

REGISTERED COMPANY NUMBER: 03178207 (England and Wales)
REGISTERED CHARITY NUMBER: 1054763

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2019
for
Burnley Youth Theatre

KM
1st Floor, Block C
The Wharf
Manchester Road
Burnley
Lancashire
BB11 1JG

Burnley Youth Theatre

Contents of the Financial Statements
for the Year Ended 31 March 2019

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Burnley Youth Theatre

Reference and Administrative Details
for the Year Ended 31 March 2019

TRUSTEES

Ms K Allen
Mrs C Barnett
Mr S Cook
Miss C Cosgrove
Mr P Kenyon
Mrs R Livermore
Ms S Martin
Mr A Preston (resigned 6.2.19)
Mrs A Mayer
Ms D L Ashby
Mr A Anwar (appointed 30.10.18)
Mr K Clarke (appointed 30.10.18)

COMPANY SECRETARY

Ms K Metcalfe
Mr A Preston

REGISTERED OFFICE

Queens Park Road
BURNLEY
Lancashire
BB10 3LB

REGISTERED COMPANY NUMBER 03178207 (England and Wales)

REGISTERED CHARITY NUMBER 1054763

INDEPENDENT EXAMINER

KM
1st Floor, Block C
The Wharf
Manchester Road
Burnley
Lancashire
BB11 1JG

BANKERS

Unity Trust Bank
Nine Brindley place
Birmingham
B1 2HB

Burnley Youth Theatre

Summary Review by the Chair for the Year Ended 31 March 2019

On the end of May Bank Holiday staff returned to find the main building flooded on every floor due to a burst water pipe. This incident was to be the underlying feature of the rest of the year with repairs taking until February 2019.

With no public access to the building during this time activities including the office functions and reception were temporarily re-housed in the Moira Preston Building. It is a credit to all the staff that we were able to continue to function, albeit at a much reduced level, with a profound effect on participation numbers on our Youth Theatre programmes, events and attendances.

The impact was felt across the whole organisation with staff having to turn their attention to securing alternative venues and approaches. This took capacity away from other business areas. It is not surprising given the protracted timetable of repair works and unsatisfactory working conditions that this had a major effect on staff morale and led to a number of unexpected vacancies which we also had to deal with. A secondary incident with a leak from the roof across the office areas, not covered by insurance, further compounded the situation. Our Raise the Roof Campaign was a notable achievement and within a month we met our target of £10,000 demonstrating the commitment of staff and our supporters, past and present, to rally to our aid through such adversity.

A major objective for us during the year was to see through the Staff Review. Whilst this added further to a climate of unease for staff, the major repairs, vacancies and alternative programming provided us with a moment of reflection and greater flexibility of options for our future staffing model. Our Executive Director and Youth Theatre Worker left us and we drew into the Staff Review thinking wider leadership and management options. By the autumn we completed our review and agreed our new structure and recruitment process and put in place a new single leadership position of Artistic Director and Chief Executive with an enhanced artistic deputy role of Artistic Producer and combined Youth Theatre and Education Manager. To underpin these roles we expanded our Administrator role to focus more on Front of House functions and refocused our Finance and Operations bringing in a freelance dedicated Finance Manager for one day per week.

Despite all the challenges we continued to operate a full programme of activities across all strands and were able to secure project Grants and Commissions exceeding our projected targets. This went some way to reducing the fall in income from workshop and performance ticket earned income and reductions in income from hires and other fundraising events.

A major achievement for us was to secure our Honorary Benefactor, Sir Ian McKellen to agree to perform for us in May 2019 and donate the proceeds as part of his 80th Birthday tour. We secured a sponsorship deal with Unilever for our refurbishment and the Holiday Inn adopted us as their Charity of the Year and received additional donations from local Rotary Associations.

We received excellent reports from Arts Council England especially in relation to diversity, lowered our risk rating and secured 3 years substantive funding from the Kinder Trust and Andrew Lloyd Webber Foundation to more than cover the loss of Lancashire County Council funding. We also recruited two new Trustees to our Board.

Our Artistic Director and CEO announced her pending maternity leave in December and we moved back into the main theatre building in February with plans for a major recruitment drive and relaunch of our refurbished facilities.

