

# HITCHIN THESPIANS

England & Wales · Charity number 1005332

## Details

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Other names	HITCHIN THESPIANS AMATEUR OPERATIC SOCIETY
Status	Registered
Legal form	Other
Registered	1991-10-29
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Woodside Hall Walsworth Road Hitchin SG4 9SP
Phone	07516 770746
Email	<a href="mailto:secretary@hitchinthespians.org.uk">secretary@hitchinthespians.org.uk</a>
Website	<a href="http://www.hitchinthespians.org.uk">www.hitchinthespians.org.uk</a>

## Activities

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**Objects:** TO EDUCATE THE PUBLIC IN THE DRAMATIC AND OPERATIC ARTS TO FURTHER THE DEVELOPMENT OF PUBLIC APPRECIATION AND TASTE IN THE SAID ARTS, TO ASSIST AND FURTHER SUCH CHARITABLE INSTITUTIONS AND CHARITABLE PURPOSES AS THE COMMITTEE SHALL FROM TIME TO TIME DETERMINE.

**Activities:** To educate the public in the dramatic and operatic arts to further the development of public appreciation and taste in the said arts, to assist and further such charitable institutions and charitable purposes as the Committee shall from time to time determine;

## Classification

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- **How:** Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, Arts/culture/heritage/science
- **Who:** Children/young People, The General Public/mankind

## Geography

- **Area of benefit:** HITCHIN AND ADJOINING DISTRICTS
- Hertfordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£48,991	£48,031	-	-
2023-12-31	£55,850	£32,671	-	-
2022-12-31	£37,483	£28,347	-	-
2021-12-31	£31,639	£16,086	-	-
2020-12-31	£23,743	£19,749	-	-

## Trustees

Name	Role	Appointed
<b>Sarah Bailes</b>	Chair	2021-11-17
Claire Bailes		2018-06-19
Frances Louisa Meredith Ma		2025-06-26
Helena Smagala		2025-04-14
Janine Aisha Reynolds		2025-07-14
John Walden		2024-06-25
Laura Jane Rogers		2025-06-26
MARIANNE CLAIRE EADY BOND		2017-06-22
Philippa Jane Tadman		2021-09-23
Rachel Elizabeth Hill		2024-06-25

**HITCHIN THESPIANS**

England & Wales - Charity number 1005332

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# Accounts

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## Trustees' Annual Report for the period

From: 01/01/2024 To: 31/12/2024

Charity name: Hitchin Thespians

Charity registration number: 1005332

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To educate the public in the dramatic and operatic arts and to further the development of public appreciation and taste in said arts.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>To promote plays, drama, comedy, opera, operettas, choral works and other dramatic and operatic works of educational value.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>Confirmed</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	1 full scale musical theatre production 2 youth musical theatre productions 3 concerts A series of educational workshops

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>Net receipts of £961</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The Committee reviews the level of reserves from time to time to ensure an operational buffer is maintained.</b>
Amount of reserves held	Para 1.22	<b>A reserve of £20,000 is held for unexpected interruptions to operations to enable the ongoing expenses of the charity to be paid</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution / Rules</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Society/Club</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Elected by Membership</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Hitchin Thespians
Other name the charity uses	Young Thespians
Registered charity number	1005332
Charity's principal address	Woodside Hall Walsworth Road Hitchin Hertfordshire SG4 0SP

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Ian Hamilton	Chair	01/01/2024-24/06/2024	
2	Marianne Bond	Treasurer		
3	Melanie Plowman-Cobb	Social and Fundraising Manager	01/01/2024-24/06/2024	
4	Claire Bailes	Young Thespians Manager		
5	Philippa Tadman	General member		
6	Alexandra Evans	Secretary	01/01/2024-29/02/2024	
7	Anne Passmore	Choral manager	01/01/2024-24/06/2024	
8	Sarah Bailes	Production manager / Chair		
9	Charlotte Brennan	Social, Fundraising & Development Manager	25/06/2024-31/12/2024	
10	Rachel E Hill	Secretary	25/06/2024-31/12/2024	
11	John Walden	General member	25/06/2024-31/12/2024	
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**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	
<b>Brenda Cundell</b>		



## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

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

Type of adviser	Name	Address
Financial	Len Seymour	

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	JANINE AISHA REYNOLDS	
<b>Full name(s)</b>	JANINE AISHA REYNOLDS	
<b>Position (eg Secretary, Chair, etc)</b>	Secretary	
<b>Date</b>	10/09/2025	

YEAR ENDED 31 DECEMBER 2024

	NOTES	31 DEC 2024		31 DEC 2023	
		£	£	£	£
<b><u>RECEIPTS</u></b>					
<b>PRODUCTION RECEIPTS</b>					
Hitchin Thespians	1	12,434		17,008	
Young Thespians	2	<u>8,898</u>		<u>8,659</u>	
			21,332		25,667
<b>FUNDRAISING RECEIPTS</b>					
Donations		169		507	
Donations made to YT		42		30	
Fundraising receipts	3	<u>873</u>		<u>435</u>	
			1,083		972
<b>SUBSCRIPTION RECEIPTS</b>					
Members subscriptions		2,945		2,710	
Junior members subscriptions		790		800	
Patrons donations		<u>789</u>		<u>734</u>	
			4,524		4,244
<b>OTHER RECEIPTS</b>					
Bank interest		1,599		453	
Rehearsal refreshments		76		112	
Gift Aid		664		639	
Sundry receipts		<u>25</u>		<u>-</u>	
			2,364		1,205
<b>WOODSIDE HALL</b>					
Woodside Hall lettings income	4	15,425		16,640	
Bar receipts	4	<u>4,263</u>		<u>7,122</u>	
			19,688		23,762
			<u>48,991</u>		<u>55,850</u>
<b><u>PAYMENTS</u></b>					
<b>COST OF PRODUCTIONS</b>					
Hitchin Thespians	1	13,373		14,106	
Young Thespians	2	<u>5,326</u>		<u>2,808</u>	
			(18,699)		(16,914)
<b>COST OF FUNDRAISING EVENTS</b>					
Cost of fundraising events	3	<u>56</u>		<u>140</u>	
			(56)		(140)
<b>WOODSIDE HALL</b>					
Woodside Hall running costs	4	20,366		10,083	
Bar costs	4	<u>1,223</u>		<u>2,568</u>	
			(21,589)		(12,651)
<b>ASSETS &amp; INVESTMENTS</b>					
Purchase of fixed assets		<u>5,712</u>		<u>-</u>	
			(5,712)		-
<b>OTHER PAYMENTS</b>					
NODA Subscription		199		135	
Spotlight		17		90	
Postage & Stationery		29		14	
WiFi & video conferencing		-		60	
Photocopying		85		213	
Advertising		66		50	
Website		289		1,439	
Insurance		814		774	
Committee insurance		263		181	
Sundry Payments		210		10	
Bank interest & charges paid		<u>2</u>		<u>-</u>	
			(1,975)		(2,966)
			<u>(48,031)</u>		<u>(32,671)</u>
<b>TOTAL NET RECEIPTS / (PAYMENTS)</b>			<u>961</u>		<u>23,179</u>
Cash funds last year end			85,183		62,004
<b>CASH FUNDS THIS YEAR END</b>			<u><b>86,144</b></u>		<u><b>85,183</b></u>
<i>Represented by:</i>					
General funds			84,700		83,541
Restricted funds	5		<u>1,444</u>		<u>1,642</u>
			<u><b>86,144</b></u>		<u><b>85,183</b></u>

