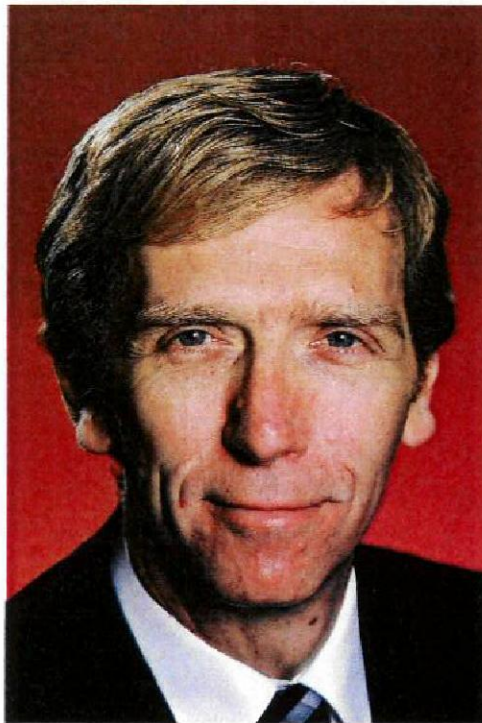




The Phoenix Theatre & Arts Centre

**Trustees' Annual Report & Statement of Accounts
1 April 2018 / 31 March 2019**



"Let's meet the challenges ahead together"

Rob Allerston

The Phoenix Theatre & Arts Centre

Station Road, Bordon
Hampshire, GU35 0LR

CIO Charity No. 1166858

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Administrative Information

The Phoenix Theatre & Arts Centre is a CIO Registered Charity (Number 1166858). The primary objectives, management and operation of the Association are laid down in its Constitution, which is based on the Model Constitution recommended by the National Federation of Community Organisations (Community Matters).

Trustees for the Period 1/4/2018 – 31/3/2019

Davina Hudson	President since November 2010
Eric Clifford	Chair since October 2014
Beverley Edwards	Vice-Chair since October 2016
Brent Sigley	Treasurer since November 2010
Paul Edwards	
Jim Miles	
Susie Briscoe	
Liz Eves	Representative of The Phoenix Players
Grant Dawkins	Representative of the Deadwater Valley Trust
Cllr Adam Carew	Representative of Hampshire County Council
Cllr Mervyn Smith	Representative of East Hampshire District Council
Cllr Lyn Malikoff-Johnston	Representative of Whitehill Town Council

Bankers:

Lloyds TSB plc, 75 Castle Street, Farnham, Surrey, GU9 7LT

Independent Examiner:

Nicky Cole, Business Manager, Mad About Book-Keeping, The Parade, Petersfield Road, Whitehill, GU35 9AR

Arts for All Ages and Abilities (Arts4All...)

Primary Aims

The Objectives laid down in the Constitution are:

- (a) Providing facilities to advance education and to provide facilities in the interest of social welfare for recreation and leisure-time occupation
- (b) To establish or to secure the establishment of a Community Arts Centre and to maintain and manage or to co-operate with any local authority in the maintenance and management of such a centre for the activities promoted by the Association and its constituent bodies, without distinction of sex or of political, religious, or other opinions.

The principal activities of the charity reflect its objectives in that they provide opportunities for the wider public to have access to a variety of arts based activities and provide educational programmes and learning through the arts to all ages and abilities. To achieve this The Phoenix:

- Offers a broad programme of drama, music and theatre performances, both professional and amateur, at the theatre venue
- Provides a programme of art and drama activities for children and young people at the centre
- Delivers a programme of learning opportunities in visual and performing arts for adults with learning disabilities
- Delivers an Adult Learning Programme in the creative arts in Whitehill and Bordon
- Provides workshops in the arts to schools and community groups as one off or longer-term projects
- Offers artists studio space available for rent
- Offers conference / meeting rooms
- Provides rooms available to hire for band practises and other rehearsals
- Is home to an amateur theatrical group, The Phoenix Players, in which members of the community participate to perform plays at The Phoenix Theatre

Management

In accordance with its Constitution, the policy and affairs of the Association are determined by the Council which meets monthly. The members of the Council are also the Charity Management Trustees.