As we approached year end we began to implement our change programme as staff took on their new roles and new approaches to our programme and operations. The Artistic Producer stepped up to the role of Artistic Director and the Chair stood down to take on the freelance role of CEO on a part time basis to cover maternity leave. We appointed a new Chair of Trustees and welcomed a new Arts Council Relationship Manager and began planning for our capital investment programme.

Whilst some insurance matters were still to be concluded at year end, especially around business interruption claims, we finished the year with an expected break even position.

P Kenyon

Burnley Youth Theatre

Report of the Trustees
for the Year Ended 31 March 2019

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 31 March 2019. The trustees have adopted the provisions of 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) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Charity's objects are specifically restricted to the following:

To act as a resource for young people and children living in Lancashire by providing advice and assistance and organising programmes of activity, training and education as a means of:

A) Advancing in life and helping young people and children, improving their health and overall well-being by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals.

B) Advancing education and training in all aspects of arts and culture.

C) Providing recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of such persons.

Our Vision

All children and young people will access high quality arts and culture.

Our Mission

Creatively inspiring and challenging young people to take their next steps.

Our Values

We value artistic quality and integrity in all the work that we do.

We value giving opportunities to children, young people and families no matter what their background.

We value the education, training and development of children and young people.

We value the aspirations of children and young people and support them to realise their potential.

We value the views of young people and always strive to give them a voice.

We value, embrace and celebrate equality and diversity.

We value best practice in the treatment and safeguarding of young people, staff and volunteers in a safe environment.

Artistic Review

Inclusive Youth Theatre, Workshops and Productions

In 2018/19 we engaged a total of 8065 participants in our activities and had a total number of 19,543 participations. Despite the adverse situation regarding our main theatre space being closed for nine months we have continued to deliver a high quality programme of weekly workshops for children, young people and families including dance, drama, musical theatre, specialist workshops including Arts Award, 'Connect' (for young people with learning difficulties and disabilities), 'After the Rain' (for young people who want to explore equality and issues relating to LGBTQ) and 'Indra' (for young people who want to explore social, political and cultural issues). We have created 6 youth theatre productions, 2 devised pieces of theatre 'Hunted' and 'Enchanted Forest' 2 scripted pieces 'Good Night Mr Tom' and 'Trojan Woman', our outdoor summer production 'Robin Hood' and our Christmas production 'Pinocchio'. All productions were led by a diverse cast, they were directed by young artists mentored by BYT and collectively our productions engaged an audience of 8018 people.

Burnley Youth Theatre

Report of the Trustees for the Year Ended 31 March 2019

OBJECTIVES AND ACTIVITIES

Objectives and aims

Byteback Theatre Productions

In June 2018 Byteback Theatre launched our new family and early years piece of theatre 'Land of Nod' at Burnley Youth Theatre. Directed by our Artistic Producer and performed by a young LGBTQ emerging artist. The piece was also performed as part of the Burnley Literary Festival, programmed at BYT as a relaxed performance for an audience of disabled children and their families as part of our One Connect project and most recently in February 2019 was performed to a sell out audience at The Boo theatre.

We continued to tour our piece commissioned by the Lancashire Constabulary that explores CSE 'Only One in the World'. It was performed at the Burnley Literary Festival, at Arts Lancashire's annual event the Arts Exchange and at Edinburgh Fringe Festival. In March 2019 the piece won the Shrievally Rosebowl Award at Lancashire Constabulary's Young Citizen of the Year Awards for the best young people's commission. This production has reached over 2000 people and increased the reach of our external audience.

We are committed to giving up to 15 young people aged 15 to 25 the opportunity to develop within a professional theatre company each year as part of Byteback Theatre. We develop our Rep Company in all aspects of making theatre and fundraising, over a 12 month period the group raised £7,000 to develop their piece of theatre and in 2018 Rep Company took their innovative production 'Kill the Boy' up to the Edinburgh Fringe, this contemporary piece of theatre explored mental health and extremism through physical theatre, storytelling and spoken word.

