

HENLEY AMATEUR OPERATIC &  
DRAMATIC SOCIETY

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MAY 2020

**HENLEY AMATEUR OPERATIC & DRAMATIC SOCIETY**

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**FOR THE YEAR ENDED 31 MAY 2020**

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**HENLEY AMATEUR OPERATIC & DRAMATIC SOCIETY**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MAY 2020**

**GENERAL INFORMATION**

|  |   |   |
|--|---|---|
| <b>HOLDING TRUSTEES:</b>                                   | Mrs N C Diamond<br>J C Luker<br>W Willis<br>A Taylor  |   |
| <b>PRESIDENT:</b>  | Simon Williams  |   |
| <b>MANAGEMENT COMMITTEE:<br/>(TRUSTEES OF THE CHARITY)</b> | Samantha Riley<br>Julie Huntington<br>Mrs J E Smith<br>Ann Jenkin<br>Bryan Villars FCA<br>Mrs A M Pengilley<br>Bruce Smith  | Chair<br>Vice-Chair<br>Secretary<br>Membership Secretary<br>Treasurer<br>(Co-opted September 2020)<br>(Deceased September 2020) |
| <b>INDEPENDENT EXAMINER:</b>                               | N M Smith, ACA, CTA<br>Villars Hayward LLP<br>Chartered Accountants, Registered Auditors<br>and Chartered Tax Advisers<br>Boston House<br>Henley-on-Thames<br>RG9 1DY   |   |
| <b>REGISTERED CHARITY NO:</b>                              | 259404  |   |
| <b>PRINCIPAL OFFICE:</b>                                   | c/o Mrs J E Smith<br>13 Singers Close<br>Henley-on-Thames<br>RG9 1HD  |   |
| <b>BANKERS:</b>  | Barclays Bank plc<br>Hart Street<br>Henley-on-Thames<br>RG9 2AX<br><br>Lloyds TSB Bank plc<br>1 Reading Road<br>Henley-on-Thames<br>RG9 1AR<br><br>CCLA Investment Management Limited<br>COIF Charity Funds<br>85 Queen Victoria Street<br>London<br>EC4V 4ET |   |

# HENLEY AMATEUR OPERATIC & DRAMATIC SOCIETY

## ANNUAL REPORT OF THE TRUSTEES

### FOR THE YEAR ENDED 31 MAY 2020

The Trustees present their report with the financial statements of the Charity for the year ended 31 May 2020.

#### Reference and Administration Information

This information is provided on page 1.

#### Structure, Governance and Management

##### *Governing Document*

The society is a registered charity. The charity's initial trust document was amended on the 13 September 1995 and this sets out the objectives, constitution, membership, subscriptions, election, management and productions procedures. A new updated Constitution was approved at an EGM called for that purpose on 23 May 2011.

##### *Methods of Recruiting and Appointing New Trustees*

Under the governing amended trust document, the section relating to the Trustees determines that –

- (i) up to four Holding Trustees shall be appointed by the Chairman and Committee presently in office;
- (ii) the Trustees of the Charity (the Management Committee) shall be appointed annually by the Members of the Society at the Annual General Meeting, and the maximum number including Officers shall not exceed 14.

##### *Risk Management*

Major risks to which the charity is exposed have been identified. The Trustees regularly assess production budget controls and the financial risks associated with any major expenditure for refurbishment and repair of property.

#### Objects and Activities for the Public Benefit

The objects of the Society are:

- (a) to further the Operatic and Dramatic Arts, and
- (b) to assist, by making donations, such charitable institutions as the Society shall from time to time decide.

The society seeks to fulfil its objectives by staging a variety of shows in which many amateurs and volunteers are involved, thus encouraging a variety of people into acting. The society also undertakes fundraising ventures both to support the productions undertaken and to obtain money to pass to miscellaneous charitable causes. The members at the AGM determine the charitable causes and the amounts to be donated.

The activities and management of the affairs and property of the Society by the Trustees shall be reviewed annually by the committee and a report submitted to the Members of the Society at the Annual General Meeting.

