



CHARITY COMMISSION
FOR ENGLAND AND WALES

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	To educate the public in the dramatic and operatic arts and to further the development of public appreciation and taste in said arts.
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	To promote plays, drama, comedy, opera, operettas, choral works and other dramatic and operatic works of educational value.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Confirmed

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	3 'in person' concerts 1 online performance Preparations for a youth musical (performances severely curtailed due to the pandemic) Online social activities and telephone-based welfare support, to support our members during periods of social isolation.

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 surplus of £1446
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Committee reviews the level of reserves from time to time to ensure an operational buffer is maintained.
Amount of reserves held	Para 1.22	A reserve of £20,000 is held for unexpected interruptions to operations to enable the ongoing expenses of the charity to be paid.
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	Constitution / Rules
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Society / Club
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	Elected by membership

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 9SP

Names of the charity trustees who manage the charity

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

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

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
Brenda Cundell		

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)

	Barbara Thomas
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Full name(s)

	Barbara Kerry Thomas
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Position (eg
Secretary, Chair, etc)

	Secretary
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Date

16/10/22

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	
		£	£	£	£
FIXED ASSETS	1		591,607		596,350
CURRENT ASSETS					
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	2	1,052		-	
Accrued Income	3	-		1,082	
Debtors	4	1,650		1,415	
		<u>55,570</u>		<u>47,945</u>	
LIABILITIES					
Creditors	5	166		130	
Advance Income	6	1,400		-	
		<u>1,566</u>		<u>130</u>	
NET CURRENT ASSETS			54,004		47,815
NET ASSETS			<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 & EXPENDITURE ACCOUNT

YEAR ENDED 31 DECEMBER 2021

	NOTES	31 DEC 2021		31 DEC 2020	
		£	£	£	£
NET PRODUCTION INCOME					
Hitchin Thespians	7				
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)
Young Thespians	8				
Moana Jr		1,066		-	
Seussical Jr		-		311	
Sundry		(20)		-	
			1,046		311
Total net production income:			2,772		(14)
FUNDRAISING INCOME					
100 Club		-		(50)	
Donations		1,709		567	
Donations made to YT		300		-	
Events	9	16		-	
			2,025		517
SUBSCRIPTION INCOME					
Members subscriptions		150		2,765	
Junior members subscriptions		640		100	
Patrons donations		864		902	
			1,654		3,767
OTHER INCOME					
Bank interest		30		5	
Rehearsal refreshments		26		35	
Gift Aid		-		1,239	
Hire of Woodside by Society	10	740		520	
Woodside Lettings	10	6,079		3,180	
Government grant	10	18,241		10,000	
Bar		72		134	
			25,188		15,113
			31,639		19,384
EXPENSES					
Woodside Hall Running Expenses	10	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	
			(15,553)		(15,391)
NET SURPLUS/(DEFICIT) BEFORE DEPRECIATION			16,086		3,993
Depreciation			(14,640)		(13,496)
NET SURPLUS/(DEFICIT) FOR THE PERIOD			1,446		(9,503)

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
COST				
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
DEPRECIATION				
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
NET BOOK VALUE @ 31.12.21	591,607	572,207	19,367	33
			2021	2020
			£	£
2. PAYMENTS IN ADVANCE				
YT shows			552	-
HT shows			500	-
			1,052	-
3. ACCRUED INCOME				
Insurance claim for Return to the Forbidden Planet			-	1,082
			-	1,082
4. DEBTORS				
Advance for Return to the Forbidden Planet			-	475
Christmas at Woodside show fees			10	-
<u>Woodside Hall lettings income:</u>				
Jubilate!			200	-
Music Train			1,440	520
TinyTalk			-	420
			1,650	1,415
5. CREDITORS				
PRSPPL			76	14
WH water & sewerage charges			90	-
WH fire protection			-	106
Music hire			-	10
			166	130
6. ADVANCE INCOME				
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 £
RECEIPTS				
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>
PAYMENTS				
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
Total net production surplus / (deficit) for 2021				<u><u>1,726</u></u>

8. YOUNG THESPIANS PRODUCTION ACCOUNT

	Moana Jr £	TOTAL £
RECEIPTS		
Box office	140	140
Show Fees	1,800	1,800
	<u>1,940</u>	<u>1,940</u>
PAYMENTS		
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)
Total net production surplus / (deficit) for 2021		<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

Income	25,060	13,700
Expenses		
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	<u>195</u>	<u>95</u>
	(14,097)	(13,633)
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.

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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 & EXPENDITURE ACCOUNT

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Depreciation			(14,640)		(13,496)
NET SURPLUS/(DEFICIT) FOR THE PERIOD			1,446		(9,503)

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2021

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HT shows			500	-
			1,052	-
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Insurance claim for Return to the Forbidden Planet			-	1,082
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WH fire protection			-	106
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Total net production surplus / (deficit) for 2021				<u><u>1,726</u></u>

8. YOUNG THESPIANS PRODUCTION ACCOUNT

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Show fees for ATN		(20.00)
Total net production surplus / (deficit) for 2021		<u><u>1,046</u></u>

NOTES TO THE ACCOUNTS

YEAR ENDED 31 DECEMBER 2021

9. FUNDRAISING EVENTS

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Sundry expenses	(10)	-
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Piano tuning	113	115
Refuse collection	886	646
Repairs and renewals	1,189	638
Theatre licence	180	390
Water & Sewerage	69	445
Window Cleaning	<u>195</u>	<u>95</u>
	(14,097)	(13,633)
Profit/(Loss) on Woodside	<u>10,964</u>	<u>67</u>

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