

Company no. 02157661  
Charity no. 800174

**acta Community Theatre Ltd**  
**Report and Unaudited Financial**  
**Statements**  
**31 March 2023**

## **acta Community Theatre Ltd**

### **Reference and administrative details**

**For the year ended 31 March 2023**

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<b>Company number</b>	02157661
<b>Charity number</b>	800174
<b>Registered office and operational address</b>	actacentre Gladstone Street Bedminster Bristol BS3 3AY
<b>Trustees</b>	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows: Jeanette Bain-Burnett (Chair, appointed 9 June 2023) Alex Bishop Stephanie Brammar (Resigned 26 September 2022) Ruth Cochrane John Davidson Barbara Dettering (resigned 9 June 2023) Kathryn Hopkins Maria Nilsson (Treasurer) Kerrie Schaefer
<b>Key management personnel</b>	Oliver Jones (Director) Bertel Martin (Finance and Operations Manager)
<b>Bankers</b>	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
<b>Independent examiners</b>	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD

**Chair's report**

**For the year ended 31 March 2023**

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I'm proud to introduce my first trustees' report as Chair of acta theatre. From our home in Bedminster, acta has developed a powerful track record, across Bristol and beyond, working with groups who might not otherwise have access to the joy of participating in theatre. It's been moving this year to see the ongoing impact of acta's work on a wide range of groups and communities. The organisation created dozens of platforms for creative expression and personal development through our brilliant staff, creative associates and volunteers.

Our volunteers were recognised through the historic final round of Queen's Awards for Voluntary Service, presented to us by the Lord Lieutenant, Peaches Golding MBE. This was a meaningful moment of reflection and celebration, which summed up the spirit of acta.

I'd like to offer my sincere thanks to the leadership, staff team and wider circle of participants and volunteers who bring acta's work to life, as we look forward to another challenging and exciting year removing barriers to creative expression.

This year has seen further change in the organisation, especially in terms of governance with the appointment of a new Chair, Jeanette Bain-Burnett. Interim Chair, Stef Brammar, stepped down from the board at the end of 2022, having served the organisation through the transition to new leadership.

The organisation is feeling the benefit of having a stable and future facing leadership and delivery team with both our Director, Oliver Jones, and Finance and Operations Manager Bertel Martin completing their first two and one years with the company respectively. This year we're also celebrating thirty years since Ingrid Jones, our Associate Director, first started working for the organisation. Ingrid continues to lead many of our projects, directing several shows in our theatre every year.

Creatively, we have had an incredibly fruitful year running regular groups; impactful, bespoke projects; and CPD initiatives both online and in person.

We continued to deliver four youth theatre groups in Lockleaze through funding from Children in Need, as well as continuing to support up to 15 young people aged 16 to 25 years in our Phoenix group. We were also successful in a bid to Bristol City Council to deliver a youth theatre show with young people in Bedminster in Summer 2023. Additionally, our associate Hiba delivered a number of youth projects including a Sudanese Youth Theatre for young people aged 7 to 14 years who created their own devised performances including traditional Sudanese songs, Zola Tales, a theatre group who created a performance about Melket Aldar Abdallah, and a Mothers and Daughters story creation and podcast project. We also delivered Fen for Fun with Hiba, a creative holiday intensive for ages 7 to 14 including break dance, puppetry, drumming and visual art. Our young people's work was complemented by Lockleaze Little Legends, a project delivered by our associate Jody Cook, working with pre-school children and their families, with a focus on developing social skills, friendships and new creative skills.

Our Associates continued to receive vital support from core staff to lead projects for, by and with their communities, especially in fundraising. We also continued our international seminar series, our new CPD initiative, Elevate, and our Cornerstone Group. All of this was made possible by three years of generous support from the Paul Hamlyn Foundation, which came to an end in 2022 to 2023.

**Chair's report**

**For the year ended 31 March 2023**

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This year, Cornerstone worked with participants who have both physical and mental health challenges, and migrants from countries such as Turkey, Iran, Iraq, and Palestine. The production that the group created this year, 'Coming Home', was very well received by the audience and explored the nature of home and identity set in a dying world. As with all acta shows, the participants themselves came up with the subject matter and story, and it was fascinating to see that their focus was on the environmental crisis. Our further adult work included acta Company creating a moving and brave performance, Dying Matters, around themes of bereavement, and our day time adult group, Pick N Mix, who created a performance called Fixing Things, set in a repair shop and celebrating British comic traditions.

As well as our young people's work, Silent Heroine's Disco has been the main focus of Jody's work this year and our support to her. The production was first performed last year in a venue within Lockleaze. This year, her ambition was to creatively progress the production, and to take it on a short tour. Acta supported Jody to apply to Arts Council England for funding which was successful, and then to co-facilitate and direct the production and associated workshops. The production toured to acta itself as well as other venues in Bristol and Weston-super-Mare. The performances were accompanied by workshops exploring the themes of the show, run by Jody and other freelance artists.

Our seminar series continued to be well attended with excellent feedback from participating artists. We delivered three seminars this year, informed by suggestions from previous attendees of the seminar programme and acta's current practice. These included 'Scaling Up', 'Working Inclusively', and 'Story to Script'.