Section 4 of the Charities Act 2011/2006 requires the charity trustees to comply with their duty to have due regard to the public benefit guidance published by the Charity Commission in exercising their powers or duties. The trustees confirm that they have referred to this guidance when reviewing the organisation's aims and objectives and in planning future activities.

Membership of the Society is open to all members of the community with reduced subscriptions for students and retired members; auditions are open to all and public productions are normally staged at the Kenton Theatre, Henley-on-Thames, with tickets available to all from the theatre box office. Other Society activities take place in the HAODS studio adjoining the Kenton Theatre.

#### Achievements and Performance

In the financial year to 31 May 2020 only one production was put on at the Kenton Theatre, "Jesus Christ Superstar" in Autumn 2019 which incurred a loss of just under £800. As activities in both the theatre and the Studio ceased in March 2020 due to the Coronavirus pandemic there was no Spring Production in the theatre, but Dinner theatre production again took place in the Studio in February 2020 when an episode of "Are You Being Served?" was performed. This produced a profit of about £700 on the dinner and about £1,300 on bar sales.



HENLEY AMATEUR OPERATIC & DRAMATIC SOCIETY

ANNUAL REPORT OF THE TRUSTEES (CONTINUED)

FOR THE YEAR ENDED 31 MAY 2020

Achievements and Performance (continued)

Financial Review

Fundraising results are lower than the previous year's figure, since the wardrobe upgrading activities involved expenditure on storage boxes etc and thus did not produce a profit this year.

There was also expenditure this year on a roof leak over the wardrobe and committee room, and a Grant was received from the Henley Town Council towards the cost. The Velux roof lights in the roof over the main hall also had to be replaced due to the ingress of water which resulted in a bill for a little over £4,000.

As a result of the cessation of activities during lockdown for the coronavirus pandemic the Society received financial assistance in the form of a Grant of £10,000 from SODC.

Due to declining membership numbers the 100 Club ceased activities at the start of the year, and it is not expected to resume in the near future.

Plans for the Future

At the present time all activities are on hold, but it is hoped that restrictions will be lifted in time for Shrek to be produced in the Autumn of 2021.

Plans for the repair and redecoration of the Committee room, and the construction of built in storage there for records and documentation, have been shelved for the foreseeable future.

Going Concern

The Trustees have reviewed the financial position of the Society and are in agreement that the current cash reserves will be sufficient to continue maintenance and repairs to the studio in the absence of any revenue from shows for at least the next 12 months from the date of signature.

Statement of Trustees' Responsibilities

The Trustees are required by the Charities Act 2011 to prepare financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to:

- i) to select suitable accounting policies and then apply them consistently;
- ii) make judgements and estimates that are reasonable and prudent;
- iii) state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- iv) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reserves Policy

It is the policy of the charity where possible to maintain unrestricted funds at a level which allows advance expenditure for each production prior to the receipt of ticket sales and the day-to-day administration costs and charitable donations which may from time to time be agreed by the Trustees.

HENLEY AMATEUR OPERATIC & DRAMATIC SOCIETY

ANNUAL REPORT OF THE TRUSTEES (CONTINUED)

FOR THE YEAR ENDED 31 MAY 2020

Independent Examiner

The Trustees intend to ask the existing independent examiner to undertake the independent examination of the Charity in the following year

On behalf of the Board of Trustees:

Signed: .....  
(Holding Trustee)

Signed: .....  
B R Villars FCA (Treasurer)

Date: ..... 2020

HENLEY AMATEUR OPERATIC & DRAMATIC SOCIETY

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
HENLEY AMATEUR OPERATIC & DRAMATIC SOCIETY

I report on the financial statements of the Trust for the year ended 31 May 2020 which are set out on pages six to thirteen.

**Respective Responsibilities of Trustees and Examiners**

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

It is my responsibility to:

- examine the financial statements under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and
- to state whether particular matters have come to my attention.

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a "true and fair view" and the report is limited to those matters set out in the statement below.

**Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare financial statements which accord with the accounting records and to comply with the accounting requirements of the 2011 Act
- have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

N M Smith ACA CTA  
Villars Hayward LLP  
Chartered Accountants,  
Registered Auditors and  
Chartered Tax Advisers  
Boston House  
Henley-on-Thames  
RG9 1DY

*Nicholas Smith ACA, CTA*

Date: *22 October 2020*

**HENLEY AMATEUR OPERATIC AND DRAMATIC SOCIETY**

**STATEMENT OF FINANCIAL ACTIVITIES**

**(INCLUDING INCOME & EXPENDITURE ACCOUNT)**

**FOR THE YEAR ENDED 31 MAY 2020**

| <i>Unrestricted Funds</i>          |              |                     |                    |                         |                         |
|------------------------------------|--------------|---------------------|--------------------|-------------------------|-------------------------|
|                                    | <u>Notes</u> | <u>General Fund</u> | <u>Studio Fund</u> | <u>Total Funds 2020</u> | <u>Total Funds 2019</u> |
|                                    |              | £                   | £                  | £                       | £                       |
| <b>Income and endowments from:</b> |              |                     |                    |                         |                         |
| Donations and subscriptions        | 5            | 1,173               | -                  | 1,173                   | 2,175                   |
| Charitable activities              | 9            | 17,336              | -                  | 17,336                  | 35,628                  |
| <b>Other trading activities</b>    |              |                     |                    |                         |                         |
| Fund Raising & Social Events       | 6            | 3,937               | -                  | 3,937                   | 7,062                   |
| Studio                             | 7            | 22,451              | -                  | 22,451                  | 12,989                  |
| Investments                        | 8            | 124                 | -                  | 124                     | 104                     |
| <b>Total</b>                       |              | <u>45,021</u>       | <u>-</u>           | <u>45,021</u>           | <u>57,958</u>           |
| <b>Expenditure on:</b>             |              |                     |                    |                         |                         |
| <b>Raising funds</b>               |              |                     |                    |                         |                         |
| Fund Raising & Social Events       | 6            | 2,762               | -                  | 2,762                   | 4,021                   |
| Studio                             | 7            | 13,074              | 2,892              | 15,966                  | 11,953                  |
| <b>Charitable Activities:</b>      |              |                     |                    |                         |                         |
| Theatrical Productions             | 9            | 17,882              | -                  | 17,882                  | 36,045                  |
| Charitable Donations               |              | 1,000               | -                  | 1,000                   | 1,050                   |
| Administrative expenses            | 10           | 3,332               | -                  | 3,332                   | 3,754                   |
| <b>Total</b>                       |              | <u>38,050</u>       | <u>2,892</u>       | <u>40,942</u>           | <u>56,823</u>           |
| <b>Net income/(expenditure)</b>    |              | 6,971               | (2,892)            | 4,079                   | 1,135                   |
| Transfers between funds            |              | (2,892)             | 2,892              | -                       | -                       |
| <b>Net Movement in funds</b>       |              | <u>4,079</u>        | <u>-</u>           | <u>4,079</u>            | <u>1,135</u>            |
| <b>Reconciliation of Funds</b>     |              |                     |                    |                         |                         |
| Total funds brought forward        |              | 41,068              | 127,829            | 168,897                 | 167,762                 |
| <b>Total funds carried forward</b> |              | <u>45,147</u>       | <u>127,829</u>     | <u>172,976</u>          | <u>168,897</u>          |
|                                    |              | =====               | =====              | =====                   | =====                   |



