



Taking Flight Theatre

Chapter Arts Centre
Market Rd
Canton
Cardiff
CF5 1QE

02920 230020

takingflighttheatre.org.uk



Photo: Jorge Lizalde Cano

Organisation Information

Charity Name

Taking Flight Theatre Company

Charity Registration Number

1131762

Company Registration Number

06690647

Company Registered Address

Unit 8, Market House, Chapter Arts Centre, Market Road, Cardiff CF5 1QE

Company landline

02920 230020

Company website

www.takingflighttheatre.org.uk

Charity Trustees for the period of this Annual Report

Nigel Rees
Doreen Rosella Murray
Dr Emily Garside (Chair for the period of this report)
Sara McKay
Tony McKay
Simon Green (dormant due to illness)
Dr Sara Rhys- Jones
Matthew Bassett
Fiona Williams (resigned 11/04/2018)

Structure, Governance and Management

Governing Documents

Taking Flight Theatre Company is governed by Memorandum and Articles of Association incorporated 5th September 2008.

Constitution

Taking Flight Theatre Company is a Company Limited by Guarantee.

Recruitment, Appointment and Training of Trustees

New trustee callouts are produced in written and video format (BSL/ captioned) and circulated widely, through traditional and non- traditional channels ensuring the widest range of trustees can apply.

Trustees apply by letter or video, are met by the Board, interviewed and elected thereafter.

The existing Board of Trustees has a wide range of skills and experience in a variety of sectors including the arts, similar charities, industry and professional services and the public sector. These skills are utilised to maximise the benefit to Taking Flight. During the year we have undergone a great deal of work on governance, engaging the board more genuinely with the day to day work of the company.

Financial Review

The company is still working towards holding 10% of total revenue as unrestricted operating reserves. It has been difficult to achieve this goal during the year this report relates to during a dip in funding resulting in the focus on organisational development, rather than artistic output.

At present the company does not hold reserves at this level as it does not receive core revenue funding. Each project is funded a specific grant calculated to cover the costs of the project.

At 31st March 2019 the company held total reserves of:

Unrestricted	£ 12,803
Restricted	<u>£ 6749</u>
Total	<u>£ 19,552</u>

2018-19

Unrestricted Income	£ 24,594
<u>Restricted Income</u>	
Arts Council Grants	£ 176,827
Other Grants	£ 16,749

Public Benefit Statement

The Trustees of Taking Flight have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

The inclusion of D/deaf, disabled and sensory impaired people in all Taking Flight's professional projects, the training opportunities offered, both to participants/ beneficiaries and more widely in the arts sector, plus the outreach in mainstream and specialist schools through The Arts Council of Wales Lead Creative Schools Scheme have sought to challenge negative perceptions of disability and improve social cohesion. The public benefit of this is enormous and will have far reaching and long - term effects on encouraging good citizenship. By showcasing the value of difference and celebrating the abilities of all, Taking Flight remains true to one of its core aims of challenging and changing perceptions of disability and impairment in the wider public.

The company continues to offer consultation for university theatre courses and mainstream venues and producing companies on integrating access and considering and welcoming D/ deaf and disabled audiences. The relationship with Bath Spa University has strengthened throughout the year, with TF consulting on access on student productions as well as taking on placement students from the performing arts dept. On peeling this was a disabled young woman who aims to be a stage manger. The aim of the consultation strand of the work is to support external organisations in understanding how they can best support disabled audience *and creatives* with the overall goal of increasing employment opportunities for disabled creatives outside of Taking Flight, and ensuring disabled & D/deaf people are better represented both on and off stage and in the audience.

Mission, Vision and Objectives

Our Mission

... is to smash down barriers to participating in theatre & to constantly push the boundaries of creative access. It is to drive forward equal representation of D/deaf & disabled people in theatre by levelling the stage. It is to alter the arts landscape in Wales & beyond by challenging others to think more inclusively.

Our Vision

... is of an arts world where the stories told & the voices heard are genuinely reflective of the world we live in; where the theatre we make understands audiences of all backgrounds & invites and welcomes them in.

Our Objectives

- To create performances with the most talented & passionate disabled, D/deaf, blind & non disabled performers
- To place access for both our audiences & our artistic teams at the heart of the creative process seamlessly incorporating audio description, captions, sign language & innovative direction to enhance the experience for everyone
- To inspire & enable future generations of D/deaf & disabled people to work in the creative industries
- To influence other arts & non arts organisations, individuals, venues & organisations to value D/deaf & disabled audiences, customers, collaborators
- To generate income to support our charitable aims & to be both financially and organisationally sustainable & resilient.