We piloted a new CPD programme, Elevate, where we recruited a cohort of 10 community theatre artists from a diverse array of backgrounds, and also opened up each session to other artists, many of whom attended most of the sessions. The programme received excellent feedback and will evolve in the future.

This year we have also initiated a new two year programme for people aged 15 to 25 who identify as a woman or as a girl and face barriers to being involved in theatre. The programme is free to attend, and requires no previous experience. The scheme offers workshops including acting, movement, puppetry, directing, script writing, set design, lighting and sound design, stage management, and costume design, led by experienced industry professionals. There are also mentoring sessions with a theatre professional, outings to the theatre, and the opportunity to complete a Silver Arts Award.

Alongside this breadth of work, we also raised funds from WECA to create and deliver a brand new project, Pathway, working with marginalised people in our community using creative activities to support them in their journey to further skills, volunteering and employment opportunities. Many of these participants, and those from our regular groups, also attended our new Creative Wellbeing Café weekly, to enjoy free creative activity and a safe, warm and welcoming space.

Jeanette Bain Burnett  
Chair, acta Council of Management

## **acta Community Theatre Ltd**

### **Report of the trustees**

#### **For the year ended 31 March 2023**

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The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, submit their annual report and the unaudited financial statements for the year ended 31 March 2023.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

As a charity registered in England and Wales, the charitable company also reports in accordance with the Charity Commission for England and Wales' guidance on public benefit and the Charities Act 2011.

#### **Structure, governance and management**

The Charity is a charitable company limited by guarantee. It is governed by Memorandum and Articles of Association (September 1987), which provide details of the Council of Management and procedures for the Annual General Meeting, at which at least one third of trustees, those who have been longest in office, will be subject to retirement or rotation. The Memorandum of Association established the objects and powers of the charitable company, which is governed under its Articles of Association. The Council of Management act as both directors of the company and trustees of the charity, and give their time voluntarily and receive no financial benefits. The Council of Management meets twice monthly, and meetings are also attended by the Director and Finance and Operations Manager who work with the Chair and subcommittees to set the agenda. Trustees are also expected to serve on at least one of four subcommittees, which are currently responsible for Ambition & Quality, Environment, Finance, and Inclusivity & Relevance. Each subcommittee appoints a representative to report back on actions and proposals to be signed off by the full Council of Management.

The company accounts are reviewed by the trustees on a quarterly basis to ensure annual targets will be met, with the Treasurer attending twice monthly finance subcommittee meetings with the Director and Finance and Operations Manager prior to reporting back to the full Council of Management.

Employees are consulted on issues of concern to them through weekly company meetings and have been kept informed on specific matters directly by the Director and Finance and Operations Manager, in addition to regular supervision meetings. There is regular communication between management members and employees, both through the Director and Finance and Operations Manager, the Artistic Directorate and staff reports to the Council of Management.

The Director liaises with the trustees on the annual job review process for each employee.

The charity has implemented a number of detailed policies in relation to all aspects of personnel matters including Equality, Diversity & Inclusion, Health & Safety and Volunteers.

Full details of the business plan and policies are available from the actacentre.

#### **Public benefit**

All of acta's work exists for the benefit of the public, to bring about positive change for individuals and the community through promoting active, creative participation in theatre.

acta exists to support vulnerable people and marginalised communities; for those who may have low confidence and self worth; live in isolation, or suffer poor mental and physical health.

## acta Community Theatre Ltd

### Report of the trustees

#### For the year ended 31 March 2023

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acta's tried and tested method, which uses a combination of sharing stories and experiences, developing imaginations and creativity, devising and performing theatre, has been proven to:

- Reduce social isolation by working with partner agencies to identify and engage potential beneficiaries in creative social activities;
- Improve well being by being part of a team, being valued, raising self esteem and self worth;
- Improve self confidence and transferable skills by developing skills in presentation, language, communication, cooperative working; and
- Improve relationships between cultures and generations by working together across cultures and generations to develop mutual respect, and make new friendships.

acta creates high quality and relevant community theatre, whilst also making happier, healthier and more connected people.

Core values are:

Participation	acta exists to provide access to participation in the arts for the most vulnerable and excluded sections of society;
Ownership	acta is committed to co-creation of all artistic product, with participants and professional facilitators sharing equal status;
Excellence	Excellence in facilitation, in performance process, in co-production and in the product;
Inclusiveness	acta is committed to providing equal opportunities to people without privilege, engaging marginalised people and promoting intercultural and intergenerational dialogue through theatre;
Partnership	acta is committed to proactively developing collaborations and partnerships within arts and wider sectors at local, national and international levels; and
Valuing people	acta is a caring organisation that listens to and supports vulnerable people, valuing their stories, cultural heritage and life experiences and enabling them to share these assets through making new theatre.

The Company has delivered 392 workshops (12% online and 88% in person) with 248 people of all ages (two thirds with children and young adults up to 25 years.)

This programme has enabled the production of 7 original new shows, acta staff also supported acta associates Jody Cook to produce Silent Heroines Disco, and Hiba Abdulaziz to organise Sudafest- a cultural Sudanese festival, Sudanese Youth Theatre and Sufia- a Sudanese girls story telling group.