**HITCHIN THESPIANS  
CHARITY NUMBER 1005332  
STATEMENT OF ASSETS AND LIABILITIES**

**YEAR ENDED 31 DECEMBER 2024**

**31 DEC 2024**

£

**CASH FUNDS**

Current account	4,733
Savings deposit account	60,068
Savings bond fixed 2Y	15,748
Cash	401
Young Thespians current account	5,193
	<u>86,144</u>

**OTHER MONETARY ASSETS**

Debtors	1,356
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**ASSETS RETAINED FOR USE**

Leasehold property (Woodside Hall)	672,036
Equipment, fixtures & fittings	38,097

**LIABILITIES**

Creditors	228
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YEAR ENDED 31 DECEMBER 2024

**1 PRODUCTIONS ACCOUNT - HITCHIN THESPIANS**

	2024 Receipts	2024 Payments	2023 Receipts	2023 Payments
	£	£	£	£
Spring into Summer	1,158	(1,151)		
Kipps	8,210	(6,690)		(500)
Bring & Sing G&S - Trial by Jury & HMS Pinafore	729	(365)		
Summer workshop series 2024	275	(162)		
Christmas at Woodside 2024	1,608	(1,088)		
9 to 5	440	(4)		(506)
Scrooge		(2,557)		
Young Frankenstein		(500)		
Let the People Sing			489	(54)
Honk!			8,345	(8,638)
Gloria			1,754	(1,438)
Summer workshop series 2023			645	(459)
Unlimited		(122)	3,285	(335)
Christmas at Woodside 2023	15	(86)	2,490	(1,569)
The Best of Times				(160)
Sing a Song for Christmas				(17)
Summer sounds				(17)
TicketTailor costs		(648)		(414)
	<u>12,434</u>	<u>(13,373)</u>	<u>17,009</u>	<u>(14,106)</u>
Net receipts/(deficit) from productions - HT		<u>(939)</u>		<u>2,903</u>

**2 PRODUCTIONS ACCOUNT - YOUNG THESPIANS**

	2024 Receipts	2024 Payments	2023 Receipts	2023 Payments
	£	£	£	£
Frozen Jr			2,887	(977)
Shrek Jr	2,216	(3,052)	5,772	(1,138)
Nemo Jr	3,363	(1,365)		(495)
Aladdin Jr	3,320	(699)		
Twenty Years of Young Thespians				(50)
Other production costs		(210)		(148)
	<u>8,898</u>	<u>(5,326)</u>	<u>8,659</u>	<u>(2,808)</u>
Net receipts/(deficit) from productions - YT		<u>3,572</u>		<u>5,851</u>

**3 FUNDRAISING EVENTS & ACTIVITIES**

	2024 Receipts	2024 Payments	2023 Receipts	2023 Payments
	£	£	£	£
A Little Planet concert		(35)	429	(82)
A Night at the Woodside evening	873	(20)		(46)
Christmas in April concert				(12)
Sundry			6	
	<u>873</u>	<u>(56)</u>	<u>435</u>	<u>(140)</u>
Net receipts for fundraising activities		<u>817</u>		<u>295</u>

YEAR ENDED 31 DECEMBER 2024

4 WOODSIDE HALL

	2024	2024	2023	2023
	£	£	£	£
<b>Income</b>				
Woodside Hall lettings income	15,425		16,640	
Bar receipts	<u>4,263</u>		<u>7,122</u>	
		19,688		23,762
<b>Expenses</b>				
Caretaking, Cleaning & Gardening	3,950		2,548	
Council Tax	569		391	
Bar expenses	1,223		2,568	
Equipment	574		409	
Fire extinguishers contract plus repairs	156		138	
Gas & Electricity	6,815		4,361	
Buildings & Contents Insurance	4,976		-	
First aid training and equipment	11		-	
Music royalties for external hires	260		220	
Piano tuning	-		70	
Refuse collection	947		891	
Repairs and renewals	853		459	
WiFi & radio licences	241		-	
Entertainment licence	180		180	
Water & Sewerage	558		323	
Window & gutter cleaning	<u>275</u>		<u>95</u>	
		(21,589)		(12,651)
Net receipts / (payments) for Woodside Hall		<u><u>(1,901)</u></u>		<u><u>11,111</u></u>

- 5 During 2022, the Crane Fund for Widows & Children donated a sum of £1,975 to be used for the purposes of providing access to Young Thespians activities for families that may otherwise be unable to pay the costs of participating. During 2024, £198 of this fund was used, leaving a balance of £1,444 at 31 December 2024. These are the only restricted funds managed by the charity.
- 6 Where figures have been corrected to the nearest pound there may be occasional apparent errors in totals of plus or minus £1. In each case the total is correct to the nearest pound.
- 7 This financial statement has been prepared on a cash basis and under the historical cost convention in accordance with the Charity Commission Statement of Recommended Practice together with applicable accounting standards. Income is recognised when it is received. Expenditure is accounted for on payment.

## **Accounting Policy**

The Trustees are required by the Charities Act 2011 to prepare accounts for each financial year which give a true and fair view of the affairs of the Trust and of the surplus or deficit of the Trust for that period.

In preparing these accounts the Trustees are required (1) to select suitable accounting policies and then apply them consistently (2) to make judgements and estimates which are reasonable and prudent and (3) to prepare the accounts on a going-concern basis.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Trust and to enable them to ensure that the financial statements comply with the requirements of the Charities Act, SORP and FRS (102).

The Trustees are responsible also for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **Independent Examiner's Report**

I report to the trustees on my examination of the accounts of the Hitchin Thespians (the Trust) for the year ended 31st December 2024.

As the charity's trustees, you are responsible for the preparation of the accounts; you consider that the audit requirement of Section 144(2) of the Charities Act 2011 does not apply.

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination, I have followed all 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 in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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

L I Seymour

*Len Seymour*

Date: 10/06/2025

## **Accounting Policy**

The Trustees are required by the Charities Act 2011 to prepare accounts for each financial year which give a true and fair view of the affairs of the Trust and of the surplus or deficit of the Trust for that period.