HENLEY AMATEUR OPERATIC AND DRAMATIC SOCIETY

BALANCE SHEET

- as at -

31 MAY 2020

|  | <u>Notes</u> | <u>2020</u>             | <u>2019</u>             |
|--|--------------|-------------------------|-------------------------|
|  |              | £                       | £                       |
| <b><u>Fixed assets</u></b>                     |              |                         |                         |
| Leasehold Land & Buildings                     | 11           | 125,595                 | 128,487                 |
| Studio Equipment                               | 11           | 4,785                   | 6,380                   |
| <b>Total Fixed assets</b>                      |              | <u>130,380</u>          | <u>134,867</u>          |
| <b><u>Current assets</u></b>                   |              |                         |                         |
| Debtors  |              | 2,268                   | 3,574                   |
| Prepayments - Future Productions               |              | 1,400                   | 1,790                   |
| Prepayments - Others                           |              | 1,750                   | 600                     |
| Cash at Bank and In Hand                       |              | 38,954                  | 32,454                  |
| <b>Total Current assets</b>                    |              | <u>44,372</u>           | <u>38,418</u>           |
| <b><u>Liabilities</u></b>                      |              |                         |                         |
| Creditors: Amounts falling due within one year |              |                         |                         |
| Creditors and accruals                         | 12           | (1,776)                 | (4,388)                 |
| <b>Net Current assets</b>                      |              | <u>42,596</u>           | <u>34,030</u>           |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>   |              | <u>172,976</u>          | <u>168,897</u>          |
| <b>Total net assets</b>                        | 13           | <u>172,976</u><br>===== | <u>168,897</u><br>===== |
| <b>The funds of the charity:</b>               |              |                         |                         |
| <b><u>UNRESTRICTED FUNDS</u></b>               |              |                         |                         |
| General Fund                                   | 14           | 45,147                  | 41,068                  |
| Studio Fund                                    | 14           | 127,829                 | 127,829                 |
| <b>Total charity funds</b>                     |              | <u>172,976</u><br>===== | <u>168,897</u><br>===== |

Approved by the Board of Trustees on

2020 and signed on its behalf by

Signed: ..... (Holding Trustee)

Signed: ..... (Treasurer)

B R Villars FCA

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MAY 2020

**1. Accounting Policies**

**(a) Basis of Accounting**

The financial statements have been prepared under the historical cost convention and 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)-(Charities SORP (FRS 102)).

Henley Amateur Operatic and Dramatic Society meets the definition of a public benefit entity under FRS 102.

**(b) Fund Accounting**

**Unrestricted funds**

- The general fund is available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- The Designated Studio Fund is an unrestricted fund originally created by the trustees from donations for the construction of the building and since augmented by transfers from the General Fund.

**(c) Income Recognition Policies**

Items of income are recognised and included in the Statement of Financial Activities when all the following criteria are met:

- The Charity has entitlement to the funds;
- Any performance conditions attached to the item(s) of income have been met or are fully within the control of the Charity;
- There is sufficient certainty that the receipt of the income is considered probable, and
- The amount can be measured reliably.

Income tax recoverable on interest received is recognised on the date the income is received.

**(d) Incoming Resources**

All incoming resources other than subscriptions are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of subscriptions and donations. Subscription income is credited to the statement of financial activities in the period when it is received. No adjustment is made in respect of subscriptions outstanding or received in advance. Donations are included in the statement of financial activities when receivable.
- Investment income is credited to income when receivable.
- Incoming resources from charitable activities are accounted for in the period when the production takes place. Income is deferred when admission fees are received in advance of the performances to which they relate.

**HENLEY AMATEUR OPERATIC AND DRAMATIC SOCIETY**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MAY 2020**

**(e) Resources expended**

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 recognised on an accruals basis and includes VAT, which cannot be recovered, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of fundraising.
- Charitable activities include the expenditure incurred in mounting theatrical productions during the year and amounts donated to other charities as agreed by members at the AGM.

**(f) Tangible Fixed Assets and Depreciation**

Fixed assets are stated at cost less accumulated depreciation. The costs of minor additions are not capitalised. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

|                  |   |                             |
|------------------|---|-----------------------------|
| Leasehold land   | - | Nil                         |
| Studio building  | - | over 50 years               |
| Studio equipment | - | 25% on the reducing balance |

No depreciation is deemed necessary by the trustees on leasehold land as it is considered that its residual value is higher than cost. The term of the lease was 999 years from 24 August 1982.