We were also fortunate to receive funding to launch a new initiative, the Wellbeing Café. The aim of the café is to reduce isolation and offer arts activity to help improve people's wellbeing. With huge support from our volunteering team, one day a week we provide a space where people can have a coffee and cake, meet friends or have a chat with volunteers, and a drop in arts activity that people can do on their own or with friends.

With funding provided by WECA, we piloted Pathway. This was a programme that enabled participants to explore their future aspirations through creative play. The WECA fund also allowed us to pilot a new approach to support professional development in our Elevate project. Elevate saw 40 creative practitioners develop their creative and business skills in the programme.

**Report of the trustees**

**For the year ended 31 March 2023**

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Our professional development programme got an extra boost with funding from Ragdoll that allowed us to offer free theatre skills training to young girls aged 16 to 25. Forge started in September and is a 2 year development programme for young girls that will allow them to complete an Arts Award.

The company continuously reviews its aims and objectives to ensure that activities are developed in accordance with stated charitable purposes. Trustees have referred to the Charity Commission's general guidance on public benefit to review acta's aims and objectives and in planning future activities.

**Aims and objectives**

The Memorandum and Articles of Association describe our objects as follows:

- Instigate and supervise drama projects for youth and community groups;
- Provide all sections of society with the opportunity to participate in theatre;
- Supervise drama sessions with people who are encouraged to create and perform their own;
- Identify (in conjunction with others if necessary) areas and communities in which theatre activities are lacking and to remedy deficiencies identified as a result;
- Design projects which emphasise the educational aspects of workshops and the personal and social development of individuals within a group; and
- Supervise projects which are designed to assist community development.

**Purpose – strategic aims**

acta believes that theatre is for everyone, and exists to promote opportunities to access theatre and the related arts.

The Company works to a diversity action plan with the following strategic aims:

- acta workshops are open to everyone within the project target group;
- acta will make no charges to participants for workshops, and keep box office prices to a minimum, to ensure people are not prevented from participating for economic reasons;
- Workshops and performance venues are always welcoming, and accessible to the needs of the specific target group;
- acta will endeavour to provide transport to workshops for participants who may not otherwise be able to attend; and
- acta's artistic policy is to give all participants an equal opportunity to be involved in the project, with people encouraged to develop their own roles within the group. Project participants devise all acta shows, thus ensuring their relevance to the communities with which we are working.

**Achievements and performance – a review of activities**

Despite a challenging year, acta has delivered a significant artistic and activity programme, and started to explore new areas and opportunities to put the skills of the staff and the resources of the organisation to the benefit of the communities it serves.

**Key programme activities**

***Connecting People***

Acta's workshops are almost all in person, with the exception of some of the Young Carers sessions. This has helped people reconnect and introduced new people to our workshops.

The Wellbeing Café has been a good addition to providing another approach for people to connect with friends and introduce new people to the acta's community.

**Report of the trustees**

**For the year ended 31 March 2023**

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***Cornerstone***

The third year of the three year Cornerstone programme, supported by Paul Hamlyn Fund (PHF), enabled acta staff to support acta associates to develop projects and apply for funding to bring them to reality, it also supported a short outreach programme to engage with refugees and supported them to take part in regular acta workshops.

We supported Jody Cook to develop a production of Silent Heroines Disco at a new venue in Lockleaze, and worked with Hiba Elhindi to apply for funding for her work with Sudanese young people and families.

The PHF investment also supports the Company's sector development initiatives, which include the seminar series, digital resources and community theatre facilitator training. The seminar series is still online and we delivered three seminars through the year, with a national and international focus.

***Youth theatre***

The Lockleaze Kids group workshops, supported by BBC Children in Need, continue to meet in person and had an active programme leading to a production planned for May 2023, performed at the acta centre.

***International***

This year has been one of consolidation and adapting to the new working culture. This has meant that international work dropped down the priority list but is still in acta's plans.

**Financial and reserves review**

The company managed to add to its programme of workshops, projects and activities, but a standstill of funding from ACE and Bristol City Council alongside increases in utility prices and increases in overheads means we will see a drop in our unrestricted, general reserves down to £93,697.

The trustees continuously review their policy on free reserves, consulting Charity Commission guidance. acta has established a policy whereby the unrestricted funds not committed to, or invested in tangible fixed assets held by the charity (general funds), should be three months' normal operating costs, circa £100,000, although trustees recognise that this is challenging to meet in the current climate.

Although the charity's reserves currently fall slightly short, the charity will work towards meeting its reserves target, and are exploring new sources of funding and opportunities for income generation that tie in with acta's vision and values. The trustees therefore consider that the charity will continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

**Risk management**

The trustees work closely with the Director And Finance and Operations Manager to manage risks associated with the management of the Company.

The company continues to invest in fundraising, and to diversify its funding sources and activities, to hedge against the potential loss of income. The company benefits from a clear fundraising strategy, and has secured funding from Arts Council England until 2026 and Bristol City Council Culture until 2024.



**Report of the trustees**

**For the year ended 31 March 2023**

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Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects, to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

**Statement of responsibilities of the trustees**

The trustees (who are also directors of the charity for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (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 charity and of the income and expenditure of the charity 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 Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

**Independent examiners**

Godfrey Wilson Limited were re-appointed as independent examiners to the charitable company during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 12 September 2023 and signed on their behalf by



Jeanette Bain-Burnett  
Chair, acta Council of Management

## **Independent examiner's report**

### **To the trustees of**

#### **acta Community Theatre Ltd**

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I report to the trustees on my examination of the accounts of acta Community Theatre Ltd (the charitable company) for the year ended 31 March 2023, which are set out on pages 10 to 26.

