

THE UPSTAGERS THEATRE CHARITY LIMITED

England & Wales · Charity number 1041989

Details

Other names UPSTAGERS THEATRE GROUP

Status Registered

Legal form Charitable company

Company number [02863136](#)

Registered 1994-11-08

Register [View on the Charity Commission register](#)

Contact

Address 68 Kings Road
Ilkley
LS29 9BZ

Phone 01943600358

Email iwan@williamsfinance.com

Website upstagers.org.uk

Activities

Objects: TO PROMOTE THE EDUCATION OF YOUNG PEOPLE IN STAGE CRAFT AND THEATRE PRODUCTION

Activities: The principal activity is the provision of and maintenance of property for youth theatre groups and other community groups

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Arts/culture/heritage/science
- **Who:** Children/young People

Geography

- **Area of benefit:** IN PRACTICE WEST YORKSHIRE
- Bradford City
- Calderdale
- City Of Wakefield
- Kirklees
- Leeds City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-10-31	£93,373	£103,393	-	-
2024-10-31	£77,301	£57,249	-	-
2023-10-31	£58,577	£57,840	-	-
2022-10-31	£31,393	£30,512	-	-
2021-10-31	£23,867	£8,294	-	-
2020-10-31	£47,572	£27,106	-	-

Trustees

Name	Role	Appointed
ANDREW JOHN TARBETT		2015-04-16
Craig Whiteley		2022-10-25
DR ANDREW DAVID HEWITT		
Hayley Jane Whiteley		2022-10-25
IWAN LLOYD WILLIAMS ACIB		1993-10-18
JAMES COCKER		2015-04-16
JOHN MAURICE CLARK		2015-04-16
Laura Williams		2022-10-25
SUSAN MARY LISTER		2015-04-16

THE UPSTAGERS THEATRE CHARITY LIMITED

England & Wales - Charity number 1041989

Accounts

COMPANY REGISTRATION NUMBER: 2863136

CHARITY REGISTRATION NUMBER: 1041989

The Upstagers Theatre Charity Limited
Company Limited by Guarantee
Unaudited Financial Statements
31st October 2025

NUVO ACCOUNTANCY LTD

Accountants
14 Beech Hill
Otley
West Yorkshire
LS21 3AX

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Financial Statements

Year ended 31st October 2025

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The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31st October 2025

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31st October 2025.

Introduction

The Trustees of The Upstagers Theatre Charity Limited are pleased to present their annual report, together with the unaudited financial statements of the charity for the year ending 31 October 2025. These statements are prepared to meet the requirements of both the Charities Act 2011 and the Companies Act 2006.

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, and in compliance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS 102 (effective 1 January 2015).

Reference and administrative details

Registered charity name The Upstagers Theatre Charity Limited

Charity registration number 1041989

Company registration number 2863136

Principal office and registered office 68 Kings Road
Ilkley
LS29 9BZ

The trustees

Mr I.L. Williams
Mr A.D. Hewitt
Mr J.M. Clark
Mr J. Cocker
Mrs S.M. Lister
Mr A.J. Tarbett
Ms H Whiteley
Mr C Whiteley
Ms L.A Williams

Independent examiner Mr Michael Rathmell
14 Beech Hill
Otley
West Yorkshire
LS21 3AX

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31st October 2025

Structure, governance and management

Governing Document

The charity is a company limited by guarantee, governed by its Memorandum and Articles of Association dated 18 October 1993. It is registered with the Charity Commission for England and Wales.

Appointment of Trustees

Trustees are nominated and elected at the AGM. Specialist co-options are made as needed to strengthen the board's expertise. Trustee recruitment continues to reflect the need for diverse skillsets and active engagement in the charity's mission.

Organisational Structure

The Board of Trustees meets quarterly and delegates day-to-day responsibilities for finance, operations, and artistic delivery as appropriate.

Induction and Training

New trustees receive orientation covering legal responsibilities, governance structures, the business plan, and recent financial performance.

Related Parties

No Trustee received any remuneration or expenses during the year. Any potential conflicts of interest or related party transactions must be declared and managed in line with policy. None were reported in the period.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31st October 2025

Objectives and activities

The charity's principal activity remains the provision and maintenance of property for youth theatre and community groups. These affiliated groups include Upstagers Theatre Group (Community Youth Theatre) and Upstagers Academy (Performing Arts Teaching Group).

This is delivered through:

1. Maintaining 'The Barn' in good repair;
2. Promoting health and safety practices for all users;
3. Evaluating and improving the building's public use;
4. Supporting user groups with a clean, safe, welcoming environment;
5. Fundraising and financial stewardship;
6. Ensuring comprehensive insurance of property and equipment;
7. Enabling community groups to access the space where possible;
8. Identifying and applying for additional funding streams.

Safeguarding

A Child Protection Policy is in place and monitored by Dr Andrew Hewitt, the named safeguarding trustee. Enhanced DBS checks continue to be coordinated accordingly. Access to the building is managed through secure coded locks, and risk management procedures are reviewed regularly. Security systems, including CCTV are professionally maintained. Accessibility provisions remain in place and under review to ensure inclusivity for all users.

Volunteers continue to play a vital role in maintaining the building and supporting operations, and the Trustees remain extremely grateful for their continued commitment and expertise.

Strategic report

The following sections for achievements and performance and financial review form the strategic report of the charity.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31st October 2025

Achievements and performance

The 2024-2025 year has been another exceptional period for both affiliated groups and for the charity as a whole.

Upstagers Theatre Group

Our January 2025 pantomime, 'Dick Whittington', proved to be an outstanding artistic and commercial success. Out of fifteen nominations at the Wharfedale Festival of Theatre Awards 2025, the production secured an impressive nine awards, including:

- Best Pantomime
- Best Director(s)
- Best Choreographer(s)
- Best Stage Presentation
- Best Programme
- Best Villain
- Best Dame
- Best Principal Girl
- Best Comedy Support

In July 2025, we presented 'Disney's The Little Mermaid'. The production was met with strong audience support and enthusiastic feedback. The set and props were almost entirely constructed in-house with support from volunteers and Friends of Upstagers.

Upstagers Academy

Upstagers Academy continues to expand both in scale and in ambition.

During the year, we delivered three highly successful 'Show in a Week' holiday workshops:

- 'Tale As Old As Time' (April 2025)
- 'Breaking Free' (July 2025)
- 'I'm A Believer' (August 2025)

Our Academy showcases at Yeadon Town Hall continue to be a highlight. In November 2024, we presented 'Spirit', a Christmas-themed production written by Academy Principal Bethany Gregory. In July 2025, students performed in 'A Night of Stage & Screen'. These professionally staged evenings provide an important platform for students to demonstrate their progress.

In September 2025, we launched a new arm of classes - Actors' Studio, including Monday one-to-one coaching and structured Friday evening classes with long-standing Upstager George Scaife. The programme supports acting technique, LAMDA preparation, audition skills, scene work, accents, character development and self-taping.

We welcomed Charlie Clarke as our new singing teacher following the departure of Maeve Wood due to relocation. Plans are in place to integrate Charlie further into the Wednesday evening team.

Facilities and Community Use

Work was undertaken to repair a roof leak caused by loose slates, and a new air fryer and fridge were

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31st October 2025

installed in the kitchen area. We were pleased to welcome The Healing Alternatives Festival to The Barn in April and September 2025. In addition, many of our members make regular use of The Barn's facilities to create self-tapes for auditions to performing arts colleges, dance schools and professional productions. A significant number of Upstagers pursue further study or careers in performing arts, dance and drama, and the availability of rehearsal space, recording facilities and peer support fosters a strong sense of community and mutual encouragement. The Barn has become not only a rehearsal venue but a creative hub where young performers support one another in taking their next steps into the industry.

Digital Engagement and Reach

Upstagers continues to maintain a strong digital presence, with over 1,200 followers on Instagram (@weareupstagers) and approximately 2,300 followers on Facebook at the year-end.

Financial review

The charity had net expenditure of £10,020 this year against net income of £20,052 last year. The property operating costs were £16,393 compared to £16,049 last year and donations to the affiliated group were £83,000 compared to £41,200 the previous year.

Reserves are needed to bridge the gap between the spending and receiving of income. At 31st October 2025 the trustees consider that the ideal level of reserves would be between £10,000 and £25,000. This covers six months of property operating costs and donations to its affiliated group to cover preproduction costs for its theatrical productions.

The charity had cash reserves of £56,468 at 31st October 2025 which means the charity is in a satisfactory financial position to continue its operations.

