

# Taking flight

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Chapter Arts Centre  
Market Rd  
Canton  
Cardiff  
CF5 1QE

02920 230020  
[takingflighttheatre.org.uk](http://takingflighttheatre.org.uk)



Photo: Natasha Hirst  
Our new youth theatre members with Deaf Youth Theatre Leader Steph Back

## Organisation Information

### Charity Name

Taking Flight Theatre Company

### Charity Registration Number

1131762

### Company Registration Number

06690647

### Company Registered Address

Unit 8, Market House, Chapter Arts Centre, Market Road, Cardiff CF5 1QE

### Company landline

02920 230020

### Company website

[www.takingflighttheatre.org.uk](http://www.takingflighttheatre.org.uk)

## Charity Trustees for the period of this Annual Report

Nigel Rees
Rhys Ball (resigned 17/ 02/ 2020)
Dr Emily Garside (Chair for the period of this report)
Sara McKay
Tony McKay
Doreen Rosella Murray (resigned 07/02/2020)
Dr Sara Rhys- Jones
Matthew Bassett
Simon Green (retired due to ill health Sept 2019)

Structure, Governance and Management

## Governing Documents

Taking Flight Theatre Company is governed by Memorandum and Articles of Association incorporated 5<sup>th</sup> September 2008.

## Constitution

Taking Flight Theatre Company is a Company Limited by Guarantee.

## Recruitment, Appointment and Training of Trustees

New trustee callouts are produced in written and video format (BSL/ captioned) and circulated widely, through traditional and non- traditional channels ensuring the widest range of trustees can apply.

Trustees apply by letter or video, are met by the Board, interviewed and elected thereafter.

The existing Board of Trustees has a wide range of skills and experience in a variety of sectors including the arts, similar charities, industry and professional services and the public sector. These skills are utilised to maximise the benefit to Taking Flight. During the year we have undergone a great deal of work on governance, engaging the board more genuinely with the day to day work of the company.

During 2020 we plan to work hard to recruit a diverse range of board members to support the work of the charity.

## Financial Review

The company is still working towards holding 10% of total revenue as unrestricted operating reserves. It has been difficult to achieve this goal during the year this report relates to due to still being a project funded organisation and with Covid making an appearance at the end of the 2019-20 financial year. At present the company does not hold unrestricted reserves at this level as it does not receive core revenue funding. Each project is funded a specific grant calculated to cover the costs of the project. At 31st March 2020 the company held total reserves of:

Unrestricted £ 0

Restricted £20157

Total £ 20157 (these show as reserves on accounts due to project grants assigned to projects which straddle 2 financial years)

## Public Benefit Statement

The Trustees of Taking Flight have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

The inclusion of D/deaf, disabled and sensory impaired people in all Taking Flight's professional projects, the training opportunities offered, both to participants/ beneficiaries and more widely in the arts sector, plus the outreach in mainstream and specialist schools through The Arts Council of Wales Lead Creative Schools Scheme have sought to challenge negative perceptions of disability and improve social cohesion. The public benefit of this is enormous and will have far reaching and long-term effects on encouraging good citizenship. By showcasing the value of difference and celebrating the abilities of all, Taking Flight remains true to one of its core aims of challenging and changing perceptions of disability and impairment in the wider public.

The company continues to offer - and has indeed increased the offering - of consultation for university theatre courses and mainstream venues and producing companies on integrating access and considering and welcoming D/ deaf and disabled audiences. The relationship with Bath Spa University has strengthened again throughout this year, with TF consulting on access on student productions as well as taking on placement students from the performing arts dept. The aim of the consultation strand of the work is to support external organisations in understanding how they can best support disabled audience *and creatives* with the overall goal of increasing employment opportunities for disabled creatives outside of Taking Flight, and ensuring disabled & D/deaf people are better represented both on and off stage and in the audience.

In January 2020, TF opened its doors to Wales' first and only Deaf-led youth theatre for Deaf and Hard of Hearing young children, with the aim of increasing confidence, providing positive Deaf role models to increase positive perceptions of Deafness, improve communication and self esteem.