### **Responsibilities and basis of report**

As the trustees of the charitable 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 charitable 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 the charitable company'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 the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the charitable 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.

*William Guy Blake*

Date: 13 September 2023

**William Guy Blake ACA**

**Member of the ICAEW**

For and on behalf of:

**Godfrey Wilson Limited**

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

**acta Community Theatre Ltd**

**Statement of financial activities**

**For the year ended 31 March 2023**

				<b>2023</b>	2022
	Note	Restricted £	Unrestricted £	<b>Total £</b>	Total £
<b>Income from:</b>					
Donations and legacies	3	-	113,786	<b>113,786</b>	135,214
Charitable activities	4	165,983	21,443	<b>187,426</b>	316,337
Other trading activities	5	-	15,468	<b>15,468</b>	2,545
Investments		-	1,071	<b>1,071</b>	27
<b>Total income</b>		<u>165,983</u>	<u>151,768</u>	<b><u>317,751</u></b>	<u>454,123</u>
<b>Expenditure on:</b>					
Raising funds		-	85,877	<b>85,877</b>	69,902
Charitable activities		<u>198,137</u>	<u>69,394</u>	<b><u>267,531</u></b>	<u>291,788</u>
<b>Total expenditure</b>	6	<u>198,137</u>	<u>155,271</u>	<b><u>353,408</u></b>	<u>361,690</u>
<b>Net income / (expenditure)</b>		(32,154)	(3,503)	<b>(35,657)</b>	92,433
Transfers between funds		<u>6,377</u>	<u>(6,377)</u>	-	-
<b>Net movement in funds</b>	7	(25,777)	(9,880)	<b>(35,657)</b>	92,433
<b>Reconciliation of funds:</b>					
Total funds brought forward		<u>122,553</u>	<u>127,748</u>	<b><u>250,301</u></b>	<u>157,868</u>
<b>Total funds carried forward</b>		<u><u>96,776</u></u>	<u><u>117,868</u></u>	<b><u><u>214,644</u></u></b>	<u><u>250,301</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 14 to the accounts.

**acta Community Theatre Ltd**

**Balance sheet**

**As at 31 March 2023**

	Note	£	2023 £	2022 £
<b>Fixed assets</b>				
Tangible assets	10		<u>9,171</u>	<u>12,229</u>
<b>Current assets</b>				
Debtors	11	35,978		24,802
Cash at bank and in hand		<u>182,056</u>		<u>229,402</u>
		<b>218,034</b>		254,204
<b>Liabilities</b>				
Creditors: amounts falling due within 1 year	12	<u>(12,561)</u>		<u>(16,132)</u>
<b>Net current assets</b>			<u>205,473</u>	<u>238,072</u>
<b>Net assets</b>	13		<u><b>214,644</b></u>	<u>250,301</u>
<b>Funds</b>	14			
Restricted funds			96,776	122,553
Unrestricted funds				
Designated funds			24,171	27,229
General funds			<u>93,697</u>	<u>100,519</u>
<b>Total charity funds</b>			<u><b>214,644</b></u>	<u>250,301</u>

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors acknowledge their responsibilities for:

- (i) ensuring that the Company keeps proper accounting records which comply with section 386 of the Act; and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

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

Approved by the trustees on 12 September 2023 and signed on their behalf by



Jeanette Bain-Burnett  
Chair, acta Council of Management

**1. Accounting policies**

**a) Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

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

**b) Going concern basis of accounting**

The accounts have been prepared on the assumption that the charity is able to continue as a going concern. The charity holds unrestricted, general reserves of £93,697, and a cash balance of £182,056. The trustees therefore consider that the charity has sufficient cash reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

**c) Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

**d) Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

**e) Funds accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

**f) Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Notes to the financial statements

For the year ended 31 March 2023

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**1. Accounting policies (continued)**

**g) Allocation of support and governance costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities on the following basis:

	<b>2023</b>	<b>2022</b>
Raising funds	<b>30%</b>	24%
Charitable activities	<b>70%</b>	76%

**h) Tangible fixed assets**

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Stage equipment	25% reducing balance
Office fittings and equipment	25% reducing balance

Items of equipment are capitalised where the purchase price exceeds £500.

**i) Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**j) Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**k) Creditors**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**l) Financial instruments**

The charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

**m) Pension costs**

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies (continued)

n) Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are described below.

**Depreciation**

As described in note 1h to the financial statements, depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life.

