

Company registration number: 03940894

Charity registration number: 1082962

# Theatre@41 Ltd

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2019

Minford Chartered Accountants  
Moyola House  
31 Hawthorne Grove  
York  
YO31 7YA

# **Theatre@41 Ltd**

## **Contents**

Reference and Administrative Details	1
Trustees' Report	2 to 3
Statement of Trustees' Responsibilities	4
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Financial Statements	7 to 14

## **Theatre@41 Ltd**

### **Reference and Administrative Details**

#### **Trustees**

Mr Richard James Welsman

Mrs Janet Patricia Heald

Mrs Susannah Jane Baines

Mrs Joanna Hird

Mr David Martin Todd (Resigned 27 April 2019)

Mrs Sandra Elizabeth Tanner (Resigned 9 April 2019)

Mr Joseph Wawrzyniak

#### **Principal Office**

41 Monkgate

York

YO31 7PB

#### **Company Registration Number**

03940894

#### **Charity Registration Number**

1082962

#### **Independent Examiner**

Minford Chartered Accountants

Moyola House

31 Hawthorne Grove

York

YO31 7YA

## **Theatre@41 Ltd**

### **Trustees' Report**

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2019.

#### **Name**

At our Annual General Meeting on 25 September 2018 it was agreed to change our name to **Theatre@41 Ltd**. This was subsequently approved by the Charity Commissioners and certified by Companies House.

#### **Objectives and activities**

##### *Public benefit*

At the Annual General Meeting on 25 September 2018 it was also agreed to change our objectives as follows:

**To provide and maintain a viable performing arts centre for community arts organisations and emerging professional theatre groups:**

- 1. To facilitate the development and presentation of live theatre in all its forms and**
- 2. In support of the performing arts assist in the promotion, maintenance, advancement and education of the entire community of York and surrounding areas**

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

##### *Board of Trustees*

The board has met on numerous occasions during the year and between meetings are kept informed of developments by regular reports from the Chair.

Decisions relating to strategy and major expenditure are referred to board members for approval before implementation.

Day to day matters are managed by the Chair, Treasurer and Joint Secretaries.

Unfortunately, Janet for personal reasons was unable to take an active part in board meetings during the year and has decided with regret not to seek re-election. The board wishes to thank Janet for her support and guidance over many years. The Chair undertook the duties of Treasurer in Janet's absence.

We have been operating for some time now with only 4 board members and the Chair continues to carry out most of the day to day management of the venue.

The board is currently reviewing our future strategy and management structure to make it fit for purpose in the coming years and we are grateful to Joe Wawrzyniak for facilitating several meetings to help us with this important task.

We are acutely aware that we need new board members who can bring specific skills to strengthen the board and contribute to the significant fund raising needed to ensure we can continue to operate.

A prerequisite of any major funding is the ability to demonstrate we have a management structure that has a broad base of expertise and a strategy and plan for maintaining the future viability of our venue.

## **Theatre@41 Ltd**

### **Trustees' Report**

#### **Building**

The year has again been particularly concerning as we have suffered more storm damage to the roof, which was only partly covered by insurance, and continues to deplete our reserves. However, we have made a small but welcome surplus.

We are now facing the prospect of having to replace the roof with an anticipated cost of £95,000.

#### ***Performing Arts Centre***

Having changed our name and objectives the chair has continued to encourage local community groups and emerging professional groups to hire our unique venue and we are pleased to see a wide range of new and innovative productions taking place in the building.

We are also delighted that **York Stage School** has taken up residence @41monkgate and we have developed a mutually beneficial arrangement with the founder and director Nik Briggs.

The bulk of our income is derived from hiring out the John Cooper studio and rooms on the ground floor and the bulk of that income is used to maintain and make small improvements to the building and the John Cooper studio.

#### ***John Cooper Studio***

Our policy of allowing hirers to organise their own staff for all front of house and backstage work seems to be well received and most hirers leave the building in a satisfactory condition. Hirers, if they decide to, can run their own bar, which provides them with additional income and assists in making their productions financially viable.

