td>25% reducing balance basis</td>
</tr>
<tr>
<td>Fixtures and Fittings</td>
<td>25% reducing balance basis</td>
</tr>
<tr>
<td>Computer Equipment</td>
<td>33.3% straight line basis</td>
</tr>
</tbody>
</table>

2.4 Taxation

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

2.5 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

2.6 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

2.7 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

The notes on pages 11 to 16 form part of these accounts
ILKLEY LITERATURE FESTIVAL LIMITED
(LIMITED BY GUARANTEE)

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2010

3 GRANTS

<table>
<thead>
<tr>
<th></th>
<th>Unrestricted Funds</th>
<th>Restricted Funds</th>
<th>Total 2010</th>
<th>Total 2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Bradford Metropolitan Council Leisure Services</td>
<td>13,500</td>
<td>-</td>
<td>13,500</td>
<td>13,500</td>
</tr>
<tr>
<td>Arts Council England, Yorkshire</td>
<td>50,524</td>
<td>-</td>
<td>50,524</td>
<td>50,004</td>
</tr>
<tr>
<td>West Yorkshire Grants</td>
<td>5,300</td>
<td>-</td>
<td>5,300</td>
<td>5,300</td>
</tr>
<tr>
<td>ACEY - Audience Development</td>
<td>-</td>
<td>15,672</td>
<td>15,672</td>
<td>-</td>
</tr>
<tr>
<td>Artists Taking the Lead</td>
<td>-</td>
<td>5,000</td>
<td>5,000</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>69,324</strong></td>
<td><strong>20,672</strong></td>
<td><strong>89,996</strong></td>
<td><strong>68,804</strong></td>
</tr>
</tbody>
</table>

4 SPONSORSHIP AND DONATIONS

Sponsorship and donations includes donations in kind of £22,000 (2009 - £19,000) 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>Chantable activities</td>
<td></td>
<td>62,488</td>
<td></td>
<td>62,488</td>
</tr>
<tr>
<td>Artists fees and expenses</td>
<td>39,448</td>
<td></td>
<td>466</td>
<td>107,339</td>
</tr>
<tr>
<td>Events related</td>
<td></td>
<td>129,913</td>
<td>466</td>
<td>169,827</td>
</tr>
<tr>
<td>Governance costs</td>
<td>9,861</td>
<td>19,883</td>
<td>902</td>
<td>30,426</td>
</tr>
<tr>
<td>Costs of generating funds</td>
<td></td>
<td>149,576</td>
<td>1,368</td>
<td>200,253</td>
</tr>
<tr>
<td>Marketing</td>
<td>9,862</td>
<td>59,835</td>
<td></td>
<td>69,697</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>59,171</strong></td>
<td><strong>209,411</strong></td>
<td><strong>1,368</strong></td>
<td><strong>269,950</strong></td>
</tr>
</tbody>
</table>

The notes on pages 11 to 16 form part of these accounts
5 b) EXPENDITURE - OTHER DISCLOSURES

Charitable expenditure includes
Venue hire 22,152 19,321
Event administration 8,714 8,902
Staging costs 25,527 20,312

Governance costs includes
Accountancy fees 1,600 1,935
Printing, postage and stationery 5,059 2,389

Costs of generating funds includes
Marketing consultants 30,610 13,931
Printing and design 15,746 17,385
Distribution 5,024 5,747
Website costs 3,011 1,906
Advertising 1,664 2,784

6 TANGIBLE ASSETS

<table>
<thead>
<tr>
<th></th>
<th>Sound, Light and Stage Equipment</th>
<th>Fixtures and Fittings</th>
<th>Computer Equipment</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Cost 1 April 2009</td>
<td>8,004</td>
<td>2,622</td>
<td>12,673</td>
<td>23,299</td>
</tr>
<tr>
<td>Additions</td>
<td>-</td>
<td>-</td>
<td>2,708</td>
<td>2,708</td>
</tr>
<tr>
<td>Disposals</td>
<td>(8,004)</td>
<td>(2,622)</td>
<td>(12,673)</td>
<td>(23,299)</td>
</tr>
<tr>
<td>At 31 March 2010</td>
<td>-</td>
<td>-</td>
<td>2,708</td>
<td>2,708</td>
</tr>
<tr>
<td>Deprecation 1 April 2009</td>
<td>7,616</td>
<td>2,544</td>
<td>12,673</td>
<td>22,833</td>
</tr>
<tr>
<td>Charge for Year</td>
<td>97</td>
<td>20</td>
<td>902</td>
<td>1,019</td>
</tr>
<tr>
<td>Eliminated on disposal</td>
<td>(7,713)</td>
<td>(2,564)</td>
<td>(12,673)</td>
<td>(22,950)</td>
</tr>
<tr>
<td>31 March 2010</td>
<td>-</td>
<td>-</td>
<td>902</td>
<td>902</td>
</tr>
<tr>
<td>Net Book Value</td>
<td>-</td>
<td>-</td>
<td>1,806</td>
<td>1,806</td>
</tr>
<tr>
<td>31 March 2009</td>
<td>388</td>
<td>78</td>
<td>-</td>
<td>466</td>
</tr>
</tbody>
</table>