The Council consists of:

- The Officers of the Association
- The representatives appointed by the constituent bodies / sections
- Representatives of the full members
- One representative of the junior members
- Up to four co-opted members
- Representatives from funding bodies

Members of the Association are invited to nominate new Trustees when the notice of the AGM is issued.

A Director is appointed by the Trustees to manage the day to day operations of the charity. To facilitate effective operations, the Director has delegated authority for operational matters such as artistic and performance related activity policy, finance and staffing. The parameter of the authority is laid out by the Trustees who review this as appropriate.

Reserves Policy

A charity has an obligation to disburse money raised for its charitable objectives, without delay. However, all organisations need a certain level of cash reserves to ensure their smooth day-to-day running. The Trustees feel that it would be appropriate to build up a cash reserve of 20 - 25% of the annual running costs to cover operational requirements but are prepared to run the Association with a lower level of reserves in pursuance of our charitable objectives.

Public Benefit

The Charity Trustees understand the Charity Commissions guidance on public benefit and in accordance with the objectives of the organisation recognise that the charity operates primarily to provide public benefit in advancement of the arts and also through the advancement of education and community development. To facilitate this, work the charity maintains the fabric of a community arts centre in addition to providing arts related activities within the community.

Staffing

The staff for the year comprised the following:

- 1 x full-time Director
- 1 x full-time Administrator
- 1 x part-time Marketing Officer
- 1 x part-time Cleaner
- Freelance, self-employed artists and actors are engaged to run workshops and to work as part of The Phoenix Theatre Company
- Volunteer Bar Staff
- Volunteer Front of House Staff
- Volunteer Box Office Staff
- Volunteer Office Staff
- Volunteer Theatre Technicians
- Volunteers who distribute Marketing print locally

Funding Bodies

Revenue funding has been received from:

- Whitehill Town Council
- East Hampshire District Council
- Hampshire County Council
- Lindford Parish Council
- Headley Parish Council

Project funding has been received from:

- East Hants District Councillors devolved budgets

Chairman's Report

Review of the Year 2018-2019

A year ago, I reported that The Phoenix had reached a critical point in its history, the continuing deterioration of our building, a former Army school built over 100 years ago has become a serious concern to the Board of Trustees, which we collectively feel, seriously threatens its continued future existence. We submitted a substantial funding application to East Hampshire District Council under a Section 106 Planning Gain Scheme for the renovation, updating and enhancement of our building. These plans included improvements to the theatre space with an increase in seating and upgrade of technical facilities and featured the conversion of our two ground floor rooms into three, to create a new café and bar area and importantly a lift to the first floor providing disabled access. Subsequently in the spring of this year we were awarded a considerable interim award to facilitate our plans and which we are extremely grateful to EHDC, that put us in the position of being able to get the project off the ground and started.

A decision on our S106 funding application was reached at the end of December 2019 with an award of £200,000 being made and ambitious plans to build a new Phoenix Theatre in the town centre being discussed. We look forward to discussing this option with EHDC in early 2020 and if approved it would give The Phoenix an opportunity to expand and develop its key role as the only full-time, professional theatre in East Hampshire and provide Whitehill and Bordon, as a rapidly expanding, developing town and its surrounding areas, with arts, culture, educational opportunities, entertainment and of course fun! It will also enable us to continue our pledge to make the arts accessible for all - something we have done successively for many years.

However, there is a reluctant footnote to the above, the Board of Trustees have reluctantly but realistically come to the decision that without substantial ongoing financial investment, The Phoenix will have to close within two to three years!