We are still unique in giving hirers access to the building from 9.00am – 11.00pm and encourage and accommodate visits to the building, prior to the period of hire, to assist hirers in any way to ensure a successful outcome to their production.

We understand the difficulty community organisations have in putting on financially viable productions and maintain our hire costs at a reasonable level to reflect this and the fact that they are responsible for resourcing all aspects of their productions.

We are delighted to have regular hirers, which we believe reflects well on the personal attention we aim to provide and the unique venue we offer.

Our regular hirers include:

**CHMS (Central Hall Musical Society)**

**NE Musicals**

**Off the Rock Productions**

**Once Seen Theatre**

**Pick Me Up Theatre**

**University of York Opera Society**

**York Shakespeare Project**

**York Stage School**

**York Stage Musicals**

We were delighted to welcome back the **Guild of Misrule** with their long running and successful production of **The Great Gatsby** for our Christmas/New Year Production.

## **Theatre@41 Ltd**

### **Trustees' Report**

#### ***Emerging Professional Theatre***

With the change in our constitution we continue to support the establishment of emerging local professional theatre groups and welcomed a new company **Red Dot** with their production of **Into the Woods**.

#### ***Signage & Web Site***

We have yet to obtain planning permission to signs on or around the building and it is proving to be a costly exercise.

We have an active website and Facebook page.

#### **Financial review**

This year has seen a significant increase in income, but we need to further increase the number of hires to maintain our viability, increase our reserves and upgrade our building.

We also need to find substantial fundraising from grants and donations and desperately need help to generate this type of income.

#### **Thanks**

The board would like to thank our Theatre Technicians Adam Kirkwood and Hazuki Mogan, and Geoff Theaker for carrying out day to day maintenance and assisting our hirers.

The annual report was approved by the trustees of the charity on ..... and signed on its behalf by:

.....  
Mr Richard James Welsman  
Trustee

## Theatre@41 Ltd

### Statement of Trustees' Responsibilities

The trustees (who are also the directors of Theatre@41 Ltd for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They 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.

Approved by the trustees of the charity on ..... and signed on its behalf by:

.....  
Mr Richard James Welsman  
Trustee

**Theatre@41 Ltd**

**Statement of Financial Activities for the Year Ended 31 March 2019  
(Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)**

	Note	Unrestricted funds £	Restricted funds £	Total 2019 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	1,200	-	1,200
Charitable activities	4	610	1,438	2,048
Other trading activities	5	29,383	-	29,383
Total Income		31,193	1,438	32,631
<b>Expenditure on:</b>				
Charitable activities	7	(2,553)	-	(2,553)
Other expenditure	8	(26,691)	-	(26,691)
Total Expenditure		(29,244)	-	(29,244)
Net income		1,949	1,438	3,387
Transfers between funds		(4,653)	4,653	-
Net movement in funds		(2,704)	6,091	3,387
<b>Reconciliation of funds</b>				
Total funds brought forward		14,135	122,407	136,542
Total funds carried forward	17	11,431	128,498	139,929
	Note	Unrestricted funds £	Restricted funds £	Total 2018 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	4,710	-	4,710
Other trading activities	5	14,526	-	14,526
Total Income		19,236	-	19,236
<b>Expenditure on:</b>				
Raising funds	6	(608)	(338)	(946)
Charitable activities	7	(1,548)	-	(1,548)
Other expenditure	8	(26,794)	(799)	(27,593)
Total Expenditure		(28,950)	(1,137)	(30,087)
Net expenditure		(9,714)	(1,137)	(10,851)
Net movement in funds		(9,714)	(1,137)	(10,851)
<b>Reconciliation of funds</b>				
Total funds brought forward		23,849	123,544	147,393
Total funds carried forward	17	14,135	122,407	136,542

All of the charity's activities derive from continuing operations during the above two periods.



