

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 March 2020  
for  
Burnley Youth Theatre

KM  
1st Floor, Block C  
The Wharf  
Manchester Road  
Burnley  
Lancashire  
BB11 1JG

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for the Year Ended 31 March 2020

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Burnley Youth Theatre

Reference and Administrative Details  
for the Year Ended 31 March 2020

**TRUSTEES**

Ms K Allen  
Mrs C Barnett  
Mr S Cook  
Miss C Cosgrove (resigned 14.10.19)  
Mr P Kenyon  
Mrs R Livermore  
Ms S Martin  
Mrs A Mayer  
Ms D L Ashby  
Mr A Anwar  
Mr K Clarke  
Ms L Dixon (appointed 14.12.19)  
Mr A E Preston

**COMPANY SECRETARIES**

Ms K Metcalfe

**REGISTERED OFFICE**

Queens Park Road  
BURNLEY  
Lancashire  
BB10 3LB

**REGISTERED COMPANY  
NUMBER**

03178207 (England and Wales)

**REGISTERED CHARITY  
NUMBER**

1054763

**INDEPENDENT EXAMINER**

KM  
1st Floor, Block C  
The Wharf  
Manchester Road  
Burnley  
Lancashire  
BB11 1JG

## Burnley Youth Theatre

### Summary Review by the Chair for the Year Ended 31 March 2020

The start of the 2019/20 financial year saw a return to operating from our main building after all repairs were complete following a major flood in May 2018. We hosted a momentous re-opening of the building in May 2019 with a visit from Sir Ian McKellen, our Honorary Benefactor, with sell out fundraiser performances both at Burnley Youth Theatre and Burnley Mechanics which secured a donation of over £20,000 to our organisation and raised our profile on a national level.

The refurbishment of the building saw major physical improvements to our spaces including an upgrade of the Foyer and Reception area with a new counter, flooring and furniture. Other spaces also benefitted from new flooring and decoration throughout and office furniture, equipment and a number of other resources were replaced and upgraded. The kitchen, refreshments and hospitality resources were improved, and we created a new creative play area. We re-configured our marketing and website with a stronger presence on social media and began work on new booking procedures to ensure a coherent approach to improving our offer both physically and digitally.

There were a number of staff changes during 2019/20 including our Chair of Trustees Anthony Preston stepping down to take on the role of Interim Chief Executive to cover the maternity leave of our Artistic Director / CEO Karen Metcalfe. Kevin Clarke was elected Interim Chair of Trustees but unfortunately was incapacitated for most of the year therefore the chairing of Board meetings was rotated. Karen began a phased return to her role in January 2020 and Anthony remained in post until the end of March 2020, when he then was voted back in as Chair of Trustees. Our Artistic Producer/Interim Artistic Director left in November 2019 to take on a management role at The Lowry, Salford and our Education and Youth Theatre Manager Laura Simpson went on maternity leave in December 2019. We have welcomed Hannah Ward-Jones as her maternity cover and have also welcomed Hannah Kay as our Marketing and Social Media Officer alongside other short-term outreach personnel.

2019/20 remained a challenging year to grow attendance to our Youth Theatre programme after the long closure from the flood, however our youth theatre productions were oversubscribed and we have created some very high quality and well attended productions during the year. Plans to redesign and rebrand the youth theatre offer for 0 - 18 and families began to emerge at the end of the year to ensure we had a quality offer that supports our mission statement and main objectives. Our education work in schools has been strong and we have consolidated a number of relationships with schools and education partners including the Local Cultural Education Partnership (LCEP). We have continued to work with key community partners and gatekeepers to provide an exciting programme of family and youth outreach activities and projects and have stepped local people from all backgrounds into the youth theatre as participants, audience members and volunteers. We have welcomed a number of professional theatre companies to our stage and have offered a wide range of exciting and challenging professional productions for children, young people and families.

2019/20 has seen Burnley Youth Theatre lever a number of project grants and commissions and saw good returns from fundraising and increased hospitality sales. We began a closer working relationship with Burnley Leisure Trust, benefitting from resources in-kind, advice and forwarded bookings enquiries. At the end of the year we agreed to take on interim delivery of their Arts Development in 2020. Our improved facilities have seen an incremental rise in external bookings including private, corporate and community including two new regular hires which will have a long-term positive impact on our income generation. We tested a number of family film screenings and social fundraising events such as our Honorary Benefactor Joy Wilkinson, writer of Doctor Who, visiting us to talk about her work. We have also focused on maximising our income from Gift Aid and have continued to benefit from Theatre Tax Relief.

We continued our relationships with key stakeholders including Arts Council England, the Henry Smith Charity and the Andrew Lloyd Webber Foundation and secured an extension to our Eric and Margaret Kinder Trust support as well as business sponsorship from AMS Neve. We also secured a major grant from ENTRUST to replace the roof of our main building, with work to be carried out in 2020/21.

We recruited a number of new Board members during 2019/20 and had some members step down including our Finance Director, Clare Cosgrove, who has been replaced with an existing Board member and finance expert Rachel Livermore. Our Board is now more diverse and 18% of board members are disabled, 9% are from BAMER backgrounds, 45% are from low socio-economic backgrounds and 18% identify as LGBTQ+.

The year ended with the outbreak of Covid-19 and lockdown resulting in a number of final events and performances unable to take place and loss of income as a result in the final few weeks. Despite this, we had a financially successful year resulting in the largest surplus for some years which will give us some short-term financial sustainability as we navigate 2020/21 and the impact that Covid-19 will have on our organisation in the long-term.