Plans for future periods

Plans for the future:

Plans include staging 'Snow White' in January 2026 and 'The Addams Family' in July 2026, continuing to expand Academy provision, and beginning preparations for Upstagers' 40th anniversary in March 2027.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31st October 2025

The trustees' annual report and the strategic report were approved on 23rd February 2026 and signed on behalf of the board of trustees by:

Mr I.L. Williams
Trustee

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of The Upstagers Theatre Charity Limited

Year ended 31st October 2025

I report to the trustees on my examination of the financial statements of The Upstagers Theatre Charity Limited ('the charity') for the year ended 31st October 2025.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name of principal: Mr Michael Rathmell

Mr Michael Rathmell
Independent Examiner

14 Beech Hill
Otley
West Yorkshire
LS21 3AX

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31st October 2025

		2025		2024
	Note	Unrestricted funds £	Total funds £	Total funds £
Income and endowments				
Donations and legacies	4	92,491	92,491	76,506
Investment income	5	882	882	795
Total income		<u>93,373</u>	<u>93,373</u>	<u>77,301</u>
Expenditure				
Expenditure on charitable activities	6,7	103,393	103,393	57,249
Total expenditure		<u>103,393</u>	<u>103,393</u>	<u>57,249</u>
Net (expenditure)/income and net movement in funds		<u>(10,020)</u>	<u>(10,020)</u>	<u>20,052</u>
Reconciliation of funds				
Total funds brought forward		391,052	391,052	371,000
Total funds carried forward		<u>381,032</u>	<u>381,032</u>	<u>391,052</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 10 to 15 form part of these financial statements.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Statement of Financial Position

31st October 2025

	Note	2025 £	2024 £
Fixed assets			
Tangible fixed assets	10	320,458	320,458
Current assets			
Debtors	11	4,856	5,133
Cash at bank and in hand		56,468	66,163
		<u>61,324</u>	<u>71,296</u>
Creditors: amounts falling due within one year	12	<u>750</u>	<u>702</u>
Net current assets		<u>60,574</u>	<u>70,594</u>
Total assets less current liabilities		<u>381,032</u>	<u>391,052</u>
Net assets		<u>381,032</u>	<u>391,052</u>
Funds of the charity			
Unrestricted funds		<u>381,032</u>	<u>391,052</u>
Total charity funds	13	<u>381,032</u>	<u>391,052</u>

For the year ending 31st October 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 23rd February 2026, and are signed on behalf of the board by:

Mr I.L. Williams
Trustee

The notes on pages 10 to 15 form part of these financial statements.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31st October 2025

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 68 Kings Road, Ilkley, LS29 9BZ.

2. Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The Charities SORP (FRS 102) Update Bulletin and the July 2015 amendments to FRS 102 have been early adopted.

The Upstagers Theatre Charity Limited meets the definition of a public benefit body under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The financial statements are prepared in sterling which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Disclosure exemptions

No cash flow statement has been presented for the company.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The judgements (apart from those involving estimations) that management has made in the process of applying the entity's accounting policies and that have the most significant effect on the amounts recognised in the financial statements are as follows:

In the opinion of the directors the length of the estimated life and the estimated residual value of the building would make any depreciation immaterial.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31st October 2025

2. Accounting policies *(continued)*

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes. The unrestricted funds are all forms of income from grants and donations from organisations and the general public together with contributions from the associated groups other than those included within the restricted funds.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds. The charity's restricted funds are represented by the Grant from The Arts Council of England supported by the National Lottery together with a transfer from Unrestricted Funds as Partnership Funding for the purchase and refurbishment of the property in Station Road, Ilkley and net proceeds from a charity collection, subsequently donated.

Incoming resources

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31st October 2025

2. Accounting policies *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Furniture and fittings - 15% straight line basis

No depreciation is provided with respect to freehold buildings. In the opinion of the trustees the residual value of the property at the end of the period over which the company will continue to hold the property is likely to be at least as much as the original cost so no depreciation is required. The company maintains the property to a high standard.

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

3. Limited by guarantee

The Upstagers Theatre Charity Limited is a charitable company founded in 1993, charity registration number 1041989, company registration number 2863136, with the liability of members limited to £1 each by guarantee.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31st October 2025

4. Donations and legacies

	Unrestricted Funds £	Total Funds 2025 £	Unrestricted Funds £	Total Funds 2024 £
Donations				
Donations	92,491	92,491	76,506	76,506

Donations of £46,000 (2024: £58,000) were received from the Associated Group.

5. Investment income

	Unrestricted Funds £	Total Funds 2025 £	Unrestricted Funds £	Total Funds 2024 £
Bank interest receivable	882	882	795	795

6. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Total Funds 2025 £	Unrestricted Funds £	Total Funds 2024 £
Charitable expenditure	102,631	102,631	56,534	56,534
Support costs	762	762	715	715
	<u>103,393</u>	<u>103,393</u>	<u>57,249</u>	<u>57,249</u>

7. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total funds 2025 £	Total fund 2024 £
Charitable expenditure	102,631	–	102,631	56,534
Governance costs	–	762	762	715
	<u>102,631</u>	<u>762</u>	<u>103,393</u>	<u>57,249</u>

8. Independent examination fees

	2025 £	2024 £
Fees payable to the independent examiner for: Independent examination of the financial statements	750	702

9. Trustee remuneration and expenses

The trustees received no remuneration or other benefits during the year and no reimbursement of expenses.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31st October 2025

10. Tangible fixed assets

	Freehold property £	Fixtures and fittings £	Total £
Cost			
At 1st November 2024 and 31st October 2025	<u>320,458</u>	<u>17,153</u>	<u>337,611</u>
Depreciation			
At 1st November 2024 and 31st October 2025	<u>–</u>	<u>17,153</u>	<u>17,153</u>
Carrying amount			
At 31st October 2025	<u>320,458</u>	<u>–</u>	<u>320,458</u>
At 31st October 2024	<u>320,458</u>	<u>–</u>	<u>320,458</u>

11. Debtors

	2025 £	2024 £
Prepayments and accrued income	<u>4,856</u>	<u>5,133</u>

12. Creditors: amounts falling due within one year

	2025 £	2024 £
Accruals and deferred income	<u>750</u>	<u>702</u>

13. Analysis of charitable funds

Unrestricted funds

	At 1st November 2024 £	Income £	Expenditure £	At 31st October 2025 £
General funds	<u>391,052</u>	<u>93,373</u>	<u>(103,393)</u>	<u>381,032</u>

	At 1st November 2023 £	Income £	Expenditure £	At 31st October 2024 £
General funds	<u>371,000</u>	<u>77,301</u>	<u>(57,249)</u>	<u>391,052</u>

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31st October 2025

14. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
Tangible fixed assets	56,206	264,252	320,458
Current assets	61,324	–	61,324
Creditors less than 1 year	(750)	–	(750)
Net assets	<u>116,780</u>	<u>264,252</u>	<u>381,032</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Tangible fixed assets	56,206	264,252	320,458
Current assets	71,296	–	71,296
Creditors less than 1 year	(702)	–	(702)
Net assets	<u>126,800</u>	<u>264,252</u>	<u>391,052</u>

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Management Information

Year ended 31st October 2025

The following pages do not form part of the financial statements.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Detailed Statement of Financial Activities

Year ended 31st October 2025

	2025 £	2024 £
Income and endowments		
Donations and legacies		
Donations	<u>92,491</u>	<u>76,506</u>
Investment income		
Bank interest receivable	<u>882</u>	<u>795</u>
Total income	<u><u>93,373</u></u>	<u><u>77,301</u></u>
Expenditure		
Expenditure on charitable activities		
Rent	6,244	5,835
Rates and water	1,229	1,042
Light and heat	450	454
Repairs and maintenance	247	708
Insurance	4,837	4,728
Other establishment	1,769	1,733
Legal and professional fees	762	715
Telephone	821	821
Other office costs	34	13
Donations	<u>87,000</u>	<u>41,200</u>
	<u>103,393</u>	<u>57,249</u>
Total expenditure	<u><u>103,393</u></u>	<u><u>57,249</u></u>
Net (expenditure)/income	<u><u>(10,020)</u></u>	<u><u>20,052</u></u>

THE UPSTAGERS THEATRE CHARITY LIMITED

England & Wales - Charity number 1041989

Accounts

Document Details

Filename:	2024 Accounts and Letter of Representation.pdf
Client of:	Hollings Crowe Storr LLP

Signature Details

Name:	Iwan Lloyd Williams
Email:	iwan@williamsfinance.com
Date & Time:	09/07/2025 16:38:39 PM (BST)
IP Address:	78.141.12.77
Signing Statement:	Iwan Lloyd Williams agrees and approves the contents of this document.