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	2022 Total £
<b>Income from:</b>			
Donations and legacies	-	135,214	<b>135,214</b>
Charitable activities	294,107	22,230	<b>316,337</b>
Other trading activities	-	2,545	<b>2,545</b>
Investments	-	27	<b>27</b>
<b>Total income</b>	<b>294,107</b>	<b>160,016</b>	<b>454,123</b>
<b>Expenditure on:</b>			
Raising funds	-	69,902	<b>69,902</b>
Charitable activities	232,443	59,345	<b>291,788</b>
<b>Total expenditure</b>	<b>232,443</b>	<b>129,247</b>	<b>361,690</b>
<b>Net income</b>	<b>61,664</b>	<b>30,769</b>	<b>92,433</b>
Transfers between funds	16,938	(16,938)	-
<b>Net movement in funds</b>	<b>78,602</b>	<b>13,831</b>	<b>92,433</b>

acta Community Theatre Ltd

Notes to the financial statements

For the year ended 31 March 2023

3. Income from donations and legacies

	Restricted £	Unrestricted £	2023 Total £	2022 Total £
<b>Core funding:</b>				
Arts Council England NPO Funding	-	81,472	<b>81,472</b>	81,472
Bristol City Council Key Arts Provider	-	20,400	<b>20,400</b>	20,400
Singer Foundation	-	-	-	11,987
Thresholds Ltd	-	-	-	10,000
The 29th May 1961 Charity	-	-	-	5,000
Coronavirus Job Retention Scheme grant	-	-	-	610
Donations	-	11,914	<b>11,914</b>	5,745
<b>Total income from donations</b>	<b>-</b>	<b>113,786</b>	<b>113,786</b>	135,214

All income from donations and legacies in the prior year was unrestricted.

4. Income from charitable activities

	Restricted £	Unrestricted £	2023 Total £
<b>Grants &gt; £5,000</b>			
BBC Children in Need: Lockleaze Kids	36,498	-	<b>36,498</b>
St Monica Trust: Making time	19,836	-	<b>19,836</b>
Nisbet Charitable Trust	17,329	-	<b>17,329</b>
WECA: Core	13,000	-	<b>13,000</b>
The long group	12,114	-	<b>12,114</b>
Well being café	11,760	-	<b>11,760</b>
Ragdoll: Forge	11,000	-	<b>11,000</b>
Nisbet Charitable Trust: Phoenix	10,000	-	<b>10,000</b>
Quartet: Young carers	7,000	-	<b>7,000</b>
Quartet: Thriving theatre	5,000	-	<b>5,000</b>
WECA:Elevate	17,709	-	<b>17,709</b>
<b>Other grants &lt; £5,000</b>	<b>4,737</b>	-	<b>4,737</b>
<b>Total grants</b>	<b>165,983</b>	-	<b>165,983</b>
Box office and ticket sales	-	3,735	<b>3,735</b>
Fee income	-	17,708	<b>17,708</b>
<b>Total income from charitable activities</b>	<b>165,983</b>	<b>21,443</b>	<b>187,426</b>



acta Community Theatre Ltd

Notes to the financial statements

For the year ended 31 March 2023

4. Income from charitable activities (continued)

Prior period comparative

	Restricted £	Unrestricted £	2022 Total £
<b>Grants &gt; £5,000</b>			
Paul Hamlyn Foundation	180,000	-	180,000
BBC Children in Need	21,459	-	21,459
EU Creative Europe: RAPPORT	20,000	-	20,000
St Monica Trust	19,836	-	19,836
People's Postcode Lottery	10,890	-	10,890
Nisbet Charitable Trust	10,000	-	10,000
National Lottery	9,995	-	9,995
West of England Combined Authority	9,982	-	9,982
<b>Other grants &lt; £5,000</b>	<u>11,945</u>	<u>-</u>	<u>11,945</u>
<b>Total grants</b>	294,107	-	294,107
Box office and ticket sales	-	3,961	3,961
Fee income	<u>-</u>	<u>18,269</u>	<u>18,269</u>
<b>Total income from charitable activities</b>	<u>294,107</u>	<u>22,230</u>	<u>316,337</u>

5. Income from other trading activities

	Restricted £	Unrestricted £	2023 Total £	2022 Total £
Premises hire	-	12,840	<b>12,840</b>	1,354
Theatre bar sales	-	1,402	<b>1,402</b>	1,184
Café sales	<u>-</u>	<u>1,226</u>	<u><b>1,226</b></u>	<u>7</u>
<b>Total income from other trading activities</b>	<u>-</u>	<u><b>15,468</b></u>	<u><b>15,468</b></u>	<u>2,545</u>

All income from other trading activities in the prior year was unrestricted.

acta Community Theatre Ltd

Notes to the financial statements

For the year ended 31 March 2023

6. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	2023 Total £
Staff costs (note 8)	47,515	112,316	77,715	237,546
Freelance fees	-	36,211	-	36,211
Premises costs	-	-	21,532	21,532
Vehicle hire	-	3,020	-	3,020
Production costs	-	9,229	-	9,229
Office costs	-	-	6,716	6,716
Insurance	-	-	7,414	7,414
Travel and accommodation	-	685	-	685
Depreciation	-	3,058	-	3,058
Print, publicity and documentation	-	9,361	-	9,361
Venue hire	-	3,522	-	3,522
Participant expenses	-	4,534	-	4,534
Training	-	-	3,927	3,927
Audit and accountancy	-	-	2,402	2,402
Affiliations and subscriptions	-	-	570	570
Bank charges	-	-	529	529
Bar/ café costs	2,152	-	-	2,152
Donations made	-	-	1,000	1,000
<b>Sub-total</b>	<b>49,667</b>	<b>181,936</b>	<b>121,805</b>	<b>353,408</b>
Allocation of support and governance costs	36,210	85,595	(121,805)	-
<b>Total expenditure</b>	<b>85,877</b>	<b>267,531</b>	<b>-</b>	<b>353,408</b>

