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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 October 2018. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The IGF Board of Trustees have approved a business plan which identifies its vision, mission, aims and objectives as follows:

Vision

To be the world's premier development agency for guitarists and guitar music

Mission

To be the outstanding and distinctive organisation dedicated to the promotion, education and enjoyment of the guitar, its players and its music

Aims

- To provide outstanding performance opportunities and experiences
- To provide opportunity for all in education, especially the young
- To add to our unique body of new commissioned work for future generations to enjoy
- To develop new audiences & new players
- To develop guitar culture in an inclusive way and with an international outlook

Significant activities

Our activities can be defined by:

Listen.Play.Create

which includes

Listen: Performance

Festivals and Concert series around the country, notably North East Guitar Festival in its 14th year and London Guitar Festival (in its 15th year), and the Bath Guitar Festival (in its 24th year), Guitar Summit at Kings Place (in its 5th year), IGF International Guitar Festival & Summer School in Shrewsbury in its 3rd year) and various other concerts series, such as London and Bristol Guitar Series.

Play: Education

IGF runs workshops, summer schools and OutReach projects around the country, especially London, the north east and south west.

IGF also runs young artist development programmes such as Young Artist Platform, Tomorrow People Platform and Aspire Platform which not only comprise performance but also mentoring and workshops in a range of subjects both musical and non-musical such as financial planning, marketing & PR and social media.

IGF has also successfully created an international guitar competition called London International Guitar Competition with contestants coming from all over the world, from 32 different countries in the three editions held in the past 5 years. Prestigious venues include Royal College of Music, Trinity Laban Conservatoire of Music and Dance, Guildhall School of Music and Drama, Barbican Milton Court and Kings Place.

Create: New Music commissions, CD production and publications

IGF is the leading organisation for New Music in Europe having, commissioned over 90 works for guitar, its CD label BGS Records has recorded 36 CDs of predominantly new music and have published 18 new scores.



OBJECTIVES AND ACTIVITIES

Public benefit

The Trustees have complied with their duty in section 4 of the Charities Act 2011 to have due regard to guidance published by the Charity Commission.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The Charity can look back on a year of stabilisation of our nationwide activities as well as a new international departure.

Our educational programme again met with great success. IGF had quite unprecedented press coverage and was recommended by several national newspapers as the Number 1 agency for guitar tuition in the UK.

We also joined an exciting new project: EuroStrings, a collaborative of 17 European guitar festivals. The 4-year project is co-funded by a 2M Euro grant of the Creative Europe programme of the European Union. The project kicked off at London Guitar Festival in October 2018 with performances of 10 young artists at Kings Place and St John's Smith Square. They also worked with school children from primary and secondary schools in Haringey and Newham and recorded a professional CD on our BGS label.

IGF has also been asked to deliver the international PR for the EuroStrings project as a whole.

Our festivals around the country met with excellent success and attracted great press coverage.

Successful partnerships with our stakeholders and others continued as well as the development of new ones: Trinity College London, Embassy of Spain's Office for cultural and scientific affairs, Southbank Centre, Sage Gateshead, Kings Place, Newcastle College, Guitar Institute, International Guitar Research Centre at Surrey University, Royal Academy of Music, Haringey Music Hub and others.

Four new CDs were released in this period to excellent reviews both nationally and internationally. Four new commissions further developed our New Music programme that now has been firmly established as the most comprehensive and prestigious in the UK.

Development Targets

To consolidate and enhance our position by:

- * Developing our festivals around the UK
- * Developing a new concert series for young and established artists called Guitar in London
- * Developing our youth programme and outreach, and our young artist development programmes.
- * Developing our new music programme.
- * Developing Eurostrings. Eurostrings, a collaborative of 17 European guitar festivals with additional partners in the USA and China, is a major international project. The project concentrates on young artist development, outreach with schoolchildren, the building of shared resources, audience lab and research and development.

In July 2019 London will be the special focus of the EuroStrings project. During the IGF Guitar Summit we will host the 2nd EuroStrings Guitar Competition which is a super competition open only to the 17 winners of the participating festivals' international guitar competitions. in 2018. We also organise a partner meeting which will include a number of presentations in audience development and fundraising.

IGF will be streaming and recording the competition. In addition, IGF's record label BGS Records will produce a CD recording of the EuroStrings young artists. It will be released with an additional DVD recording of the Final of the EuroStrings Guitar Competition.

IGF has again been asked to deliver the international PR on behalf of the EuroStrings project.