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COMPANY REGISTRATION NUMBER: 2863136

CHARITY REGISTRATION NUMBER: 1041989

The Upstagers Theatre Charity Limited
Company Limited by Guarantee
Unaudited Financial Statements
31st October 2024

NUVO ACCOUNTANCY LTD

Accountants
14 Beech Hill
Otley
West Yorkshire
LS21 3AX

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Financial Statements

Year ended 31st October 2024

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The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31st October 2024

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31st October 2024.

Introduction

The Trustees of The Upstagers Theatre Charity Limited are pleased to present their annual report, together with the unaudited financial statements of the charity for the year ending 31 October 2024. These statements are prepared to meet the requirements of both the Charities Act 2011 and the Companies Act 2006.

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, and in compliance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS 102 (effective 1 January 2015).

Reference and administrative details

Registered charity name The Upstagers Theatre Charity Limited

Charity registration number 1041989

Company registration number 2863136

Principal office and registered office 68 Kings Road
Ilkley
LS29 9BZ

The trustees

Mr I.L. Williams
Mr A.D. Hewitt
Mr J.M. Clark
Mr J. Cocker
Mrs S.M. Lister
Mr A.J. Tarbett
Ms H Whiteley
Mr C Whiteley
Ms L.A Williams

Independent examiner Mr Anthony Bradbury
14 Beech Hill
Otley
West Yorkshire
LS21 3AX

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31st October 2024

Structure, governance and management

Governing Document

The charity is a company limited by guarantee, governed by its Memorandum and Articles of Association dated 18 October 1993. It is registered with the Charity Commission for England and Wales.

Appointment of Trustees

Trustees are nominated and elected at the AGM. Specialist co-options are made as needed to strengthen the board's expertise. Trustee recruitment continues to reflect the need for diverse skillsets and active engagement in the charity's mission.

Organisational Structure

The Board of Trustees meets quarterly and delegates day-to-day responsibilities for finance, operations, and artistic delivery as appropriate.

Induction and Training

New trustees receive orientation covering legal responsibilities, governance structures, the business plan, and recent financial performance.

Related Parties

No Trustee received any remuneration or expenses during the year. Any potential conflicts of interest or related party transactions must be declared and managed in line with policy. None were reported in the period.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31st October 2024

Objectives and activities

The charity's principal activity remains the provision and maintenance of property for youth theatre and community groups. These affiliated groups include Upstagers Theatre Group (Community Youth Theatre) and Upstagers Academy (Performing Arts Teaching Group).

This is delivered through:

1. Maintaining 'The Barn' in good repair;
2. Promoting health and safety practices for all users;
3. Evaluating and improving the building's public use;
4. Supporting user groups with a clean, safe, welcoming environment;
5. Fundraising and financial stewardship;
6. Ensuring comprehensive insurance of property and equipment;
7. Enabling community groups to access the space where possible;
8. Identifying and applying for additional funding streams.

Safeguarding

A Child Protection Policy is in place and monitored by Dr Andrew Hewitt, the named safeguarding trustee. Enhanced DBS checks are coordinated by Dr Hewitt. Access to the building is managed through secure coded locks, and risk management procedures are reviewed regularly. Security is further maintained via a CCTV system and intruder alarms, with systems tested and maintained by qualified professionals. Accessibility provisions for disabled users are in place and regularly reviewed.

Volunteers continue to play a vital role in building maintenance, and the Trustees remain grateful for their commitment and expertise.

Strategic report

The following sections for achievements and performance and financial review form the strategic report of the charity.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31st October 2024

Achievements and performance

The 2023-2024 year marked a period of significant achievement for both our affiliated groups and the charity overall. Our 2024 pantomime, 'Robin Hood', was the most successful pantomime we have ever staged. It was met with critical acclaim and outstanding audience support, culminating in ten awards at the Wharfedale Festival of Theatre, including:

- Best Programme Design
- Best Stage Presentation
- Best Principal Boy
- Best Principal Girl
- Best Pantomime Fairy
- Best Pantomime Villain
- Best Choreography
- Best Musical Director
- Best Director
- Best Pantomime

In July 2024, 'Charlie and the Chocolate Factory' was staged as our summer production. The show was delivered to much acclaim and helped reinforce our reputation for ambitious, high-quality theatrical work.

Upstagers Academy, under the leadership of Principal Bethany Gregory, continues to grow from strength to strength. Singing classes and Wednesday group sessions are at or near capacity, and demand remains high with waiting lists in place. During the year, the Academy offered well-attended Easter and Summer holiday workshops, and presented two showcase performances at Yeadon Town Hall: 'Encore' (July 2024) and 'I'll Be Home for Christmas' (November 2023). Both received excellent feedback from audiences and participants.

We were delighted to receive the donation of a soundproofed mini recording studio, which has been installed in Studio 2. This facility is now available to our members and pupils and is already being actively used for rehearsals, recordings and self-tapes. We are pleased to have been able to support pupils preparing for auditions for stage and dance schools by offering our facilities for self-taping.

We also welcomed The Healing Alternatives Festival to The Barn in April 2024, hosting a number of community workshops and activities that were well attended and positively received.

On the facilities side, we upgraded the security camera system at The Barn to enhance building safety and safeguarding oversight. We are planning a comprehensive stocktake and review of the Lockup and the Barn workshop in 2025 to support ongoing operational efficiency.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31st October 2024

Financial review

The charity had net income of £20,052 this year against net income of £77 last year. The property operating costs were £16,049 compared to £14,700 last year and donations to the affiliated group were £41,200 compared to £43,800 the previous year.

Reserves are needed to bridge the gap between the spending and receiving of income. At 31st October 2024 the trustees consider that the ideal level of reserves would be between £10,000 and £25,000. This covers six months of property operating costs and donations to its affiliated group to cover preproduction costs for its theatrical productions.

The charity had cash reserves of £66,163 at 31st October 2024 which means the charity is in a satisfactory financial position to continue its operations.

Plans for future periods

Plans for the future:

- Staging the 2025 pantomime 'Dick Whittington' and the summer production 'Disney's The Little Mermaid';
- Further expanding Academy operations and outreach activity;
- Carrying out the planned review and stocktake of the Lockup and workshop spaces;
- Exploring new funding sources to support strategic capital improvements.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report and the strategic report were approved on 30th June 2025 and signed on behalf of the board of trustees by:

Mr I.L. Williams
Trustee

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of The Upstagers Theatre Charity Limited

Year ended 31st October 2024

I report to the trustees on my examination of the financial statements of The Upstagers Theatre Charity Limited ('the charity') for the year ended 31st October 2024.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name of principal: Mr Anthony Bradbury

Mr Anthony Bradbury
Independent Examiner

14 Beech Hill
Otley
West Yorkshire
LS21 3AX

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31st October 2024

		2024		2023
		Unrestricted funds	Total funds	Total funds
	Note	£	£	£
Income and endowments				
Donations and legacies	4	76,506	76,506	58,241
Investment income	5	795	795	337
Total income		<u>77,301</u>	<u>77,301</u>	<u>58,578</u>
Expenditure				
Expenditure on charitable activities	6,7	<u>57,249</u>	<u>57,249</u>	<u>58,501</u>
Total expenditure		<u>57,249</u>	<u>57,249</u>	<u>58,501</u>
Net income and net movement in funds		<u>20,052</u>	<u>20,052</u>	<u>77</u>
Reconciliation of funds				
Total funds brought forward		371,000	371,000	370,923
Total funds carried forward		<u>391,052</u>	<u>391,052</u>	<u>371,000</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 9 to 14 form part of these financial statements.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Statement of Financial Position

31st October 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible fixed assets	10	320,458	320,458
Current assets			
Debtors	11	5,133	722
Cash at bank and in hand		66,163	51,110
		<u>71,296</u>	<u>51,832</u>
Creditors: amounts falling due within one year	12	<u>702</u>	<u>1,290</u>
Net current assets		<u>70,594</u>	<u>50,542</u>
Total assets less current liabilities		<u>391,052</u>	<u>371,000</u>
Net assets		<u>391,052</u>	<u>371,000</u>
Funds of the charity			
Unrestricted funds		<u>391,052</u>	<u>371,000</u>
Total charity funds	13	<u>391,052</u>	<u>371,000</u>

For the year ending 31st October 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 30th June 2025, and are signed on behalf of the board by:

Mr I.L. Williams
Trustee

The notes on pages 9 to 14 form part of these financial statements.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31st October 2024

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 68 Kings Road, Ilkley, LS29 9BZ.

2. Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The Charities SORP (FRS 102) Update Bulletin and the July 2015 amendments to FRS 102 have been early adopted.

The Upstagers Theatre Charity Limited meets the definition of a public benefit body under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The financial statements are prepared in sterling which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Disclosure exemptions

No cash flow statement has been presented for the company.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The judgements (apart from those involving estimations) that management has made in the process of applying the entity's accounting policies and that have the most significant effect on the amounts recognised in the financial statements are as follows:

In the opinion of the directors the length of the estimated life and the estimated residual value of the building would make any depreciation immaterial.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31st October 2024

2. Accounting policies *(continued)*

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes. The unrestricted funds are all forms of income from grants and donations from organisations and the general public together with contributions from the associated groups other than those included within the restricted funds.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds. The charity's restricted funds are represented by the Grant from The Arts Council of England supported by the National Lottery together with a transfer from Unrestricted Funds as Partnership Funding for the purchase and refurbishment of the property in Station Road, Ilkley and net proceeds from a charity collection, subsequently donated.

Incoming resources

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31st October 2024

2. Accounting policies *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Furniture and fittings - 15% straight line basis

No depreciation is provided with respect to freehold buildings. In the opinion of the trustees the residual value of the property at the end of the period over which the company will continue to hold the property is likely to be at least as much as the original cost so no depreciation is required. The company maintains the property to a high standard.

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

3. Limited by guarantee

The Upstagers Theatre Charity Limited is a charitable company founded in 1993, charity registration number 1041989, company registration number 2863136, with the liability of members limited to £1 each by guarantee.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31st October 2024

4. Donations and legacies

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Donations				
Donations	<u>76,506</u>	<u>76,506</u>	<u>58,241</u>	<u>58,241</u>

Donations of £58,000 (2023: £56,000) were received from the Associated Group.

5. Investment income

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Bank interest receivable	<u>795</u>	<u>795</u>	<u>337</u>	<u>337</u>

6. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Charitable expenditure	56,534	56,534	57,840	57,840
Support costs	<u>715</u>	<u>715</u>	<u>661</u>	<u>661</u>
	<u>57,249</u>	<u>57,249</u>	<u>58,501</u>	<u>58,501</u>

7. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	Total funds 2024 £	Total fund 2023 £
Charitable expenditure	56,534	–	56,534	57,840
Governance costs	–	<u>715</u>	<u>715</u>	<u>661</u>
	<u>56,534</u>	<u>715</u>	<u>57,249</u>	<u>58,501</u>

8. Independent examination fees

	2024 £	2023 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>702</u>	<u>660</u>

9. Trustee remuneration and expenses

The trustees received no remuneration or other benefits during the year and no reimbursement of expenses.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31st October 2024

10. Tangible fixed assets

	Freehold property £	Fixtures and fittings £	Total £
Cost			
At 1st November 2023 and 31st October 2024	<u>320,458</u>	<u>17,153</u>	<u>337,611</u>
Depreciation			
At 1st November 2023 and 31st October 2024	<u>–</u>	<u>17,153</u>	<u>17,153</u>
Carrying amount			
At 31st October 2024	<u>320,458</u>	<u>–</u>	<u>320,458</u>
At 31st October 2023	<u>320,458</u>	<u>–</u>	<u>320,458</u>

11. Debtors

	2024 £	2023 £
Prepayments and accrued income	<u>5,133</u>	<u>722</u>

12. Creditors: amounts falling due within one year

	2024 £	2023 £
Accruals and deferred income	<u>702</u>	<u>1,290</u>

13. Analysis of charitable funds

Unrestricted funds

	At 1st November 2023 £	Income £	Expenditure £	At 31st October 2024 £
General funds	<u>371,000</u>	<u>77,301</u>	<u>(57,249)</u>	<u>391,052</u>

	At 1st November 2022 £	Income £	Expenditure £	At 31st October 2023 £
General funds	<u>370,923</u>	<u>58,578</u>	<u>(58,501)</u>	<u>371,000</u>

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31st October 2024

14. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Tangible fixed assets	56,206	264,252	320,458
Current assets	71,296	–	71,296
Creditors less than 1 year	(702)	–	(702)
Net assets	<u>126,800</u>	<u>264,252</u>	<u>391,052</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Tangible fixed assets	54,206	264,252	318,458
Current assets	51,832	–	51,832
Creditors less than 1 year	(1,290)	–	(1,290)
Net assets	<u>104,748</u>	<u>264,252</u>	<u>369,000</u>

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Management Information

Year ended 31st October 2024

The following pages do not form part of the financial statements.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Detailed Statement of Financial Activities

Year ended 31st October 2024

	2024 £	2023 £
Income and endowments		
Donations and legacies		
Donations	76,506	58,241
	<u>76,506</u>	<u>58,241</u>
Investment income		
Bank interest receivable	795	337
	<u>795</u>	<u>337</u>
Total income	<u>77,301</u>	<u>58,578</u>
Expenditure		
Expenditure on charitable activities		
Rent	5,835	4,553
Rates and water	1,042	864
Light and heat	454	688
Repairs and maintenance	708	191
Insurance	4,728	5,177
Other establishment	1,733	1,709
Legal and professional fees	715	661
Telephone	821	845
Other office costs	13	13
Donations	41,200	43,800
	<u>57,249</u>	<u>58,501</u>
Total expenditure	<u>57,249</u>	<u>58,501</u>
Net income	<u>20,052</u>	<u>77</u>

THE UPSTAGERS THEATRE CHARITY LIMITED

Hollings Crowe Storr.,
14 Beech Hill,
OTLEY,
LS21 3AX.

30 June 2025

Dear Sirs

We hereby confirm to the best of our knowledge and belief, having made appropriate enquiries of other trustees and officials of the charity, the following representations given to you in connection with your preparation of the financial statements for the year ended 31st October 2024.

Representations

1 We acknowledge as trustees our responsibility for making accurate representations to you and for the accounts which you have prepared on our behalf for the charity.

2 We confirm that all accounting records have been made available to you for the purpose of your work and that all the transactions undertaken by the charity have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all trustee and members' meetings, have been made available to you.

3 We confirm that, at the balance sheet date, the charity had no liabilities or provisions other than those recognised and no contingent liabilities other than those disclosed in the financial statements.

4 We confirm that there had been no events since the balance sheet date which require disclosure or which would materially affect the amounts in the financial statements, other than those already disclosed or included in the financial statements.

5 We confirm that the charity has not contracted for any capital expenditure other than as disclosed in the financial statements.

6 We confirm that there are no laws or regulations that are central to the charity's ability to carry on its activities.

7 We confirm that, in our opinion, the charity's financial statements should be prepared on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. We confirm that in our opinion the company will continue as a going concern for a year ended in excess of twelve months from the approval of these financial statements.

8. We confirm that all transactions with related parties have been disclosed in the accounts. We also confirm that all relevant information concerning such

transactions has been made available to you and that we are not aware of any other matters requiring inclusion or disclosures in the financial statements.

9 We confirm that all grants, donations and other income, including those subject to special terms or conditions or received for restricted purposes, have been notified to you. There have been no breaches of terms or conditions during the period regarding the application of such income.

10. We acknowledge our responsibility for the design and implementation of internal controls to prevent and detect fraud. We confirm that we have disclosed to you the results of our own assessment of the risk of fraud in the charity.

11 We confirm that there have been no actual or suspected instances of fraud involving trustees, management or employees who have a significant role in internal control or that could have a material effect on the financial statements. We also confirm that we are not aware of any allegations of fraud by former trustees, employees, regulators or others.

12. We confirm that we are not aware of any matters of material significance that should be reported to the Charity Commission.

We confirm that the above representations are made on the basis of enquiries of management and staff with relevant knowledge and experience (and, where appropriate, of inspection of supporting documentation) sufficient to satisfy us that we can properly make each of the above representations to you.

Trustee

Signed on behalf of the board of trustees
of THE UPSTAGERS THEATRE CHARITY LIMITED

THE UPSTAGERS THEATRE CHARITY LIMITED

England & Wales - Charity number 1041989

Accounts

REGISTERED COMPANY NUMBER: 02863136 (England and Wales)
REGISTERED CHARITY NUMBER: 1041989

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 October 2023
for
The Upstagers Theatre Charity Limited

Hollings Crowe Storr LLP
14 Beech Hill
Otley
West Yorkshire
LS21 3AX

The Upstagers Theatre Charity Limited

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for the Year Ended 31 October 2023

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The Upstagers Theatre Charity Limited

Report of the Trustees for the Year Ended 31 October 2023

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31st October 2023.

