

# Trustees' Annual Report for the period

	Period start date				Period end date		
<b>From</b>	01	01	2018	<b>To</b>	31	12	2018

## Section A Reference and administration details

**Charity name** Acton Amateur Operatic Society

**Other names charity is known by**

**Registered charity number (if any)** 258406

**Charity's principal address** c/o 11 Knights Way

Shavington

Crewe

**Postcode**

CW2 5HU

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Robert Foster	President		By the committee
2	Debbie Cornock	Chair		As above
3	Dean Cornock			As above
4	Catherine Baddeley	Treasurer	From 1.10.2019	As above
5	Irene Hancock	Secretary		As above
6	Heidi Bradney	Minute Secretary		As above
7	Caroline Coles	Vice Chair		As above
8	Robert Earl		From 1.3.2019	As above
9	Maria Delahaye		From 1.3.2018	As above
10	Matt Ascroft		From 1.7.2019	As above
11	Gemma O'Donnell			As above
12	Angela Kenworthy		From 1.3.2019	As above
13	Jennie Rowland		From 1.3.2019 to 1.10.2019	As above
14	Barbara Bispham		To 30.9.2019	As above
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
Accountants	Lyon Griffiths Limited	17 Alvaston Business Park, Nantwich, Cheshire CW5 6PF

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution/Rule Book adopted 5 August 2003
How the charity is constituted (eg. trust, association, company)	Society/association
Trustee selection methods (eg. appointed by, elected by)	Elected by Society Membership

**Additional governance issues (Optional information)**

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

<p>To educate the public in the dramatic and operatic arts, and to further the developments of public appreciation and taste in the said arts.</p>
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Musical productions held periodically as income/costs permit, carol singing concerts and other musical concerts.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

**Additional details of objectives and activities (Optional information)**

The Society has help from volunteers in backstage areas of musical productions and also support in fundraising.

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

The society had a very successful production of the "Wizard of Oz" which was well received in the community and was nominated for and won several regional awards. The surplus generated from the production will be used to fund further productions in subsequent years.

We also organised several fundraising events including a comedy and curry night, fitness fundraiser and coffee mornings.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

To maintain and build reserves towards the cost of the next production.

**Details of any funds materially in deficit**

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

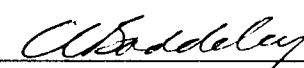
- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

**Signed on behalf of the charity's trustees**

<b>Signature(s)</b>		
<b>Full name(s)</b>	Catherine Baddeley	
<b>Position (eg Secretary, Chair, etc)</b>	Treasurer	

**Date** 31-10-19,



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name:

ACTON AMATEUR OPERATIC SOCIETY

**On accounts for the year  
ended**

31-12-2018

**Charity no  
(if any)**

258406

**Set out on pages**

see attached (3 pages)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 12 2018.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~ \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