## Mission, Vision and Objectives

### Our Mission

... is to smash down barriers to participating in theatre & to constantly push the boundaries of creative access. It is to drive forward equal representation of D/deaf & disabled people in theatre by levelling the stage. It is to alter the arts landscape in Wales & beyond by challenging others to think more inclusively.

### Our Vision

... is of an arts world where the stories told & the voices heard are genuinely reflective of the world we live in; where the theatre we make understands audiences of all backgrounds & invites and welcomes them in.

### Our Objectives

- To create performances with the most talented & passionate disabled, D/deaf, blind & non disabled performers
- To place access for both our audiences & our artistic teams at the heart of the creative process seamlessly incorporating audio description, captions, sign language & innovative direction to enhance the experience for everyone

- To inspire & enable future generations of D/deaf & disabled people to work in the creative industries
- To influence other arts & non arts organisations, individuals, venues & organisations to value D/deaf & disabled audiences, customers, collaborators
- To generate income to support our charitable aims & to be both financially and organisationally sustainable & resilient.

We do this by...

- \* Creating 1-3 professional performances per year (in light of covid these can be live or digital)
- \* Actively seeking on every project, to work with new D/deaf & disabled performers, especially those with connections to Wales
- \* Continuing to research & learn how we can best support D/deaf & disabled artists & audiences eg through new technologies
- \* Starting new projects with discussions about access for audiences & potential performers & considering how this might positively impact the aesthetic as well as the experience for everyone- audiences & creatives alike.
- \* Running a Youth Theatre for D/deaf & Hard of Hearing young people in Cardiff
- \* Organising & running training events for emerging & established D/deaf, disabled, blind & non disabled creatives so they have equal opportunities to build their careers & have successful futures in the creative industries
- \* Providing bespoke packages of access & awareness training & advice to creative practitioners, arts & non arts organisations, venues & agencies.
- \* Talking about our practice & the artists & non artists we work with everywhere we go; ensuring representation is on the agenda at every event.
- \* Supporting the arts sector in Wales to improve its infrastructure & embrace a more open & inclusive mindset
- \* Running a stable & sustainable organisation which is able to achieve these aims & ambitions
- \* Sharing best practice and “bright spots” through annual symposia or sharing events.

# Annual Report of Activities 2019- 20

## Business and Organisational Development

There has been a continued programme of work funded under Arts Council Wales Creative Steps Programme, enabling us to further focus on the sustainable functioning of the organisation. This culminated at the end of this financial year with an accessible call out for a diverse range of new trustees (process ongoing at point of this report)

## Artistic work

### peeling

2019 saw the remainder of the tour of peeling by Kaite O'Reilly. This was a female-created project with over 30 women working on the show in various capacities. As well as the core creatives there were a team of 12 mentees who were paired with creatives working on peeling and with Taking Flight, including 4 deaf/disabled women. All the women were attached to female mentors for the duration of the project. We were also able to work with Hannah Treadway a disabled assistant director, on the project.

Continuing the commitment to impact beyond the stage, peeling opened on International Women's Day 2019 at Riverfront, Newport (sold out) with programme of celebratory activity around women and women's art; including free "Creative Spark" workshop with Kaite O'Reilly for people identifying as female- who then performed the poems they wrote in the foyer before the opening show. There was also a presence beyond the performance via city centre engagement in central Newport and the 'what does it mean to be a woman?' washing line.

The production was critically successful, garnering a 5 Star review from The Stage and a 4 Star review from The Guardian. After its initial run in Newport the production toured Wales. There was then an extensive Autumn 2019 tour of England funded by Arts Council England

As part of this the production was invited to Germany to TheaterFestival Grenzenlos Kulture in Mainz in Sept 2019. We were asked to perform on the weekend that celebrates and showcases best practice in access from Europe! This was both a brilliant opportunity to share the work undertaken on this project, but also to showcase Taking Flight's artistic work, and work on accessibility to leading theatre makers in Europe. Great connections were made which will be taken into future work. The show reached 748 people in Wales and 650 in England. It was sold out in Germany!