I feel it is worth bringing to your attention a recent article in The Guardian written by Nicholas Serota, the current Chairman of Arts Council England a role he has held since February 2017. He puts forward the findings of a recent independent report commissioned by them, which clearly presents the evidence that there is not only tangible value in investment in the Arts, but there also huge public demand for it. The presence in a town of a theatre, gallery or a library where people can get together to enjoy themselves and share the experiences offered by performances, exhibitions and festivals help make town-centres attractive places to visit and socialise and certainly provides an educational benefit. The Arts have an ever-increasing role to play in helping us all to live well. Whether it is in bringing communities together, particularly important with all the new residents coming to live in Whitehill and Bordon over the next few years and helping the town to integrate and promote individual well-being and provide a focus for the younger generation growing up here. By developing and supporting our cultural and arts sector in Whitehill and Bordon, in which The Phoenix plays a such an important role, we will create a happier, more vibrant community that we can all be proud to be a part of and play an important part in attracting people to come and live here.

As a charity, we are very conscious of the cumulative effects of many years in which the economic climate of austerity and public spending cutbacks have prevailed. This has resulted inevitably in affecting council budgets and we are extremely grateful to Whitehill Town Council for their

continued and increased financial support given to The Phoenix. Sadly, for us the financial support given to us by Hampshire County Council and East Hampshire District Council has either been phased out or will be phased out over the next couple of years. We are grateful for their past and current support and fully acknowledge the financial pressures that they themselves have been under during the last few years. To offset these losses will be extremely hard and to remain financially viable it is more important than ever that the investment in capital repairs and improvements to our building take place in the next few months, these will hopefully enable us to generate more income to continue our work and help us offset the loss of grant income. We will, of course, explore all areas of possible future areas of funding, including sponsorship, but it will be difficult to undertake the range of work we do with such varied programmes, particularly in areas such as Domestic Abuse and Disability Arts which we have earned a very good reputation for providing to the community, unless we can replace that loss of grant income. Let's be clear all this does place a shadow over the future financial viability of The Phoenix and its ability to operate in its current form. I refer you back to the message of the Art's Council report which highlighted earlier.

The continued support given to us by the outside representatives on our Board is greatly appreciated: former Councillor Linda Malikoff- Johnston (Whitehill Town Council), Councillor Mervyn Smith (East Hampshire District Council) both who have recently left us, and we look forward to working with their replacements. Councillor Adam Carew (Hampshire County Council) continues to offer his very generous support and a special mention must be made of Grant Dawkins representing the Deadwater Valley Trust who has provided invaluable advice to us over the past year. We must also offer a vote of thanks to James Child and his staff at the Whitehill & Bordon Regeneration Company for their continuing support and advice. We must not forget to give a big vote of thanks to Mike Walsh and Kade Dillon both of Taylor Wimpey as well as Danielle Friedman-Brown (EHDC)) and Grant Dawkins again for the time and valuable assistance they have given while serving on the Project Board for the Refurbishment of The Phoenix Theatre & Arts Centre.

On a more very positive note our intimate 102 seat theatre has played host to well over 100 events with over 40 of those having sold out during the past year. These events have provided entertainment, lots of laughter and stimulated interest for our patrons and enabled them to experience the very friendly atmosphere which performers and audience enjoy so much. Our ability to attract well known performers such as Russell Kane who came for 4 nights in the Spring, Gyles Brandreth and Jack Dee, who opened our Autumn / Winter season, is solely down to the strong relationships that Rob has built up over the last few years with Agents, and one thing for sure, all the performers receive a very warm welcome from Rob and the team, not forgetting our audiences, something we have become well known for in the industry. Rob's Theatre Club has built up a regular following over the last couple of years and has featured some excellent productions, in particular; Orlando starring the brilliant Rebecca Vaughan and Shackleton's Carpenter from Hilo Productions and this Autumn, Silas Marner performed by the Conn Artists Theatre Co. The regular audiences really enjoyed the post show Q&A sessions with the performers. Our varied programmes offer something of interest to all, range from music with for example One Night of Ska to something completely different, Lesley Carver a local Medium and Wrestling on Saturday afternoon presented by LDN.

