

# Annual Report

**April 1st 2004 - March 31st 2005**

Constitution Unincorporated association

Governing document Trust Deed dated 27 July 1987

Registered charity number 297684

Trustees Anthony J Knapp

Denise Herrington

Marion North OBE PhD

Registered address c/o The Secretary

24 Cuppin Street

Chester

CH1 2BN

Independent examiner Stuart MacGregor

Bankers Lloyds Bank

CAF

**The object** of the Charity, as laid down in the constitution, is to provide assistance to students and practitioners of movement and dance for travel expenses (by rail, coach, sea and air) within the United Kingdom and abroad, in order to attend conferences, courses of study, or pursue a research project in the field of movement, dance or studies related to these fields.

The charity aims to attract suitable applications from all parts of the country in the most efficient way possible, to select the most deserving applicants using knowledge and experience of all committee members, to administer the distribution of money to scholarship winners efficiently making sure that proof of travel and a report is received from each one, to raise funds by attracting donations and to manage efficiently the money held by the charity.

**Administration** is in the hands of a management committee with specific tasks such as publicity, selection, and finance and fund-raising delegated to sub-committees. The Secretary has the task of receiving requests for, and sending out, application forms as well as receiving completed ones. Since we have put application forms onto our website many applicants obtain their forms from there. Applicants are asked to submit four copies of their forms and these are distributed to management committee members, with each member receiving approximately one third of the forms to comment upon. These comments are taken to the selection sub-committee where the final decision is made. Reports from scholarship winners are sent to the Chairman who acknowledges them and transfers them to the publicity committee chair who prepares them for publishing on the charity's web site.

All the work connected with the Charity is carried out by unpaid volunteers working from their homes and using their own equipment. Meetings are held in London in public areas or in officers' homes or places of work. Most committee members do not claim travel expenses and so the main administrative costs are for postage, printing and stationery.

## **The Management Committee**

1. Meetings took place on the following dates:

September 27<sup>th</sup> 2004

February 28<sup>th</sup> 2005

April 18<sup>th</sup> 2005

2. Committee members

One new officer, three new committee members and three co-opted members have been elected: Colin Bourne is the new Treasurer; the new committee members are Cindy Gower, Linda Jasper and Sue Smith (the last two were both re-elected); and the co-opted members are Chris Benstead, Maggie Killingbeck, and Pam Anderton (the ex-treasurer and now IT consultant who looks after our web-site).

### 3. Scholarships for 2005-2006

Forms send out	10
Applications received	60
Forms from Website	60
Scholarships	16

Sum applied for	£38,067
Budget	£10,000
Sum allocated	£10,085
Average	£630

#### Travel destination

	Applicants	Awardees
North America	23	11
Europe	14	1
South & Central America	9	0
Africa	5	1
Asia	9	3
Australasia	0	0
	60	16

#### Travel from (home address)

	Applicants	Awardees
London	23	8
North	12	1
West	5	2
South	9	2
Midlands	5	2
East	1	0
Scotland	3	1
Wales	1	0
India	1	0
	60	16

#### Gender

	Applicants	Awardees
Female	49	12
Male	11	4
	60	16

#### Age

	Applicants	Awardees
Range	18-72	23 - 54
30 & under	31	6
31 - 50	27	9
Over 50	2	1
	60	16

Nationality of applicant	Applicants	Awardees
British	44	14
Other	16	2
	60	16

#### Assigned awards

Gillian Lynne CBE	Wendy Hesketh, Bobak Walker
Annie Collins	Jacky Lansley, Gillian Roberts

In summary, there were 60 applications this year, as compared with 50 last year, and again the quality of applications was high. A total of £10,085 has been awarded to the 16 winners. Of the 16, 6 are under 30, 9 are between 31-50 and 1 is over 50. There are 12 female and 4 male recipients, approximately the same male/female ratio as last year. Geographical spread is satisfactory with eight awardees coming from London, one from the north, and two from each of the midlands, south and west regions, and one from Scotland. The projects take awardees into contact with leading dance practitioners worldwide and many will study innovative or unusual dance/movement forms.

The projects undertaken this year highlight the policy of the Fund to support a diverse range of topics and to assist individuals at different stages in their careers. They are exciting in their variety. Scholarship winners will travel abroad:

- to carry out research for choreographic work;
- to develop experience and performance skills in different aspects of dance/movement, for example: American tap dance; Appalachian clogging and Quebecois step dance; Body Mind Centering; Krumping; new burlesque; aerial dance; bungee-assisted dance;
- to establish or extend a network of contacts and to further links with organisations abroad;
- to present a paper at an international conference;
- to complete a teacher training qualification in Skinner, yoga, or 5 rhythms;
- to follow intensive study programme in, for example, Bharata Natyam;
- to attend workshops relating to dance writing;
- to study and document fast vanishing dances in Indonesia.

#### Administration of awards

No significant changes have been made to the way in which the awards are administered.

#### Selection Procedure

No significant changes have been made to the underlying criteria for selection or the selection process.

#### Publicity

1. The website has been further enhanced and extended, using the professional skills of our IT consultant. It is now the main plank of LUTSF publicity providing access to information about the fund, lists and analyses of scholarships as well as advice to applicants and the application form. Reports written by scholarship winners are available on the website for donors, potential donors and anyone who might wish to apply for a scholarship.

2. For the two annual press releases the balance between information posted and that sent by email changed again this year with a greater proportion of our address list being contacted by email, thus reducing administrative costs.

3. The greater ease of communication via email had meant that scholarship winners can be contacted when they arrive back in this country and sent reminders when their reports are overdue. As a result fewer reports are either very late or missing.

## The LUTSF Archive

1. Materials from the early days of the fund and application forms and reports received from scholarship winners from 1988 to 2002 have been sorted, listed and deposited with the National Resource Centre for Dance at the University of Surrey.

2. An arrangement is in place for further material to be deposited at suitable intervals.

## Finances

1. The accounts for the year ended 31 March 2005 show that expenditure was in line with budget. At the end of the financial year we had around £25,000 in our various bank accounts.

2. Once again committee members have borne much of the administrative cost themselves.

3. The Fund has received a number of donations in addition to the grant from the Linbury Trust, including the annual gift of £1,280 from Gillian Lynne (Lean Two Productions). Further income was received from covenants set up in 1997 and cash donations, and from a fund-raising effort.

## The future

An extraordinary meeting was held on April 18<sup>th</sup> to consider policy and succession. The distinctive features of the fund were identified and re-enforced, in particular the focus on individuality and value to the individual, variety and lack of constraints. The Fund does not duplicate other sources of funding. Suggestions for a mission statement and a strap line were discussed.

The committee structure was reviewed and it was suggested that a comprehensive list of tasks was produced and considered by a small group with a view to spreading the administrative load. This might be achieved within the current committee structure or it might prompt changes to the structure. The need to find replacements for some of the officers was noted.

B J Lewis (Chair)

July 2005

### List of committee members

In attendance     Geraldine Stephenson - President

Voting members	Colin	Bourne
	Judith	Chapman
	Vicki	Costello
	Vivien	Gear
	Linda	Jasper
	Cindy	Gower
	BJ	Lewis
	Tammy	McClorg
	Dick	Matchett
	Sue	Smith
	Alysoun	Tomkins

Co-opted

Pam      Anderton  
Chris     Benstead  
Maggie   Killingbeck