Professional Productions

We are committed to making good quality theatre accessible to all children, young people and families and work closely with Big Imaginations to programme theatre that is diversity led and authentically reflect our community. We continue to keep our ticket prices down in order to make it affordable for families and we have given financial support to families where cost prevails to be a barrier. The number of pieces programmed was reduced over in 2018/19 due to having no theatre space to hold productions in. However we did programme 2 early years family pieces 'Land of Nod' and 'Twinkle Twinkle' by Touched Theatre, 1 storytelling piece for our teen audience 'Common Lore' by Stute Theatre both performed in our smaller studio space and 'Stripey Honey is Very Yummy' by Mashi Theatre which we co-programmed with Spot On Rural Touring and was performed at Burnley Library.

Outreach

Funded by the Henry Smith Foundation our outreach team have continued to focus their work on reaching hard to engage young people and disadvantaged communities. We have built strong relationships with 2 local alternative education settings Coal Clough Academy and The Rose, working creatively with young people experiencing social, emotional or behavioural difficulties to build confidence and transferable skills through delivering exciting multi arts projects. We delivered an outreach project for LDD children and young people (One Connect) and stepped in to BYT a total of 56 new families through the project. We have continued to engage BAME and disadvantaged communities and have extended our pool of community partners working with organisations such as Safe Space (families with experience of domestic violence), Safe Space (homeless young people), LCC's Family and Wellbeing Services (young people at risk or with a social care plan) and we have become a more active partner within the Burnley Community Network.

Education

Our Education work has continued to grow, we've delivered a vast amount of creative projects, taster sessions, creative education workshops and school events and have exceeded all our participation objectives in this area working with a total of 63 schools. Strengthening our partnership with Curious Minds we delivered a CPD project called 'Time', this expanded our reach and led us to work with schools further afield in Preston and Lytham, supporting teachers to embed the creative arts into the curriculum. We have embedded Arts Award into all our work with young people, making it accessible to schools, PRU's, community settings and as part of our Core Youth Theatre programme. Delivering a total of 59 Arts Awards over the year and supporting schools to achieve their Arts Mark. We've worked with schools on much longer projects this past twelve months. Including two World War 1 projects funded by the Heritage Lottery Fund, engaging with partners such as Lancashire Heritage Learning and the Lancashire Archives.

Burnley Youth Theatre

Report of the Trustees for the Year Ended 31 March 2019

OBJECTIVES AND ACTIVITIES

Objectives and aims

Training

We have delivered 3 paid training placements over the past twelve months. Placements were for emerging artists to develop their skills as theatre makers and workshops leaders but we also offer training in marketing, FOH and administration to widen their knowledge of the sector and prepare them for employment. One trainee is now employed on a freelance basis with BYT, they have directed their first production and deliver weekly workshops as part of our core programme of activities. Our training programme has been financially supported over the past 12 months by the Andrew Lloyd Webber Foundation which has enabled us to financial sustain the programme. We continue to offer young people and adults volunteering opportunities and have recently employed a parent of Asian Heritage who was stepped in through a community project and enrolled as a volunteer and is now a casual FOH member of staff.

Challenges

The most challenging aspect of our work over the past year relates to the logistics of delivering our creative programme without the use of our main theatre space. However we did so by using our smaller Moira Preston studios for workshops and finding alternative venues including churches and schools for our youth theatre productions. This has negatively impacted our participation and audience figures and moving forward there is a significant focus on recruitment across all strands of our practice. We also identify that our youth theatre is not reflective of our community in relation to BAME communities and we will be launching a new targeted outreach project that specifically aims to engage BAME and refugee communities.

Impact

Our step in programme funded by the Andrew Lloyd Webber Foundation has enabled us to make our work accessible by removing the barrier of cost and stepping more hard to reach young people and families into our workshops, projects and productions. Our work impacts the lives of those young people by building confidence, life skills, widening social networks and signposting them to opportunities. Our qualitative and quantitative evaluation demonstrates that our creative activities and projects significantly improve mental health and well being and we continue to be a safe, inclusive and supportive space where young people are encouraged to creatively take their next steps in life.

Public benefit

The Trustees of Burnley Youth Theatre are aware of the guidance provided by the Charity Commission in regards to providing Public Benefit and believe that the organisation continues to provide high quality arts activities for all young people. The programme of activities are diverse, and our donation scheme ensures that a person's ability to pay is not a barrier to accessing our activities. In addition the continuing development of our outreach and education programmes also ensures that our activities are not limited geographically, and enable our work to compliment other arts activities on offer in Pennine Lancashire. We believe that our work not only impacts on the young people taking part but also on the families and audiences that engage, view and experience the diversity of the organisation's offer.