The Phoenix has been again over the past year been a hub of opportunity for performers and the Summer Youth Theatre production of the musical version of Oliver Twist drew young performers from the age of six to eighteen, many acting for the first time. They worked extremely hard over 10 days to take part in the two sell-out shows. A big thanks to Rob as Director, Liz Blake as Choreographer and Charlie Essex as Production Assistant. Rob loves directing and is producing

another adult panto in December, Cinders-A-Fella. If it's anything like last year's hilarious production of Puss-in Boots, it should not to be missed! Liz, our Dance Officer has had another busy year and has had to start another session on Tuesdays of her very successful Dance Picnic. This is due to the number of ladies who want to take part. Our in-house group of Phoenix Players, now under a new Chairman Liz Eves, have had a busy year, kicking off last January with their Pantomime, Robin Hood. I am looking forward to their next Panto, The Wizard of Oz early in the New Year.

The Board recognizes and is sincerely grateful for the tremendous contribution that Rob Allerston, our Director, through his leadership and personal dedication has made to the success of The Phoenix. In reality, he works too many hours and has an extremely heavy workload. It is another important reason why we need to secure substantial capital and revenue funding so that we can increase the staffing structure to provide support, freeing up his time to develop and expand the work we do both in the Theatre and externally, in the community. We would also like to thank Keri Smith, our Administrator and Jenny Clarke, our Marketing Officer for their contribution to the continued success of The Phoenix. Jenny has worked extremely hard to organize PhoenixFest19, as well as other very successful community events, such as the Phoenix Beer Festival and Gamefest, (in conjunction with her husband Dom and Beacon Church). Jenny constantly promotes, The Phoenix and we should note her success in increasing the number of patrons on our mailing list to over 2000, a milestone which she achieved recently.

On a personal note I would like to thank Beverley Edwards, our Vice-Chairman and the other members of the Board for their continued support to both Rob and I during the past year. I should also mention the invaluable work carried out by our Treasurer, Brent Sigley, Paul Edwards as Minutes Secretary and that undertaken by Jim Miles, with his many years' experience of working in the Arts and Heritage in assisting me in organisational and management matters. Jim, along with Davina Hudson and till recently Susie Briscoe have come together as small team helping Rob and Keri with Health & Safety matters. We must thank Susie Briscoe who has recently retired from the Board due to work commitments for her service during the last couple of years.

Finally, I would like to thank all those who work at The Phoenix on our behalf, as well as our volunteers who between them cover the many events we hold each year. The difficult task of coordinating and organising our volunteers is done by Paul and Beverley Edwards, assisted by Nikki White and our thanks must go to them. These volunteers continue to provide a warm welcome to all our patrons which fully justifies our reputation as "Hampshire's Friendliest Little Venue". Let's all hope that we can secure the investment The Phoenix needs to guarantee its future and continue its invaluable work for the community of Whitehill & Bordon and the surrounding areas.

Eric W Clifford

Treasurer's Report

The year to the end of March 2019 like the previous year has again been a disappointing one. It is a situation which must be addressed, and which steps must be taken to reverse. Although it was expressed at the last AGM that as events could unfold we may not be here in a years time; that has clearly not come to pass. It is of course a significant relief, but as we can see from the results the financial position has continued to deteriorate .

A key question is how can we collectively as trustees and members bring forward our thoughts in order to help The Phoenix move forward. We will support and be guided by Rob and his team's experience in further refining a strategy which I know he trying to put in place. However, the first

thing to do is to present and explain the annual accounts for 31 March 2019 which you have at hand. I thought that in conjunction with explaining the accounts it is also worthwhile as an adjunct to the accounts to present the attached appendix which I hope will provide you with a view of the trends in the income and expenses of The Phoenix over the past 4 years.