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I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination, I have followed all 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 in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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

L I Seymour

*Len Seymour*

Date: 10/06/2025

**HITCHIN THESPIANS**

England & Wales - Charity number 1005332

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# Accounts

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## Trustees' Annual Report for the period

From: 01/01/2023 To: 31/12/2023

Charity name: Hitchin Thespians

Charity registration number: 1005332

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To educate the public in the dramatic and operatic arts and to further the development of public appreciation and taste in said arts.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>To promote plays, drama, comedy, opera, operettas, choral works and other dramatic and operatic works of educational value.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>Confirmed</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<ul style="list-style-type: none"> <li>1 full scale musical theatre production</li> <li>2 youth musical theatre productions</li> <li>3 concerts (including one revue performance)</li> <li>A series of educational workshops</li> </ul>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Net receipts of £23,179
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The Committee reviews the level of reserves from time to time to ensure an operational buffer is maintained.</b>
Amount of reserves held	Para 1.22	<b>A reserve of £20,000 is held for unexpected interruptions to operations to enable the ongoing expenses of the charity to be paid</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

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A description of the principal risks facing the charity	Para 1.46	
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## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution / Rules</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Society/Club</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Elected by Membership</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Hitchin Thespians
Other name the charity uses	Young Thespians
Registered charity number	1005332
Charity's principal address	Woodside Hall Walsworth Road Hitchin Hertfordshire SG4 0SP

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Ian Hamilton	Chair		
2	Marianne Bond	Treasurer		
3	Melanie Plowman-Cobb	Social and Fundraising Manager		
4	Claire Bailes	Young Thespians Manager		
5	Nicholas Morgan	Membership and Patrons Manager	01/01/2023 - 27/06/2023	
6	Barbara Thomas	Secretary	01/01/2023 - 27/06/2023	
7	Philippa Bayfield	Production Manager	01/01/2023 - 27/06/2023	
8	Catherine Coulthard	Choral Manager	01/01/2023 - 27/06/2023	
9	Philipa Tadman	General Member	27/06/2023 - 31/12/2023	
10	Alexandra Evans	Secretary	27/06/2023 - 31/12/2023	
11	Anne Passmore	Choral Manager	27/06/2023 - 31/12/2023	
12	Sarah Bailes	Production Manager	27/06/2023 - 31/12/2023	
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**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	
<b>Brenda Cundell</b>		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

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

Type of adviser	Name	Address
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#### Name of chief executive or names of senior staff members (Optional information)

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	REHILL	Rachel Elizabeth Hill
<b>Full name(s)</b>		Rachel Elizabeth Hill
<b>Position (eg Secretary, Chair, etc)</b>		Secretary
<b>Date</b>	07/10/2024	

RECEIPTS & PAYMENTS

YEAR ENDED 31 DECEMBER 2023

	NOTES	31 DEC 2023		31 DEC 2022	
		£	£	£	£
<b>RECEIPTS</b>					
<b>PRODUCTION RECEIPTS</b>					
Hitchin Thespians	1	17,008		7,217	
Young Thespians	2	<u>8,659</u>		<u>5,471</u>	
			25,667		12,688
<b>FUNDRAISING RECEIPTS</b>					
Donations		507		308	
Donations made to YT		30		-	
Fundraising receipts	3	<u>435</u>		<u>1,604</u>	
			972		1,912
<b>SUBSCRIPTION RECEIPTS</b>					
Members subscriptions		2,710		3,065	
Junior members subscriptions		800		480	
Patrons donations		<u>734</u>		<u>859</u>	
			4,244		4,404
<b>OTHER RECEIPTS</b>					
Bank interest		453		67	
Rehearsal refreshments		112		72	
Gift Aid		639		1,072	
Sundry receipts		-		<u>97</u>	
			1,205		1,308
<b>WOODSIDE HALL</b>					
Woodside Hall lettings income	4	16,640		10,765	
Bar receipts	4	7,122		1,765	
Government grants received	4	-		<u>2,667</u>	
			23,762		15,197
<b>ASSETS &amp; INVESTMENTS</b>					
Receipts from sale of fixed assets		-		-	
			-		-
<b>EXCEPTIONAL RECEIPTS</b>					
Crane Foundation donation (restricted income)	5	-		<u>1,975</u>	
			-		1,975
			<u>55,850</u>		<u>37,483</u>
<b>PAYMENTS</b>					
<b>COST OF PRODUCTIONS</b>					
Hitchin Thespians		14,106		4,085	
Young Thespians		<u>2,808</u>		<u>3,298</u>	
			(16,914)		(7,382)
<b>COST OF FUNDRAISING EVENTS</b>					
Cost of fundraising events	3	<u>140</u>		<u>517</u>	
			(140)		(517)
<b>WOODSIDE HALL</b>					
Woodside Hall running costs	4	10,083		15,466	
Bar costs	4	<u>2,568</u>		<u>838</u>	
			(12,651)		(16,304)
<b>ASSETS &amp; INVESTMENTS</b>					
Purchase of fixed assets		-		<u>1,825</u>	
			-		(1,825)
<b>OTHER PAYMENTS</b>					
NODA Subscription		135		72	
Spotlight		90		106	
Postage & Stationery		14		20	
WiFi & Video conferencing		60		-	
Photocopying		213		99	
Advertising		50		57	
Website		1,439		948	
Insurance		774		774	
Committee insurance		181		156	
Sundry Payments		10		82	
Bank interest & charges paid		<u>0</u>		<u>4</u>	
			(2,966)		(2,318)
			<u>(32,671)</u>		<u>(28,347)</u>
<b>TOTAL NET RECEIPTS / (PAYMENTS)</b>			<u>23,179</u>		<u>9,136</u>
Cash funds last year end			62,004		52,868
<b>CASH FUNDS THIS YEAR END</b>			<u><b>85,183</b></u>		<u><b>62,004</b></u>
<i>Represented by:</i>					
General funds			83,541		60,029
Restricted funds	5		<u>1,642</u>		<u>1,975</u>
			<u><b>85,183</b></u>		<u><b>62,004</b></u>

**HITCHIN THESPIANS  
CHARITY NUMBER 1005332  
STATEMENT OF ASSETS AND LIABILITIES**

**YEAR ENDED 31 DECEMBER 2023**

**31 DEC 2023**  
£

**CASH FUNDS**

Current account	10,036
Savings deposit account	45,717
Savings bond fixed 1Y	15,000
Cash	50
Young Thespians current account	14,380
	<u>85,183</u>

**OTHER MONETARY ASSETS**

Debtors	1,050
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**ASSETS RETAINED FOR USE**