We do this by...

- * Creating 1-3 professional performances per year
- * Actively seeking on every project, to work with new D/deaf & disabled performers, especially those with connections to Wales
- * Continuing to research & learn how we can best support D/deaf & disabled artists & audiences eg through new technologies
- * Starting new projects with discussions about access for audiences & potential performers & considering how this might positively impact the aesthetic as well as the experience for everyone- audiences & creatives alike.
- * Running a Youth Theatre for D/deaf & Hard of Hearing young people in Cardiff
- * Organising & running training events for emerging & established D/deaf, disabled, blind & non disabled creatives so they have equal opportunities to build their careers & have successful futures in the creative industries
- * Providing bespoke packages of access & awareness training & advice to creative practitioners, arts & non arts organisations, venues & agencies.

- * Talking about our practice & the artists & non artists we work with everywhere we go; ensuring representation is on the agenda at every event.
- * Supporting the arts sector in Wales to improve its infrastructure & embrace a more open & inclusive mindset
- * Running a stable & sustainable organisation which is able to achieve these aims & ambitions

Annual Report of Activities 2018-19

Business and Organisational Development

During Summer 2018 the company underwent a period of deep organisational development with Arts Consultant, Lawrence Becko. As part of the Creative Steps programme supported by Arts Council Wales, Lawrence spent a significant amount of time with Taking Flight Staff, Board and Stakeholders, exploring core values, organisational development and how to move forward creating a sustainable organisation.

His report recommended clearer messaging of core activity and values, redevelopment of company mission, vision and objectives, greater need for artistic focus (including streamlining work undertaken in line with core values). His full report is attached here. Organisational Development is ongoing and we continue to work alongside Lawrence Becko to further the organisation's sustainability.

Artistic work

Taking Flight has used the 2018/19 year to take exciting artistic leaps, and develop their style, and approaches to theatre-making.

peeling

The main artistic project of the year was peeling by Kaite O'Reilly. This was a female-created project with over 30 women working on the show in various capacities. As well as the core creatives there were a team of 12 mentees who were paired with creatives working on peeling and with Taking Flight, including 4 deaf/disabled women. All the women were attached to female mentors for the duration of the project. We were also able to work with Hannah Treadway a disabled assistant director, on the project.

Continuing the commitment to impact beyond the stage, peeling opened on International Women's Day at Riverfront, Newport (sold out) with programme of celebratory activity around women and women's art; including free "Creative Spark" workshop with Kaite O'Reilly for people identifying as female - who then performed the poems they wrote in the foyer before the opening show. There was also a presence beyond the performance via city centre engagement in central Newport and the 'what does it mean to be a woman?' washing line.

The production was critically successful, garnering a 5 Star review from The Stage and a 4 Star review from The Guardian. After its initial run in Newport the production toured Wales.

Following this the production was invited to Germany to TheaterFestival Grenzenlos Kulture in Mainz where we have been asked to perform on the weekend that celebrates and showcases best practice in access from Europe! This is both a brilliant opportunity to share the work undertaken on this project, but also to showcase Taking Flight's artistic work, and work on accessibility to leading theatre makers in Europe.

peeling is set for an extensive England tour, funded by Arts Council England, in Autumn 2019.



Photo: Janire Najera and Raquel Garcia
peeling at The Riverfront, Newport

You've Got Dragons

This family show undertook a huge England tour which included Jackson's Lane, Poole Lighthouse and Harrogate Theatre. There was a total of 3248 audience members and 767 family workshop participants over the run. This was funded via £20,000 from Foyle Foundation and the rest from Arts Council England. You've Got Dragons was selected by House consortium to tour again in Autumn 2019 following the earlier tour.

In addition to this, Dragons was invited to perform at Birr in Ireland as part of Hullabaloo Children's Theatre Festival. We worked with an Irish Sign Language translator and a Deaf ISL user to translate BSL into ISL in advance of a well-attended performance and multiple craft and practical workshops with children and their families at Birr Theatre.



Photo: Jorge Lizalde Cano
You've Got Dragons rehearsal

Festival performances

In the Summer 2018, Taking Flight performed The Anti Fun Ministry at The Just So Festival, and a new piece developed by Deaf and hearing performers; Honour and Cherish (BSL and English) at Big Splash in Newport and at The National Botanic Gardens of Wales.