FINANCIAL REVIEW

Financial Review

Note 14 sets out an analysis of the assets attributable to the various funds and a description of the trusts. These assets are sufficient to meet the Charity's obligations on a fund by fund basis.

Reserves policy

It is the policy of the charity that the level of free reserves (those not tied up in fixed assets and designated and restricted funds) should be maintained at a level equivalent to three month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. At 31 October 2018 the charity had reserves of £73,538 (2017 £71,394). As noted in the review of activities, the charity has implemented a series of policies in order to increase reserves to the desired level.



FUTURE PLANS

Objectives: what we will achieve

We will build on our proven strengths as the leading guitar festival organisation in Europe and the leading guitar tuition provider in the UK:

- introduce 40,000 people to our guitar events, teach 9000 predominantly young people, develop 24 young artists.
- add 4 new works, 4 CDs and 2 publications to the repertoire.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

New trustees are recruited through other trustees and also by adverts in the music and arts professional press. Half of the seats on the Board are replaced every 3 years and includes representatives of music industry, educational establishments, our teachers and artists and students (as well as members with more general knowledge (financial, organisational).

Induction and training of new trustees

Before joining they are given a copy of the Memorandum & Articles of Association as well as 3 years accounts and a 'job description' which states what is expected from them (4 meetings a year, joining a number of working groups etc). They then meet with the trustees and staff.

Only when all trustees agree is a new trustee admitted. There are a maximum of 12 and a minimum of 8.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Related parties

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

There are no connected charities.

Public Benefit

The Trustees have complied with their duty in section 4 of the Charities Act 2011 to have due regard to guidance published by the Charity Commission.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02932317 (England and Wales)

Registered Charity number

1050109

Registered office

Kings Place 90 York Way London N1 9AG

Trustees

Dr N Shaban J Sidwell Professor G N Odam M Houghton S Goss IT Consultant Senior Music Editor Research Fellow

Company Secretary

Professor G N Odam



REFERENCE AND ADMINISTRATIVE DETAILS

Independent examiner

Mary E Ryan FCCA, DChA Ark Accountancy Chartered Certified Accountant 31 Cheam Road Epsom Surrey KT17 1QX

Bankers

HSBC plc 147 Haverstock Hill London NW3 4QU

Chief Executive

Tom Kerstens

Approved by order of the board of trustees on 29 July 2019 and signed on its behalf by:

Professor G N Odam - Trustee



Independent Examiner's Report to the Trustees of International Guitar Foundation & Festivals

Independent examiner's report to the trustees of International Guitar Foundation & Festivals ('the Company') I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 October 2018.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of FCCA, DChA which is one of the listed bodies

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- 1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached

Mary E Ryan FCCA, DChA Ark Accountancy Chartered Certified Accountant 31 Cheam Road Epsom Surrey KT17 1QX



Statement of Financial Activities for the Year Ended 31 October 2018

	N	Unrestricte d fund	Restricted funds	31.10.18 Total funds	31.10.17 Total funds
INCOME AND ENDOWMENTS FROM	Notes	£	£	£	£
Donations and legacies		18,969	187,500	206,469	251,130
Charitable activities	2	ŕ	ŕ	ŕ	ŕ
Festivals		90,281	-	90,281	33,525
Educational Programmes		1,076	-	1,076	2,772
Commissions Special Projects		2,000	-	2,000	3,513
Special Projects Eurostrings		2,924	30,770	2,924 30,770	11,405
Luiosumgs		_			
Total		115,250	218,270	333,520	302,345
EXPENDITURE ON					
Charitable activities	3				
Festivals		42,343	112,500	154,843	156,304
Educational Programmes		21,171	56,250 9,375	77,421	75,696
Commissions Special Projects		3,528 3,528	9,375 9,375	12,903 12,903	12,615 12,617
Eurostrings		3,326 -	28,699	28,699	12,017
Administration costs		44,607	-	44,607	41,358
Total		115,177	216,199	331,376	298,590
NET INCOME		73	2,071	2,144	3,755
Transfers between funds	14	20,542	(20,542)		
			(10.451)		
Net movement in funds		20,615	(18,471)	2,144	3,755
RECONCILIATION OF FUNDS					
Total funds brought forward		47,344	24,050	71,394	67,639
TOTAL FUNDS CARRIED FORWARD		67,959	5,579	73,538	71,394