Leasehold property (Woodside Hall)	672,036
Equipment, fixtures & fittings	32,385

**LIABILITIES**

Creditors	2,691
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YEAR ENDED 31 DECEMBER 2023

**1 PRODUCTIONS ACCOUNT - HITCHIN THESPIANS**

	<b>2023</b>	<b>2023</b>	<b>2022</b>	<b>2022</b>
	<b>Receipts</b>	<b>Payments</b>	<b>Receipts</b>	<b>Payments</b>
	£	£	£	£
Let the People Sing	489	(54)		
Honk!	8,345	(8,638)	1,475	
Gloria	1,754	(1,438)		
Summer workshop series	645	(459)		
Unlimited	3,285	(335)		
Christmas at Woodside	2,490	(1,569)	10	(63)
Kipps		(500)		
9 to 5		(506)		
The Best of Times		(160)	4,764	(3,489)
Sing a Song for Christmas		(17)	519	(118)
Summer sounds		(17)	449	
TicketTailor costs		(414)		(414)
	<u>17,008</u>	<u>(14,106)</u>	<u>7,217</u>	<u>(4,084)</u>
Net receipts from productions - HT		<u>2,902</u>		<u>3,133</u>

**2 PRODUCTIONS ACCOUNT - YOUNG THESPIANS**

	<b>2023</b>	<b>2023</b>	<b>2022</b>	<b>2022</b>
	<b>Receipts</b>	<b>Payments</b>	<b>Receipts</b>	<b>Payments</b>
	£	£	£	£
Frozen Jr	2,887	(977)		(502)
Shrek Jr	5,772	(1,138)		(502)
Nemo Jr		(495)		
Matilda Jr			3,721	(1,791)
Twenty Years of Young Thespians		(50)	1,750	(412)
Other production costs		(148)		(91)
	<u>8,659</u>	<u>(2,808)</u>	<u>5,471</u>	<u>(3,298)</u>
Net receipts from productions - YT		<u>5,851</u>		<u>2,173</u>

**3 FUNDRAISING EVENTS & ACTIVITIES**

	<b>2023</b>	<b>2023</b>	<b>2022</b>	<b>2022</b>
	<b>Receipts</b>	<b>Payments</b>	<b>Receipts</b>	<b>Payments</b>
	£	£	£	£
A Little Planet concert	429	(82)		
A Night at the Woodside evening		(46)	1,226	(423)
Christmas in April concert		(12)	298	(71)
Summer picnic			80	
Christmas tree festival				(23)
Rehearsal raffles				
Sundry	6			
	<u>435</u>	<u>(140)</u>	<u>1,604</u>	<u>(517)</u>
Net receipts for fundraising activities		<u>295</u>		<u>1,087</u>

**YEAR ENDED 31 DECEMBER 2023**

**4 WOODSIDE HALL**

	<b>2023</b>	<b>2023</b>	<b>2022</b>	<b>2022</b>
	£	£	£	£
<b>Income</b>				
Woodside Hall lettings income	16,640		10,765	
Bar receipts	7,122		1,765	
Government grants received	<u>0</u>		<u>2,667</u>	
		23,762		15,197
<b>Expenses</b>				
Caretaking, Cleaning & Gardening	2,548		5,115	
Council Tax	391		775	
Bar expenses	2,568		838	
Equipment	409		30	
Fire extinguishers contract plus repairs	138		663	
Gas & Electricity	4,361		3,073	
Buildings & Contents Insurance	-		2,733	
Music royalties for external hires	220		207	
Piano tuning	70		60	
Refuse collection	891		975	
Repairs and renewals	459		1,018	
Bar licence	180		180	
Water & Sewerage	323		461	
Window Cleaning	<u>95</u>		<u>175</u>	
		(12,651)		(16,304)
Net receipts / (payments) for Woodside Hall		<u><u>11,111</u></u>		<u><u>(1,107)</u></u>

- 5** During 2022, the Crane Fund for Widows & Children donated a sum of £1,975 to be used for the purposes of providing access to Young Thespians activities for families that may otherwise be unable to pay the costs of participating. During 2023, £333 of this fund was used, leaving a balance of £1,642 at 31 December 2023. These are the only restricted funds managed by the charity.
- 6** Where figures have been corrected to the nearest pound there may be occasional apparent errors in totals of plus or minus £1. In each case the total is correct to the nearest pound.
- 7** This financial statement has been prepared on a cash basis and under the historical cost convention in accordance with the Charity Commission Statement of Recommended Practice together with applicable accounting standards. Income is recognised when it is received. Expenditure is accounted for on payment.

## **Accounting Policy**

The Trustees are required by the Charities Act 2011 to prepare accounts for each financial year which give a true and fair view of the affairs of the Trust and of the surplus or deficit of the Trust for that period.

In preparing these accounts the Trustees are required (1) to select suitable accounting policies and then apply them consistently (2) to make judgements and estimates which are reasonable and prudent and (3) to prepare the accounts on a going-concern basis.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Trust and to enable them to ensure that the financial statements comply with the requirements of the Charities Act, SORP and FRS (102).

The Trustees are responsible also for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **Independent Examiner's Report**

I report to the trustees on my examination of the accounts of the Hitchin Thespians (the Trust) for the year ended 31st December 2023.

As the charity's trustees, you are responsible for the preparation of the accounts; you consider that the audit requirement of Section 144(2) of the Charities Act 2011 does not apply.

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination, I have followed all 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 in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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

L I Seymour

*Len Seymour*

Date: 11/06/2024

**HITCHIN THESPIANS**

England & Wales - Charity number 1005332

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# Accounts

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## Trustees' Annual Report for the period

From: 01/01/2022 To: 31/12/2022

Charity name: Hitchin Thespians

Charity registration number: 1005332

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To educate the public in the dramatic and operatic arts and to further the development of public appreciation and taste in said arts.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>To promote plays, drama, comedy, opera, operettas, choral works and other dramatic and operatic works of educational value.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>Confirmed</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p><b>3 'in person' concerts</b></p> <p><b>1 audition workshops- use of small workshops to restore performance confidence.</b></p> <p><b>Preparations for a whole society musical to be performed in 2023 using both youth and adult sections of the society .</b></p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>Net surplus of £9136</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The Committee reviews the level of reserves from time to time to ensure an operational buffer is maintained.</b>
Amount of reserves held	Para 1.22	<b><u>A reserve of £20,000 is held for unexpected interruptions to operations to enable the ongoing expenses of the charity to be paid</u></b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document ( <a href="#">trust deed</a> , <a href="#">royal charter</a> )	Para 1.25	<b>Constitution / Rules</b>
How is the charity constituted? (e.g <a href="#">unincorporated association</a> , <a href="#">CIO</a> )	Para 1.25	<b>Society / Club</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Elected by membership</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	<b>Hitchin Thespians</b>
Other name the charity uses	<b>Young Thespians</b>
Registered charity number	<b>1005332</b>
Charity's principal address	<b>Woodside Hall, Walsworth Road, HITCHIN, Hertfordshire, SG4 9SP</b>



## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

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

Type of adviser	Name	Address
Financial	Len Seymour	

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

AJEvans

Alexandra Jane Evans

Full name(s)

Alexandra Jane Evans

Position (eg Secretary,  
Chair, etc)

Secretary

Date

19/10/22

## RECEIPTS &amp; PAYMENTS

YEAR ENDED 31 DECEMBER 2022

	NOTES	31 DEC 2022		31 DEC 2021 <i>as restated</i>	
		£	£	£	£
<b>RECEIPTS</b>					
<b>PRODUCTION RECEIPTS</b>					
Hitchin Thespians	1	7,217		5,463	
Young Thespians	2	<u>5,471</u>		<u>3,340</u>	
			12,688		8,803
<b>FUNDRAISING RECEIPTS</b>					
Donations		308		1,709	
Donations made to YT		-		300	
Fundraising receipts	3	<u>1,604</u>		<u>91</u>	
			1,912		2,100
<b>SUBSCRIPTION RECEIPTS</b>					
Members subscriptions		3,065		150	
Junior members subscriptions		480		640	
Patrons donations		<u>859</u>		<u>864</u>	
			4,404		1,654
<b>OTHER RECEIPTS</b>					
Bank interest		67		30	
Rehearsal refreshments		72		26	
Gift Aid		1,072		-	
Sundry receipts		<u>97</u>		<u>-</u>	
			1,308		56
<b>WOODSIDE HALL</b>					
Woodside Hall lettings income	4	10,765		5,379	
Bar receipts	4	<u>1,765</u>		<u>72</u>	
Government grants received	4	<u>2,667</u>		<u>18,241</u>	
			15,197		23,693
<b>ASSETS &amp; INVESTMENTS</b>					
Receipts from sale of fixed assets		<u>-</u>		<u>-</u>	
			-		-
<b>EXCEPTIONAL RECEIPTS</b>					
Crane Foundation donation (restricted income)	5	<u>1,975</u>		<u>-</u>	
			1,975		-
			<u>37,483</u>		<u>36,305</u>
<b>PAYMENTS</b>					
<b>COST OF PRODUCTIONS</b>					
Hitchin Thespians		4,085		2,083	
Young Thespians		<u>3,298</u>		<u>1,247</u>	
			(7,382)		(3,330)
<b>COST OF FUNDRAISING EVENTS</b>					
Cost of fundraising events	3	<u>517</u>		<u>75</u>	
			(517)		(75)
<b>WOODSIDE HALL</b>					
Woodside Hall running costs	4	15,466		14,127	
Bar costs	4	<u>838</u>		<u>-</u>	
			(16,304)		(14,127)
<b>ASSETS &amp; INVESTMENTS</b>					
Purchase of fixed assets		<u>1,825</u>		<u>9,897</u>	
			(1,825)		(9,897)
<b>OTHER PAYMENTS</b>					
NODA Subscription		72		72	
Spotlight		106		42	
Postage & Stationery		20		-	
Video conferencing		-		86	
Photocopying		99		190	
Advertising		57		-	
Website		948		100	
Insurance		774		808	
Committee insurance		156		156	
Sundry Payments		82		2	
Bank interest & charges paid		<u>4</u>		<u>-</u>	
			(2,318)		(1,456)
			<u>(28,347)</u>		<u>(28,885)</u>
<b>TOTAL NET RECEIPTS / (PAYMENTS)</b>					
			<u>9,136</u>		<u>7,420</u>
Cash funds last year end			52,868		45,448
<b>CASH FUNDS THIS YEAR END</b>					
			<u><u>62,004</u></u>		<u><u>52,868</u></u>
<i>Represented by:</i>					
General funds			60,029		52,868
Restricted funds	5		<u>1,975</u>		<u>-</u>
			<u><u>62,004</u></u>		<u><u>52,868</u></u>

## STATEMENT OF ASSETS AND LIABILITIES

YEAR ENDED 31 DECEMBER 2022

31 DEC 2022

£

**CASH FUNDS**

Current account	4,731
Savings deposit account	44,763
Cash	625
Young Thespians current account	11,884
	<u>62,004</u>

**OTHER MONETARY ASSETS**

Debtors	1,380
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**ASSETS RETAINED FOR USE**

Leasehold property (Woodside Hall)	672,036
Equipment, fixtures & fittings	32,385

**LIABILITIES**

Creditors	575
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## NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2022

## 1 PRODUCTIONS ACCOUNT - HITCHIN THESPIANS

	2022 Receipts	2022 Payments	2021 Receipts <i>as restated</i>	2021 Payments <i>as restated</i>
	£	£	£	£
The Best of Times	4,764	(3,489)		
Summer Sounds	449	-		
Sing a Song for Christmas	519	(118)		
All Together Now!			2,447	(195)
Christmas at Woodside	10	(63)	1,868	(1,634)
Pirates in Concert			-	(169)
Auditions workshop			65	(50)
Cancelled productions 2020			1,582	(35)
Honk	1,475			(500)
TicketTailor costs		(414)		
	<u>7,217</u>	<u>(4,084)</u>	<u>5,963</u>	<u>(2,583)</u>
Net receipts from productions - HT		<u>3,133</u>		<u>3,380</u>

## 2 PRODUCTIONS ACCOUNT - YOUNG THESPIANS

	2022 Receipts	2022 Payments	2021 Receipts <i>as restated</i>	2021 Payments <i>as restated</i>
	£	£	£	£
Matilda Jr	3,721	(1,791)	1,400	(552)
Twenty Years of Young Thespians	1,750	(412)		
Frozen Jr		(502)		
Shrek Jr		(502)		
Moana			1,940	(674)
Other productions costs		(91)		(20)
	<u>5,471</u>	<u>(3,298)</u>	<u>3,340</u>	<u>(1,247)</u>
Net receipts from productions - YT		<u>2,173</u>		<u>2,093</u>

## 3 FUNDRAISING EVENTS &amp; ACTIVITIES

	2022 Receipts	2022 Payments	2021 Receipts <i>as restated</i>	2021 Payments <i>as restated</i>
	£	£	£	£
A Night at the Woodside evening	1226	(423)		
Christmas in April concert	298	(71)		
Summer picnic	80			
Christmas tree festival		(23)		(5)
Rehearsal raffles			31	
Sundry			60	(70)
	<u>1,604</u>	<u>(517)</u>	<u>91</u>	<u>(75)</u>
Net receipts for fundraising activities		<u>1,087</u>		<u>16</u>

## NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2022

## 4 WOODSIDE HALL

	2022	2022	2021	2021
	£	£	as restated	as restated
	£	£	£	£
<b>Income</b>				
Woodside Hall lettings income	10,765		5,379	
Bar receipts	1,765		72	
Government grants received	<u>2,667</u>		<u>18,241</u>	
		15,197		23,692
<b>Expenses</b>				
Caretaking, Cleaning & Gardening	5,115		5,315	
Council Tax	775		228	
Bar expenses	838		-	
Equipment	30		47	
Fire extinguishers contract plus repairs	663		526	
Gas & Electricity	3,073		2,312	
Buildings & Contents Insurance	2,733		2,970	
First aid training and equipment	-		10	
Music royalties for external hires	207		177	
Piano tuning	60		113	
Refuse collection	975		886	
Repairs and renewals	1,018		1,189	
Woodside Hall banners	-		-	
Theatre licence	180		180	
Water & Sewerage	461		(21)	
Window Cleaning	<u>175</u>		<u>195</u>	
		(16,304)		(14,127)
Net receipts / (payments) for Woodside Hall		<u>(1,107)</u>		<u>9,565</u>

- 5 During 2022, the Crane Fund for Widows & Children donated a sum of £1,975 to be used for the purposes of providing access to Young Thespians activities for families that may otherwise be unable to pay the costs of participating. These are the only restricted funds managed by the charity.
- 6 Where figures have been corrected to the nearest pound there may be occasional apparent errors in totals of plus or minus £1. In each case the total is correct to the nearest pound.
- 7 This financial statement has been prepared on a cash basis and under the historical cost convention in accordance with the Charity Commission Statement of Recommended Practice together with applicable accounting standards. Income is recognised when it is received. Expenditure is accounted for on payment.
- 8 There has been a change in accounting policy to adopt receipts and payments accounts during 2022. The comparative figures for 2021 have been restated to reflect this change. The trustees consider that presenting accounts using the cash basis is a more straight-forward approach that reflects the position of the charity on a day-to-day basis more accurately.

## **Accounting Policy**

The Trustees are required by the Charities Act 2011 to prepare accounts for each financial year which give a true and fair view of the affairs of the Trust and of the surplus or deficit of the Trust for that period.

In preparing these accounts the Trustees are required (1) to select suitable accounting policies and then apply them consistently (2) to make judgements and estimates which are reasonable and prudent and (3) to prepare the accounts on a going-concern basis.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Trust and to enable them to ensure that the financial statements comply with the requirements of the Charities Act, SORP and FRS (102).

The Trustees are responsible also for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **Independent Examiner's Report**

I report to the trustees on my examination of the accounts of the Hitchin Thespians (the Trust) for the year ended 31st December 2022.

As the charity's trustees, you are responsible for the preparation of the accounts; you consider that the audit requirement of Section 144(2) of the Charities Act 2011 does not apply.

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination, I have followed all 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 in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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

**HITCHIN THESPIANS**

England & Wales - Charity number 1005332

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# Accounts

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## Trustees' Annual Report for the period

From: 01/01/2021 To: 31/12/2021

Charity name: Hitchin Thespians

Charity registration number: 1005332

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>To educate the public in the dramatic and operatic arts and to further the development of public appreciation and taste in said arts.</b>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<b>To promote plays, drama, comedy, opera, operettas, choral works and other dramatic and operatic works of educational value.</b>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<b>Confirmed</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

Other		
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## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<b>3 'in person' concerts</b> <b>1 online performance</b> <b>Preparations for a youth musical (performances severely curtailed due to the pandemic)</b> <b>Online social activities and telephone-based welfare support, to support our members during periods of social isolation.</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<b>Net surplus of £1446</b>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<b>The Committee reviews the level of reserves from time to time to ensure an operational buffer is maintained.</b>
Amount of reserves held	Para 1.22	<b>A reserve of £20,000 is held for unexpected interruptions to operations to enable the ongoing expenses of the charity to be paid.</b>
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	<b>Constitution / Rules</b>
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	<b>Society / Club</b>
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<b>Elected by membership</b>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	<b>Hitchin Thespians</b>
Other name the charity uses	<b>Young Thespians</b>
Registered charity number	<b>1005332</b>

Charity's principal address	<b>Woodside Hall, Walsworth Road, HITCHIN, Hertfordshire, SG4 9SP</b>

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	<b>Ian Hamilton</b>	Chair		Membership (all roles)
2	<b>Barbara Thomas</b>	Secretary		
3	<b>Marianne Bond</b>	Treasurer		
4	<b>Catherine Coulthard</b>			
5	<b>Melanie Plowman-Cobb</b>			
6	<b>Nicholas Morgan</b>			
7	<b>Claire Bailes</b>			
8	<b>Susan Osbourne</b>		1/1/21 - 23/9/21	
9	<b>Joe Emler</b>		1/1/21 - 23/9/21	
10	<b>Sarah Bailes</b>		23/9/21 - 31/12/21	
11	<b>Philippa Bayfield</b>		23/9/21 - 31/12/21	
12	<b>Phillipa Tadman</b>		23/9/21 - 31/12/21	
13	<b>Julia Skinner</b>			
14				
15				
16				
17				
18				
19				
20				

**Corporate trustees - names of the directors at the date the report was approved**

<b>Director name</b>		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	
<b>Brenda Cundell</b>		


## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

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

Type of adviser	Name	Address
Financial	Len Seymour	

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

--

### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	Barbara Thomas
--	----------------

Full name(s)

	Barbara Kerry Thomas
--	----------------------

Position (eg  
Secretary, Chair, etc)

	Secretary
--	-----------

Date

16/10/22
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**HITCHIN THESPIANS**  
**ANNUAL REPORT & ACCOUNTS**  
**YEAR ENDED 31 DECEMBER 2021**

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## BALANCE SHEET

YEAR ENDED 31 DECEMBER 2021

	NOTE	31 DEC 2021		31 DEC 2020	
		£	£	£	£
<b>FIXED ASSETS</b>	<b>1</b>		591,607		596,350
<b>CURRENT ASSETS</b>					
Current Account		3,689		4,291	
Woodside Hall Renovation Fund		12,002		5,003	
Savings Deposit Account		30,028		30,000	
Cash		-		112	
Young Thespians Current Account		7,099		6,042	
Young Thespians Cash		50		-	
Payments in advance	<b>2</b>	1,052		-	
Accrued Income	<b>3</b>	-		1,082	
Debtors	<b>4</b>	1,650		1,415	
		<u>55,570</u>		<u>47,945</u>	
<b>LIABILITIES</b>					
Creditors	<b>5</b>	166		130	
Advance Income	<b>6</b>	1,400		-	
		<u>1,566</u>		<u>130</u>	
<b>NET CURRENT ASSETS</b>			54,004		47,815
<b>NET ASSETS</b>			<u>645,611</u>		<u>644,165</u>
Represented by					
CAPITAL RESERVES B/FWD			644,165		653,668
Net Surplus/(deficit) for year			1,446		(9,503)
Balance carried forward			<u>645,611</u>		<u>644,165</u>