Photo: Janire Najera and Raquel Garcia  
peeling at The Riverfront, Newport

### You've Got Dragons

Following on from the success of You've Got Dragons (our family show exploring mental health- opening conversations and tackling stigma) in 2018 and early 2019, we were commissioned by The Wales Millennium Centre to be the resident show at the centre over the Easter Holidays 2019. We did 2 shows and workshops every day for a week- all of which were sold out- indeed we had to add in an extra workshop each day to meet demand from families. The family show (featuring 3 Deaf and 1 hearing performer) was then one of the small number of shows selected by House Theatres to be supported by them to tour England in Autumn 2019 as a core part of their programme. House Theatre is an initiative run by ACE and Farnham Maltings supporting venues in the SE of England to book and programme quality theatre. Being selected by them is a mark of quality as well as a financial boost. This family show therefore undertook another England tour which included many new venues in SE England like Ropetackle Arts and Broadway Barking. The total audience figs for Dragons during this period was 2984 with hundreds attending family resilience building workshops devised by Deaf clinical psychologist alongside our Dragons team.



Photo: Kyriacos Asprou  
You've Got Dragons re- rehearsal at WMC

### Festival Performances

In 2019 a core team of disabled and non disabled actors performed The Anti Fun Ministry at Big Splash in Newport. This was an opportunity for our volunteer David (pictured left) to take on a performing role with the company which was one of his personal goals when joining us.





Photo: Maxine Howells  
Big Splash Festival, Newport Live!  
David Jones, Beth House and Evan Simmonds

### I Said I Love You (Steph Back- Deaf and Fabulous)

In June and July 2018, a long time collaborator with TF, Deaf actor Steph Back was successful in gaining funding from Arts Council Wales for new Research and Development project. She asked Taking Flight to support her in this process, as a co-production with Neontopia (another Cardiff based company) Neontopia specialise in bilingual theatre and they assisted on this trilingual piece exploring communication and language (performed in English, BSL and Welsh). Elise Davison (TF director) supported the exploration process in the rehearsal room, and Creative Producer Beth House provided producing advice and support. Further funding has been successfully secured in 2019-20 from Unlimited to further develop this performance with Taking Flight's support and mentoring

### Training and Other activity

Artistic Director and co founder Elise Davison is continuing her BSL training, now undertaking level 6 (fluency)

Beth House is being supported by ACW to learn Welsh

### Deaf Awareness Training

Taking Flight continued to lead on Deaf Awareness training to arts venues in Wales. To compliment the Deaf Awareness training Taking Flight developed blind/ VI training with Tafsila Khan, blind consultant. This training was designed, as with Deaf Awareness training, to be tailored specifically to Arts Venues. It was piloted The Torch in Milford Haven. The trail workshop was a success with excellent feedback and further training sessions have been delivered at venues across Wales including Wales Millennium Centre and Blackwood Miner's Institute

### Youth Theatre

During the Autumn 2019 we discovered we had been successful in securing a 3 year grant from BBC Children in Need to open Wales' first and only Deaf led youth theatre for Deaf and Hard of Hearing children based in Wales. During Oct- Nov we planned this activity and then opened the youth theatre to participants in January 2020. It was immediately almost half full- capacity is 60 and we opened with 25 children from as far afield as Bristol and Llanelli. The youth theatre was building as lockdown 1 struck in March 2020 (we immediately moved online). The Youth Theatre is supported by Wales Millennium Centre who hosted the real life weekly sessions.

We held a well attended launch event in Feb 2020 at WMC, at which some of our young people spoke, opened by Cardiff councillor Sarah Merry.



Photo: Natasha Hirst  
Youth Theatre Launch Feb 2020, Wales Millennium Centre

### Audience Development

We were successful in gaining a large grant from Arts Council Wales in 2018 to explore audience development across Wales. Working in collaboration with three partner venues, we planned to explore Welsh theatre audiences and accessibility. This Wales-wide audience development programme "The Usual Suspects?" - was created in partnership with Riverfront Newport, Theatr Clwyd in Mold and Torch Theatre Milford Haven. This project shifted during this financial year due to fluctuating venue circumstances.