Balance Sheet At 31 October 2018

		Unrestricted fund	Restricted funds	31.10.18 Total funds	31.10.17 Total funds
	Notes	£	£	£	£
CUDDENT ACCETC					
CURRENT ASSETS Stocks	9	42,700	_	42,700	32,870
Debtors	10	55,269	28,749	84,018	64,056
Cash at bank		1,796	-	1,796	223
		99,765	28,749	128,514	97,149
CREDITORS					
Amounts falling due within one year	11	(23,539)	(23,170)	(46,709)	(18,456)
NET CURRENT ASSETS		76,226	5,579	81,805	78,693
TOTAL ASSETS LESS CURRENT LIABILITIES		76,226	5,579	81,805	78,693
CREDITORS Amounts falling due after more than one year	12	(8,267)	_	(8,267)	(7,299)
Amounts faming due after more than one year	12				
NET ASSETS		67,959	5,579	73,538	71,394
FUNDS	14				
Unrestricted funds	•			67,959	47,344
Restricted funds				5,579	24,050
TOTAL FUNDS				73,538	71,394



Balance Sheet - continued At 31 October 2018

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 October 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 October 2018 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 29 July 2019 and were signed on its behalf by:

Professor G N Odam -Trustee



2. INCOME FROM CHARITABLE ACTIVITIES

		31.10.18	31.10.17
	Activity	£	£
Grants	Festivals	1,450	13,050
Ticket sales	Festivals	26,831	11,124
Other income	Festivals	62,000	9,351
Tuition fees	Educational Programmes	1,076	2,772
Sponsorships	Commissions	2,000	3,513
Other income	Special Projects	2,924	11,405
Sponsorships	Eurostrings	30,770	
		127,051	51,215

The services donated reflects all services received as a gift. It reflects the value the charity would have to pay if it were not receiving these services as a gift.

The festivals fund relates to monies received specifically for the purpose of supporting the festivals which are organised by the charity in various regions.

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

	31.10.18	31.10.17
	£	£
Festival Grants	1,450	13,050

3. CHARITABLE ACTIVITIES COSTS

	Direct costs	Support costs	Totals
	£	£	£
Festivals	154,843	-	154,843
Educational Programmes	77,421	-	77,421
Commissions	12,903	-	12,903
Special Projects	12,903	-	12,903
Eurostrings	28,699	-	28,699
Administration costs		44,607	44,607
	286,769	44,607	331,376

Festivals includes donated services amounting to £112,500 (2017 £114,030), Educational programmes includes £56,250 (2017 £57,015), Commissions includes £9,375 (2017 £9,502) and special projects includes £9,375 (2017 £9,502).

4. NET INCOME/(EXPENDITURE)

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

	31.10.18	31.10.17
	${f f}$	£
Depreciation - owned assets	-	<u>254</u>



5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 October 2018 nor for the year ended 31 October 2017.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 October 2018 nor for the year ended 31 October 2017.

6. STAFF COSTS

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

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

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted	Restricted	Total funds
	fund	funds	
	${\mathfrak L}$	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	61,080	190,050	251,130
Charitable activities			
Festivals	20,475	13,050	33,525
Educational Programmes	2,772	-	2,772
Commissions	3,513	-	3,513
Special Projects	11,405		11,405
Total	99,245	203,100	302,345
EXPENDITURE ON			
Charitable activities			
Festivals	34,444	121,860	156,304
Educational Programmes	14,766	60,930	75,696
Commissions	2,461	10,154	12,615
Special Projects	2,461	10,156	12,617
Administration costs	41,358		41,358
Total	95,490	203,100	298,590
NET INCOME	3,755	-	3,755
RECONCILIATION OF FUNDS			
Total funds brought forward	43,589	24,050	67,639
TOTAL FUNDS CARRIED FORWARD	<u>47,344</u>	24,050	71,394



Q	TANGIBLE	FIXED	ASSETS
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8.	TANGIBLE FIXED ASSETS	Plant and machinery	Fixtures and fittings	Motor	Totals
		£	£	vehicles £	£
	COST	L	L	£	r
	At 1 November 2017 and 31 October 2018	30,591	14,270	8,333	53,194
	DEPRECIATION At 1 November 2017 and 31 October 2018	30,591	14,270	8,333	53,194
	NET BOOK VALUE At 31 October 2018				
	At 31 October 2017				
9.	STOCKS				
	Stock is valued at the power of cost and net real	isable value			
10.	DEBTORS: AMOUNTS FALLING DUE WI	THIN ONE YI	EAR		
	Trade debtors Other debtors VAT			31.10.18 £ 17,546 58,739 7,733	31.10.17 £ 2,975 52,726 6,480
	Prepayments			94.019	1,875 64,056
				84,018	64,036
11.	CREDITORS: AMOUNTS FALLING DUE	WITHIN ONE	YEAR		
	Bank loans and overdrafts (see note 13)			31.10.18 £ 2,794	31.10.17 £ 4,079
	Other loans (see note 13)			6,000	6,000
	Trade creditors			29,938	4,269
	Social security and other taxes Other creditors			1,077 3,650	358
	Accrued expenses			3,250	3,750
				46,709	18,456
12.	CREDITORS: AMOUNTS FALLING DUE	AFTER MORI	E THAN ONE YE	ZAR	