FINANCIAL REVIEW

Investment policy

The Trustees have chosen to invest free reserves into Charifund Investment Units.

Reserves policy

At the year-end free reserves held, not invested in equipment etc. amounted to £42,128. The Trustees stipulate that the reserves should be at least £30,000 in order that the organisation can continue its activities in the short term, maintaining staff levels and ensuring that overhead costs can be met. The free reserves are primarily held within Charifund Investment Units.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Burnley Youth Theatre is a Company Limited by Guarantee and a registered Charity. The company is governed by its Memorandum and Articles of Association dated 28th March 2012.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

Trustees are recruited to Burnley Youth Theatre based on skills, experience and knowledge. The board annually assess strengths and weaknesses across the Trustees and proactively recruit to fill known gaps within the board.

Trustees are appointed on an annual basis at the Annual General Meeting. Trustees may appoint a person willing to act as an additional trustee before an Annual General Meeting is held; however, their continuation as a Trustee is ratified at the next Annual General Meeting. As detailed in the Memorandum and Articles of Association, one third of the Trustees retire by rotation. No person under the age of 18 may be appointed as a Trustee.

Organisational structure and decision making

The Board of Trustees administers the charity. The Board of Trustees includes a Chair, Vice-Chair, Finance Director and a Company Secretary. The Company Secretary may be a Trustee or a member of staff. The Board appoints people to these roles on an annual basis.

The CEO/Artistic Director are appointed by the Board of Trustees to manage the day-to-day operations of the Charity. To facilitate effective operations they have delegated authority, within terms of delegation approved by the Trustees, for operational matters including finance, employment and artistic activity.

Induction and training of new trustees

New Trustees receive an induction with the Chair of Trustees and the Senior Leadership Team of Burnley Youth Theatre. They are introduced to the organisation and given information on the current organisational priorities. They are also inducted on their legal obligations as a Charity Trustee and Company Director. As part of their induction Trustees are given a range of useful documents, such as: The Charity Commission's Essential Trustee Report, Burnley Youth Theatre's Business Plan, Artistic Development Plan, Audience Development Plan and the organisation's Equality Action Plan.

All Trustees are encouraged to attend training and keep up to date with changes in relation to their role with Burnley Youth Theatre. Opportunities include engaging with Young Lancashire Trustee training courses, attending Trustee conferences, and attending in-house training sessions.

Related parties

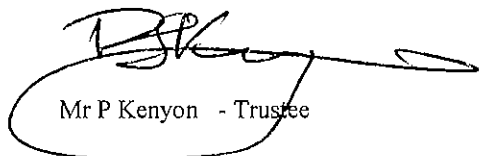
Burnley Youth Theatre receives essential funding from Arts Council England and Burnley Borough Council. However, the Charity is independent of these funding bodies and they do not play a role in the governance of the organisation. They do however advise and support the Board of Trustees when invited.

Risk management

The Trustees have a duty to identify and review the risks to which Burnley Youth Theatre is exposed and to ensure appropriate controls are in place to mitigate those risks. Burnley Youth Theatre conducts an annual risk review that identifies any potential risks to the continuing operation of the organisation. The relevant board committees ensure that appropriate controls are identified and put in place to provide reasonable assurance against the risks occurring.

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

Approved by order of the board of trustees on 14 October 2019 and signed on its behalf by:

A handwritten signature in black ink, appearing to be 'P Kenyon', is written over a circular stamp. The stamp contains the text 'Mr P Kenyon - Trustee'.

Mr P Kenyon - Trustee

Burnley Youth Theatre

Statement of Trustees Responsibilities for the Year Ended 31 March 2019

The trustees (who are also the directors of Burnley Youth Theatre for the purposes of company law) are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (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.

Independent Examiner's Report to the Trustees of
Burnley Youth Theatre

Independent examiner's report to the trustees of Burnley Youth Theatre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2019.

