



# EDINBURGH WOMEN'S FICTION FESTIVAL TRUSTEES' ANNUAL REPORT

PERIOD FROM 01.04.2024 TO 31.03.2025

## Charity Contact Information

NAME:

EDINBURGH WOMEN'S FICTION FESTIVAL

SCOTTISH CHARITY NUMBER: **SC052494**

CHARITY'S PRINCIPAL ADDRESS: **29 Howe Street, EDINBURGH**

POSTCODE: **EH3 6TF**

WEBSITE: <https://www.edwomensficfest.co.uk>

SOCIALS: Instagram, Facebook, Threads, Bluesky: **@EdWomensFicFest**

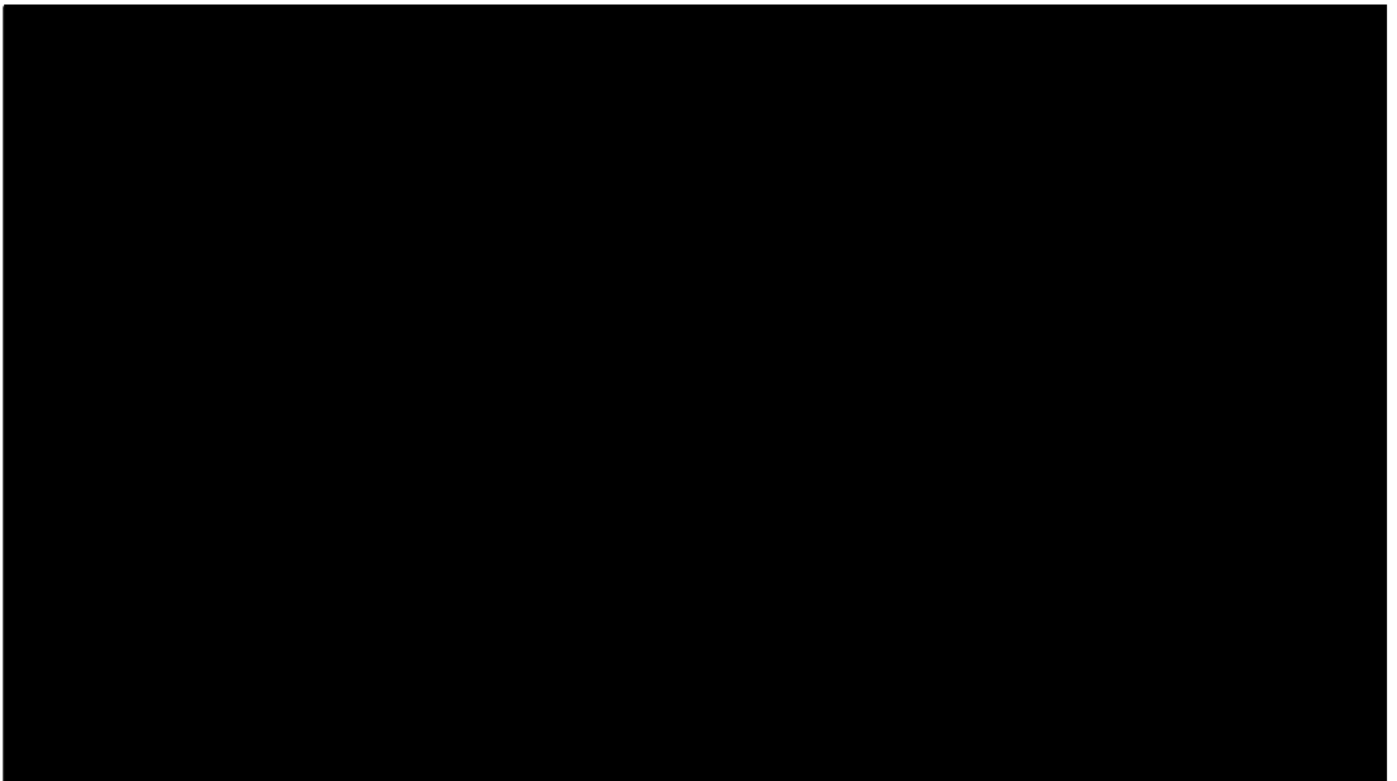
# Charity Trustees

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TRUSTEE NAME:

OFFICE:

DATES ACTED: (if not full year)



## REFERENCE AND ADMINISTRATION DETAILS

**Names of all other charity trustees during the period, if any, (for example, those who resigned partway through the financial period)**

██████████

01/04/24 to 11/22/24

## STRUCTURE, GOVERNANCE, AND MANAGEMENT

### TYPE OF GOVERNING DOCUMENT

The Edinburgh Women's Fiction Festival is a single-tier Scottish Charitable Incorporated Organisation (SC052494). The charitable trustees are all unpaid volunteers. The board consisted of three people in 2023, including a Chair, Treasurer and Secretary.