Referring firstly to the accounts themselves, you can see that a loss has been suffered for the year of £10,129 against a loss of £4,738 for 2018. You may well be concerned by this result, and therefore I think it is worthwhile looking at the trends over the last four financial years to see what has done well and where we have been suffering. The attached appendix re-presents the numbers as they are formally shown in the accounts, plus the equivalent numbers from the earlier 2017 and 2016 years. In essence the appendix takes note 2 incoming resources and note 3 outgoing resources from the accounts and deducts from the incoming resources by activity the outgoing resources directly attributable to that activity so that we can see which activities are providing a positive contribution and continuing to hold up compared to previous years in order that we cover our overhead costs.

We can see immediately near the bottom of the schedule that there is a deficit before grants even in the best years which is why continued support from those who have supported us over the years and any new support is so important to the survival of The Phoenix.

Returning to the Surplus from Theatre activities by activity trends, it is fairly clear to see that very importantly the Bar has continued to provide surpluses at consistent levels as has The Phoenix Players, the theatre and even Sundries. What has not done so well is Productions, Arts projects and Room hire. These activities in common with one another are subject to the unpredictability of taste and need, but also the ability to have any influence in negotiations. For example, we often have limited scope for improving the profit split on ticket sales with a promoter, and in the case of room hires we are dependent on need, but also attractiveness of facilities, and pricing. In regard to attractiveness this could have been largely addressed if the original funds applied for had been provided.

Turning to overhead costs, these have increased due to salaries and office costs but partially offset by a fall in premises costs, but these costs will have to be watched carefully going forward. Some explanation of the balance sheet is also necessary as there have been some significant movements between the 2 financial years. Cash has fallen from £40,612 to £32,266. This represents a fall of £8,366. Most of this fall is related to the loss for the year. The principle difference between the 2 movements being depreciation on the computer equipment.

The most obvious year to year movement is in debtors and creditors which have both increased by circa £50,000. This is due to the receipt of a grant of £50,000 to enable a feasibility study to be undertaken with a view to refurbishing the whole theatre and subsequent expenditure of the funds received on advice on how best to proceed based on the projected building costs. Had the envisaged work been undertaken, we may have by now had a more attractive and appealing facility to sit in this evening, but more importantly for the users of this most important facility for the community.

We are working on a plan to enable donations to be made to The Phoenix when a ticket is purchased which in turn will enable Gift Aid to be applied for. It is planned that Gift Aid could commence in April, but donations on top of the ticket price could begin now.

Finally, I would like to thank Rob and his team and the trustees for all their support throughout the year.

Brent Sigley

Annual Health & Safety Task Force Report

The Task Force has the following members:

Rob Allerston (Chair)

Eric Clifford

Jim Miles

Davina Hudson

Keri Smith

The Task Force has met on 4 occasions since the 2018 AGM.

Based on the excellent foundations laid by Ted Wood, Linda Gouldsmith and David Birch, we have continued to review the scheduled inspections needed in the building and of the management systems involved.

This led to a decision to hold Task Force meetings on a quarterly rather than a monthly basis. The decision was endorsed by the full Council.

A calendar programme of tasks is reviewed at each meeting so that all aspects of The Phoenix Health and Safety management system are regularly checked for necessity, practicality and implementation. Checks are carried out by the Task Force through walk-round inspections of the building, the examination of documents, physical checks on lights, signs, fire alarms, extinguishers and first aid boxes etc.

During the year we piloted a simple system of quantified risk assessment to sharpen focus on those aspects of activities and tasks which have the greatest potential to cause harm. The Task Force will now implement this system across all our audited activities.

In an environment of extremely limited human and financial resources, and with major enhancement works on the building not expected to be carried out until the summer of 2020, the Task Force, along with the Director, have had real difficulties addressing certain problem areas and have had to settle for procedural mitigations and best endeavours.

Rob Allerston

Appendix A

Independently Examined Accounts for the Year Ended 31 March 2019

Independent examiner's report to the Trustees of

BARBADOS HOUSE ASSOCIATION / THE PHOENIX THEATRE & ARTS CENTRE

I report on the accounts of the Association for the year ended 31 March 2019, which are set out on pages 12 to 20.