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 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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Association of Charity Independent Examiners 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 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



M R Heaton FCCA FCIE DChA
Association of Charity Independent Examiners
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Lancashire
BB11 1JG

14 October 2019

Burnley Youth Theatre

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 31 March 2019

				31.3.19	31.3.18	
	Not es	Unrestricted fund £	Restricted funds £	Leasehold buildings (restricted) £	Total funds £	Total funds £
INCOME AND						
ENDOWMENTS FROM						
Donations and legacies	2	43,954	-	-	43,954	87,496
Charitable activities	5					
Operation of theatre		77,364	84,171	-	161,535	156,752
Artistic Programme						
Commissions		44,970	-	-	44,970	-
BYT Artistic Programme		11,743	-	-	11,743	-
Fundraising		19,924	-	-	19,924	-
Business Development		4,010	-	-	4,010	-
Other trading activities	3	2,983	-	-	2,983	32,982
Investment income	4	2,036	-	-	2,036	1,916
Other income		54,812	-	-	54,812	6,700
Total		261,796	84,171	-	345,967	285,846
EXPENDITURE ON						
Charitable activities						
Operation of theatre		234,644	84,171	33,284	352,099	302,282
Performance costs		14,654	-	-	14,654	21,264
Total		249,298	84,171	33,284	366,753	323,546
Net gains/(losses) on investments		(2,253)	-	-	(2,253)	1,740
NET INCOME/(EXPENDITURE)		10,245	-	(33,284)	(23,039)	(35,960)
RECONCILIATION OF FUNDS						
Total funds brought forward		31,883	-	1,295,792	1,327,675	1,363,635
TOTAL FUNDS CARRIED FORWARD		42,128	-	1,262,508	1,304,636	1,327,675

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

Burnley Youth Theatre

Balance Sheet
At 31 March 2019

				31.3.19	31.3.18	
		Unrestricted fund	Restricted funds	Leasehold buildings (restricted)	Total funds	Total funds
	Notes	£	£	£	£	£
FIXED ASSETS						
Tangible assets	10	-	-	1,262,508	1,262,508	1,295,792
Investments	11	<u>39,139</u>	<u>-</u>	<u>-</u>	<u>39,139</u>	<u>41,392</u>
		39,139	-	1,262,508	1,301,647	1,337,184
CURRENT ASSETS						
Debtors	12	2,462	-	-	2,462	14,093
Prepayments and accrued income		66,050	-	-	66,050	9,241
Cash at bank		<u>20,716</u>	<u>-</u>	<u>-</u>	<u>20,716</u>	<u>3,121</u>
		89,228	-	-	89,228	26,455
CREDITORS						
Amounts falling due within one year	13	<u>(86,239)</u>	<u>-</u>	<u>-</u>	<u>(86,239)</u>	<u>(35,964)</u>
NET CURRENT ASSETS/(LIABILITIES)						
		<u>2,989</u>	<u>-</u>	<u>-</u>	<u>2,989</u>	<u>(9,509)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES						
		<u>42,128</u>	<u>-</u>	<u>1,262,508</u>	<u>1,304,636</u>	<u>1,327,675</u>
NET ASSETS						
		<u>42,128</u>	<u>-</u>	<u>1,262,508</u>	<u>1,304,636</u>	<u>1,327,675</u>
FUNDS						
Unrestricted funds	14				42,128	31,883
Restricted funds					<u>1,262,508</u>	<u>1,295,792</u>
TOTAL FUNDS						
					<u>1,304,636</u>	<u>1,327,675</u>

The notes form part of these financial statements

Burnley Youth Theatre

Balance Sheet - continued

At 31 March 2019

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2019.

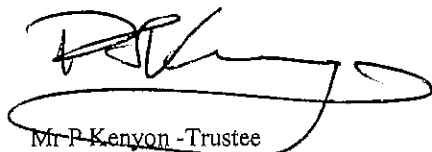
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2019 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that 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 charitable company as at the end of each financial year and of its surplus or deficit 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 charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 14 October 2019 and were signed on its behalf by:



Mr P Kenyon - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

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 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.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Long leasehold	- 2% on cost
Fixtures and fittings	- 10% on cost

Taxation

The charity is exempt from corporation 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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. DONATIONS AND LEGACIES

	31.3.19	31.3.18
	£	£
Gifts	1	-
Donations	<u>43,953</u>	<u>87,496</u>
	<u>43,954</u>	<u>87,496</u>