Burnley Youth Theatre

Summary Review by the Chair  
for the Year Ended 31 March 2020

We have been able to access the government's Job Retention Scheme in order to furlough the majority of our staff and were also eligible for a grant of £10,000 from the Small Business Grants Fund. We have also received a grant of £19,587 from the Arts Council Emergency Response Fund to support the losses incurred throughout the first 6 months of the pandemic.

Burnley Youth Theatre

Report of the Trustees  
for the Year Ended 31 March 2020

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 March 2020. 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 Charity's objects are specifically restricted to the following:

To act as a resource for young people and children living in Lancashire by providing advice and assistance and organising programmes of activity, training and education as a means of:

A) Advancing in life and helping young people and children, improving their health and overall well-being by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals.

B) Advancing education and training in all aspects of arts and culture.

C) Providing recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of such persons.

### **Our Vision**

All children and young people will access high quality arts and culture.

### **Our Mission**

Creatively inspiring and challenging young people to take their next steps.

### **Our Values**

We value artistic quality and integrity in all the work that we do.

We value giving opportunities to children, young people and families no matter what their background.

We value the education, training and development of children and young people.

We value the aspirations of children and young people and support them to realise their potential.

We value the views of young people and always strive to give them a voice.

We value, embrace and celebrate equality and diversity.

We value best practice in the treatment and safeguarding of young people, staff and volunteers in a safe environment.

### **Artistic Review**

We delivered a high-quality youth theatre offer for over 300 children, young people and their families per season with workshops and productions delivered to ages 0 - 18 (up to 25 for young people with learning difficulties or disabilities). Workshops included drama, dance, musical theatre and Arts Award as well as family workshops for Early Years and specialist workshops including After The Rain (for young people who identify as LGBTQ+), INDRA (theatre for social change) and Connect (for children and young people with disabilities). We produced 8 in-house productions with children and young people ranging from devised work including The Butterfly Effect to well known texts including Jane Eyre, The Wind in the Willows and Beauty and The Beast.

We have continued to run our Step In Programme this year which is a focused project which aims to 'step in' children, young people and families into our organisation who may not normally attend. By providing financial support for free workshop and production places, support with transport and breaking down other accessibility barriers, we have stepped in 46 children and young people from schools and outreach projects into regular weekly activities at our theatre and given 237 free theatre tickets to families who would not normally access theatre. We have also hosted two Creative Families events which involved a day long programme of artistic activities and performances that were free to local communities and included community cohesion activities such as a communal family picnic and cross-cultural activities and artists. These events were attended by the whole community including families from white working-class backgrounds, families from BAMER and refugee communities and people with disabilities and learning difficulties.

## **Byteback Theatre Productions**

Our in-house professional theatre company Byteback Theatre has continued to offer professional training and work experience for young people aged 16 - 25, touring to local schools, arts and community venues and showcasing their work annually at the Edinburgh Fringe Festival. This year's productions include:

Land of Nod - originally made in 2018, this show which is created and performed by an emerging LGBTQ+ artist, has continued to tour in 2019/20 - playing to early years audiences and their families and inspiring sensory and creative play for very young audiences.

Chasing Aces - a piece created for and performed at the Edinburgh Fringe Festival which explored mental health and childhood trauma and was created and performed by a diverse group of young artists aged 16 - 18.

## **Professional Productions**

Although we offered a reduced Professional Theatre programme in 2019/20 than in previous years, the 7 shows that we programmed were high quality and well attended by local audiences. Some examples of pieces we programmed are:

Suffrajitsu by Horse and Bamboo / Little Angel - a 7+ show with a diverse creative team including a BAMER cast and LGBTQ+ writer and director. The show explored women's rights through Suffragette stories and included integrated sign language, making it accessible for our deaf and disabled audiences.

Mini by TPO Theatre - an exploratory show for 2 - 4 year olds by internationally acclaimed Italian theatre company TPO. This interactive, magical piece was enjoyed by very small children and their families.

Until It's Gone by Zest Theatre - a challenging production for 13+ which explored socio economic deprivation, youth homelessness and immigration / racism. We had a number of hard to reach groups in the audience who the show's themes resonated with.

## **Outreach**

Our outreach programme has continued to focus on youth and family engagement, working with hard to engage communities across Burnley and the surrounding areas. In 2019/20, we delivered; 57 taster sessions, engaging 496 children and young people and 141 families; and 15 projects, engaging 560 children and young people and 72 families. Our work targeted local people who are facing disadvantage including BAMER communities (41% of participants), people from low socio-economic backgrounds (79% of participants living in top 20 percentile for deprivation) and people with disabilities (6% of participants).

We aimed to tackle issues that were relevant to our area, delivering projects which have explored mental health and resilience, disability and inclusion, seeking asylum and being a refugee, dangers of social media and gaming, future aspirations and community cohesion.

We have worked in partnership with local schools, colleges, special schools and alternative education settings / pupil referral units as well as local youth and community centres including The Zone in Burnley and Gannow Community Centre. We have worked with voluntary sector organisations / groups locally including New Neighbours Together, Eastern European Community Network and Participation Works.

Key outreach projects we have delivered include:

## **A More Diverse BYT**

We delivered a diversity project with a number of BAMER groups including New Neighbours Together (Refugee/Asylum community), Eastern European Community Network, Syrian Resettlement Programme and Marsden Mums2Mums Group (Asian Heritage families). The project explored the barriers to arts engagement for BAMER families and began to break down these barriers. All diverse groups worked together to create lanterns and parade through the town as part of the Burnley Light Night Festival.