**Theatre@41 Ltd**

**(Registration number: 03940894)  
Balance Sheet as at 31 March 2019**

	Note	2019 £	2018 £
<b>Fixed assets</b>			
Tangible assets	14	119,971	120,664
<b>Current assets</b>			
Debtors	15	2,684	1,436
Cash at bank and in hand		21,095	17,251
		<u>23,779</u>	<u>18,687</u>
<b>Creditors: Amounts falling due within one year</b>	16	<u>(3,821)</u>	<u>(2,809)</u>
<b>Net current assets</b>		<u>19,958</u>	<u>15,878</u>
<b>Net assets</b>		<u>139,929</u>	<u>136,542</u>
<b>Funds of the charity:</b>			
<b>Restricted funds</b>		128,498	122,407
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>11,431</u>	<u>14,135</u>
<b>Total funds</b>	17	<u>139,929</u>	<u>136,542</u>

For the financial year ending 31 March 2019 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies' subject to the small companies regime.

The financial statements on pages 5 to 14 were approved by the trustees, and authorised for issue on ..... and signed on their behalf by:

.....  
Mr Richard James Welsman  
Trustee

## **Theatre@41 Ltd**

### **Notes to the Financial Statements for the Year Ended 31 March 2019**

#### **1 Charity status**

The charity is a charity limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £Nil towards the assets of the charity in the event of liquidation.

#### **2 Accounting policies**

##### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

##### **Statement of compliance**

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

##### **Basis of preparation**

Theatre@41 Ltd meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

##### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

##### **Exemption from preparing a cash flow statement**

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

##### **Income and endowments**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

##### ***Donations and legacies***

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

## **Theatre@41 Ltd**

### **Notes to the Financial Statements for the Year Ended 31 March 2019**

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### ***Raising funds***

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

#### **Governance costs**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

#### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Tangible fixed assets**

Individual fixed assets costing £150.00 or more are initially recorded at cost.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

#### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

#### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

## Theatre@41 Ltd

### Notes to the Financial Statements for the Year Ended 31 March 2019

#### Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

#### Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

#### Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

### 3 Income from donations and legacies

	<b>Unrestricted funds</b>	<b>Total 2019</b>	<b>Total 2018</b>
	<b>General £</b>	<b>£</b>	<b>£</b>
Donations and legacies;			
Donations from individuals	1,200	1,200	4,710
	1,200	1,200	4,710

### 4 Income from charitable activities

	<b>Unrestricted funds</b>		<b>Total 2019</b>	<b>Total 2018</b>
	<b>General £</b>	<b>Restricted funds £</b>	<b>£</b>	<b>£</b>
Charitable activities	610	1,438	2,048	-
	610	1,438	2,048	-

## Theatre@41 Ltd

### Notes to the Financial Statements for the Year Ended 31 March 2019

#### 5 Income from other trading activities

	<b>Unrestricted funds</b>	<b>Total 2019</b>	<b>Total 2018</b>
	<b>General</b>	<b>£</b>	<b>£</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Membership subscriptions	150	150	130
Property rental income	29,216	29,216	14,391
Other income from other trading activities	17	17	5
	29,383	29,383	14,526

#### 6 Expenditure on raising funds

##### Costs of trading activities

a)

	<b>Note</b>	<b>Total 2019</b>	<b>Total 2018</b>
		<b>£</b>	<b>£</b>
Other direct costs of activities for generating funds		-	946
		-	946

#### 7 Expenditure on charitable activities

	<b>Note</b>	<b>Unrestricted funds</b>	<b>Total 2019</b>	<b>Total 2018</b>
		<b>General</b>	<b>£</b>	<b>£</b>
		<b>£</b>	<b>£</b>	<b>£</b>
Governance costs	9	2,553	2,553	1,548

£2,346 (2018 - £1,548) of the above expenditure was attributable to unrestricted funds and £Nil (2018 - £Nil) to restricted funds.