### TRUSTEE RECRUITMENT AND APPOINTMENT

██ remain trustees. We were sad to lose ██████████ this year. We are delighted to welcome two new office bearers to take the charity towards the 2025 festival. ██████████ is a well-known book influencer on Instagram (██████████) and voracious reader and her industry connections are welcomed. ██████████) is a Scots language and literature scholar as well as a book blogger and influencer.

We are also assisted by three non-trustee volunteers. ██████████ ██████████ continue to work on the Festival's behalf and ██████████ joins us to work on the 2025 planning. ██████████ is an MSc Publishing student at Edinburgh Napier University writing her dissertation on the risks and opportunities of marketing books on TikTok.

# Objectives and Activities

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## Charitable Purposes

The Edinburgh Women's Fiction Festival was set up in 2023 to celebrate writing for, by, and about women. It is an inclusive event that welcomes everyone who finds joy in reading women's fiction—commercial, romance, historical, literary, book club, and beyond.

Key Objectives are:

To provide a platform for women's genre fiction – typically overlooked by other literature festivals.

To encourage, respect and celebrate all readers of women's fiction, including romantic fiction.

To reach a broad spectrum of readers including those from socio-economic backgrounds who do not normally attend literature festivals.

To promote the mental health benefits of reading.

To create a community of writers and readers of women's fiction in Scotland.

The festival showcases authors of genres that are often overlooked. Our aim is to give readers the opportunity to meet and hear their favourite authors. We also hope to foster a community through lively discussions, meaningful conversations, and authentic connections.

Our festival includes panels featuring popular authors, writing workshops, and an event with literary agents. Linked events included a podcast, She Reads, which interviewed many of the authors featured at the festival discussing books that influenced them. We also filmed She Writes Masterclasses for writers, which included [REDACTED] discussing querying literary agents and [REDACTED] sharing tips on how to write for your genre.

## Summary of the main activities in relation to these objectives

In 2024 we ran the Edinburgh Women's Fiction Festival over two days: including nine author panels, three writer workshops, and a literary agent event. We reached our target of offering our readers a wide range of women's fiction authors with a strong focus on romantic and historical fiction. We attracted several well known authors, including [REDACTED] and [REDACTED].

We trialled Livestreaming in 2024 and will use our experience to offer professional standard Livestreaming and recordings in 2025. We will seek sponsorship for Livestreaming but if necessary can use our accrued funds to offer recordings to a broad spectrum of readers at a low cost.

# Achievements and Performance

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## Summary of the main achievements of the charity

We welcomed 29 authors and chairs at the 2024 festival. We are very proud of the diversity of participants – of our 41 featured panelists and performers, 4 were authors of colour and 4 were members of the LGBTQ+ community.

We ran a voluntary feedback survey. Most of the 59 replies were complimentary but one issue that emerged was 14 of the 59 surveys mentioned problems with the venue sound quality. There were also 5 comments on comfort. As a result we have chosen a new nearby venue for the 2025 Festival. Christ Church Morningside has a newly installed integrated sound system and no vision obstructing pillars. We will look to make the seating more comfortable, by providing cushions and blankets on request, as well as providing on site refreshments for ease. Their workshop venue also offers audiovisual facilities to give a better workshop experience.

We exceeded our target of over 60% ticket sales. We sold 464 tickets in total, including 71 full festival passes. The vast majority of sales were to EH (Edinburgh) postcodes. However we attracted 50 people from elsewhere in Scotland, including 20 from the Glasgow area. In addition a few visitors travelled from England, Europe and even USA. We offered all our authors, chairs and workshop leaders a £190 fee. 3 chairs waived all/part of their fee. Our total income this year was £16,942, against an expenditure of £15,249. Our surplus of £1,693 will more than cover the liability of £1,398 for our independent examiner's fee from Henderson Loggie LLP. Combined with the £2709 we carried forward from the 2023 Festival, we have almost £3000 to invest in the 2025 Festival after liabilities.

For 2025, we are thrilled to be partnering with Edinburgh Libraries on a free pre-festival event on 7 September, featuring a writing workshop with local commercial fiction author Angela Jackson and 2 author panels. We are looking forward to bringing the festival to Craigmillar library and hope to strengthen our connection to Edinburgh Libraries with more events in years to come.