Burnley Youth Theatre

Notes to the Financial Statements - continued
for the Year Ended 31 March 2019

3. OTHER TRADING ACTIVITIES

	31.3.19	31.3.18
	£	£
Fundraising events	<u>2,983</u>	<u>32,982</u>

4. INVESTMENT INCOME

	31.3.19	31.3.18
	£	£
Interest receivable	1	2
Dividends receivable	<u>2,035</u>	<u>1,914</u>
	<u>2,036</u>	<u>1,916</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	31.3.19	31.3.18
		£	£
Grants	Operation of theatre	161,535	156,752
Artistict Programme			
Commissions	Artistic Programme Commissions	44,970	-
BYT Artistic Programme	BYT Artistic Programme	11,743	-
Fundraising	Fundraising	19,924	-
Business Development	Business Development	<u>4,010</u>	<u>-</u>
		<u>242,182</u>	<u>156,752</u>

5. INCOME FROM CHARITABLE ACTIVITIES - continued

Grants received, included in the above, are as follows:

	31.3.19	31.3.18
	£	£
Arts Council England	63,365	63,365
Esmée Fairbairn	-	13,066
Henry Smith	49,900	18,200
Youth Music	-	1,170
Burnley Borough Council	3,000	3,000
LCC Building Resilience	-	9,500
LCC Cultural Grant 15-16	-	20,000
LCC Local Initiative	-	2,250
Stocks Massey	1,000	-
Kinder Trust	10,000	5,000
Big Imagination Subsidy	-	3,859
Project Grant Income	-	4,000
Burnley Capital Grant	-	652
Gannow Big Local	-	2,000
Near Neighbours	-	4,000
Police CSE	-	3,690
Trust House Foundation	8,100	3,000
ALW Foundation Step In	11,505	-
Burnley Rotary Club	1,000	-
Community Foundations for Lancashire 50/50	2,603	-
Lancashire Constabulary	2,910	-
Cliviger Parish Fund	5,400	-
Arts Award Access	752	-
LCC Mini one connect	2,000	-
	<u>161,535</u>	<u>156,752</u>

6. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.19	31.3.18
	£	£
Depreciation - owned assets	33,284	33,455
Independent Examiner	<u>2,160</u>	<u>1,920</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2019 nor for the year ended 31 March 2018.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2019 nor for the year ended 31 March 2018.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2019

8. STAFF COSTS

	31.3.19	31.3.18
	£	£
Wages and salaries	160,397	159,566
Social security costs	9,881	10,673
Other pension costs	1,779	912
	<u>172,057</u>	<u>171,151</u>

The average monthly number of employees during the year was as follows:

	31.3.19	31.3.18
	12	10
Theatre	<u>12</u>	<u>10</u>

No employees received emoluments in excess of £60,000.

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Leasehold buildings (restricted) £	Total funds £
INCOME AND ENDOWMENTS FROM				
Donations and legacies	87,496	-	-	87,496
Charitable activities				
Operation of theatre	86,365	70,387	-	156,752
Other trading activities	32,982	-	-	32,982
Investment income	1,916	-	-	1,916
Other income	<u>6,700</u>	<u>-</u>	<u>-</u>	<u>6,700</u>
Total	215,459	70,387	-	285,846
EXPENDITURE ON				
Charitable activities				
Operation of theatre	198,440	70,387	33,455	302,282
Performance costs	<u>21,264</u>	<u>-</u>	<u>-</u>	<u>21,264</u>
Total	219,704	70,387	33,455	323,546
Net gains/(losses) on investments	<u>1,740</u>	<u>-</u>	<u>-</u>	<u>1,740</u>
NET INCOME/(EXPENDITURE)	(2,505)	-	(33,455)	(35,960)
RECONCILIATION OF FUNDS				
Total funds brought forward	<u>34,388</u>	<u>-</u>	<u>1,329,247</u>	<u>1,363,635</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>31,883</u></u>	<u><u>-</u></u>	<u><u>1,295,792</u></u>	<u><u>1,327,675</u></u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2019

10. TANGIBLE FIXED ASSETS

	Long leasehold £	Fixtures and fittings £	Totals £
COST			
At 1 April 2018 and 31 March 2019	<u>1,656,653</u>	<u>119,980</u>	<u>1,776,633</u>
DEPRECIATION			
At 1 April 2018	360,861	119,980	480,841
Charge for year	<u>33,284</u>	<u>-</u>	<u>33,284</u>
At 31 March 2019	<u>394,145</u>	<u>119,980</u>	<u>514,125</u>
NET BOOK VALUE			
At 31 March 2019	<u>1,262,508</u>	<u>-</u>	<u>1,262,508</u>
At 31 March 2018	<u>1,295,792</u>	<u>-</u>	<u>1,295,792</u>

11. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 April 2018	41,392
Revaluations	<u>(2,253)</u>
At 31 March 2019	<u>39,139</u>
NET BOOK VALUE	
At 31 March 2019	<u>39,139</u>
At 31 March 2018	<u>41,392</u>

There were no investment assets outside the UK.