**2. Going Concern**

The financial statements have been prepared on the assumption that the Society is able to carry on business as a going concern which the Trustees consider appropriate having regard to the circumstance outlined in the notes to the financial statements.

**3. Related party transactions and trustees' remuneration**

No trustee received any remuneration during the year (2019-£Nil). No trustees received reimbursed travel expenses during the year (2019-£105).

No trustee or other person related to the charity had any personal interest in any transaction entered into by the charity during the year (2019-£Nil).

**4. Taxation**

The charity is exempt from Corporation Tax on its charitable activities.

**5. Subscriptions & Donations**

|               | General<br>Fund<br>£ | Studio<br>Fund<br>£ | 2020<br>£ | 2019<br>£ |
|---------------|----------------------|---------------------|-----------|-----------|
| Subscriptions | 1,153                | -                   | 1,153     | 2,025     |
| Donations     | 20                   | -                   | 20        | 150       |
|               | <hr/>                | <hr/>               | <hr/>     | <hr/>     |
|               | 1,173                | -                   | 1,173     | 2,175     |
|               | <hr/>                | <hr/>               | <hr/>     | <hr/>     |

**HENLEY AMATEUR OPERATIC AND DRAMATIC SOCIETY**

**NOTES TO THE FINANCIAL STATEMENTS.(CONTINUED)**

**FOR THE YEAR ENDED 31 MAY 2020**

| 6. Fund Raising & Social Events              | Funds               | Expenses           | Net                  |              |
|--|---------------------|--------------------|----------------------|--------------|
|  |                     |                    | Income/(Expenditure) |              |
|  |                     |                    | 2020                 | 2019         |
|  | £                   | £                  | £                    | £            |
| <b>Fund Raising</b>                          |                     |                    |                      |              |
| 100 Club                                     | 977                 | (650)              | 327                  | 318          |
| Wardrobe Hire & Sales                        | 377                 | (834)              | (457)                | 1,478        |
| Studio Productions                           | -                   | -                  | -                    | (77)         |
| Bar Sales                                    | 2,503               | (1,165)            | 1,338                | 1,176        |
| Miscellaneous                                | -                   | (7)                | (7)                  | 146          |
| <b>Total Fund Raising</b>                    | <b>3,857</b>        | <b>(2,656)</b>     | <b>1,201</b>         | <b>3,041</b> |
| <b>Social Events</b>                         |                     |                    |                      |              |
| Christmas Party                              | 80                  | (106)              | (26)                 | -            |
| <b>Total Social Events</b>                   | <b>80</b>           | <b>(106)</b>       | <b>(26)</b>          | <b>-</b>     |
| <b>Total Fundraising &amp; Social Events</b> | <b>3,937</b>        | <b>(2,762)</b>     | <b>1,175</b>         | <b>3,041</b> |
|  | =====               | =====              | =====                | =====        |
| <b>7. The Studio</b>                         | <b>General Fund</b> | <b>Studio Fund</b> | <b>2020</b>          | <b>2019</b>  |
|  | £                   | £                  | £                    | £            |
| <b>Income</b>                                |                     |                    |                      |              |
| Local Authority Grants                       | 1,786               | -                  | 1,786                | -            |
| Rent/Hirings                                 | 10,665              | -                  | 10,665               | 12,989       |
| Covid Grant - SODC                           | 10,000              | -                  | 10,000               | -            |
|  | 22,451              | -                  | 22,451               | 12,989       |
|  | -----               | -----              | -----                | -----        |
| <b>Expenditure</b>                           |                     |                    |                      |              |
| Cleaner & Caretaker                          | 2,240               | -                  | 2,240                | 2,288        |
| Repairs & Renewals                           | 6,745               | -                  | 6,745                | 957          |
| Insurance                                    | 925                 | -                  | 925                  | 915          |
| Electricity                                  | 130                 | -                  | 130                  | 882          |
| Gas and Water                                | 150                 | -                  | 150                  | 255          |
| SODC Rates                                   | 378                 | -                  | 378                  | 477          |
| Sundries (including rubbish clearance)       | 911                 | -                  | 911                  | 1,162        |
| Depreciation of Equipment                    | 1,595               | -                  | 1,595                | 2,125        |
| Depreciation of Studio Building              | -                   | 2,892              | 2,892                | 2,892        |
|  | 13,074              | 2,892              | 15,966               | (11,953)     |
|  | -----               | -----              | -----                | -----        |
| <b>Net Surplus/(Deficit)</b>                 | <b>9,377</b>        | <b>(2,892)</b>     | <b>6,485</b>         | <b>1,036</b> |
|  | =====               | =====              | =====                | =====        |