## **Resilience Project**

We delivered a Resilience project working with two local doctors and the East Lancashire Clinical Commissioning Group (CCG). The project brought young people together from four local schools to explore issues that were affecting their mental health such as social media, gaming, unhealthy eating and exam pressure. The young people worked towards creating four short performances which tackle these issues which they were due to perform at the end of March 2020.

## **Relationship with Stoops Estate**

We have continued to develop our relationship with children, young people, families and services on Stoops Estate in Burnley. Stoops Estate is ranked the 14th most deprived ward in England (out of 32,844) and the people we work with have multiple disadvantages. Despite this, the community thrives on arts engagement and positive intervention and this year we have delivered the Activate project with The Rose pupil referral unit, Creative Arts project with Coal Clough alternative education provision, WW1 Heritage Lottery Funded project with Cherry Fold school and Stoops Community Centre and delivered summer holiday tasters at Valley Street Community Centre.

## **Education**

During 2019/20, we have worked in 42 school settings including primary, secondary, special schools and pupil referral units both in Burnley and across Lancashire. We delivered curriculum-based work including subject hook days, SEAL / PSHE curriculum work including wellbeing and resilience and creative days including World Book Day and bringing historical characters to life. As well as one off days and projects in schools, we have continued to develop long term relationships with key schools who have embedded us in their teaching plans, CPD and long-term vision for how their pupils engage with the arts. We have also continued to deliver Arts Award and in 2019/20, supported 57 children and young people to achieve an Arts Award qualification as well as supporting four schools to achieve Arts Mark status.

## **Training and Talent Development**

We provided a unique training programme for children, young people and young adults (aged 11 - 25) during 2019/20. The programme offered a mix of volunteer opportunities across both creative and operational aspects of working in theatre alongside paid training opportunities for those who want to pursue a career in the arts. These include:

3 paid Trainee Workshop Leader placements for ages 18 - 25.

5 paid Step In Diversity placements for ages 16 - 25 - including young people who identify as LGBTQ+, BAMER young people, young people with disabilities, young people from low socio-economic backgrounds and young people with mental health issues.

30 Creative Volunteers aged 11 - 18 who have gained skills as workshop leaders, assistant directors, technicians and in front of house / marketing.

10 young performers as part of Byteback Theatre who have gained experience working in a small theatre company and touring a piece to the Edinburgh Fringe Festival.

## **Challenges**

As mentioned in our previous annual report, the organisation suffered a major flood in May 2018 which resulted in our main theatre building being closed for almost a year. Our main building reopened after the flood and so we have been using this year to rebuild our participants, audiences and volunteers which all reduced during the closure. We are still feeling this impact with reduced numbers in our core youth theatre workshops however the number of people we reached in schools and community settings has increased.

We also had a number of staff changes in 2019/20 due to two members of our small team being on maternity leave and other staff moving on to other organisations. Our Artistic Director / CEO is now back from maternity leave and working full time and we have appointed replacement staff so we feel confident that the organisation will feel more settled in 20/21.

At the very end of this year, we were hit by the Covid-19 crisis and had to close our building and cease all face to face activity on 16th March 2020. This impacted on the last week of our season so some sessions were missed and also two productions have been postponed until we are able to re-open. We have been offering a varied online programme for participants and audiences including Facebook Live sessions, interactive Zoom sessions for participants and recorded YouTube content to keep our engagement active and extend our reach into new online communities.

### **Impact**

Burnley Youth Theatre has reached 7422 participants (20427 participations) and 6223 audience members across the breadth of our programme during 2019/20. We have recorded various impacts on participants, audience members, trainees and partners during 2019/20. Below are some feedback quotes taken in person, from feedback forms or from social media as well as two case studies which give a more in depth understanding of the work we have delivered this year:

"I loved attending the Creative Families day with my little boy. I felt the warmth and friendliness of a local theatre but experienced creativity, diversity and vibrancy of any 5\* professional largescale theatre. It was a gorgeous experience from start to finish." (Aoife, Parent).

"The refugee families that attended Burnley Youth Theatre today have loved it; I have never seen a reaction from those boys like I saw today. They were so engaged, thank you so much" (Staff member, New Neighbours Together)

"I loved coming along to BYT and being part of a community of people who were enjoying performances, dancing and music. It made me feel welcome" (Hassan, Parent)

"It is nice to see the children having someone encouraging them to make their own ideas in games and creative play. I feel that this could be my role in the future" (Sophie, Nursery Practitioner)

"We can already see an improvement of the children's language and communication skills just a few weeks into the project - through creative play they are extending their vocabulary and increasing the amount of communication they have with other children, especially our children who have English as a second language" (Gail, Nursery Headteacher)

"Thanks so much for all your efforts, two of the girls had had difficult mornings but stayed in school because they were looking forward to coming to BYT so much!" (Teacher, Alternative Education Setting)

"It really good here and I love being in the middle of the woods and seeing deer and rabbits. Rosie is nice and makes me feel happy to be here." (Angel, Participant)

"I have learned so much through my training placement and value this opportunity as I struggled to find a way into the field as these opportunities are so rare. I love working with young people and the team at Burnley Youth Theatre have taught me the skills needed to hopefully progress in my career." (Sadiya, Trainee Workshop Leader)

### **Case Study - Amira (A More Diverse BYT funded by the Christal Foundation)**

Amira and her mother are seeking asylum from Syria. They have no family to support them and are living in social housing in Burnley. They attend the New Neighbours Together Refugee/Asylum Support group in Burnley which is run by volunteers. Our Outreach Arts Practitioner Kerry delivered a number of taster sessions with this group and built a relationship with Amira and her mother. Kerry supported the family to come over to Burnley Youth Theatre and complete an application for financial assistance to attend youth theatre workshops on a regular basis. Amira has so far attended two terms of free activity, mixing well with others and putting in a confident performance at the end of term showcases in July and November 2019. During the summer, she was a very enthusiastic participant in our Outdoor production of Treasure Island, rehearsing over a 2 week period and performing to an audience of over 200 people.