Respective responsibilities of the trustees and the examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Act:
- To follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act; and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 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 connection with my examination, no matter has come to my attention:

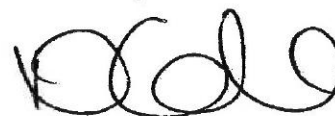
(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act 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.

Mrs Nicky Cole
Mad About Book-keeping
The Parade, Petersfield Road
Whitehill, Hampshire
GU35 9AR
www.madaboutbookkeeping.co.uk

06 January 2020



Statement of Financial Activities

	Unrestricted Funds £	Restricted Funds £	Total 2019 £	Total 2018# £
Incoming Resources (Note 2)				
Incoming resources from generated funds	-	-	-	-
Voluntary income	1,123	-	1,123	1,327
Activities for generating funds	18,457	-	18,457	14,821
Investment income	117	-	117	28
Incoming resources from other charitable activities	186,990	-	186,990	214,749
Other incoming resources	-	-	-	-
Total Incoming Resources	206,687	-	206,687	230,924
Resources Expended (Notes 3 - 5)				
Costs of generating funds				
Costs of Generating Voluntary Income	-	-	-	-
Fundraising Trading Costs	8,427	-	8,427	5,630
Charitable activities	208,289	-	208,289	229,932
Governance costs	100	-	100	100
Total Resources Expended	216,816	-	216,816	235,662
Net incoming/(outgoing) resources	(10,129)		(10,129)	(4,738)
Total funds brought forward	38,760		38,760	43,498
Total funds transferred in	0		0	
Total Funds Carried Forward	28,631	-	28,631	38,760

Phoenix Theatre & Arts Centre
Registered CIO Charity No. 1166858
Annual Accounts for the year ended 31st March 2019

Balance Sheet

As At 31st March 2019

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2019 £	Total 2018 £
Fixed Assets					
Computer equipment	6	3,913	-	3,913	5,058
		<u>3,913</u>	<u>-</u>	<u>3,913</u>	<u>5,058</u>
Current Assets					
Stock and work in progress		589	-	589	584
Debtors	7	68,476	-	68,476	13,887
Cash at bank & in hand		32,265	-	32,265	40,612
Total Current Assets		<u>101,329</u>	<u>-</u>	<u>101,329</u>	<u>55,083</u>
Creditors: amounts falling due within one year	8	76,511	-	76,511	21,381
Net current assets/(liabilities)		<u>24,818</u>	<u>-</u>	<u>24,818</u>	<u>33,702</u>
Total assets less current liabilities		<u>28,731</u>	<u>-</u>	<u>28,731</u>	<u>38,760</u>
Creditors: amounts falling due after one year	8	-	-	-	-
Net assets		<u>28,731</u>	<u>-</u>	<u>28,731</u>	<u>38,760</u>
Funds Of The Charity					
Unrestricted funds	9	28,631	-	28,631	38,760
Restricted funds		-	-	-	-
Total Funds		<u>28,631</u>	<u>-</u>	<u>28,631</u>	<u>38,760</u>

The notes on pages 14 - 20 also form an integral part of these accounts

Signed on behalf of the trustees

Chris U. Cripps
Jim Miles

Print name Chris U. Cripps

Print name JIM MILES

Date of approval: 07/01/2020

Notes To The Accounts

Note 1 Accounting Policies

Basis of Accounting

These Accounts have been prepared under the basis of historic cost in accordance with applicable accounting standards and follow recommendations in Accounting and Reporting by Charities: Statement of Recommended Practice (SORP 2005) and with the Charities Act 1993

Incoming Resources

Incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income, and the amount can be quantified with reasonable accuracy.

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Intangible Income

Intangible income, which comprises donated services, is included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised when there is no financial cost borne by a third party.

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis.

Stock

Bar stock is stated at the lower of cost or net realisable value.