1

	31.10.18	31.10.17
	£	£
Other loans (see note 13)	8,267	7,299



13. LOANS

An analysis of the maturity of loans is given below:

Amounts falling due within one year on demand:	31.10.18 £	31.10.17 £
Bank overdraft Other loans	2,794 6,000	4,079 6,000
Other roans	8,794	10,079
		10,077
Amounts falling between one and two years: Other loans - 1-2 years	8,267	7,299

14. MOVEMENT IN FUNDS

	At 1.11.17	Net movement in funds £	Transfers between funds £	At 31.10.18
Unrestricted funds				
General fund	47,344	73	20,542	67,959
Restricted funds Festivals	24,050	-	(24,050)	-
Eurostrings		2,071	3,508	5,579
	24,050	2,071	(20,542)	5,579
TOTAL FUNDS	71,394	<u>2,144</u>		73,538

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	115,250	(115,177)	73
Restricted funds			
Services Donated	187,500	(187,500)	-
Eurostrings	30,770	(28,699)	2,071
	218,270	(216,199)	2,071
TOTAL FUNDS	333,520	<u>(331,376</u>)	2,144



TOTAL FUNDS

Notes to the Financial Statements - continued for the Year Ended 31 October 2018

14. **MOVEMENT IN FUNDS - continued**

Comparatives	for	movement	in i	funds
Comparatives	, 101	III O Y CIII CIII		iunus

Comparatives for movement in funds			
]	Net movement	
	At 1.11.16	in funds	At 31.10.17
	£	£	£
	~	~	
Unrestricted Funds			
General fund	43,589	3,755	47,344
General fund	43,369	3,733	47,344
Restricted Funds			
	24.050		24.050
Festivals	24,050	-	24,050
TOTAL FUNDS	67.620	2 755	71 204
TOTAL FUNDS	67,639	3,755	71,394
Comparative net movement in funds, included in the above are	as follows:		
,			
	Incoming	Resources	Movement in
	resources	expended	funds
	£	£	£
Unrestricted funds	~	~	-
General fund	99,245	(95,490)	3,755
General fund	99,243	(23,420)	5,755
Restricted funds			
Services Donated	190,050	(190,050)	
			-
Festivals	13,050	(13,050)	

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.11.16	Net movement in funds £	Transfers between funds £	At 31.10.18
Unrestricted funds				
General fund	43,589	3,828	20,542	67,959
Restricted funds Festivals Eurostrings	24,050	- 2,071	(24,050) 3,508	- 5,579
-				
	24,050	2,071	(20,542)	5,579
TOTAL FUNDS	67,639	5,899	-	73,538

203,100

302,345

(203,100)

(298,590)

3,755



14. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	214,495	(210,667)	3,828
Restricted funds			
Services Donated	377,550	(377,550)	-
Festivals	13,050	(13,050)	-
Eurostrings	30,770	(28,699)	2,071
	421,370	(419,299)	2,071
TOTAL FUNDS	635,865	<u>(629,966)</u>	5,899

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 October 2018.



Detailed Statement of Financial Activities for the Year Ended 31 October 2018

	31.10.18 £	31.10.17 £
		~
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations Gift aid	16,936	52,963
Donated services and facilities	2,000 187,500	8,057 190,050
Royalties received	33	60
	206.460	251 120
	206,469	251,130
Charitable activities		
Grants	1,450	13,050
Ticket sales	26,831	11,124
Tuition fees	1,076 32,770	2,772 3,513
Sponsorships Other income	64,924	20,756
other meonic		
	127,051	51,215
Total incoming resources	333,520	302,345
EXPENDITURE		
Charitable activities		
Sundries	99,269	62,332
Gifts in kind	187,500	190,050
	286,769	252,382
Support costs		
Management	2 (00	1 724
Wages Admin expenses	3,600 38,039	1,734 41,612
Admin expenses		
Finance	41,639	43,346
Bank loan interest	968	962
Governance costs	2 000	1,900
Accountancy and legal fees		1,900
Total resources expended	331,376	298,590
Net income	2,144	3,755
		_