## Burnley Youth Theatre

### Report of the Trustees for the Year Ended 31 March 2020

Both Amira and her mother joined our Burnley Light Night project and became part of a team of local people who made lanterns and paraded them through the town as part of a light festival in November 2019. The family's involvement with Burnley Youth Theatre has given them a sense of belonging in Burnley and they have been welcomed into the local community.

Kerry said "Amira walked to sessions with her mum and danced throughout the parade, her excitement visible, despite being tired and fighting off a cold. She said 'I'm an artist and a designer!' and was very quick to show people the work that she and her mum had done."

We plan to continue to support Amira and her mother to attend Burnley Youth Theatre on a regular basis and get involved with community projects.

#### **Case Study - The Bridge Family (Step In Programme funded by Andrew Lloyd Webber Foundation)**

We engaged with a young person with learning difficulties during a project with a local special school. With support from staff at the school, we stepped the young person into our Connect Disability workshops. When he attended for the first time, he brought along his older brother for support. Through building a relationship with his parents and sibling, we discovered that the family had 4 children all of which had some mild learning difficulties or physical disabilities. We worked with the family to step all of the children into our workshops - a mix of attending specific disability workshops and our other inclusive youth theatre workshops. The family are from a low socio-economic background and so we gave all children a free bursary place to attend. All of the family members have thrived but a particular success is Jack who took part in our Summer Outdoor production Treasure Island and then went on to play the main role in our Christmas production. Jack is now also a Creative Volunteer and works with younger children to support them in workshops.

"Burnley Youth Theatre was the best thing to happen to my family. All the children have come on leaps in confidence and finally found a place they love to spend time at" (Mum, Bridge Family)

#### **Equality and Diversity**

During 2019/20 our artistic programme has worked with diverse artists, programmed and produced work with diverse themes and accessible content and provided creative activities for diverse groups.

##### **Professional Theatre Programme**

We programmed 7 professional productions in 2019/20. 51% of the productions artistic teams were diverse including BAMER, LGBTQ+ and disabled. 83% of the productions had diversity embedded in the theme or content including women's rights, socio-economic deprivation and homelessness. We programmed a number of our shows through the Big Imaginations Network which has a specific focus on diverse work.

##### **Youth Theatre Programme**

We have produced 8 in house productions with children and young people in 2019/20. 30% of the artistic teams working on our productions were diverse including artists and cast members who identify as LGBTQ+, are from BAMER backgrounds, are from low socio-economic backgrounds or are disabled. 33% of the shows had diverse themes including mental health, feminism and LGBTQ+ issues.

We ran around 25 workshops for children, young people and families each week during 2019/20. 20% of our workshop programme is aimed at diverse groups including disabled and LGBTQ+ young people. We have a number of participants from protected characteristic groups including 15% who are disabled, 9% who are from BAMER backgrounds and 52% who are from areas of socio-economic deprivation.

All of our workshops and productions are planned with our Youth Board, a diverse group of young people who represent the participants and our Artistic Director/CEO and Arts Team with input at Board level when required.

#### **Training**

We have provided 8 opportunities for diverse artists / arts workers during 2019/20 and have a clear commitment to providing a consistent offer that prioritises diversity across all parts of the organisation.

## **Addressing Barriers**

The organisation is shaped around providing accessibility for people from protected characteristic groups. Examples of things we put in place to engage more diverse people in 2019/20 are:

We provided specialist workshops for children, young people and adults from protected characteristic groups including our Connect Disability workshops and our LGBTQ+ workshop After The Rain. Participants were encouraged to graduate into our non-specialist workshops when they are ready as all workshops are fully inclusive workshops and we provided the support needed through our Creative Volunteers such as additional support for children with disabilities.

We delivered a large programme of work out in the community in schools and outreach settings to encourage children, young people and families to participate with and engage in the arts as often we find that fear of crossing the threshold of a theatre building is common barrier for people. 41% of these participants are from BAMER backgrounds and 79% are from the lowest 20 percentile of deprivation. We delivered this work in partnership with local voluntary sector organisations to ensure we are working with the experts to understand the barriers to engagement and challenges facing each particular group.

We have a number of transgender / nonbinary young people who access our provision as participants, audience, staff members and volunteers. We provide training for all staff about gender identity and terminology to ensure an inclusive environment where they feel comfortable and supported. We have a gender-neutral toilet and offered gender neutral dressing rooms for our productions. Our monitoring and equal opportunities forms discuss gender in terms of identity rather than asking 'what gender are you?'