Fund accounting

Funds held by the charity are either:

- Unrestricted funds. These are funds which can be used in accordance with the charitable objectives at the discretion of the trustees.
- Restricted funds. These are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Phoenix Theatre & Arts Centre
Registered CIO Charity No. 1166858
Annual Accounts for the year ended 31st March 2019

Note 2 Analysis of incoming resources

		2019 £	2018 £
Voluntary income	Donations	289	317
	Barbados House Association Membership	834	1,010
Total		1,123	1,327
Activities for generating funds	Theatre bar takings	18,457	14,821
	Amazon.co.uk royalty payments	-	-
Total		18,457	14,821
Investment income	COIF deposit fund income	117	28
Total		117	28
Incoming resources from charitable activities	Grants:		
	East Hampshire District Council - <i>arts centre</i>	10,098	8,042
	Hampshire County Council - <i>theatre programme</i>	12,240	14,100
	Hampshire County Council - <i>Councillors Devolved Budget</i>		-
	Headley Parish Council - <i>Arts Centre</i>	500	-
	Lindford Parish Council - <i>Arts Centre</i>	250	250
	Whitehill Town Council - <i>Arts Centre</i>	19,000	19,000
	Other activities:		
	Arts workshops	18,038	18,153
	Phoenix Players	8,806	10,021
	Phoenix Theatre Company/Productions	2,000	5,375
	Arts projects	27,833	69,135
	Theatre	60,966	51,033
	Programme Marketing	400	200
	Room Hire	23,623	18,633
	Other Income - Sundries	3,236	809
Total		186,990	214,749
Restricted Funds:		-	-
Sum for reference		206,687	
Perfect match to SAGE 29/7/11			

Phoenix Theatre & Arts Centre
Registered CIO Charity No. 1166858
Annual Accounts for the year ended 31st March 2019

Note 3 Analysis of resources expended

		2019 £	2018 £
Fundraising trading costs	Cost of Bar sales	8,427	5,630
	Total	8,427	5,630
Charitable activities	Arts Workshops	17,010	18,456
	Phoenix Players	1,064	2,196
	Phoenix Theatre Company	2,628	2,360
	Arts Projects	24,472	61,271
	Theatre	54,773	43,442
	Premises Costs	20,906	18,144
	Staff Costs	69,552	68,046
	Office Costs	10,625	9,129
	Marketing	7,258	6,887
		-	-
	Total	208,289	229,932
	No Rates payable to East Hampshire District Council as the charity is given a Rates Dispensation to the value of £1,037 (2018 £1,008)		
Governance Costs	Independent examination fee	100	100
	Total	100	100
Restricted Funds		-	-
	Total	-	-
Sum for reference		216,816	236412
Perfect match to SAGE 29/7/11			235927

Phoenix Theatre & Arts Centre
Registered CIO Charity No. 1166858
Annual Accounts for the year ended 31st March 2019

Note 4 Trustee Expenses

	2019	2018
Number of trustees who were paid expenses	-	-

Note 5 Paid Employees

5.1 Staff Costs

	2019 £	2018 £
Gross wages, salaries and benefits in kind	68,977	61,445
Employer's National Insurance costs	41	186
Total Staff Costs	69,018	61,631

5.2 Average number of full-time equivalent employees in the year

	2019	2018
Part of the charity in which the Employees work		
Fundraising	-	-
Charitable activities	3	3
Other	-	-
Total	3	3

Phoenix Theatre & Arts Centre
Registered CIO Charity No. 1166858
Annual Accounts for the year ended 31st March 2019

Note 6 Fixed Assets

	Computer Equipment £
Cost	
Opening balance 1 April 2018	5,726
Additions	-
Closing balance 31 March 2019	<u>5,726</u>
Depreciation	
Opening balance 1 April 2018	668
Depreciation	1,145
Closing balance 31 March 2019	<u>1,813</u>
Carrying amount 31 March 2019	<u>3,913</u>
Carrying amount 31 March 2018	<u>5,058</u>