Total governance costs for the year were £2,402.

acta Community Theatre Ltd

Notes to the financial statements

For the year ended 31 March 2023

6. Total expenditure (continued)

Prior period comparative

	Raising funds £	Charitable activities £	Support and governance costs £	2022 Total £
Staff costs (note 8)	48,611	157,113	43,472	249,196
Freelance fees	-	42,877	-	42,877
Premises costs	-	-	20,131	20,131
Vehicle hire	-	1,735	-	1,735
Production costs	-	6,846	-	6,846
Office costs	-	-	7,815	7,815
Insurance	-	-	7,043	7,043
Travel and accommodation	-	507	-	507
Depreciation	-	3,860	-	3,860
Print, publicity and documentation	-	4,370	-	4,370
Venue hire	-	4,465	-	4,465
Participant expenses	-	1,202	-	1,202
Training	-	-	2,998	2,998
Audit and accountancy	-	-	7,813	7,813
Affiliations and subscriptions	-	-	744	744
Bank charges	-	-	88	88
<b>Sub-total</b>	<b>48,611</b>	<b>222,975</b>	<b>90,104</b>	<b>361,690</b>
Allocation of support and governance costs	<u>21,291</u>	<u>68,813</u>	<u>(90,104)</u>	<u>-</u>
<b>Total expenditure</b>	<u><b>69,902</b></u>	<u><b>291,788</b></u>	<u><b>-</b></u>	<u><b>361,690</b></u>

Total governance costs were £7,813.

**acta Community Theatre Ltd**

**Notes to the financial statements**

**For the year ended 31 March 2023**

**7. Net movement in funds**

This is stated after charging:

	<b>2023</b>	2022
	<b>£</b>	£
Depreciation	<b>3,058</b>	3,860
Trustees' remuneration	<b>Nil</b>	Nil
Trustees' reimbursed expenses	<b>41</b>	45
Independent examiner's remuneration:		
▪ Independent examination (excluding VAT)	<b>1,650</b>	1,500
▪ Other services	<b>-</b>	5,399

Trustee reimbursed expenses relate to travel expenses for one trustee (2022: one trustee).

**8. Staff costs and numbers**

Staff costs were as follows:

	<b>2023</b>	2022
	<b>£</b>	£
Salaries and wages	<b>217,226</b>	226,710
Social security costs	<b>15,347</b>	17,309
Pension costs	<b>4,973</b>	5,177
	<b>237,546</b>	249,196

No employee earned more than £60,000 during the current or prior year.

The key management personnel of the charitable company comprise the Trustees, Executive Director and Finance and Operations manager. The total employee benefits of the key management personnel were £91,195 (2022: £82,073).

	<b>2023</b>	2022
	<b>No.</b>	No.
Average head count	<b>7.5</b>	8.5

**9. Taxation**

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

**acta Community Theatre Ltd**

**Notes to the financial statements**

**For the year ended 31 March 2023**

**10. Tangible fixed assets**

	Stage equipment £	Office fittings & equipment £	Total £
<b>Cost</b>			
At 1 April 2022	122,606	62,742	<b>185,348</b>
Additions in year	-	-	-
At 31 March 2023	<u>122,606</u>	<u>62,742</u>	<u><b>185,348</b></u>
<b>Depreciation</b>			
At 1 April 2022	117,250	55,869	<b>173,119</b>
Charge for the year	<u>1,339</u>	<u>1,719</u>	<u><b>3,058</b></u>
At 31 March 2023	<u>118,589</u>	<u>57,588</u>	<u><b>176,177</b></u>
<b>Net book value</b>			
<b>At 31 March 2023</b>	<u><b>4,017</b></u>	<u><b>5,154</b></u>	<u><b>9,171</b></u>
At 31 March 2022	<u>5,356</u>	<u>6,873</u>	<u>12,229</u>

**11. Debtors**

	2023 £	2022 £
Trade debtors	<b>9,311</b>	350
Prepayments	<b>3,756</b>	3,606
Other debtors	<u><b>22,911</b></u>	<u>20,846</u>
	<u><b>35,978</b></u>	<u>24,802</u>

**12. Creditors : amounts due within 1 year**

	2023 £	2022 £
Trade creditors	<b>223</b>	7,338
Accruals	<b>1,980</b>	1,800
Other taxation and social security	<b>9,054</b>	5,759
Other creditors	<u><b>1,304</b></u>	<u>1,235</u>
	<u><b>12,561</b></u>	<u>16,132</u>

acta Community Theatre Ltd

Notes to the financial statements

For the year ended 31 March 2023

13. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	9,171	-	<b>9,171</b>
Current assets	96,776	15,000	106,258	<b>218,034</b>
Current liabilities	-	-	(12,561)	<b>(12,561)</b>
<b>Net assets at 31 March 2023</b>	<b>96,776</b>	<b>24,171</b>	<b>93,697</b>	<b>214,644</b>
<b>Prior year comparative</b>				
	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	12,229	-	12,229
Current assets	122,553	15,000	116,651	254,204
Current liabilities	-	-	(16,132)	(16,132)
<b>Net assets at 31 March 2022</b>	<b>122,553</b>	<b>27,229</b>	<b>100,519</b>	<b>250,301</b>