## Financial Review

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### Brief statement of the charity's policy on reserves

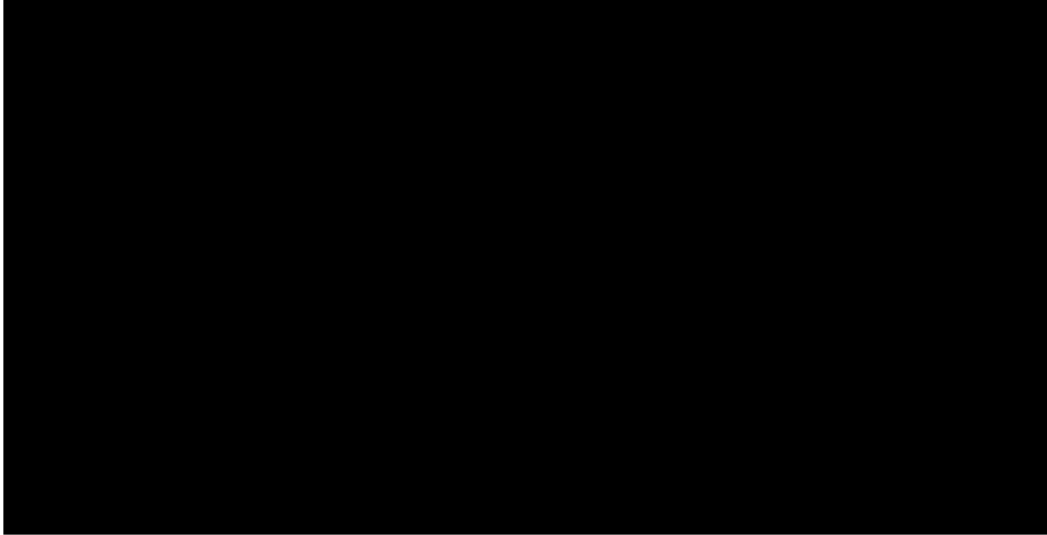
We are pleased to have achieved a second year with a small surplus. These funds will fund early expenses and allow us to offer panel Livestreaming and even higher quality panels and workshops in 2025. We will expand our writer events into Friday afternoon and offer a workshop for independently published authors. In 2025 we aim to run 8 author workshops with 17 authors and 8 chairs.

**\*\* No deficit, no donated facilities or services \*\***

# Declaration

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The trustees declare that they have approved the trustees' report above.



Committee, 2025



Edinburgh Women's Fiction Festival

SC052494



Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	April	2024		31	March	2025

## Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
<b>A1 Receipts</b>						
Donations	989				989	478
Legacies					-	
Grants					-	
Receipts from fundraising activities	1,250				1,250	1,450
Gross trading receipts	14,703				14,703	7,356
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
<b>A1 Sub total</b>	<b>16,942</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>16,942</b>	<b>9,284</b>
<b>A2 Receipts from asset &amp; investment sales</b>						
assets					-	
investments					-	
<b>A2 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>16,942</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>16,942</b>	<b>9,284</b>
<b>A3 Payments</b>						
Expenses for fundraising	1,768				1,768	436
Gross trading payments					-	-
Investment management					-	
Payments relating directly to charitable activities	13,481				13,481	6,137
Grants and donations					-	
Governance costs:						
Audit / independent					-	
Preparation of annual					-	
Legal costs					-	
Other					-	
<b>A3 Sub total</b>	<b>15,249</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,249</b>	<b>6,573</b>
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>A4 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>15,249</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,249</b>	<b>6,573</b>
<b>Net receipts / (payments)</b>	<b>1,693</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,693</b>	<b>2,711</b>
<b>A5 Transfers to / (from) funds</b>						
<b>Surplus / (deficit) for year</b>	<b>1,693</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,693</b>	<b>2,711</b>

**Section B Statement of balances**

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
<b>B1 Cash funds</b>	Cash and bank balances at start of year	2,711				2,711	-
	Surplus / (deficit) shown on receipts and payments account	1,693				1,693	2,711
						-	
	Cash and bank balances at end of year (Agree balances with receipts and payments account(s))	4,404	-	-	-	4,404	2,711

Categories	Details	Fund to which asset belongs		Market valuation to nearest £	Last year to nearest £
<b>B2 Investments</b>					
		Total		-	-

Categories	Details	Fund to which asset belongs		Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
<b>B3 Other assets</b>					250	
			Total		-	250

Categories	Details	Fund to which liability relates		Amount due to nearest £	Last year to nearest £
<b>B4 Liabilities</b>	Independent examiners fee			1,398	1,320
		Total		1,398	1,320

Categories	Details	Fund to which liability relates		Amount due (estimate) to nearest £	Last year to nearest £
<b>B5 Contingent liabilities</b>					
		Total		-	-

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

[Redacted Signature and Name]