Note 7 Debtors and Prepayments

Analysis of debtors	Amounts Falling due within one year	
	2019	2018
	£	£
Trade debtors	67,054	11,777
Prepayments and Accrued income	1,422	2,110
Total	<u>68,476</u>	<u>13,887</u>

Note 8 Creditors and Accruals

Analysis of Creditors	Amounts Falling due within one year	
	2019	2018
	£	£
Trade creditors	20,429	15,669
Other taxes and Social security costs	1,313	-
Accruals and Deferred income	54,770	5,712
Total	<u>76,511</u>	<u>21,381</u>

Phoenix Theatre & Arts Centre
Registered CIO Charity No. 1166858
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Note 11 Transactions With Related Parties

11.1 Remuneration and benefits

No remuneration or any other benefits were paid to a trustee or other related parties by the charity this financial year (2018) or in the previous financial year (2017)

11.2 Loans

	Name of trustee or connected party	Legal Authority	Amount Owing		
			2019	£ 2018	£
Due to trustees and related parties			None		None
Due from trustees and related parties			None		None

11.3 Other transaction(s) with trustees and related parties

Name of trustee or related party	Relationship to charity	Description of the transaction	2019 £	2018 £
None	None	None	None	None

Appendix B

Financial Trends for the Last 4 Years

The Phoenix Theatre & Arts Centre

Appendix to the Treasurers Report

<i>Surplus from Theatre Activities</i>	2019	2018	2017	2016	2019/2018	2018/2017	2017/2016	2019	2018
					By activity	By activity	By activity	As a % of total surplus	
					% change	% change	% change		
Bar	10,030	9,191	10,399	8,597	8	(13)	17	18	17
Arts Workshops	1,027	(304)	3,804	(444)	130	1,353	112	2	(1)
Phoenix Players	7,742	7,824	7,693	7,604	(1)	2	1	14	14
Phoenix Theatre Company/Productions	(628)	3,015	2,395	1,376	(580)	21	43	(1)	5
Arts Projects	3,361	7,864	1,118	14,133	(134)	86	(1,164)	6	14
Theatre	6,193	7,591	4,689	5,071	(23)	38	(8)	11	14
Programme Marketing	400	200	1,240	725	50	(520)	42	1	0
Room Hire	23,623	18,633	25,582	35,793	21	(37)	(40)	43	34
Other Income - Sundries	3,236	809	1,121	2,495	75	(39)	(123)	6	1
Total Surplus from Theatre Activities	54,984	54,823	58,041	75,350	0	(6)	(30)		

<i>Overheads</i>	2019	2018	2017	2016	2019/2018	2018/2017	2017/2016	2019	2018
					By activity	By activity	By activity	As a % of total overheads	
					% change	% change	% change		
Premises Costs	20,906	18,144	17,832	28,196	13	2	(58)	19	18
Staff Costs	69,552	68,046	63,442	61,697	2	7	3	64	67
Office Costs	10,625	9,129	6,700	6,769	14	27	(1)	10	9
Marketing	7,258	6,887	6,600	6,239	5	4	6	7	7
Governance Costs	100	100	100	100	0	0	0	0	0
Total Overheads	108,441	102,307	94,674	103,001	6	8	(9)		

<i>Other income</i>	2019	2018	2017	2016
Voluntary Income	1122.85	1326.69	1209	2044
Investment Income	116.55	27.9	98	68

Deficit before Grants Received	(52,218)	(46,129)	(35,326)	(25,539)	(12)	(23)	(28)
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Grants Received	42,088	41,392	40,954	37,368	2	1	9
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Net (Deficit)/Surplus for the Year	(10,129)	(4,738)	5,628	11,829	(53)	(219)	110
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"Hampshire's Friendliest Little Venue"



The Phoenix Theatre & Arts Centre

Station Road, Bordon
Hampshire, GU35 0LR

CIO Charity No. 1166858