acta Community Theatre Ltd

Notes to the financial statements

For the year ended 31 March 2023

14. Movements in funds

	At 1 April 2022 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2023 £
<b>Restricted funds</b>					
Paul Hamlyn Foundation:					
Cornerstone	90,000	-	(75,663)	(3,625)	<b>10,712</b>
BBC Children in Need:					
Lockleaze Kids	(193)	36,498	(21,705)	-	<b>14,600</b>
Nisbet Charitable Trust:					
Phoenix	1,639	27,329	(11,854)	-	<b>17,114</b>
Quartet: Young Carers	2,638	7,000	(4,511)	-	<b>5,127</b>
Lottery: Sudanese Youth					
Theatre	9,995	-	(7,018)	-	<b>2,977</b>
Sufia	3,720	-	(5,090)	-	<b>(1,370)</b>
St Monica Trust: Making time	5,851	19,836	(15,858)	-	<b>9,829</b>
WECA:Elevate	-	17,709	(19,324)	1,615	<b>-</b>
Wellbeing café	3,000	11,760	(8,637)	-	<b>6,123</b>
Ragdoll: Forge	-	11,000	(10,300)	3,625	<b>4,325</b>
GambleAware: The long group	-	12,114	(2,905)	-	<b>9,209</b>
Quartet: Thriving theatre	-	5,000	(2,011)	-	<b>2,989</b>
Quartet: Core	-	10,000	(4,650)	-	<b>5,350</b>
WECA: Core	-	3,000	(3,000)	-	<b>-</b>
Other small grants	5,903	4,737	(5,611)	4,762	<b>9,791</b>
<b>Total restricted funds</b>	<b>122,553</b>	<b>165,983</b>	<b>(198,137)</b>	<b>6,377</b>	<b>96,776</b>
<b>Unrestricted funds</b>					
<i>Designated funds:</i>					
Premises repairs reserve	10,000	-	-	-	<b>10,000</b>
Equipment reserve	12,229	-	(3,058)	-	<b>9,171</b>
Thresholds	5,000	-	-	-	<b>5,000</b>
<i>Total designated funds</i>	<b>27,229</b>	<b>-</b>	<b>(3,058)</b>	<b>-</b>	<b>24,171</b>
General funds	100,519	151,768	(152,213)	(6,377)	<b>93,697</b>
<b>Total unrestricted funds</b>	<b>127,748</b>	<b>151,768</b>	<b>(155,271)</b>	<b>(6,377)</b>	<b>117,868</b>
<b>Total funds</b>	<b>250,301</b>	<b>317,751</b>	<b>(353,408)</b>	<b>-</b>	<b>214,644</b>

acta Community Theatre Ltd

Notes to the financial statements

For the year ended 31 March 2023

14. Movements in funds (continued)

Prior period comparative

	At 1 April 2021 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2022 £
<b>Restricted funds</b>					
Paul Hamlyn Foundation:					
Cornerstone	8,955	180,000	(103,213)	4,258	90,000
BBC Children in Need:					
Lockleaze Kids	7,201	21,459	(28,853)	-	(193)
Nisbet Charitable Trust:					
Phoenix	4,300	10,000	(12,661)	-	1,639
Community Fund: Holding					
On	5,041	-	(5,041)	-	-
EU Creative Europe:					
RAPPORT	4,507	20,000	(37,102)	12,595	-
Bramble Trust: Young					
Carers	2,000	-	(2,000)	-	-
Quartet: Lockleaze YT	4,900	-	(4,900)	-	-
Stop the Loan Sharks:					
Lockleaze Stories	5,047	-	(5,047)	-	-
Quartet: Young Carers	-	4,945	(2,307)	-	2,638
Lottery: Sudanese Youth					
Theatre	-	9,995	-	-	9,995
Sufia	-	4,000	(280)	-	3,720
St Monica Trust	-	19,836	(13,985)	-	5,851
Postcode Lottery: Pick n Mix	-	10,890	(4,987)	-	5,903
WECA: Turn Up	-	9,982	(10,067)	85	-
Wellbeing café	-	3,000	-	-	3,000
Other small grants (various)	2,000	-	(2,000)	-	-
<b>Total restricted funds</b>	<b>43,951</b>	<b>294,107</b>	<b>(232,443)</b>	<b>16,938</b>	<b>122,553</b>
<b>Unrestricted funds</b>					
<i>Designated funds:</i>					
Premises repairs reserve	10,000	-	-	-	10,000
Equipment reserve	13,937	-	(3,860)	2,152	12,229
Thresholds	-	-	-	5,000	5,000
<i>Total designated funds</i>	<b>23,937</b>	<b>-</b>	<b>(3,860)</b>	<b>7,152</b>	<b>27,229</b>
General funds	89,980	160,016	(125,387)	(24,090)	100,519
<b>Total unrestricted funds</b>	<b>113,917</b>	<b>160,016</b>	<b>(129,247)</b>	<b>(16,938)</b>	<b>127,748</b>
<b>Total funds</b>	<b>157,868</b>	<b>454,123</b>	<b>(361,690)</b>	<b>-</b>	<b>250,301</b>



Notes to the financial statements

For the year ended 31 March 2023

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**14. Movements in funds (continued)**