Photo: Wildlife Photography
Anti Fun Ministry at Just So Festival

I Said I Love You (Steph Back)

In June and July, a long time collaborator with TF, Deaf actor Steph Back was successful in gaining funding from Arts Council Wales for new Research and Development project. She asked Taking Flight to support her in this process, as a co-production with Neontopia (another Cardiff based company) Neontopia specialise in bilingual theatre and they assisted on this trilingual piece exploring communication and language (performed in English, BSL and Welsh). Elise Davison (TF director) supported the exploration process in the rehearsal room, and Creative Producer Beth House provided producing advice and support,

Mess up the Mess- Winter Wonderland

Elise was guest director on this bilingual Christmas 2018 show by Mess Up The Mess theatre Company at National Botanical Gardens. The production used embedded BSL and raised awareness of access to this youth theatre company and to audiences. Alongside Elise's work Beth provided audio description for the production.

Training and Other activity

Taking Flight secured Arts Council Wales funding to train 12 Wales based creatives in BSL Level 1 via an intensive 2 week course. In addition, they trained 7 Wales based creatives to be Audio Describers which were trialled on illumine's 2023 at Chapter Arts Centre.

Deaf awareness training

Taking Flight continued to lead on Deaf Awareness training to arts venues in Wales. To compliment the Deaf Awareness training Taking Flight developed blind/ VI training with Tafsila Khan, blind consultant. This training was designed, as with Deaf Awareness training, to be tailored specifically to Arts Venues. It was piloted The Torch in Milford Haven. The trail workshop was a success with excellent feedback.



Photo: Sly Panda
Honour and Cherish

Audience Development

We were successful in gaining a large grant from Arts Council Wales to explore audience development across Wales. Working in collaboration with three partner venues, we plan to explore Welsh theatre audiences and accessibility. This Wales-wide audience development programme "The Usual Suspects?" - was created in partnership with Riverfront Newport, Theatr Clwyd in Mold and Torch Theatre Milford Haven. This project is ongoing and will see us creating teams of buddies to support isolated or marginalised people to attend theatre events.

This report was developed by Dr Emily Garside (Chair of the Board of Trustees), Beth House (Creative Producer) and was overseen by the board of trustees.



Photo: Taking Flight
Volunteer David!

**TAKING FLIGHT THEATRE COMPANY
ANNUAL REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2019**

**TAKING FLIGHT THEATRE COMPANY
COMPANY INFORMATION
FOR THE YEAR ENDED 31 MARCH 2019**

Directors

Dr Emily Garside
Simon Green
Doreen Murray
Nigel Rees
Fiona Williams
Sara Rhys- Jones
Sara McKay
Anthony McKay
Matthew Bassett

Company Number

6690647 (England and Wales)

Registered Office

Unit 8
8 Market Road
Cardiff
CF5 1QE
United Kingdom

Accountants

Nigel Rees Accountancy Limited
Cairnsmuir
6 Penyfai lane
Llanelli
SA15 4EN

TAKING FLIGHT THEATRE COMPANY
(COMPANY NO: 6690647 ENGLAND AND WALES)
DIRECTORS' REPORT

The directors present their report and accounts for the year ended 31 March 2019.

Directors

The following directors held office during the whole of the period:

Dr Emily Garside
Simon Green
Doreen Murray
Nigel Rees
Sara Rhys- Jones
Sara McKay
Anthony McKay
Matthew Bassett

Statement of directors' responsibilities

The directors are responsible for preparing the report and accounts in accordance with applicable law and regulations.

Company law requires the directors to prepare accounts for each financial year. Under that law, the directors have elected to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these accounts, the directors are required to:

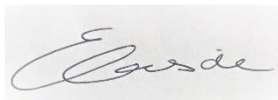
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company provisions

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

Signed on behalf of the board of directors



.....
Dr Emily Garside
Director

Approved by the board on: 17 December 2019

TAKING FLIGHT THEATRE COMPANY

ACCOUNTANTS' REPORT

Accountants' report to the board of directors of Taking Flight Theatre Company on the preparation of the unaudited statutory accounts for the year ended 31 March 2019

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Taking Flight Theatre Company for the year ended 31 March 2019 as set out on pages 5 - 7 from the company's accounting records and from information and explanations you have given us.

This report is made solely to the Board of Directors of Taking Flight Theatre Company , as a body, in accordance with the terms of our engagement. Our work has been undertaken solely to prepare for your approval the accounts of Taking Flight Theatre Company and state those matters that we have agreed to state to them, as a body, in this report. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Taking Flight Theatre Company and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Taking Flight Theatre Company has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit of Taking Flight Theatre Company . You consider that Taking Flight Theatre Company is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of Taking Flight Theatre Company . For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.