**Signed:**

*Robert Morris*

**Date:**

31/10/19

**Name:**

ROBERT MORRIS

**Relevant professional  
qualification(s) or body  
(if any):**

CHARTERED ACCOUNTANT

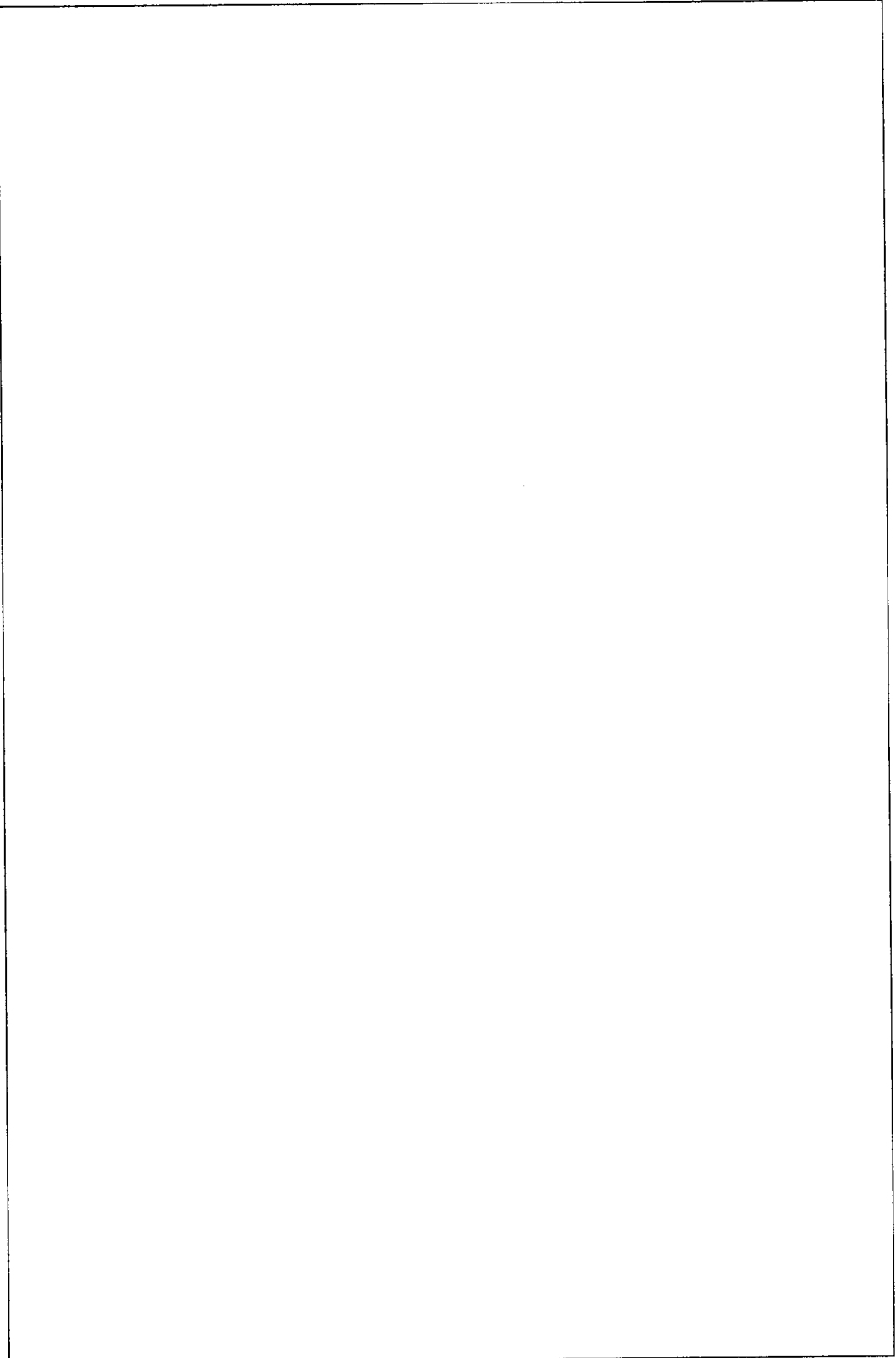
**Address:**

LYON GRIFFITHS LIMITED

17 ALVASTON BUSINESS PARK, MIDDLEWICH ROAD  
WANTWICH, CHESTER. CW5 6PF.

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**



**ACTON OPERATIC SOCIETY**  
**BALANCE SHEET AT 31 DECEMBER 2018**

<b><u>CURRENT ASSETS</u></b>	<b>2018</b>		<b>2017</b>	
	£	£	£	£
Bank Accounts - Current Account		2389		531
- Business High Int A/C		24242		8036
- NSB Income Bond		4000		4000
- NSI Investment A/C		5150		5113
- Yorkshire Building Soc		49		49
Prepayment		-		530
Debtors		-		60
		35830		18319
<b><u>CURRENT LIABILITIES</u></b>				
Creditors		720		546
		720		546
<b><u>NET ASSETS</u></b>		35110		17773
<b><u>ACCUMULATED FUND</u></b>				
Balance brought forward as at 1 January 2018		17773		12574
Surplus on General Account		11056		5199
Surplus on Production Account		6281		-
		35110		17773

**ACCOUNTANTS REPORT**

We have checked the accounts for the year ended 31 December 2018 to the accounting records presented to us. We have also reviewed the accounts and certify that they are in accordance with the records of the society.

NANTWICH - 12th March 2019

*Lyon Griffiths Limited*  
**LYON GRIFFITHS LTD**  
**CHARTERED ACCOUNTANTS**



**ACTON AMATEUR OPERATIC SOCIETY**  
**INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED**  
**31 DECEMBER 2018**

**GENERAL ACCOUNT**

	2018		2017	
	£	£	£	£
<b><u>GROSS INCOME</u></b>				
Investment Income		86		59
Subscriptions		3780		1550
President and Patrons Donations		825		980
Social Committee		6578		3442
Gift Aid Tax Refund		822		421
2016 Cheque not presented		-		100
Bank charge refund		-		23
General Donations		211		85
Match Funding		778		-
		13080		6660
<b><u>Less</u></b>				
<b><u>OUTGOINGS</u></b>				
Photocopier and costs	17		165	
NODA - Subscriptions etc	257		163	
ACT-Subscription	75		40	
Sundry	18		28	
Donations -Motor Neurone Disease	70		-	
-Alzheimers	-		100	
-Memorial	-		30	
-Multiple Sclerosis	70		-	
Advertising and Marketing	-		-	
Stationery and Postage	30		14	
Accountancy	480		480	
Insurance	798		335	
Website costs	209		106	
		2024		1481
<b>SURPLUS</b>		11056		5199

**ACTON AMATEUR OPERATIC SOCIETY**  
**INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED**  
**31 DECEMBER 2018**

**PRODUCTION ACCOUNT**

	WIZARD OF OZ		2017	
	£	£	£	£
Sale of Tickets		29410		-
T Shirt Sales	1000		-	
Sale of Programmes and Advertising	2040		-	
Raffle during Show Week	279		-	
Deduct Cost of Programme	-773		-	
Deduct Cost of Flyers and Posters	-90		-	
Sale of Costumes	1480		-	
Show Sponsorship	300		-	
		4236		-
		33646		-
 <b><u>Deduct</u></b>				
<b><u>Direct Costs</u></b>				
Costumes	1657		-	
Scenery	2970		-	
Theatre	13337		-	
Rehearsal Room	1285		-	
Props	66		-	
Makeup	22		-	
Royalties and Band Parts	3140		-	
Orchestra	2100		-	
Musical Director	850		-	
Stage Manager	250		-	
T Shirts	865		-	
		26542		-
<b><u>Administration Costs</u></b>				
Advertising and Printing	654		-	
Sundry Expenses	94		-	
Complimentary Tickets	75		-	
		823		-
<b>SURPLUS</b>		6281		-