## INCOME &amp; EXPENDITURE ACCOUNT

YEAR ENDED 31 DECEMBER 2021

	NOTES	31 DEC 2021		31 DEC 2020	
		£	£	£	£
<b>NET PRODUCTION INCOME</b>					
<b>Hitchin Thespians</b>					
	<b>7</b>				
Pirates of Penzance		(169)		-	
All Together Now!		1,949		-	
Christmas at Woodside		(69)		-	
Inspired Voices		-		(100)	
Return to the Forbidden Planet		-		(125)	
Songs of Stage & Screen 2		-		(100)	
Workshops		15		-	
			1,726		(325)
<b>Young Thespians</b>					
	<b>8</b>				
Moana Jr		1,066		-	
Seussical Jr		-		311	
Sundry		(20)		-	
			1,046		311
<b>Total net production income:</b>			<b>2,772</b>		<b>(14)</b>
<b>FUNDRAISING INCOME</b>					
100 Club		-		(50)	
Donations		1,709		567	
Donations made to YT		300		-	
Events	<b>9</b>	16		-	
			2,025		517
<b>SUBSCRIPTION INCOME</b>					
Members subscriptions		150		2,765	
Junior members subscriptions		640		100	
Patrons donations		864		902	
			1,654		3,767
<b>OTHER INCOME</b>					
Bank interest		30		5	
Rehearsal refreshments		26		35	
Gift Aid		-		1,239	
Hire of Woodside by Society	<b>10</b>	740		520	
Woodside Lettings	<b>10</b>	6,079		3,180	
Government grant	<b>10</b>	18,241		10,000	
Bar		72		134	
			25,188		15,113
			<b>31,639</b>		<b>19,384</b>
<b>EXPENSES</b>					
Woodside Hall Running Expenses	<b>10</b>	14,097		13,633	
NODA Subscription		72		163	
Spotlight		42		23	
Postage & Stationery		-		9	
Video conferencing		86		58	
Photocopying		190		27	
Website		100		449	
Insurance		808		739	
Committee insurance		156		156	
Sundry Payments		2		134	
			<b>(15,553)</b>		<b>(15,391)</b>
<b>NET SURPLUS/(DEFICIT) BEFORE DEPRECIATION</b>			<b>16,086</b>		<b>3,993</b>
Depreciation			(14,640)		(13,496)
<b>NET SURPLUS/(DEFICIT) FOR THE PERIOD</b>			<b>1,446</b>		<b>(9,503)</b>

## NOTES TO THE ACCOUNTS

## YEAR ENDED 31 DECEMBER 2021

## 1. ACCOUNTING POLICIES

Depreciation has been provided on all tangible fixed assets at rates calculated to write-off evenly the cost less the estimated residual life of each asset over its expected useful life as follows:-

Original leasehold property	- 99 years (71 not expired)
Fixtures, fittings and equipment	- 25% of written down value

Fixed asset additions costing less than £100 are written off in the year the expense arises.

## FIXED ASSETS

	Total	Leasehold Property	Fixtures & Equipment	Wardrobe & Props
	£	£	£	£
NET BOOK VALUE @ 31.12.20	596,350	580,381	15,925	44
<b>COST</b>				
B/fwd @ 01.01.2020	736,145	672,036	63,709	400
Additions	9,897	-	9,897	-
Disposals	-	-	-	-
C/fwd @ 31.12.21	746,042	672,036	73,606	400
<b>DEPRECIATION</b>				
B/fwd @ 01.01.2020	139,795	91,655	47,784	356
Charge for the period	14,640	8,174	6,455	11
On disposal	-	-	-	-
C/fwd @ 31.12.21	154,435	99,829	54,239	367
<b>NET BOOK VALUE @ 31.12.21</b>	<b>591,607</b>	<b>572,207</b>	<b>19,367</b>	<b>33</b>
			<b>2021</b>	<b>2020</b>
			<b>£</b>	<b>£</b>
<b>2. PAYMENTS IN ADVANCE</b>				
YT shows			552	-
HT shows			500	-
			1,052	-
<b>3. ACCRUED INCOME</b>				
Insurance claim for Return to the Forbidden Planet			-	1,082
			-	1,082
<b>4. DEBTORS</b>				
Advance for Return to the Forbidden Planet			-	475
Christmas at Woodside show fees			10	-
<i>Woodside Hall lettings income:</i>				
Jubilate!			200	-
Music Train			1,440	520
TinyTalk			-	420
			1,650	1,415
<b>5. CREDITORS</b>				
PRSPPL			76	14
WH water & sewerage charges			90	-
WH fire protection			-	106
Music hire			-	10
			166	130
<b>6. ADVANCE INCOME</b>				
YT Shows			1,400	-
			1,400	-

## NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2021

## 7. PRODUCTION ACCOUNT

	Pirates of Penzance £	All Together Now! £	Christmas at Woodside £	TOTAL £
<b>RECEIPTS</b>				
Box office		1,940	1,503	3,443
Show Fees		350	300	650
Sale of programmes		95		95
Sale of refreshments			12	12
Raffle			126	126
	<u>-</u>	<u>2,385</u>	<u>1,941</u>	<u>4,325</u>
<b>PAYMENTS</b>				
Adverts & Publicity		24		24
Box Office/FoH expenses		2	3	5
Credit Card Commission		21	8	29
Musical Director			500	500
Music Hire			141	141
Programme costs		92		92
Orchestra/Band			395	395
Rehearsal Pianist	80		420	500
Royalties			76	76
Scenery			56	56
Wardrobe	32			32
Hire of Woodside		240	300	540
Gifts	57	56	8	121
Refreshments			102	102
	<u>169</u>	<u>435</u>	<u>2,010</u>	<u>2,614</u>
Net production surplus / (deficit)	<u>(169)</u>	<u>1,949</u>	<u>(69)</u>	<u>1,711</u>
October auditions workshop profits				15
<b>Total net production surplus / (deficit) for 2021</b>				<u><u>1,726</u></u>

