

CHESTER MYSTERY PLAYS LIMITED

**REPORT OF THE TRUSTEES
AND
FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31ST DECEMBER 2018

Registered Company No: 2050251

Registered Charity No: 518768

CHESTER MYSTERY PLAYS LIMITED

COMPANY INFORMATION

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
2050251 (England and Wales)

Registered Charity number
518768

Registered office

Ballakane
Puddington
Neston
Cheshire
CH64 5SS

Trustees

J Sykes
I T Sanderson
E A Austin
A Clarkson
N J Fry
J Fryett
V E Hargen
H J McNae
S H Parrington
J R Phillips
C N Potts
F H Roochove
I Trevor-Barnston

Chairman
Chairman
Treasurer

to 31.12.18

from 31.12.18

resigned 22.3.18

appointed 18.6.18

appointed 26.4.18

Bankers

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4JQ

CHESTER MYSTERY PLAYS LIMITED
Report of the Trustees
for the year ended 31st December 2018

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st December 2017. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The company was formally established as a company limited by guarantee and registered charity in 1986.

Induction and training of new trustees

Appointment of trustees can be for various reasons. The original trustees were elected from various groups to provide a fair representation to all. Additional trustees have been appointed for their specific knowledge or expertise following an interview. All new trustees are provided with a comprehensive set of induction materials.

Organisational structure

The trustees govern the affairs of the Charity. The Charity's patron is the Marquess of Cholmondeley, KCVO.

The trustees, who are also directors, are listed on page one.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Reserves Policy

The board of trustees has agreed to hold a reserve amounting to no more than 20% of anticipated turnover during the year of the main production except where monies are held for specific purposes. This is to support cashflow, particularly during the 12 months prior to the scheduled production.

OBJECTIVES AND ACTIVITIES

To safeguard, promote and produce the Chester Mystery Plays and to ensure their continued production and relevance to today's audience.

The Company's principal objective is, therefore, to produce the Chester Mystery Plays every five years working with theatre professionals and members of the community to provide high quality productions for local, regional, national and international audiences.

In shaping our objectives for the year, and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance on public benefit and fee charging. The Charity relies on grants and the income from ticket sales to cover its operating costs. In setting the level of fees, charges and concessions, the trustees give careful consideration to the accessibility of the plays for those on low incomes.

CHESTER MYSTERY PLAYS LIMITED
Report of the Trustees
for the year ended 31st December 2018

ACHIEVEMENT AND PERFORMANCE

The 2018 production took place in the nave of Chester Cathedral from 27th June to 14th July 2018. 8,500 tickets were sold. Including children over 400 volunteers were involved in the 2018 production

Approximately 16 of the 25 Mystery Plays texts were referenced in a new adaptation written by Deborah McAndrew. Nature and Conflict. Ultimately these two themes were connected showing how we share the planet and its resources as a human race; and ultimately finding fulfilment in the original didactic purpose of the plays – to communicate a message of compassion, humility and love.

The production was delivered on time and within budget. The production made a small surplus which will be invested in future work.

The Chester Mystery Plays company successfully worked with a wide range of local and sub-regional partners for the 2018 production, assisting them in delivering on their own aims and objectives. In particular, we would highlight the following:

Opportunities for Chester and Cheshire residents to participate in and enjoy the arts

- A resource for arts development
- Raising the profile of Chester and Cheshire
- Attracting visitors to Chester and Cheshire
- Having a positive impact on Chester and Cheshire's economy
- The Mystery Plays are a unique and vibrant part of the heritage and history of the City of Chester.

FINANCIAL REVIEW

At the end of 2018 reserves were £82,381. The company is well placed as it enters the next cycle with the main production planned for 2023.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Chester Mystery Plays Limited for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

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

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

ON BEHALF OF THE BOARD:



I T Sanderson – Chairman

Independent examiner's report to the trustees of Chester Mystery Plays Ltd ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2018.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for an independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.


Independent examiner's statement

When the Company's gross income exceeds £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 Association of Accounting Technicians, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts for 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.

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:

Signed 

Helen Fielding FMAAT

Dotty About Accounts Ltd, Wellfield, Well Lane, Mollington, Chester, CH1 6NP

26 March 2019

CHESTER MYSTERY PLAYS LIMITED
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST DECEMBER 2018

INCOMING RESOURCES

	Notes	Unrestricted Funds 2018 £	Unrestricted Funds 2017 £
Voluntary income	2	48,928	11,135
Education project		383	12,600
Investment Income		413	441
Merchandise		3,839	100
Ticket sales		163,166	-
Programme sales		7,646	-
Advertising		3,600	-
Sundry income		878	1,095
Friends income		3,580	9,050
Passion		-	6,169
Total Incoming Resources		<u>232,433</u>	<u>40,590</u>

RESOURCES EXPENDED

Charitable activities

Festival expenditure	198,856	25,789
Education project	8,369	1,000
Publicity and Advertising	11,629	1,180
Programmes	3,513	-
Governance costs	31,446	328
Passion	-	9,126
	<u>253,813</u>	<u>37,423</u>

**NET (EXPENDITURE)/INCOME
FOR YEAR**

	(21,380)	3,167
Total funds brought forward	<u>103,761</u>	<u>75,324</u>
Total funds carried forward	<u>82,381</u>	<u>103,761</u>

CHESTER MYSTERY PLAYS LIMITED
(Registered number 2050251)

BALANCE SHEET AS AT 31ST DECEMBER 2018

	Notes	Unrestricted Funds 2018 £	Unrestricted Funds 2017 £
CURRENT ASSETS			
Debtors	4	320	900
Cash at Bank		<u>78,969</u>	<u>103,181</u>
		82,441	104,081
CREDITORS			
Amounts falling due within one year	5	<u>60</u>	<u>320</u>
NET ASSETS		<u>82,381</u>	<u>103,761</u>
Represented by :			
Reserves		<u>82,381</u>	<u>103,761</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st December 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st December 2018 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Directors on 11 July 2019 and were signed on its behalf by :



I T Sanderson – Director



E A Austin – Director

CHESTER MYSTERY PLAYS LIMITED
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2018

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effect April 2008), the Charities Act 1993 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

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

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

2. VOLUNTARY INCOME

Donations received including the following:

	2018	2017
CWAC	2,500	7,500
Arts Council	34,318	-
ACE/HLF contribution to writer	5,000	-
Ursula Keyes Trust	2,000	-
Couch	500	-
Jeremy and Christine Ross	500	-
Chester Freeman Guilds	500	-
Peter Spiers	1,000	1,000
Earl of Chester	1,000	1,000
Rylance & Smith	-	500
Urenco	1,000	1,000
Sundry	610	135
	<u>48,928</u>	<u>11,135</u>

CHESTER MYSTERY PLAYS LIMITED

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2018

3. TRUSTEES REMUNERATION AND BENEFITS

There were no Trustees remuneration or other benefits for the year ended 31st December 2018 nor for the year ended 31st December 2017.

No trustee expenses were paid during the year (2017: £NIL).

4. DEBTORS

	2018	2017
	£	£
Prepayments	<u>3,472</u>	<u>900</u>

5. CREDITORS

	2018	2017
	£	£
Accruals	<u>60</u>	<u>320</u>