Nigel Rees Accountancy Limited

Cairnsmuir
6 Penyfai lane
Llanelli
SA15 4EN

17 December 2019

TAKING FLIGHT THEATRE COMPANY
INCOME STATEMENT
FOR THE YEAR ENDED 31 MARCH 2019

	2019	2018
	£	£
Turnover	289,435	282,141
Cost of sales	(142,668)	(132,583)
Gross profit	<u>146,767</u>	<u>149,558</u>
Administrative expenses	(146,346)	(148,923)
Other operating income	1,000	-
Operating profit	<u>1,421</u>	<u>635</u>
Profit on ordinary activities before taxation	<u>1,421</u>	<u>635</u>
Tax on profit on ordinary activities	-	-
Profit for the financial year	<u><u>1,421</u></u>	<u><u>635</u></u>

TAKING FLIGHT THEATRE COMPANY
STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH 2019

	Notes	2019 £	2018 £
Current assets			
Debtors	4	51,757	17,270
Cash at bank and in hand		(8,946)	19,982
		<u>42,811</u>	<u>37,252</u>
Creditors: amounts falling due within one year	5	(23,259)	(19,121)
		<u>19,552</u>	<u>18,131</u>
Net current assets			
		<u>19,552</u>	<u>18,131</u>
Net assets			
		<u>19,552</u>	<u>18,131</u>
Capital and reserves			
Profit and loss account		19,552	18,131
Shareholders' funds		<u>19,552</u>	<u>18,131</u>

For the year ending 31 March 2019 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the provisions of FRS 102 Section 1A - Small Entities.

Approved by the Board on 17 December 2019.

Dr Emily Garside
Director

Company Registration No. 6690647

TAKING FLIGHT THEATRE COMPANY

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2019

1 Statutory information

Taking Flight Theatre Company is a private company, limited by shares, registered in England and Wales, registration number 6690647. The registered office is Unit 8, 8 Market Road, Cardiff, CF5 1QE, United Kingdom.

2 Compliance with accounting standards

The accounts have been prepared in accordance with the provisions of FRS 102 Section 1A Small Entities. There were no material departures from that standard.

3 Accounting policies

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year, and also have been consistently applied within the same accounts.

Basis of preparation

The accounts have been prepared in accordance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Ireland. (FRS102)

Turnover

Turnover represents the income derived from charitable activities and is recognised on an accruals basis.

Expenditure

All expenditure incurred by the charity relates to charitable activities. The accrual basis has been adopted for the recognition of current assets and liabilities.

Fund Accounting

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

Presentation currency

The accounts are presented in £ sterling.

4 Debtors

	2019	2018
	£	£
Trade debtors	24,090	7,053
Accrued income and prepayments	217	-
Other debtors	27,450	10,217
	<u>51,757</u>	<u>17,270</u>

5 Creditors: amounts falling due within one year

	2019	2018
	£	£
Trade creditors	22,488	19,121
Accruals	771	-
	<u>23,259</u>	<u>19,121</u>

6 Average number of employees

During the year the average number of employees was 3 (2018: 3).

	TAKING FLIGHT THEATRE COMPANY	2019	2018
	DETAILED PROFIT AND LOSS ACCOUNT	£	£
	FOR THE YEAR ENDED 31 MARCH 2019		
Turnover			
Sales		289,435	282,141
Cost of sales			
Purchases		140,344	43,115
Direct labour		39	88,708
Commissions payable		-	294
Other direct costs		2,285	466
		142,668	132,583
Gross profit		146,767	149,558
Administrative expenses			
Wages and salaries		82,120	83,252
Pensions		2,383	-
Staff training and welfare		2,030	1,018
Travel and subsistence		19,494	28,527
Motor expenses		2,967	2,304
Rent		5,068	6,487
Light and heat		267	175
Cleaning		-	15
Telephone and fax		571	607
Internet		154	-
Postage		488	591
Stationery and printing		284	698
Information and publications		-	133
Subscriptions		705	541
Bank charges		12	11
Insurance		696	1,664
Equipment expensed		3,933	660
Equipment hire		7,301	7,026
Software		997	617
Repairs and maintenance		910	-
Sundry expenses		2,122	7,370
Consultancy fees		5,000	250
Advertising and PR		5,296	6,941
Other legal and professional		3,548	36
		146,346	148,923
Other operating income			
Other operating income		1,000	-
Operating profit		1,421	635
Profit on ordinary activities before taxation		1,421	635