Introduction

The Trustees of Upstagers Theatre Charity Limited are pleased to present our annual directors' report, together with the consolidated financial statements of the charity for the year ending 31st October 2023, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and activities

The charity's principal activity is to the provision and maintenance of property for youth theatre groups and other community groups. The affiliated user groups are Upstagers Theatre Group (Community Youth Theatre) and Upstagers Academy (Performing Arts Teaching Group).

The principal activity is achieved through:

1. Keeping the property ('The Barn') in good repair, both internally and externally;
2. Encouraging and maintaining the use of health and safety practices by all user groups;
3. To regularly examine and evaluate best use of the building for public use;
4. Supporting the user groups in providing a safe, welcoming and clean environment;
5. Raising necessary funds and administering the charity's finances;
6. Insuring the property and equipment through comprehensive policies;
7. When the diary allows, to encourage community groups to make use of the building.
8. Explore additional funding streams to help fund additional and related projects.

OBJECTIVES AND ACTIVITIES

Safeguarding

A Child Protection Policy is in place to protect our junior members and vulnerable adults and is monitored and updated where necessary by Dr Andrew Hewitt - the 'named' person and a Trustee. DBS disclosures are an essential requirement for those people working with young people on our premises. These checks are coordinated by Dr Andrew Hewitt.

The Trustees take all reasonable measures to ensure that risks of harm to everyone using the building are minimised - our duty of care is a prime consideration.

External doors and the office door, (where confidential documents and expensive equipment is stored), are fitted with coded safety locks, and visitor admittance to the external door is by doorbell.

The Trustees have in place a risk management procedure which identifies the key areas affecting users of the building. This process results in a record of any significant risks within the building and in the car park area for each possible impact or consequence of the risk and action required. The Trustees seek reasonable assurance that these risks have been adequately managed and are satisfied that the appropriate procedures and controls are in place to manage the risks. This procedure is reviewed on a regular basis.

The Trustees feel that this level of safety and security:

- meets our responsibilities;
- protects our reputation;
- protects finances; and most importantly
- provides users with the best safe working environment.

The building is protected by way of an intruder alarm that provides security monitoring of the two external doors along with movement detectors around the premise. The building also has a CCTV system with cameras that monitor the entrances and exits to the building and footage is continually recorded. Monitor screens placed in the office and main studio space allow the Academy teachers and those who run rehearsals to view a live stream of the footage, which reduces the risk of individuals entering or leaving the building undetected. The security systems are maintained in line with manufacturers guidelines by a qualified engineer. Twice annually, the fire alarm, firefighting equipment and lift are tested professionally. On a weekly basis one of our volunteers checks the fire alarm, light bulbs, and arranges or performs any necessary repair work to maintain a safe, secure environment.

Volunteers make a valuable contribution to the maintenance of the building and the Trustees are indebted to the work of the volunteers who spend a great deal of time maintaining the building to a very high standard.

The Trustees have made sure that well maintained appropriate facilities are available for special need users - lift, external access ramp, disabled users' toilet and level access to all rooms.

OBJECTIVES AND ACTIVITIES

Costume store

Since 2011, the charity has leased a small warehouse (known internally as 'The Lockup') in the centre of Ilkley to house most of our costume stock, thus opening up more useable space within the main premises. Continued progress has been made by the Wardrobe Team in sorting and cataloguing our costume inventory during the year. It is our intention to review the leasehold agreement during the forthcoming year to ensure value for money and best practice is being followed.

The Barn Workshop and Store

We have continued with our project to rationalise and re-organise the workshop and scenery store to make for more efficient use of the building, particularly by the production teams that make and arrange the stage settings and scenery for the theatre group. This is an ongoing project.

The Barn

The Barn continues to be the focus of our activities for our associated groups. There has been a small degree of cosmetic improvements over the course of the year which has cleaned and modernised the appearance. We do, however, expect that a higher level of capital expenditure will be required in the medium term to ensure that the building continues to be fit for purchase and we intend to explore sources of grant funding to help secure funding of such a project.

ACHIEVEMENT AND PERFORMANCE

Our associated theatre group put together a programme for the 2023 season that included our pantomime for the year (Cinderella) and our summer show (Chitty Chitty Bang Bang). Both shows were a great artistic success with Cinderella being acknowledged by winning the Best Pantomime Award at the local theatrical awards. Commercially, the audience numbers increased after a disappointing previous year that we were lower due to the pandemic. We firmly believe that audience numbers will stabilise as long as we continue to provide an engaging program.

Our Academy associate continues to grow under the leadership of our Academy principal, Bethany Gregory. Student numbers continue to increase steadily for both one to one lessons and for group lessons and the course content is being continually refined to provide stimulating and relevant content. The teaching team has been expanded to cope with additional numbers and we have been pleased to increase resources in to this area to extend the hours offered and the quality of teaching. We firmly believe that the Academy plays a fundamental part in achieving our stated aims of encouraging participation in the performing arts.

We have seen a significant increase in costs during the year due to inflation and rising costs generally. We have reset our forecasts to take the increase in costs in to account and are satisfied that whilst having an impact, it will not curtail our activities.

We were delighted to recruit additional trustees to expand the expertise and representation on the board. We believe that the board of trustees is at an optimum number, although we keep the make up of the board under constant review and are always seeking trustees who have the desire, drive and skill sets to improve our strategic leadership.

FINANCIAL REVIEW

Financial position

The charity had net income of £77 this year against net income of £881 last year. The property operating costs were £14,700 compared to £11,912 last year and donations to the affiliated group were £43,800 compared to £18,600 the previous year.

Reserves are needed to bridge the gap between the spending and receiving of income. At 31st October 2023 the trustees consider that the ideal level of reserves would be between £10,000 and £25,000. This covers six months of property operating costs and donations to its affiliated group to cover preproduction costs for its theatrical productions.

The charity had cash reserves of £51,111 at 31st October 2023 which means the charity is in a satisfactory financial position to continue its operations.

The Upstagers Theatre Charity Limited

Report of the Trustees for the Year Ended 31 October 2023

FUTURE PLANS

Plans for future periods

Our plans for our affiliated theatre group's 2024 show season are in place and include a pantomime in January 2024 (Robin Hood) and a summer show in July 2024 (Charlie and the Chocolate Factory). We forecast a continuation of greater audience numbers and intend to reinforce our theatre group's standing as providing top level production values which we firmly believe will result in continued audience numbers.

Our Academy affiliate is also planning to continue to grow adding additional holiday clubs during school holidays and continuing to offer performance opportunities in a theatre. Revenue in to the Academy which is then donated continues to be a very important income stream for the charity and allows us to help fund some of the theatre group's show activities.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Upstagers Theatre Charity Limited is a company limited by guarantee governed by its Memorandum and Articles of Association dated 18th October 1993. It is registered as a charity with the Charity Commission.

Appointment of new trustees

All members are circulated with invitations to nominate Trustees prior to the AGM advising them of the retiring Trustees and requesting nominations for the AGM. When considering co-opting trustees, the Board has regard to the requirement for any specialist skills needed, for example Mr Andrew Tarbett is a marketing specialist and joined the board to (in part) assist with promotional activities. Any application for membership may be approved or rejected by the Board. The Board shall have the right for good and sufficient reason to terminate the membership of any member provided that the member concerned shall have a right to be heard before a final decision is made.

Organisational structure

The Board of Trustees, which must have a minimum of three members, administers the charity. The Board normally meets on a quarterly basis. To facilitate effective operations the Board delegates authority for operational matters including finance, employment and artistic performance related activities.

Induction and training of new trustees

New Trustees undergo orientation to brief them on their legal obligations under charity and company law, the Charity Commission guidance on public benefit, and inform them of the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity.