**HENLEY AMATEUR OPERATIC AND DRAMATIC SOCIETY**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MAY 2020**

| 8. <u>Investment Income</u>      |                                   | 2020                            | 2019                           |               |
|----------------------------------|-----------------------------------|---------------------------------|--------------------------------|---------------|
| Derived from:                    |                                   | £                               | £                              |               |
| Interest on Deposit Fund         |                                   | 124                             | 104                            |               |
|                                  |                                   | ===                             | ==                             |               |
|                                  |                                   |                                 |                                |               |
| 9. <u>Theatrical Productions</u> | Jesus Christ<br><u>Super Star</u> | Are you<br><u>Being Served?</u> | P/Y &<br><u>Drama Festival</u> | <u>Total</u>  |
| <u>Income</u>                    |                                   | £                               | £                              | £             |
| Box Office                       | 9,061                             | 6,840                           | -                              | 15,901        |
| Programme Sales                  | 132                               | -                               | -                              | 132           |
| Programme Advertising            | 150                               | -                               | -                              | 150           |
| Production Fees                  | 170                               | 486                             | -                              | 656           |
| Miscellaneous - Raffles          | 81                                | -                               | -                              | 81            |
| Half a Sixpence DVD sales        | -                                 | -                               | 416                            | 416           |
|                                  | <u>9,594</u>                      | <u>7,326</u>                    | <u>416</u>                     | <u>17,336</u> |
| <u>Expenditure</u>               |                                   |                                 |                                |               |
| Theatre Rent                     | 2,362                             | -                               | -                              | 2,362         |
| Royalties and Licences           | 1,682                             | 606                             | -                              | 2,288         |
| Printing and Publicity           | 422                               | 208                             | -                              | 630           |
| Wardrobe & Make-up               | 522                               | 108                             | -                              | 630           |
| Staging and Props                | 871                               | 839                             | -                              | 1,710         |
| Orchestra/Music                  | 1,451                             | -                               | -                              | 1,451         |
| Scores&Scripts                   | 547                               | 182                             | -                              | 729           |
| Sound and Lighting               | 2,100                             | -                               | -                              | 2,100         |
| Miscellaneous (including gifts)  | 247                               | -                               | 426                            | 673           |
| Entry Fees                       | -                                 | -                               | 18                             | 18            |
| Programmes                       | 182                               | 149                             | -                              | 331           |
| Catering                         | -                                 | 4,518                           | -                              | 4,518         |
| Half a Sixpence DVD purchases    | -                                 | -                               | 442                            | 442           |
|                                  | <u>10,386</u>                     | <u>6,610</u>                    | <u>886</u>                     | <u>17,882</u> |
| <b>Net Surplus/(Deficit)</b>     | <b>(792)</b>                      | <b>716</b>                      | <b>(470)</b>                   | <b>(546)</b>  |
|                                  | =====                             | =====                           | =====                          | =====         |



**HENLEY AMATEUR OPERATIC AND DRAMATIC SOCIETY**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MAY 2020**

| <b>10. Administrative expenses</b>   | <b>2020</b>  | <b>2019</b>  |
|--------------------------------------|--------------|--------------|
|                                      | £            | £            |
| Administration and Sundries          | 429          | 948          |
| Subscriptions, Licences & Insurances | 872          | 866          |
| Independent Examiner's Fees          | 1,586        | 1,720        |
| Website costs                        | 445          | 220          |
|                                      | <u>3,332</u> | <u>3,754</u> |
|                                      | =====        | =====        |