**Purposes of restricted funds**

Paul Hamlyn Foundation: Cornerstone	Three year (2020 to 2023) support for engagement of diverse communities in programme and workforce, plus sector development.
BBC Children in Need: Lockleaze Kids	Support for drama and theatre workshops with children aged 5 to 9 years in Lockleaze.
Nisbet Charitable Trust: Phoenix	Phoenix Theatre, weekly drama and theatre workshops for vulnerable young adults aged 16 to 25 years, funded by Nisbet Charitable Trust.
Quartet: Young Carers	Weekly youth theatre for young carers, meeting online this year.
Lottery: Sudanese Youth Theatre	Support for weekly drama and youth theatre workshops for children from the Sudanese community of Bristol.
Sufia	A free participatory arts programme by and for Sudanese people living in Bristol. It includes; youth theatre, women's storytelling, men's drumming, creative arts intensives for young people, and Sudafest - a festival celebrating Sudanese culture and arts.
St Monica Trust	Supports Making Time 2, a creative arts group for over 55's including a home cooked hot meal.
WECA: Elevate	Elevate, is a professional development scheme for practitioners who face barriers and challenges to pursuing a career in theatre due to a number of different circumstances, whether that was down to social or familial barriers, or health and wellbeing challenges.
Wellbeing café	A safe and welcoming space for communities, reducing isolation and making a positive impact on residents' mental health and wellbeing.
Ragdoll: Forge	Forge is a two-year (September 2022 to August 2024) theatre training programme led by women, for women. Over two years we are introducing young women to a range of theatre skills, and then helping them specialise in either production or theatre making.
Gamble Aware: The Long Group	The Long Group is a creative support group for people in recovery from gambling harm. Set up as a partnership with Addiction Recovery for All, The Long Group is a supportive, friendly environment supporting its members to live happy and healthy lives.

Notes to the financial statements

For the year ended 31 March 2023

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**14. Movements in funds (continued)**

**Purposes of restricted funds (continued)**

Quartet: Thriving Theatre	<p>Thriving Theatre originated from acta's 2021 Hard Evidence project, a partnership with the Biomedical Research Centre. The project looked into using creative methods to disseminate scientific findings, in this case the importance of using mindfulness for trauma to support survivors of domestic violence.</p> <p>The cast of Hard Evidence were keen to continue working creatively with acta, and worked to set up Thriving Theatre, a creative support group for survivors of domestic abuse, beginning sessions in 2023.</p>
Quartet: Core	£10,000 for design and development of a new, accessible and mobile friendly acta website.
WECA: Core	Funding to providing training for the CPD (continual professional develop) of the Director Oliver Jones.
Other small grants (various)	Various smaller grants to support the local programme.
<b>Prior period funds:</b>	
Postcode Lottery: Pick n Mix	A weekly, creative arts group for over 55's, which includes a home cooked hot meal.
Community Fund: Holding On	Creative support for isolated older people (Making Time group) through lockdown.
EU Creative Europe: RAPPORT	A two year refugee integration partnership project during 2020 and 2021, bringing together local people from different nationalities and sharing theatre across Europe.
Bramble Trust: Young Carers	Weekly youth theatre for young carers, meeting online this year.
Quartet: Lockleaze YT	A youth theatre for older children and young people in Lockleaze.
Stop the Loan Sharks: Lockleaze Stories	A weekly community theatre company of adults in Lockleaze, creating a radio drama from their theatre show that raised awareness of debt and loan sharks.
WECA: Turn Up	Working with Muslim women and girls in St Pauls, Bristol. Using audio technology, the group recorded their own podcast, reflecting on issues relevant to them.

## acta Community Theatre Ltd

### Notes to the financial statements

#### For the year ended 31 March 2023

#### 14. Movements in funds (continued)

##### Purposes of designated funds

Premises repairs reserve      Funding designated for major repairs and upgrades to the external and internal condition of the premises.

Equipment reserve      Funding designated to ensure acta have the capacity to maintain and upgrade technology without impacting on the day to day running of the organisation.

Thresholds      Donation to support current and future projects by acta.

##### Transfers between funds

Transfers to restricted funds are to cover the overspend on restricted projects.

#### 15. Related party transactions

There were no related party transactions in the year.

#### 16. Government grants

The charitable company receives government grants, comprising Key Arts Provider funding made by the local authority and National Portfolio Funding from the Arts Council to fund the programmes of acta Community Theatre Ltd. The total value of these grants is shown below. There were no unfulfilled conditions or contingencies attaching to these grants in the current or prior year.

	Restricted £	Unrestricted £	2023 Total £
Arts Council England NPO Funding	-	81,472	81,472
Bristol City Council Key Arts Provider	-	20,400	20,400
<b>Total government grants</b>	<b>-</b>	<b>101,872</b>	<b>101,872</b>

##### Prior year comparative

	Restricted £	Unrestricted £	2022 Total £
Arts Council England NPO Funding	-	81,472	81,472
Bristol City Council Key Arts Provider	-	20,400	20,400
National Lottery	9,995	-	9,995
West of England Combined Authority	9,982	-	9,982
Coronavirus Job Retention Scheme grant	-	610	610
<b>Total government grants</b>	<b>19,977</b>	<b>102,482</b>	<b>122,459</b>