#### 8 Other expenditure

	<b>Note</b>	<b>Unrestricted funds</b>	<b>Total 2019</b>	<b>Total 2018</b>
		<b>General</b>	<b>£</b>	<b>£</b>
		<b>£</b>	<b>£</b>	<b>£</b>
Depreciation, amortisation and other similar costs		-	-	816
Other resources expended		26,691	26,691	26,777
		26,691	26,691	27,593

## Theatre@41 Ltd

### Notes to the Financial Statements for the Year Ended 31 March 2019

#### 9 Analysis of governance and support costs

##### Governance costs

	Unrestricted funds	Total 2019	Total 2018
	General £	£	£
Independent examiner fees			
Examination of the financial statements	1,860	1,860	1,548
Depreciation, amortisation and other similar costs	693	693	-
	<u>2,553</u>	<u>2,553</u>	<u>1,548</u>

## Theatre@41 Ltd

### Notes to the Financial Statements for the Year Ended 31 March 2019

#### 10 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	<b>2019</b>	<b>2018</b>
	£	£
Depreciation of fixed assets	693	816
	693	816

#### 11 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

#### 12 Independent examiner's remuneration

	<b>2019</b>	<b>2018</b>
	£	£
Examination of the financial statements	1,860	1,548
	1,860	1,548

#### 13 Taxation

The charity is a registered charity and is therefore exempt from taxation.

#### 14 Tangible fixed assets

	<b>Land and buildings</b>	<b>Furniture and equipment</b>	<b>Total</b>
	£	£	£
<b>Cost</b>			
At 1 April 2018	116,043	46,023	162,066
At 31 March 2019	116,043	46,023	162,066
<b>Depreciation</b>			
At 1 April 2018	-	41,402	41,402
Charge for the year	-	693	693
At 31 March 2019	-	42,095	42,095
<b>Net book value</b>			
At 31 March 2019	116,043	3,928	119,971
At 31 March 2018	116,043	4,621	120,664

**Theatre@41 Ltd**

**Notes to the Financial Statements for the Year Ended 31 March 2019**

**15 Debtors**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Trade debtors	2,684	950
Prepayments	-	486
	<u>2,684</u>	<u>1,436</u>

**16 Creditors: amounts falling due within one year**

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
Other creditors	2,237	1,537
Accruals	1,584	1,272
	<u>3,821</u>	<u>2,809</u>

**17 Funds**

	<b>Balance at 1</b>	<b>Incoming</b>	<b>Resources</b>	<b>Transfers</b>	<b>Balance at 31</b>
	<b>April 2018</b>	<b>resources</b>	<b>expended</b>	<b>£</b>	<b>March 2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>					
General	(14,135)	(30,186)	28,237	4,653	(11,431)
<b>Restricted funds</b>	(122,407)	(1,438)	-	(4,653)	(128,498)
<b>Total funds</b>	<u>(136,542)</u>	<u>(31,624)</u>	<u>28,237</u>	<u>-</u>	<u>(139,929)</u>
	<b>Balance at 1</b>	<b>Incoming</b>	<b>Resources</b>	<b>Balance at 31</b>	
	<b>April 2017</b>	<b>resources</b>	<b>expended</b>	<b>March 2018</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
<b>Unrestricted funds</b>					
General	(23,849)	(19,231)	28,945	(14,135)	
<b>Restricted funds</b>	(123,544)	-	1,137	(122,407)	
<b>Total funds</b>	<u>(147,393)</u>	<u>(19,231)</u>	<u>30,082</u>	<u>(136,542)</u>	



## Theatre@41 Ltd

### Notes to the Financial Statements for the Year Ended 31 March 2019

#### 18 Analysis of net assets between funds

	<b>Unrestricted funds</b>		
	<b>General</b>	<b>Restricted funds</b>	<b>Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Tangible fixed assets	-	119,971	119,971
Current assets	16,690	7,089	23,779
Current liabilities	(3,821)	-	(3,821)
Total net assets	<u>12,869</u>	<u>127,060</u>	<u>139,929</u>

#### 19 Related party transactions

During the year the charity made the following related party transactions:

##### **J Welsman**

(Trustee)

During the year an interest free loan of £700.00 was made to the charity. At the balance sheet date the amount due to J Welsman was £700 (2018 - £Nil).