## 8. YOUNG THESPIANS PRODUCTION ACCOUNT

	Moana Jr £	TOTAL £
<b>RECEIPTS</b>		
Box office	140	140
Show Fees	1,800	1,800
	<u>1,940</u>	<u>1,940</u>
<b>PAYMENTS</b>		
Hire of Woodside	200	200
Royalties	114	114
Music Hire	495	495
Gifts	65	65
	<u>874</u>	<u>874</u>
Net production surplus / (deficit)	<u>1,066</u>	<u>1,066</u>
Show fees for ATN		(20.00)
<b>Total net production surplus / (deficit) for 2021</b>		<u><u>1,046</u></u>

## NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2021

## 9. FUNDRAISING EVENTS

	2021 £	2020 £
Rehearsal raffles	31	0
Christmas tree festival	(5)	-
Sundry expenses	(10)	-
	<u>16</u>	<u>0</u>

## 10. WOODSIDE HALL RUNNING EXPENSES

<b>Income</b>	25,060	13,700
<b>Expenses</b>		
Caretaking, Cleaning & Gardening	5,315	4,189
Council Tax	228	140
Equipment	47	-
Fire extinguishers contract plus repairs	420	526
Gas & Electricity	2,312	3,243
Buildings & Contents Insurance	2,970	2,970
First aid training and equipment	10	60
Music royalties for external hires	163	176
Piano tuning	113	115
Refuse collection	886	646
Repairs and renewals	1,189	638
Theatre licence	180	390
Water & Sewerage	69	445
Window Cleaning	195	95
	<u>(14,097)</u>	<u>(13,633)</u>
Profit/(Loss) on Woodside	<u>10,964</u>	<u>67</u>

11. Where figures have been corrected to the nearest pound there may be occasional apparent errors in totals of plus or minus £1. In each case the total is correct to the nearest pound.

**HITCHIN THESPIANS**  
**ANNUAL REPORT & ACCOUNTS**  
**YEAR ENDED 31 DECEMBER 2021**

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## BALANCE SHEET

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<b>NET ASSETS</b>			<u>645,611</u>		<u>644,165</u>
Represented by					
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Net Surplus/(deficit) for year			1,446		(9,503)
Balance carried forward			<u>645,611</u>		<u>644,165</u>

## INCOME &amp; EXPENDITURE ACCOUNT

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Insurance		808		739	
Committee insurance		156		156	
Sundry Payments		2		134	
			<b>(15,553)</b>		<b>(15,391)</b>
<b>NET SURPLUS/(DEFICIT) BEFORE DEPRECIATION</b>			<b>16,086</b>		<b>3,993</b>
Depreciation			(14,640)		(13,496)
<b>NET SURPLUS/(DEFICIT) FOR THE PERIOD</b>			<b>1,446</b>		<b>(9,503)</b>

## NOTES TO THE ACCOUNTS

## YEAR ENDED 31 DECEMBER 2021

## 1. ACCOUNTING POLICIES

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<b>NET BOOK VALUE @ 31.12.21</b>	<b>591,607</b>	<b>572,207</b>	<b>19,367</b>	<b>33</b>
			<b>2021</b>	<b>2020</b>
			<b>£</b>	<b>£</b>
<b>2. PAYMENTS IN ADVANCE</b>				
YT shows			552	-
HT shows			500	-
			1,052	-
<b>3. ACCRUED INCOME</b>				
Insurance claim for Return to the Forbidden Planet			-	1,082
			-	1,082
<b>4. DEBTORS</b>				
Advance for Return to the Forbidden Planet			-	475
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<i>Woodside Hall lettings income:</i>				
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Music Train			1,440	520
TinyTalk			-	420
			1,650	1,415
<b>5. CREDITORS</b>				
PRSPPL			76	14
WH water & sewerage charges			90	-
WH fire protection			-	106
Music hire			-	10
			166	130
<b>6. ADVANCE INCOME</b>				
YT Shows			1,400	-
			1,400	-

## NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2021

## 7. PRODUCTION ACCOUNT

	Pirates of Penzance £	All Together Now! £	Christmas at Woodside £	TOTAL £
<b>RECEIPTS</b>				
Box office		1,940	1,503	3,443
Show Fees		350	300	650
Sale of programmes		95		95
Sale of refreshments			12	12
Raffle			126	126
	<u>-</u>	<u>2,385</u>	<u>1,941</u>	<u>4,325</u>
<b>PAYMENTS</b>				
Adverts & Publicity		24		24
Box Office/FoH expenses		2	3	5
Credit Card Commission		21	8	29
Musical Director			500	500
Music Hire			141	141
Programme costs		92		92
Orchestra/Band			395	395
Rehearsal Pianist	80		420	500
Royalties			76	76
Scenery			56	56
Wardrobe	32			32
Hire of Woodside		240	300	540
Gifts	57	56	8	121
Refreshments			102	102
	<u>169</u>	<u>435</u>	<u>2,010</u>	<u>2,614</u>
Net production surplus / (deficit)	<u>(169)</u>	<u>1,949</u>	<u>(69)</u>	<u>1,711</u>
October auditions workshop profits				15
<b>Total net production surplus / (deficit) for 2021</b>				<u><u>1,726</u></u>

## 8. YOUNG THESPIANS PRODUCTION ACCOUNT

	Moana Jr £	TOTAL £
<b>RECEIPTS</b>		
Box office	140	140
Show Fees	1,800	1,800
	<u>1,940</u>	<u>1,940</u>
<b>PAYMENTS</b>		
Hire of Woodside	200	200
Royalties	114	114
Music Hire	495	495
Gifts	65	65
	<u>874</u>	<u>874</u>
Net production surplus / (deficit)	<u>1,066</u>	<u>1,066</u>
Show fees for ATN		(20.00)
<b>Total net production surplus / (deficit) for 2021</b>		<u><u>1,046</u></u>

## NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2021

## 9. FUNDRAISING EVENTS

	2021 £	2020 £
Rehearsal raffles	31	0
Christmas tree festival	(5)	-
Sundry expenses	(10)	-
	<u>16</u>	<u>0</u>

## 10. WOODSIDE HALL RUNNING EXPENSES

<b>Income</b>	25,060	13,700
<b>Expenses</b>		
Caretaking, Cleaning & Gardening	5,315	4,189
Council Tax	228	140
Equipment	47	-
Fire extinguishers contract plus repairs	420	526
Gas & Electricity	2,312	3,243
Buildings & Contents Insurance	2,970	2,970
First aid training and equipment	10	60
Music royalties for external hires	163	176
Piano tuning	113	115
Refuse collection	886	646
Repairs and renewals	1,189	638
Theatre licence	180	390
Water & Sewerage	69	445
Window Cleaning	195	95
	<u>(14,097)</u>	<u>(13,633)</u>
Profit/(Loss) on Woodside	<u>10,964</u>	<u>67</u>

11. Where figures have been corrected to the nearest pound there may be occasional apparent errors in totals of plus or minus £1. In each case the total is correct to the nearest pound.