"I identify as Transgender. Due to this I find it awkward to apply for new jobs as this can cause a set view of me. From being a participant at Burnley Youth Theatre, I know I will be welcome as a staff member" (Trainee Placement application)

We have a fully accessible venue for disabled people with a flat, open space in both of our buildings which is easily accessible for wheelchair users or people with other physical disabilities. We have disabled toilets in both buildings, a stairlift for anyone needing to access the tech box and an integrated hearing loop for audiences. A number of our professional shows include little spoken word and often include integrated sign language or Makaton, making them more accessible to deaf and disabled audiences. All of our staff undertake regular disability awareness / inclusion training.

We provided workshops on a Saturday morning to ensure that BAMER children and young people who might attend Mosque on weekdays can still access our workshops. We have specific programmes in place to increase the BAMER diversity of our youth theatre workshops and productions and resources set aside to break down the barriers of engagement including money for transport, bursary places, free tickets for shows and translators.

We have always worked on a donation basis for attendance of workshops and being part of a production at Burnley Youth Theatre. We offer 50 bursary places per year through our Step In Programme - aimed at children, young people and families from low socio-economic backgrounds (who may also fall into the other protected characteristic groups of BAMER and disability). Participants can attend workshops and rehearsals for free and have free tickets to shows in order to step them into the arts for the first time.

The Step In Programme also allows us to offer paid training and development opportunities to diverse artists and workforce so we can be more representative and our community can see themselves reflected when they attend Burnley Youth Theatre.

We continue to put diversity at the forefront of our recruitment with a statement 'Diversity is welcomed at Burnley Youth Theatre and applicants from diverse backgrounds are encouraged to apply' being included in all of our job adverts and training opportunities.

## **Diversity Funding**

We have had a number of external funding grants in 2019/20 that focus on increasing the diversity of our organisation including:

## Burnley Youth Theatre

### Report of the Trustees for the Year Ended 31 March 2020

Step In Programme funded by Andrew Lloyd Webber Foundation - funded 50 free bursary places for diverse children and young people to attend workshops and productions for one year, access to the youth theatre including transport, carers, translators etc and 3 paid trainee placements per year for diverse young people aged 16 - 25 to begin a career in the arts.

Outreach Programme funded by Henry Smith Charity - funded 3 staff members to deliver our Outreach Programme which engages with people living in Burnley communities. The programme focused on those less likely to engage in the arts including people from BAMER communities, those with disabilities, people from the lowest 10 percentile of deprivation and those with mental health issues.

A More Diverse BYT funded by Cristal Foundation - a small grant to further explore the barriers of engagement and participation in the arts for BAMER communities worked with local Asian Heritage groups, refugee and asylum seekers groups and Eastern European groups.

#### **Public benefit**

The Trustees of Burnley Youth Theatre are aware of the guidance provided by the Charity Commission in regards to providing Public Benefit and believe that the organisation continues to provide high quality arts activities for all young people. The programme of activities are diverse, and our donation scheme ensures that a person's ability to pay is not a barrier to accessing our activities. In addition the continuing development of our outreach and education programmes also ensures that our activities are not limited geographically, and enable our work to compliment other arts activities on offer in Pennine Lancashire. We believe that our work not only impacts on the young people taking part but also on the families and audiences that engage, view and experience the diversity of the organisation's offer.

#### **FINANCIAL REVIEW**

##### **Investment policy**

The Trustees have chosen to invest free reserves into Charifund Investment Units.

##### **Reserves policy**

At the year-end free reserves held, not invested in equipment etc. amounted to £63,623. The Trustees stipulate that the reserves should be at least £52,000 in order that the organisation can continue its activities in the short term, maintaining staff levels and ensuring that overhead costs can be met. The free reserves are primarily held within the Charifund investment and Scottish Widows saving account.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

Burnley Youth Theatre is a Company Limited by Guarantee and a registered Charity. The company is governed by its Memorandum and Articles of Association dated 28th March 2012.

##### **Recruitment and appointment of new trustees**

Trustees are recruited to Burnley Youth Theatre based on skills, experience and knowledge. The board annually assess strengths and weaknesses across the Trustees and proactively recruit to fill known gaps within the board.

Trustees are appointed on an annual basis at the Annual General Meeting. Trustees may appoint a person willing to act as an additional trustee before an Annual General Meeting is held; however, their continuation as a Trustee is ratified at the next Annual General Meeting. As detailed in the Memorandum and Articles of Association, one third of the Trustees retire by rotation. No person under the age of 18 may be appointed as a Trustee.

##### **Organisational structure and decision making**

The Board of Trustees administers the charity. The Board of Trustees includes a Chair, Vice-Chair, Finance Director and a Company Secretary. The Company Secretary may be a Trustee or a member of staff. The Board appoints people to these roles on an annual basis.

The CEO/Artistic Director are appointed by the Board of Trustees to manage the day-to-day operations of the Charity. To facilitate effective operations they have delegated authority, within terms of delegation approved by the Trustees, for operational matters including finance, employment and artistic activity.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Induction and training of new trustees**

New Trustees receive an induction with the Chair of Trustees and the Senior Leadership Team of Burnley Youth Theatre. They are introduced to the organisation and given information on the current organisational priorities. They are also inducted on their legal obligations as a Charity Trustee and Company Director. As part of their induction Trustees are given a range of useful documents, such as: The Charity Commission's Essential Trustee Report, Burnley Youth Theatre's Business Plan, Artistic Development Plan, Audience Development Plan and the organisation's Equality Action Plan.