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

The notes on pages 11 to 16 form part of these accounts
### ILKLEY LITERATURE FESTIVAL LIMITED
#### (LIMITED BY GUARANTEE)
#### NOTES FOR THE ACCOUNTS
#### FOR THE YEAR ENDED 31 MARCH 2010

#### 7 DEBTORS

<table>
<thead>
<tr>
<th></th>
<th>2010</th>
<th>2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other debtors</td>
<td>4,461</td>
<td>9,258</td>
</tr>
<tr>
<td>Prepayments</td>
<td>6,746</td>
<td>1,219</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>11,207</td>
<td>10,477</td>
</tr>
</tbody>
</table>

#### 8 CREDITORS

<table>
<thead>
<tr>
<th></th>
<th>2010</th>
<th>2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other Creditors</td>
<td>37,162</td>
<td>18,341</td>
</tr>
<tr>
<td>Accruals</td>
<td>5,245</td>
<td>2,655</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>42,407</td>
<td>20,996</td>
</tr>
</tbody>
</table>

#### 9 RESTRICTED FUNDS

<table>
<thead>
<tr>
<th></th>
<th>Balance at 1 April 2009</th>
<th>Transfer</th>
<th>Movement in Resource</th>
<th>Balance at 31 March 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Capital (Foundation for Sport and the Arts)</td>
<td>2,819</td>
<td>(2,819)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Beyond the Ilkley 25</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arts for Everyone Lottery Grant</td>
<td>355</td>
<td>-</td>
<td>(355)</td>
<td>-</td>
</tr>
<tr>
<td>Lloyds TSB Foundation</td>
<td>99</td>
<td>-</td>
<td>(99)</td>
<td>-</td>
</tr>
<tr>
<td>Arts Council - Audience development</td>
<td>-</td>
<td>-</td>
<td>15,672</td>
<td>(15,672)</td>
</tr>
<tr>
<td>Sponsorship</td>
<td>-</td>
<td>-</td>
<td>24,794</td>
<td>(24,794)</td>
</tr>
<tr>
<td>Literary &amp; Philosophical Society</td>
<td>-</td>
<td>-</td>
<td>350</td>
<td>(350)</td>
</tr>
<tr>
<td>Artists Taking the Lead</td>
<td>-</td>
<td>-</td>
<td>5,000</td>
<td>(5,000)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>3,273</td>
<td>(2,819)</td>
<td>45,816</td>
<td>(46,270)</td>
</tr>
</tbody>
</table>

---

The notes on pages 11 to 16 form part of these accounts
10 ANALYSIS OF NET ASSETS BETWEEN FUNDS

<table>
<thead>
<tr>
<th></th>
<th>Tangible Fixed Assets</th>
<th>Net Current Assets</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Restricted Funds</td>
<td>1,806</td>
<td>42,954</td>
<td>44,760</td>
</tr>
<tr>
<td>General Funds</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1,806</td>
<td>42,954</td>
<td>44,760</td>
</tr>
</tbody>
</table>

11 STAFF COSTS

<table>
<thead>
<tr>
<th></th>
<th>2010</th>
<th>2009</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Wages and Salaries</td>
<td>56,823</td>
<td>52,010</td>
</tr>
<tr>
<td>Social Security Costs</td>
<td>2,348</td>
<td>1,885</td>
</tr>
<tr>
<td></td>
<td>59,171</td>
<td>53,895</td>
</tr>
</tbody>
</table>

Included in wages and salaries are freelance salaries of £27,716 (2009 - £27,397), other freelance costs are included in marketing consultants as disclosed in note 5b

No

The average monthly number of employees during the year was

<table>
<thead>
<tr>
<th>2010</th>
<th>2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

No employee’s remuneration exceeded £60,000

The notes on pages 11 to 16 form part of these accounts
ILKLEY LITERATURE FESTIVAL LIMITED
(LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2010

<table>
<thead>
<tr>
<th></th>
<th>2010</th>
<th>2009</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SURPLUS FOR THE YEAR</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The surplus of income over expenditure is stated after charging</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Depreciation of tangible fixed assets</td>
<td>468</td>
<td>151</td>
</tr>
<tr>
<td>Accountancy fee</td>
<td>1,600</td>
<td>1,935</td>
</tr>
</tbody>
</table>

The notes on pages 11 to 16 form part of these accounts