This report was developed by Dr Emily Garside (Chair of the Board of Trustees), Beth House (Development Director) and was overseen by the board of trustees.



Photo: Hilton  
Beth and Louise accepting a grant for the youth theatre from DMThomas Foundation



**Company Registration No. 6690647 (England and Wales)**

**TAKING FLIGHT THEATRE COMPANY  
ANNUAL REPORT AND UNAUDITED ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2020**

**TAKING FLIGHT THEATRE COMPANY  
COMPANY INFORMATION  
FOR THE YEAR ENDED 31 MARCH 2020**

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<b>Directors</b>	<b>Dr Emily Garside Nigel Rees Tony McKay Dr Sara Rhys-Jones Sara Beer Matthew Bassett Rhys Ball</b> (resigned 17 Feb 2020) <b>Doreen Rosella Murray</b> (resigned 7 <sup>th</sup> Feb 2020) <b>Simon Green</b> (retired by board due to ill health Sept 2019)
<b>Company Number</b>	6690647 (England and Wales)
<b>Registered Office</b>	Unit 8 8 Market Road Cardiff CF5 1QE United Kingdom
<b>Accountants</b>	Nigel Rees Accountancy Limited Cairnsmuir 6 Penyfai lane Llanelli SA15 4EN

**TAKING FLIGHT THEATRE COMPANY**  
**(COMPANY NO: 6690647 ENGLAND AND WALES)**  
**DIRECTORS' REPORT**

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The directors present their report and accounts for the year ended 31 March 2020.

**Directors**

The following directors held office during the whole of the period:

Dr Emily Garside  
Nigel Rees  
Tony McKay  
Dr Sara Rhys-Jones  
Sara Beer  
Matthew Bassett

**Statement of directors' responsibilities**

The directors are responsible for preparing the report and accounts in accordance with applicable law and regulations.

Company law requires the directors to prepare accounts for each financial year. Under that law, the directors have elected to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these accounts, the directors are required to:

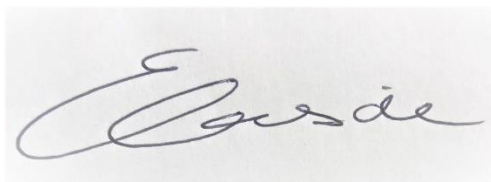
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Small company provisions**

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

Signed on behalf of the board of directors



.....  
Dr Emily Garside  
Director

Approved by the board on: 25 January 2021

# **TAKING FLIGHT THEATRE COMPANY**

## **ACCOUNTANTS' REPORT**

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### **Accountants' report to the board of directors of Taking Flight Theatre Company on the preparation of the unaudited statutory accounts for the year ended 31 March 2020**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Taking Flight Theatre Company for the year ended 31 March 2020 as set out on pages 5 - 7 from the company's accounting records and from information and explanations you have given us.

This report is made solely to the Board of Directors of Taking Flight Theatre Company , as a body, in accordance with the terms of our engagement. Our work has been undertaken solely to prepare for your approval the accounts of Taking Flight Theatre Company and state those matters that we have agreed to state to them, as a body, in this report. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Taking Flight Theatre Company and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Taking Flight Theatre Company has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit of Taking Flight Theatre Company . You consider that Taking Flight Theatre Company is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of Taking Flight Theatre Company . For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.

Nigel Rees Accountancy Limited

Cairnsmuir  
6 Penyfai lane  
Llanelli  
SA15 4EN

25 January 2021

**TAKING FLIGHT THEATRE COMPANY**  
**INCOME STATEMENT**  
**FOR THE YEAR ENDED 31 MARCH 2020**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>Turnover</b>	222,904	289,435
Cost of sales	(75,623)	(142,668)
<b>Gross profit</b>	<u>153,417</u>	<u>146,767</u>
Administrative expenses	(152,785)	(146,346)
Other operating income	-	1,000
<b>Operating profit</b>	<u>623</u>	<u>1,421</u>
	(27)	
Interest payable and similar charges		
<b>Profit on ordinary activities before taxation</b>	<u>605</u>	<u>1,421</u>
Tax on profit on ordinary activities	-	-
<b>Profit for the financial year</b>	<u><u>605</u></u>	<u><u>1,421</u></u>