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.19 £	31.3.18 £
Trade debtors	<u>2,462</u>	<u>14,093</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.19 £	31.3.18 £
Trade creditors	6,422	59
Accruals and deferred income	<u>79,817</u>	<u>35,905</u>
	<u>86,239</u>	<u>35,964</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2019

14. MOVEMENT IN FUNDS

	At 1.4.18 £	Net movement in funds £	At 31.3.19 £
Unrestricted funds			
Operation of theatre	31,883	10,245	42,128
Restricted funds			
Leasehold buildings (restricted)	1,295,792	(33,284)	1,262,508
TOTAL FUNDS	<u>1,327,675</u>	<u>(23,039)</u>	<u>1,304,636</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
Operation of theatre	261,797	(249,299)	(2,253)	10,245
Restricted funds				
Henry Smith	49,900	(49,900)	-	-
Stocks Massey	1,000	(1,000)	-	-
Trust House Foundation	8,100	(8,100)	-	-
ALW Foundation Step In	11,505	(11,505)	-	-
Arts Award Access	752	(752)	-	-
Community Foundation for Lancashire 50/50	2,603	(2,603)	-	-
Lancashire Constabulary	2,910	(2,910)	-	-
Cliviger Parish Fund	5,400	(5,400)	-	-
LCC Mini one connect	2,000	(2,000)	-	-
Leasehold buildings (restricted)	-	(33,284)	-	(33,284)
	84,170	(117,454)	-	(33,284)
TOTAL FUNDS	<u>345,967</u>	<u>(366,753)</u>	<u>(2,253)</u>	<u>(23,039)</u>

Comparatives for movement in funds

	At 1.4.17 £	Net movement in funds £	At 31.3.18 £
Unrestricted Funds			
Operation of theatre	34,388	(2,505)	31,883
Restricted Funds			
Leasehold buildings (restricted)	1,329,247	(33,455)	1,295,792
TOTAL FUNDS	<u>1,363,635</u>	<u>(35,960)</u>	<u>1,327,675</u>

14. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
Operation of theatre	215,459	(219,704)	1,740	(2,505)
Restricted funds				
Esmee Fairbairn	13,066	(13,066)	-	-
Henry Smith	18,200	(18,200)	-	-
Youth Music	1,170	(1,170)	-	-
LCC Building Resilience	9,500	(9,500)	-	-
LCC Local Initiative	2,250	(2,250)	-	-
Kinder Trust	5,000	(5,000)	-	-
Big Imagination Subsidy	3,859	(3,859)	-	-
Project Grant Income	4,000	(4,000)	-	-
Burnley Capital Grant	652	(652)	-	-
Gannow Big Local	2,000	(2,000)	-	-
Near Neighbours	4,000	(4,000)	-	-
Police CSE	3,690	(3,690)	-	-
Trust House Foundation	3,000	(3,000)	-	-
Leasehold buildings (restricted)	-	(33,455)	-	(33,455)
	70,387	(103,842)	-	(33,455)
TOTAL FUNDS	<u>285,846</u>	<u>(323,546)</u>	<u>1,740</u>	<u>(35,960)</u>

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2019.

16. ULTIMATE CONTROLLING PARTY

The charity is controlled by the trustees who are all directors of the company.

17. MEMBERS' LIABILITY

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

18. MORTGAGE CHARGE

On 28th June 2005, The Arts Council of England obtained a legal charge over the land, and buildings erected thereon, known as Burnley Youth Theatre, Queens Park Road, Burnley, amounting to £365,000.

19. PENSION SCHEME

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the period represents contributions payable by the charity to the scheme and amounted to £1,779 (2018 - £912).