24/06/25

**Section C Notes to the Accounts**

**C1 Nature and purpose of funds** (may be stated on analysis of funds worksheets)

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**C2 Grants**

Type of activity or project supported	Individual / institution	Number of grants made	£
<b>Total</b>			-

**C3a Trustee remuneration**

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	<b>X</b>
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**C3b Trustee remuneration - details**

Authority under which paid	£

**C4a Trustee expenses**

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	
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**C4b Trustee expenses - details**

	Number of trustees	£
Festival expenses paid by Trustees and reimbursed during the year	2	376

**C5 Transactions with trustees and connected persons**

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

**C6 Other information**

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## Edinburgh Women's Fiction Festival

SC052494

**Additional analysis (1)**

## Analysis of receipts and payments

## 1 Donations

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
General Donations	989				989	478
					-	
					-	
<b>Total</b>	<b>989</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>989</b>	<b>478</b>

-

## 2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
			-	
			-	
			-	
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

-

## 3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
					-	
					-	
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

-

## 4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Ticket/terminal fees (Stripe/Ticket Tailor)	732				732	443
Ticket refunds	348				348	232
Author chair fees	6,175				6,175	3,830
Church venue hire	1,174				1,174	820
Gifts and refunds					-	106
Insurance	110				110	110
Travel and subsistence					-	596
Festival expenses	2,877				2,877	
Computer costs	96				96	
Website	330				330	
Sundry expenses	319				319	
Independent examination fee	1,320				1,320	
<b>Total</b>	<b>13,481</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,481</b>	<b>6,137</b>

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**Additional analysis (2)**

**5 Breakdown of unrestricted funds**

	Unrestricted fund 1 - enter name of fund below	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
<b>Receipts</b>						
Donations	989				989	478
Legacies					-	
Grants					-	
Receipts from fundraising activities	1,250				1,250	1,450
Gross trading receipts	14,703				14,703	7,356
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
<b>Sub total</b>	<b>16,942</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>16,942</b>	<b>9,284</b>
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>16,942</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>16,942</b>	<b>9,284</b>
<b>Payments</b>						
Expenses for fundraising activities	1,768				1,768	436
Gross trading payments	-				-	
Investment management costs					-	
Payments relating directly to charitable activities	13,481				13,481	6,137
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
<b>Sub total</b>	<b>15,249</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,249</b>	<b>6,573</b>
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>15,249</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,249</b>	<b>6,573</b>
<b>Net receipts / (payments)</b>	<b>1,693</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,693</b>	<b>2,711</b>
<b>Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	<b>1,693</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,693</b>	<b>2,711</b>

Nature and purpose of funds

**Additional analysis (3)**

**6 Breakdown of restricted funds**

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
<b>Receipts</b>						
Donations	-				-	
Legacies						
Grants						
Receipts from fundraising activities	-				-	
Gross trading receipts	-				-	
Income from investments other than land and buildings						
Rents from land & buildings						
Gross receipts from other charitable activities						
<i>Sub total</i>	-	-	-	-	-	-
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments						
<i>Sub total</i>	-	-	-	-	-	-
<i>Total receipts</i>	-	-	-	-	-	-
<b>Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments	-				-	
Investment management costs						
Payments relating directly to charitable activities	-				-	
Grants and donations						
Governance costs:						
Audit / independent examination						
Preparation of annual accounts						
Legal costs						
<i>Sub total</i>	-	-	-	-	-	-
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments						
<i>Sub total</i>	-	-	-	-	-	-
<i>Total payments</i>	-	-	-	-	-	-
<i>Net receipts / (payments)</i>	-	-	-	-	-	-
<b>Transfers to / (from) funds</b>						
<i>Surplus / (deficit) for year</i>	-	-	-	-	-	-
<b>Nature and purpose of funds</b>						

**APPENDIX 3**



		<b>Independent examiner's report on the accounts</b>						v2
<b>Report to the trustees/members of</b>		Charity name <b>Edinburgh Women's Fiction Festival</b>						
<b>Registered charity number</b>		<b>SC052494</b>						
<b>On the accounts of the charity for the period</b>		Period start date				Period end date		
		Day	Month	Year	<b>to</b>	Day	Month	Year
		1	April	2024		31	March	2025
<b>Set out on pages</b>		1-3						(remember to include the page numbers of additional sheets)

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. 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 seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

In the course of 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 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

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.

**Signed:**

**Name:**

**Relevant professional qualification(s) or body (if any):**

**Address:**

\*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

## APPENDIX 3

### Disclosure section

Only complete if the examiner needs to highlight material problems.

**Give here brief details of any items that the examiner wishes to disclose**