All Trustees are encouraged to attend training and keep up to date with changes in relation to their role with Burnley Youth Theatre. Opportunities include engaging with Young Lancashire Trustee training courses, attending Trustee conferences, and attending in-house training sessions.

### **Related parties**

Burnley Youth Theatre receives essential funding from Arts Council England and Burnley Borough Council. However, the Charity is independent of these funding bodies and they do not play a role in the governance of the organisation. They do however advise and support the Board of Trustees when invited.

### **Risk management**

The Trustees have a duty to identify and review the risks to which Burnley Youth Theatre is exposed and to ensure appropriate controls are in place to mitigate those risks. Burnley Youth Theatre conducts an annual risk review that identifies any potential risks to the continuing operation of the organisation. The relevant board committees ensure that appropriate controls are identified and put in place to provide reasonable assurance against the risks occurring.

This report has been prepared in accordance with the special provisions of Part 15 of Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 2<sup>nd</sup> December 2020 and signed on its behalf by:



.....  
Mr A E Preston - Trustee

## Burnley Youth Theatre

### Statement of Trustees' Responsibilities for the Year Ended 31 March 2020

The trustees (who are also the directors of Burnley Youth Theatre for the purposes of company law) are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

Independent Examiner's Report to the Trustees of  
Burnley Youth Theatre

**Independent examiner's report to the trustees of Burnley Youth Theatre ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2020.

**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 Association of Charity Independent Examiners 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.



M R Heaton FCCA FCIE DChA  
KM  
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Manchester Road  
Burnley  
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2<sup>nd</sup> December 2020



Burnley Youth Theatre

Statement of Financial Activities  
(Incorporating an Income and Expenditure Account)  
for the Year Ended 31 March 2020

					31.3.20	31.3.19
	Notes	Unrestricted fund £	Restricted funds £	Leasehold buildings (restricted) £	Total funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>						
Donations and legacies	2	45,408	-	-	45,408	43,954
<b>Charitable activities</b>	5					
Operation of theatre		66,365	98,951	-	165,316	161,535
Artistic Programme						
Commissions		38,061	-	-	38,061	44,970
BYT Artistic Programme		14,829	-	-	14,829	11,743
Fundraising		31,367	-	-	31,367	19,924
Business Development		9,107	-	-	9,107	4,010
Other trading activities	3	10,866	-	-	10,866	2,983
Investment income	4	2,128	-	-	2,128	2,036
Other income		24,721	-	-	24,721	54,812
<b>Total</b>		242,852	98,951	-	341,803	345,967
<b>EXPENDITURE ON</b>						
<b>Charitable activities</b>						
Operation of theatre		170,015	98,951	33,284	302,250	352,099
Performance costs		42,605	-	-	42,605	14,654
<b>Total</b>		212,620	98,951	33,284	344,855	366,753
Net gains/(losses) on investments		(8,737)	-	-	(8,737)	(2,253)
<b>NET INCOME/(EXPENDITURE)</b>		21,495	-	(33,284)	(11,789)	(23,039)
<b>RECONCILIATION OF FUNDS</b>						
<b>Total funds brought forward</b>		42,128	-	1,262,508	1,304,636	1,327,675
<b>TOTAL FUNDS CARRIED FORWARD</b>		63,623	-	1,229,224	1,292,847	1,304,636

The notes form part of these financial statements

Burnley Youth Theatre

Balance Sheet  
31 March 2020

				31.3.20	31.3.19	
	Notes	Unrestricted fund £	Restricted funds £	Leasehold buildings (restricted) £	Total funds £	Total funds £
<b>FIXED ASSETS</b>						
Tangible assets	10	-	-	1,229,224	1,229,224	1,262,508
Investments	11	<u>30,402</u>	<u>-</u>	<u>-</u>	<u>30,402</u>	<u>39,139</u>
		30,402	-	1,229,224	1,259,626	1,301,647
<b>CURRENT ASSETS</b>						
Debtors	12	2,588	-	-	2,588	2,462
Prepayments and accrued income		14,086	-	-	14,086	66,050
Cash at bank		<u>80,514</u>	<u>-</u>	<u>-</u>	<u>80,514</u>	<u>20,716</u>
		97,188	-	-	97,188	89,228
<b>CREDITORS</b>						
Amounts falling due within one year	13	<u>(63,967)</u>	<u>-</u>	<u>-</u>	<u>(63,967)</u>	<u>(86,239)</u>
<b>NET CURRENT ASSETS</b>						
		<u>33,221</u>	<u>-</u>	<u>-</u>	<u>33,221</u>	<u>2,989</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>						
		<u>63,623</u>	<u>-</u>	<u>1,229,224</u>	<u>1,292,847</u>	<u>1,304,636</u>
<b>NET ASSETS</b>						
		<u><u>63,623</u></u>	<u><u>-</u></u>	<u><u>1,229,224</u></u>	<u><u>1,292,847</u></u>	<u><u>1,304,636</u></u>
<b>FUNDS</b>						
Unrestricted funds	14				63,623	42,128
Restricted funds					<u>1,229,224</u>	<u>1,262,508</u>
<b>TOTAL FUNDS</b>						
					1,292,847	1,304,636

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- 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.

The notes form part of these financial statements

Burnley Youth Theatre

Balance Sheet - continued

31 March 2020

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees on 2<sup>nd</sup> December 2020 and were signed on its behalf by:

A handwritten signature in black ink, appearing to read 'A E Preston', followed by a long horizontal line.