The Upstagers Theatre Charity Limited

Report of the Trustees
for the Year Ended 31 October 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Related parties and co-operation with other organisations

None of our trustees receive remuneration from their work for Upstagers Theatre Charity Limited. Any connection between a Trustee of the charity with a production company, contracted actor, performer or exhibitor must be disclosed to the full Board of Trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02863136 (England and Wales)

Registered Charity number

1041989

Registered office

68 Kings Road
Ilkley
West Yorkshire
LS29 9BZ

Trustees

J M Clark
J Cocker
A D Hewitt
A J Tarbett
Ms H J Whiteley
C Whiteley
I L Williams
Ms L A Williams
Ms S M Lister

Company Secretary

I L Williams

Independent Examiner

Mr Anthony Bradbury
Hollings Crowe Storr LLP
14 Beech Hill
Otley
West Yorkshire
LS21 3AX

Approved by order of the board of trustees on 22 July 2024 and signed on its behalf by:

The Upstagers Theatre Charity Limited

Report of the Trustees
for the Year Ended 31 October 2023

I L Williams - Trustee

Independent Examiner's Report to the Trustees of
The Upstagers Theatre Charity Limited

I report to the trustees on my examination of the financial statements of The Upstagers Theatre Charity Limited ('the charity') for the year ended 31st October 2023.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

-to keep accounting records in accordance with section 386 of the Companies Act 2006, and

- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met, or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mr Anthony Bradbury

Hollings Crowe Storr LLP
14 Beech Hill
Otley
West Yorkshire
LS21 3AX

22 July 2024

The Upstagers Theatre Charity Limited

Statement of Financial Activities
for the Year Ended 31 October 2023

	Notes	Unrestricted fund £	Restricted fund £	31.10.23 Total funds £	31.10.22 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	58,240	-	58,240	31,370
Investment income	4	337	-	337	23
Total		<u>58,577</u>	<u>-</u>	<u>58,577</u>	<u>31,393</u>
EXPENDITURE ON					
Charitable activities					
General	5	57,840	-	57,840	29,882
Governance costs		660	-	660	630
Total		<u>58,500</u>	<u>-</u>	<u>58,500</u>	<u>30,512</u>
NET INCOME		77	-	77	881
RECONCILIATION OF FUNDS					
Total funds brought forward		106,671	264,252	370,923	370,042
TOTAL FUNDS CARRIED FORWARD		<u>106,748</u>	<u>264,252</u>	<u>371,000</u>	<u>370,923</u>

The notes form part of these financial statements

The Upstagers Theatre Charity Limited

Balance Sheet
31 October 2023

	Notes	31.10.23 £	31.10.22 £
FIXED ASSETS			
Tangible assets	9	320,458	320,458
CURRENT ASSETS			
Debtors	10	721	721
Cash at bank		51,111	50,374
		<u>51,832</u>	<u>51,095</u>
CREDITORS			
Amounts falling due within one year	11	(1,290)	(630)
		<u>50,542</u>	<u>50,465</u>
NET CURRENT ASSETS			
		<u>50,542</u>	<u>50,465</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		371,000	370,923
NET ASSETS		<u>371,000</u>	<u>370,923</u>
FUNDS	13		
Unrestricted funds		106,748	106,671
Restricted funds		264,252	264,252
TOTAL FUNDS		<u>371,000</u>	<u>370,923</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 October 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 October 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

The Upstagers Theatre Charity Limited

Balance Sheet - continued

31 October 2023

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 22 July 2024 and were signed on its behalf by:

I L Williams - Trustee

1. GENERAL INFORMATION

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 68 Kings Road, Ilkley, LS29 9BZ.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The Charities SORP (FRS 102) Update Bulletin and the July 2015 amendments to FRS 102 have been early adopted.

The Upstagers Theatre Charity Limited meets the definition of a public benefit body under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The financial statements are prepared in sterling which is the functional currency of the entity.

Disclosure exemptions

No cash flow statement has been presented for the company.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The judgements (apart from those involving estimations) that management has made in the process of applying the entity's accounting policies and that have the most significant effect on the amounts recognised in the financial statements are as follows:

In the opinion of the directors the length of the estimated life and the estimated residual value of the building would make any depreciation immaterial.

Income resources

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

2. ACCOUNTING POLICIES - continued

Income resources

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

Tangible fixed assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Furniture and fittings - 15% straight line basis

No depreciation is provided with respect to freehold buildings. In the opinion of the trustees the residual value of the property at the end of the period over which the company will continue to hold the property is likely to be at least as much as the original cost so no depreciation is required. The company maintains the property to a high standard.

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

2. ACCOUNTING POLICIES - continued

Tangible fixed assets

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes. The unrestricted funds are all forms of income from grants and donations from organisations and the general public together with contributions from the associated groups other than those included within the restricted funds.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds. The charity's restricted funds are represented by the Grant from The Arts Council of England supported by the National Lottery together with a transfer from Unrestricted Funds as Partnership Funding for the purchase and refurbishment of the property in Station Road, Ilkley and net proceeds from a charity collection, subsequently donated.

Going concern

There are no material uncertainties about the charity's ability to continue.

Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

The Upstagers Theatre Charity Limited

Notes to the Financial Statements - continued
for the Year Ended 31 October 2023

2. ACCOUNTING POLICIES - continued

Going concern

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Limited by guarantee

The Upstagers Theatre Charity Limited is a charitable company founded in 1993, charity registration number 1041989, company registration number 2863136, with the liability of members limited to £1 each by guarantee.

3. DONATIONS AND LEGACIES

	31.10.23	31.10.22
	£	£
Donations	58,240	27,553
Grants	-	3,817
	<u>58,240</u>	<u>31,370</u>

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

	31.10.23	31.10.22
	£	£
Government Grant	-	3,817
	<u>-</u>	<u>3,817</u>

Donations of £56,000 (2022: £25,000) were received from the Associated Group.

4. INVESTMENT INCOME

	31.10.23	31.10.22
	£	£
Deposit account interest	337	23
	<u>337</u>	<u>23</u>

Notes to the Financial Statements - continued
for the Year Ended 31 October 2023

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs £	Totals £
General	57,840	-	57,840
Governance costs	-	660	660
	<u>57,840</u>	<u>660</u>	<u>58,500</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 October 2023 nor for the year ended 31 October 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 October 2023 nor for the year ended 31 October 2022.

7. TAXATION

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

8. INDEPENDENT EXAMINATION FEES

The fees payable to the independent examiner for independent examination of the financial statements was £660 (2022: £630).

9. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Totals £
COST			
At 1 November 2022 and 31 October 2023	320,458	17,153	337,611
DEPRECIATION			
At 1 November 2022 and 31 October 2023	-	17,153	17,153
NET BOOK VALUE			
At 31 October 2023	<u>320,458</u>	<u>-</u>	<u>320,458</u>
At 31 October 2022	<u>320,458</u>	<u>-</u>	<u>320,458</u>

The Upstagers Theatre Charity Limited

Notes to the Financial Statements - continued
for the Year Ended 31 October 2023

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.10.23	31.10.22
	£	£
Prepayments	721	721
	<u>721</u>	<u>721</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.10.23	31.10.22
	£	£
Accrued expenses	1,290	630
	<u>1,290</u>	<u>630</u>

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted fund £	Restricted fund £	31.10.23 Total funds £	31.10.22 Total funds £
Fixed assets	56,206	264,252	320,458	320,458
Current assets	51,832	-	51,832	51,095
Current liabilities	(1,290)	-	(1,290)	(630)
	<u>106,748</u>	<u>264,252</u>	<u>371,000</u>	<u>370,923</u>

13. MOVEMENT IN FUNDS

	At 1.11.22 £	Net movement in funds £	At 31.10.23 £
Unrestricted funds			
General fund	106,671	77	106,748
Restricted funds			
Restricted fund	264,252	-	264,252
TOTAL FUNDS	<u>370,923</u>	<u>77</u>	<u>371,000</u>

13. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	58,577	(58,500)	77
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>58,577</u>	<u>(58,500)</u>	<u>77</u>

Comparatives for movement in funds

	At 1.11.21 £	Net movement in funds £	At 31.10.22 £
Unrestricted funds			
General fund	105,790	881	106,671
Restricted funds			
Restricted fund	264,252	-	264,252
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>370,042</u>	<u>881</u>	<u>370,923</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	31,393	(30,512)	881
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>31,393</u>	<u>(30,512)</u>	<u>881</u>

The Upstagers Theatre Charity Limited

Notes to the Financial Statements - continued
for the Year Ended 31 October 2023

13. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.11.21 £	Net movement in funds £	At 31.10.23 £
Unrestricted funds			
General fund	105,790	958	106,748
Restricted funds			
Restricted fund	264,252	-	264,252
TOTAL FUNDS	<u>370,042</u>	<u>958</u>	<u>371,000</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	89,970	(89,012)	958
TOTAL FUNDS	<u>89,970</u>	<u>(89,012)</u>	<u>958</u>

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 October 2023.