**TAKING FLIGHT THEATRE COMPANY**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 31 MARCH 2020**

	Notes	2020 £	2019 £
<b>Current assets</b>			
Debtors	4	28,322	51,757
Cash at bank and in hand		5,040	(8,946)
		<u>33,362</u>	<u>42,811</u>
<b>Creditors: amounts falling due within one year</b>	5	(13,205)	(23,259)
<b>Net current assets</b>		<u>20,157</u>	<u>19,552</u>
<b>Net assets</b>		<u>20,157</u>	<u>19,552</u>
<b>Capital and reserves</b>			
Profit and loss account		20,157	19,552
<b>Reserved (restricted)</b>		<u>20,157</u>	<u>19,552</u>

For the year ending 31 March 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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 and in accordance with the provisions of FRS 102 Section 1A - Small Entities.

Approved by the Board on 25 January 2021.

Dr Emily Garside  
Director

Company Registration No. 6690647

# TAKING FLIGHT THEATRE COMPANY

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2020

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#### 1 Statutory information

Taking Flight Theatre Company is a private company, limited by shares, registered in England and Wales, registration number 6690647. The registered office is Unit 8, 8 Market Road, Cardiff, CF5 1QE, United Kingdom.

#### 2 Compliance with accounting standards

The accounts have been prepared in accordance with the provisions of FRS 102 Section 1A Small Entities. There were no material departures from that standard.

#### 3 Accounting policies

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year, and also have been consistently applied within the same accounts.

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

The accounts have been prepared in accordance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Ireland. (FRS102)

##### **Turnover**

Turnover represents the income derived from charitable activities and is recognised on an accruals basis.

##### **Expenditure**

All expenditure incurred by the charity relates to charitable activities. The accrual basis has been adopted for the recognition of current assets and liabilities.

##### **Fund Accounting**

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

##### ***Presentation currency***

The accounts are presented in £ sterling.

#### 4 Debtors

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Trade debtors	10,817	24,090
Accrued income and prepayments	-	217
Other debtors	17,288	27,450
	<u>28,322</u>	<u>51,757</u>

#### 5 Creditors: amounts falling due within one year

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Trade creditors	9,403	22,488
Accruals	3,802	771-
	<u>13,205</u>	<u>23,259</u>

#### 6 Average number of employees

During the year the average number of employees was 3 (2018: 3).

**TAKING FLIGHT THEATRE COMPANY**  
**DETAILED PROFIT AND LOSS ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2020**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>Turnover</b>		
Sales	229,040	289,435
<b>Cost of sales</b>		
Purchases	75,323	140,344
Direct labour	-	39
Other direct costs	300	2,285
	<b>75,623</b>	<b>142,668</b>
<b>Gross profit</b>	<b>153,417</b>	<b>146,767</b>
<b>Administrative expenses</b>		
Wages and salaries	85,942	82,120
Pensions	4,929	2,383
Staff training and welfare	3,394	2,030
Travel and subsistence	19,002	19,494
Motor expenses	1,448	2,967
Rent	7,228	5,068
Light and heat	432	267
Telephone and fax	618	571
Internet	1,724	154
Postage	259	488
Stationery and printing	660	284
Information and publications	19	-
Subscriptions	546	705
Bank charges	576	12
Insurance	1,406	696
Equipment expensed	-	3,933
Equipment hire	5,451	7,301
Software	564	997
Repairs and maintenance	152	910
Sundry expenses	4,425	2,122
Consultancy fees	950	5,000
Advertising and PR	9,799	5,296
Other legal and professional	3,288	3,548
	<b>152,812</b>	<b>146,346</b>
<b>Other operating income</b>		
Other operating income	-	1,000
<b>Operating profit</b>	<b>605</b>	<b>1,421</b>
<b>Profit on ordinary activities before taxation</b>	<b>605</b>	<b>1,421</b>