.....  
Mr A E Preston - Trustee

## **1. ACCOUNTING POLICIES**

### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

### **Income**

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

### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Long leasehold	- 2% on cost
Fixtures and fittings	- 10% on cost

### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds 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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

### **Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2020

**2. DONATIONS AND LEGACIES**

	31.3.20	31.3.19
	£	£
Donations	<u>45,408</u>	<u>43,954</u>

**3. OTHER TRADING ACTIVITIES**

	31.3.20	31.3.19
	£	£
Fundraising events	<u>10,866</u>	<u>2,983</u>

**4. INVESTMENT INCOME**

	31.3.20	31.3.19
	£	£
Interest receivable	4	1
Dividends receivable	<u>2,124</u>	<u>2,035</u>
	<u>2,128</u>	<u>2,036</u>

**5. INCOME FROM CHARITABLE ACTIVITIES**

	Activity	31.3.20	31.3.19
		£	£
Grants	Operation of theatre	165,316	161,535
Artistict Programme			
Commissions	Artistic Programme Commissions	38,061	44,970
BYT Artistic Programme	BYT Artistic Programme	14,829	11,743
Fundraising	Fundraising	31,367	19,924
Business Development	Business Development	<u>9,107</u>	<u>4,010</u>
		<u>258,680</u>	<u>242,182</u>

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

	31.3.20	31.3.19
	£	£
Arts Council England	63,365	63,365
Henry Smith Charity	45,007	49,900
Burnley Borough Council	3,000	3,000
Stocks Massey Bequest	-	1,000
Eric and Margaret Kinder Trust	20,000	10,000
Trust House Foundation	-	8,100
Andrew Lloyd Webber Foundation	18,595	11,505
Burnley Rotary Club	583	1,000
Community Foundations for Lancashire - Youth Social Action Fund	4,066	2,603
Lancashire Constabulary	-	2,910
Cliviger Parish Fund	6,000	5,400
Arts Award Access Fund	-	752
Lancashire County Council	-	2,000
Community Foudation for Lancashire - Christal Foundation	3,000	-
RunAway Challenge Fund	<u>1,700</u>	<u>-</u>
	<u>165,316</u>	<u>161,535</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2020

**6. NET INCOME/(EXPENDITURE)**

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

	31.3.20	31.3.19
	£	£
Depreciation - owned assets	33,284	33,284
Independent Examiner	<u>2,160</u>	<u>2,160</u>

**7. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2019.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2020 nor for the year ended 31 March 2019.

**8. STAFF COSTS**

	31.3.20	31.3.19
	£	£
Wages and salaries	134,183	160,397
Social security costs	7,296	9,881
Other pension costs	<u>2,173</u>	<u>1,779</u>
	<u>143,652</u>	<u>172,057</u>

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

	31.3.20	31.3.19
	14	12
Theatre	<u>14</u>	<u>12</u>

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

**9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted funds £	Leasehold buildings (restricted) £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>				
Donations and legacies	43,954	-	-	43,954
<b>Charitable activities</b>				
Operation of theatre	77,364	84,171	-	161,535
Artistic Programme Commissions	44,970	-	-	44,970
BYT Artistic Programme	11,743	-	-	11,743
Fundraising	19,924	-	-	19,924
Business Development	4,010	-	-	4,010
Other trading activities	2,983	-	-	2,983
Investment income	2,036	-	-	2,036
Other income	<u>54,812</u>	<u>-</u>	<u>-</u>	<u>54,812</u>
<b>Total</b>	<b>261,796</b>	<b>84,171</b>	<b>-</b>	<b>345,967</b>

**9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted fund £	Restricted funds £	Leasehold buildings (restricted) £	Total funds £
<b>EXPENDITURE ON</b>				
<b>Charitable activities</b>				
Operation of theatre	234,644	84,171	33,284	352,099
Performance costs	14,654	-	-	14,654
<b>Total</b>	249,298	84,171	33,284	366,753
Net gains/(losses) on investments	(2,253)	-	-	(2,253)
<b>NET INCOME/(EXPENDITURE)</b>	10,245	-	(33,284)	(23,039)
<b>RECONCILIATION OF FUNDS</b>				
<b>Total funds brought forward</b>	31,883	-	1,295,792	1,327,675
<b>TOTAL FUNDS CARRIED FORWARD</b>	42,128	-	1,262,508	1,304,636

**10. TANGIBLE FIXED ASSETS**

	Long leasehold £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1 April 2019 and 31 March 2020	1,656,653	119,980	1,776,633
<b>DEPRECIATION</b>			
At 1 April 2019	394,145	119,980	514,125
Charge for year	33,284	-	33,284
At 31 March 2020	427,429	119,980	547,409
<b>NET BOOK VALUE</b>			
At 31 March 2020	1,229,224	-	1,229,224
At 31 March 2019	1,262,508	-	1,262,508

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2020

**11. FIXED ASSET INVESTMENTS**

	Listed investments £
<b>MARKET VALUE</b>	
At 1 April 2019	39,139
Revaluations	<u>(8,737)</u>
At 31 March 2020	<u>30,402</u>
<b>NET BOOK VALUE</b>	
At 31 March 2020	<u>30,402</u>
At 31 March 2019	<u>39,139</u>

There were no investment assets outside the UK.