The Upstagers Theatre Charity Limited

Detailed Statement of Financial Activities
for the Year Ended 31 October 2023

	31.10.23 £	31.10.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	58,240	27,553
Grants	-	3,817
	<hr/>	<hr/>
	58,240	31,370
Investment income		
Deposit account interest	337	23
	<hr/>	<hr/>
Total incoming resources	58,577	31,393
EXPENDITURE		
Charitable activities		
Rates and water	864	385
Insurance	5,177	4,286
Light and heat	688	396
Telephone	845	869
Sundries	13	13
Repairs and maintenance	191	423
Cleaning	1,709	1,079
Donations	43,800	18,600
Rent	4,553	3,831
	<hr/>	<hr/>
	57,840	29,882
Support costs		
Governance costs		
Accountancy and legal fees	660	630
	<hr/>	<hr/>
Total resources expended	58,500	30,512
	<hr/>	<hr/>
Net income	77	881
	<hr/> <hr/>	<hr/> <hr/>

This page does not form part of the statutory financial statements

THE UPSTAGERS THEATRE CHARITY LIMITED

England & Wales - Charity number 1041989

Accounts

REGISTERED COMPANY NUMBER: 02863136 (England and Wales)
REGISTERED CHARITY NUMBER: 1041989

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 October 2022
for
The Upstagers Theatre Charity Limited

Hollings Crowe Storr LLP
14 Beech Hill
Otley
West Yorkshire
LS21 3AX

The Upstagers Theatre Charity Limited

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for the Year Ended 31 October 2022

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Detailed Statement of Financial Activities	19

The Upstagers Theatre Charity Limited

Report of the Trustees for the Year Ended 31 October 2022

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31st October 2022.

Introduction

The Trustees of Upstagers Theatre Charity Limited are pleased to present our annual directors' report, together with the consolidated financial statements of the charity for the year ending 31st October 2022, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and activities

The charity's principal activity is to the provision and maintenance of property for youth theatre groups and other community groups. The affiliated user groups are Upstagers Theatre Group (Community Youth Theatre) and Upstagers Academy (Performing Arts Teaching Group).

The principal activity is achieved through:

1. Keeping the property ('The Barn') in good repair, both internally and externally;
2. Encouraging and maintaining the use of health and safety practices by all user groups;
3. To regularly examine and evaluate best use of the building for public use;
4. Supporting the user groups in providing a safe, welcoming and clean environment;
5. Raising necessary funds and administering the charity's finances;
6. Insuring the property and equipment through comprehensive policies;
7. When the diary allows, to encourage community groups to make use of the building.

OBJECTIVES AND ACTIVITIES

Safeguarding

A Child Protection Policy is in place to protect our junior members and vulnerable adults and is monitored and updated where necessary by Dr Andrew Hewitt - the 'named' person and a Trustee. DBS disclosures are an essential requirement for those people working with young people on our premises. These checks are coordinated by Dr Andrew Hewitt.

The Trustees take all reasonable measures to ensure that risks of harm to everyone using the building are minimised - our duty of care is a prime consideration.

External doors and the office door, (where confidential documents and expensive equipment is stored), are fitted with coded safety locks, and visitor admittance to the external door is by doorbell.

The Trustees have in place a risk management procedure which identifies the key areas affecting users of the building. This process results in a record of any significant risks within the building and in the car park area for each possible impact or consequence of the risk and action required. The Trustees seek reasonable assurance that these risks have been adequately managed and are satisfied that the appropriate procedures and controls are in place to manage the risks. This procedure is reviewed on a regular basis.

The Trustees feel that this level of safety and security:

- meets our responsibilities;
- protects our reputation;
- protects finances; and most importantly
- provides users with the best safe working environment.

The building is protected by way of an intruder alarm that provides security monitoring of the two external doors along with movement detectors around the premise. The building also has a CCTV system with cameras that monitor the entrances and exits to the building and footage is continually recorded. Monitor screens placed in the office and main studio space allow the Academy teachers and those who run rehearsals to view a live stream of the footage, which reduces the risk of individuals entering or leaving the building undetected. The security systems are maintained in line with manufacturers guidelines by a qualified engineer. Twice annually, the fire alarm, firefighting equipment and lift are tested professionally. On a weekly basis one of our volunteers checks the fire alarm, light bulbs, and arranges or performs any necessary repair work to maintain a safe, secure environment.

Volunteers make a valuable contribution to the maintenance of the building and the Trustees are indebted to the work of the volunteers who spend a great deal of time maintaining the building to a very high standard.

The Trustees have made sure that well maintained appropriate facilities are available for special need users - lift, external access ramp, disabled users' toilet and level access to all rooms.

OBJECTIVES AND ACTIVITIES

Costume store

Since 2011, the charity has leased a small warehouse (known internally as 'The Lockup') in the centre of Ilkley to house most of our costume stock, thus opening up more useable space within the main premises. Continued progress has been made by the Wardrobe Team in sorting and cataloguing our costume inventory during the year. We are planning to explore whether an additional revenue stream can be exploited by offering a hire service for costumes. This will initially be on a small scale to see if it can gain any traction and to judge the likely work involved. We expect this to occur in the next accounting year.

The Barn Workshop and Store

We have continued with our project to rationalise and re-organise the workshop and scenery store to make for more efficient use of the building, particularly by the production teams that make and arrange the stage settings and scenery for the theatre group. This is an ongoing project.

The Barn

The Barn continues to be the focus of our activities for our associated groups. There has been a small degree of cosmetic improvements over the course of the year which has cleaned and modernised the appearance. We do, however, expect that a higher level of capital expenditure will be required in the medium term to ensure that the building continues to be fit for purpose. The trustees intend to consider and put together a plan for such works in the forthcoming year.

ACHIEVEMENT AND PERFORMANCE

As the UK came out of Covid restrictions we were able to return to preparing and performing our shows. We put together a programme that included our pantomime for the year (Goldilocks and the Three Bears) and our summer show (Young Frankenstein). Both shows were a great artistic success with Goldilocks being acknowledged by winning the Best Pantomime Award at the local theatrical awards. Commercially, the audience numbers were lower than before pandemic and the Trustees believe this is due to nervousness by audience members to return to "normal" after living with the pandemic for so long where large gatherings were either not allowed or were discouraged. We firmly believe that this trend will reverse as time passes and we see no reason to be concerned in the longer term.

Our Academy associate continues to grow under the leadership of our Academy principal, Bethany Gregory. Student numbers are increasing steadily each term for both one to one lessons and for group lessons and the course content is being continually refined to provide stimulating and relevant content. We intend to increase the prices charged for the academic year beginning in September 2022 due to the demand and the increased quality of content whilst ensuring that the Upstagers Academy still offers very good value for money to the local community. Additional performance opportunities are planned for the Academy students in the form of Academy shows in summer and winter which we believe is important to encourage participation in the performing arts.

The Upstagers Theatre Charity Limited

Report of the Trustees for the Year Ended 31 October 2022

FINANCIAL REVIEW

Financial position

The charity had net income of £881 this year against net income of £11,741 last year. The property operating costs were £11,912 compared to £12,026 last year and donations to the affiliated group were £18,500 compared to Nil the previous year.

Reserves are needed to bridge the gap between the spending and receiving of income. At 31st October 2022 the trustees consider that the ideal level of reserves would be between £10,000 and £25,000. This covers six months of property operating costs and donations to its affiliated group to cover preproduction costs for its theatrical productions.

The charity had cash reserves of £50,374 at 31st October 2022 which means the charity is in a satisfactory financial position to continue its operations.

FUTURE PLANS

Our plans for our affiliated theatre group's 2023 show season are in place and include a pantomime in January 2023 (Cinderella) and a summer show in July 2023 (Chitty Chitty Bang Bang). We forecast a return to greater audience numbers and are excited about the prospects for the theatre group to clearly state their return to action with the performance of two such established and well loved show titles.

Our Academy affiliate is also planning to continue to grow adding additional holiday clubs during school holidays and continuing to offer performance opportunities in a theatre. Revenue in to the Academy which is then donated continues to be a very important income stream for the charity and allows us to help fund some of the theatre group's show activities.

We also intend to recruit additional trustees to expand the expertise and representation on the board and a process of identifying potential candidates has begun. We expect to be able to report further at the next opportunity.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Upstagers Theatre Charity Limited is a company limited by guarantee governed by its Memorandum and Articles of Association dated 18th October 1993. It is registered as a charity with the Charity Commission.

Appointment of new trustees

All members are circulated with invitations to nominate Trustees prior to the AGM advising them of the retiring Trustees and requesting nominations for the AGM. When considering co-opting trustees, the Board has regard to the requirement for any specialist skills needed, for example Mr Andrew Tarbett is a marketing specialist and joined the board to (in part) assist with promotional activities. Any application for membership may be approved or rejected by the Board. The Board shall have the right for good and sufficient reason to terminate the membership of any member provided that the member concerned shall have a right to be heard before a final decision is made.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The Board of Trustees, which must have a minimum of three members, administers the charity. The Board normally meets on a quarterly basis. To facilitate effective operations, the Board delegates authority, for operational matters including finance, employment and artistic performance related activities.