**11. Tangible Fixed Assets**

|                              | <b>Leasehold<br/>Land and<br/>Buildings</b> | <b>Studio<br/>Equipment</b> | <b>Totals</b>  |
|------------------------------|---|-----------------------------|----------------|
|                              | £   | £                           | £              |
| <b><u>COST</u></b>           |   |                             |                |
| At 1 June 2019               | 155,365                                     | 23,607                      | 178,972        |
| Additions in year            | -   | -                           | -              |
| At 31 May 2020               | <u>155,365</u>                              | <u>23,607</u>               | <u>178,972</u> |
|                              | -----                                       | -----                       | -----          |
| <b><u>DEPRECIATION</u></b>   |   |                             |                |
| At 1 June 2019               | 26,878                                      | 17,227                      | 44,105         |
| Charge for the year          | 2,892                                       | 1,595                       | 4,487          |
| At 31 May 2020               | <u>29,770</u>                               | <u>18,822</u>               | <u>48,592</u>  |
|                              | -----                                       | -----                       | -----          |
| <b><u>NET BOOK VALUE</u></b> |   |                             |                |
| At 31 May 2020               | 125,595                                     | 4,785                       | 130,380        |
|                              | =====                                       | =====                       | =====          |
| At 31 May 2019               | 128,487                                     | 6,380                       | 134,867        |
|                              | =====                                       | =====                       | =====          |

All of the above assets are used in the furtherance of the Charity's objects.

| <b>12. Creditors and Accruals</b> | <b>2020</b>  | <b>2019</b>  |
|-----------------------------------|--------------|--------------|
|                                   | £            | £            |
| Creditors                         | 176          | 2,536        |
| Accruals                          | 1,600        | 1,852        |
|                                   | <u>1,776</u> | <u>4,388</u> |
|                                   | =====        | =====        |

**HENLEY AMATEUR OPERATIC AND DRAMATIC SOCIETY**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MAY 2020**

**13. Analysis of Net Assets/(Liabilities) between Funds**

|  | Unrestricted Funds |                |                |
|--|--------------------|----------------|----------------|
|  | Designated Fund    |                | Total          |
|  | General Fund       | Studio Fund    |                |
|  | £                  | £              | £              |
| Tangible Fixed Assets                  | 4,785              | 125,595        | 130,380        |
| Debtors                                | 2,268              | -              | 2,268          |
| Cash at Bank and in Hand               | 38,954             | -              | 38,954         |
| Prepayments                            | 3,150              | -              | 3,150          |
| Creditors and Accruals                 | (1,776)            | -              | (1,776)        |
| <b>Balance of funds at 31 May 2020</b> | <b>47,381</b>      | <b>125,595</b> | <b>172,976</b> |

**14. Funds**

|                           | At<br>31 May<br>2019 | Income        | Expenditure     | Transfers<br>between<br>Funds | At<br>31 May<br>2020 |
|---------------------------|----------------------|---------------|-----------------|-------------------------------|----------------------|
|                           | £                    | £             | £               | £                             | £                    |
| <b>Unrestricted Funds</b> |                      |               |                 |                               |                      |
| General Funds             | 41,068               | 45,021        | (38,050)        | (2,892)                       | 45,147               |
| <b>Designated Funds</b>   |                      |               |                 |                               |                      |
| Studio Fund               | 127,829              | -             | (2,892)         | 2,892                         | 127,829              |
|                           | <u>168,897</u>       | <u>45,021</u> | <u>(40,942)</u> | <u>-</u>                      | <u>172,976</u>       |

**15. Going Concern**

As a result of the COVID 19 pandemic all shows have been put on hold. The Trustees hope that future shows may commence in Autumn 2021. In spite of a lack of income, the Trustees are confident that the cash held in the Society bank accounts will be sufficient to continue managing the Studio for at least the next 12 months until such a time as shows may resume.