**12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.20 £	31.3.19 £
Trade debtors	<u>2,588</u>	<u>2,462</u>

**13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.20 £	31.3.19 £
Trade creditors	1,352	6,422
Accruals and deferred income	<u>62,615</u>	<u>79,817</u>
	<u>63,967</u>	<u>86,239</u>

**14. MOVEMENT IN FUNDS**

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
<b>Unrestricted funds</b>			
Operation of theatre	42,128	21,495	63,623
<b>Restricted funds</b>			
Leasehold buildings (restricted)	1,262,508	(33,284)	1,229,224
<b>TOTAL FUNDS</b>	<u>1,304,636</u>	<u>(11,789)</u>	<u>1,292,847</u>



**14. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
Operation of theatre	242,852	(212,620)	(8,737)	21,495
<b>Restricted funds</b>				
Leasehold buildings (restricted)	-	(33,284)	-	(33,284)
Henry Smith Charity	45,007	(45,007)	-	-
Eric and Margaret Kinder Trust	20,000	(20,000)	-	-
Andrew Lloyd Webber Foundation	18,595	(18,595)	-	-
Burnley Rotary Club	583	(583)	-	-
Community Foundation for Lancashire - Youth Social Action Fund	4,066	(4,066)	-	-
Cliviger Parish Fund	6,000	(6,000)	-	-
Community Foundation for Lancashire - Christal Foundation	3,000	(3,000)	-	-
RunAway Challenge Fund	1,700	(1,700)	-	-
	<u>98,951</u>	<u>(132,235)</u>	<u>-</u>	<u>(33,284)</u>
<b>TOTAL FUNDS</b>	<u>341,803</u>	<u>(344,855)</u>	<u>(8,737)</u>	<u>(11,789)</u>

**Comparatives for movement in funds**

	At 1.4.18 £	Net movement in funds £	At 31.3.19 £
<b>Unrestricted funds</b>			
Operation of theatre	31,883	10,245	42,128
<b>Restricted funds</b>			
Leasehold buildings (restricted)	1,295,792	(33,284)	1,262,508
<b>TOTAL FUNDS</b>	<u>1,327,675</u>	<u>(23,039)</u>	<u>1,304,636</u>

**14. MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
Operation of theatre	261,797	(249,299)	(2,253)	10,245
<b>Restricted funds</b>				
Leasehold buildings (restricted)	-	(33,284)	-	(33,284)
Henry Smith Charity	49,900	(49,900)	-	-
Stocks Massey Bequest	1,000	(1,000)	-	-
Trust House Foundation	8,100	(8,100)	-	-
Andrew Lloyd Webber Foundation	11,505	(11,505)	-	-
Arts Award Access Fund	752	(752)	-	-
Community Foundation for Lancashire -				
Youth Social Action Fund	2,603	(2,603)	-	-
Lancashire Constabulary	2,910	(2,910)	-	-
Cliviger Parish Fund	5,400	(5,400)	-	-
Lancashire County Council	2,000	(2,000)	-	-
	<u>84,170</u>	<u>(117,454)</u>	<u>-</u>	<u>(33,284)</u>
<b>TOTAL FUNDS</b>	<u>345,967</u>	<u>(366,753)</u>	<u>(2,253)</u>	<u>(23,039)</u>

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

	At 1.4.18 £	Net movement in funds £	At 31.3.20 £
<b>Unrestricted funds</b>			
Operation of theatre	31,883	31,740	63,623
<b>Restricted funds</b>			
Leasehold buildings (restricted)	1,295,792	(66,568)	1,229,224
<b>TOTAL FUNDS</b>	<u>1,327,675</u>	<u>(34,828)</u>	<u>1,292,847</u>

**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 £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
Operation of theatre	504,649	(461,919)	(10,990)	31,740
<b>Restricted funds</b>				
Leasehold buildings (restricted)	-	(66,568)	-	(66,568)
Henry Smith Charity	94,907	(94,907)	-	-
Stocks Massey Bequest	1,000	(1,000)	-	-
Eric and Margaret Kinder Trust	20,000	(20,000)	-	-
Trust House Foundation	8,100	(8,100)	-	-
Andrew Lloyd Webber Foundation	30,100	(30,100)	-	-
Burnley Rotary Club	583	(583)	-	-
Arts Award Access Fund	752	(752)	-	-
Community Foundation for Lancashire -				
Youth Social Action Fund	6,669	(6,669)	-	-
Lancashire Constabulary	2,910	(2,910)	-	-
Cliviger Parish Fund	11,400	(11,400)	-	-
Lancashire County Council	2,000	(2,000)	-	-
Community Foundation for Lancashire -				
Christal Foundation	3,000	(3,000)	-	-
RunAway Challenge Fund	1,700	(1,700)	-	-
	<u>183,121</u>	<u>(249,689)</u>	<u>-</u>	<u>(66,568)</u>
<b>TOTAL FUNDS</b>	<u>687,770</u>	<u>(711,608)</u>	<u>(10,990)</u>	<u>(34,828)</u>

**15. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2020.

**16. ULTIMATE CONTROLLING PARTY**

The charity is controlled by the trustees who are all directors of the company.

**17. MEMBERS' LIABILITY**

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

**18. MORTGAGE CHARGE**

On 28th June 2005, The Arts Council of England obtained a legal charge over the land, and buildings erected thereon, known as Burnley Youth Theatre, Queens Park Road, Burnley, amounting to £365,000.

**19. PENSION SCHEME**

**Defined contribution pension scheme**

The charity operates a defined contribution pension scheme. The pension cost charge for the period represents contributions payable by the charity to the scheme and amounted to £2,173 (2019 - £1,779).