Induction and training of new trustees

New Trustees undergo orientation to brief them on their legal obligations under charity and company law, the Charity Commission guidance on public benefit, and inform them of the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity.

Related parties and co-operation with other organisations

None of our trustees receive remuneration from their work for Upstagers Theatre Charity Limited. Any connection between a Trustee of the charity with a production company, contracted actor, performer or exhibitor must be disclosed to the full Board of Trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02863136 (England and Wales)

Registered Charity number

1041989

Registered office

68 Kings Road
Ilkley
West Yorkshire
LS29 9BZ

Trustees

J M Clark
J Cocker
A D Hewitt
P D Nowland (resigned 6.9.22)
A J Tarbett
Ms H J Whiteley (appointed 25.10.22)
C Whiteley (appointed 25.10.22)
I L Williams
Ms L A Williams (appointed 25.10.22)
Ms S M Lister

Company Secretary

I L Williams

The Upstagers Theatre Charity Limited

Report of the Trustees
for the Year Ended 31 October 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Mrs P J Fardell
Hollings Crowe Storr LLP
14 Beech Hill
Otley
West Yorkshire
LS21 3AX

Approved by order of the board of trustees on 20 July 2023 and signed on its behalf by:

I L Williams - Trustee

Independent Examiner's Report to the Trustees of
The Upstagers Theatre Charity Limited

I report to the trustees on my examination of the financial statements of The Upstagers Theatre Charity Limited ('the charity') for the year ended 31st October 2022.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006, and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met, or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mrs P J Fardell

Hollings Crowe Storr LLP
14 Beech Hill
Otley
West Yorkshire
LS21 3AX

20 July 2023

The Upstagers Theatre Charity Limited

Statement of Financial Activities
for the Year Ended 31 October 2022

	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	31,370	-	31,370	23,863
Investment income	4	23	-	23	4
Total		<u>31,393</u>	<u>-</u>	<u>31,393</u>	<u>23,867</u>
EXPENDITURE ON					
Charitable activities	5				
General		29,882	-	29,882	11,526
Governance costs		630	-	630	600
Total		<u>30,512</u>	<u>-</u>	<u>30,512</u>	<u>12,126</u>
NET INCOME		881	-	881	11,741
RECONCILIATION OF FUNDS					
Total funds brought forward		105,790	264,252	370,042	358,301
TOTAL FUNDS CARRIED FORWARD		<u>106,671</u>	<u>264,252</u>	<u>370,923</u>	<u>370,042</u>

The notes form part of these financial statements

The Upstagers Theatre Charity Limited

Balance Sheet
31 October 2022

	Notes	2022 £	2021 £
FIXED ASSETS			
Tangible assets	9	320,458	320,458
CURRENT ASSETS			
Debtors	10	721	-
Cash at bank		50,374	50,784
		<u>51,095</u>	<u>50,784</u>
CREDITORS			
Amounts falling due within one year	11	(630)	(1,200)
		<u>50,465</u>	<u>49,584</u>
NET CURRENT ASSETS			
		<u>370,923</u>	<u>370,042</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		<u>370,923</u>	<u>370,042</u>
NET ASSETS		<u>370,923</u>	<u>370,042</u>
FUNDS	13		
Unrestricted funds		106,671	105,790
Restricted funds		264,252	264,252
TOTAL FUNDS		<u>370,923</u>	<u>370,042</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 October 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 October 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The Upstagers Theatre Charity Limited

Balance Sheet - continued

31 October 2022

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 20 July 2023 and were signed on its behalf by:

I L Williams - Trustee

1. GENERAL INFORMATION

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 68 Kings Road, Ilkley, LS29 9BZ.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The Charities SORP (FRS 102) Update Bulletin and the July 2015 amendments to FRS 102 have been early adopted.

The Upstagers Theatre Charity Limited meets the definition of a public benefit body under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The financial statements are prepared in sterling which is the functional currency of the entity.

Disclosure exemptions

No cash flow statement has been presented for the company.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The judgements (apart from those involving estimations) that management has made in the process of applying the entity's accounting policies and that have the most significant effect on the amounts recognised in the financial statements are as follows:

In the opinion of the directors the length of the estimated life and the estimated residual value of the building would make any depreciation immaterial.

Income resources

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

Resources expended

2. ACCOUNTING POLICIES - continued

Income resources

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

Tangible fixed assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Furniture and fittings - 15% straight line basis

No depreciation is provided with respect to freehold buildings. In the opinion of the trustees the residual value of the property at the end of the period over which the company will continue to hold the property is likely to be at least as much as the original cost so no depreciation is required. The company maintains the property to a high standard.

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

2. ACCOUNTING POLICIES - continued

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes. The unrestricted funds are all forms of income from grants and donations from organisations and the general public together with contributions from the associated groups other than those included within the restricted funds.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds. The charity's restricted funds are represented by the Grant from The Arts Council of England supported by the National Lottery together with a transfer from Unrestricted Funds as Partnership Funding for the purchase and refurbishment of the property in Station Road, Ilkley and net proceeds from a charity collection, subsequently donated.

Going concern

There are no material uncertainties about the charity's ability to continue.

Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Limited by guarantee

The Upstagers Theatre Charity Limited is a charitable company founded in 1993, charity registration number 1041989, company registration number 2863136, with the liability of members limited to £1 each by guarantee.

3. DONATIONS AND LEGACIES

	2022	2021
	£	£
Donations	27,553	130
Grants	3,817	23,733
	<u>31,370</u>	<u>23,863</u>

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

	2022	2021
	£	£
Government Grant	<u>3,817</u>	<u>23,733</u>

Donations of £25,000 (2021: £130) were received from the Associated Group.

4. INVESTMENT INCOME

	2022	2021
	£	£
Deposit account interest	<u>23</u>	<u>4</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs	Totals
	£	£	£
General	29,882	-	29,882
Governance costs	-	630	630
	<u>29,882</u>	<u>630</u>	<u>30,512</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 October 2022 nor for the year ended 31 October 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 October 2022 nor for the year ended 31 October 2021.

7. TAXATION

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

8. INDEPENDENT EXAMINATION FEES

The fees payable to the independent examiner for independent examination of the financial statements was £630 (2021: £600).

9. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Totals £
COST			
At 1 November 2021 and 31 October 2022	320,458	17,153	337,611
DEPRECIATION			
At 1 November 2021 and 31 October 2022	-	17,153	17,153
NET BOOK VALUE			
At 31 October 2022	320,458	-	320,458
At 31 October 2021	320,458	-	320,458

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Prepayments	721	-

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Accrued expenses	630	1,200

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
Fixed assets	56,206	264,252	320,458	320,458
Current assets	51,095	-	51,095	50,784
Current liabilities	(630)	-	(630)	(1,200)
	<u>106,671</u>	<u>264,252</u>	<u>370,923</u>	<u>370,042</u>

13. MOVEMENT IN FUNDS

	At 1/11/21 £	Net movement in funds £	At 31/10/22 £
Unrestricted funds			
General fund	105,790	881	106,671
Restricted funds			
Restricted fund	264,252	-	264,252
TOTAL FUNDS	<u>370,042</u>	<u>881</u>	<u>370,923</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	31,393	(30,512)	881
TOTAL FUNDS	<u>31,393</u>	<u>(30,512)</u>	<u>881</u>

13. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/11/20 £	Net movement in funds £	At 31/10/21 £
Unrestricted funds			
General fund	94,049	11,741	105,790
Restricted funds			
Restricted fund	264,252	-	264,252
TOTAL FUNDS	<u>358,301</u>	<u>11,741</u>	<u>370,042</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	23,867	(12,126)	11,741
TOTAL FUNDS	<u>23,867</u>	<u>(12,126)</u>	<u>11,741</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/11/20 £	Net movement in funds £	At 31/10/22 £
Unrestricted funds			
General fund	94,049	12,622	106,671
Restricted funds			
Restricted fund	264,252	-	264,252
TOTAL FUNDS	<u>358,301</u>	<u>12,622</u>	<u>370,923</u>

13. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	55,260	(42,638)	12,622
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>55,260</u>	<u>(42,638)</u>	<u>12,622</u>

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 October 2022.

The Upstagers Theatre Charity Limited

Detailed Statement of Financial Activities
for the Year Ended 31 October 2022

	2022 £	2021 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	27,553	130
Grants	3,817	23,733
	<hr/>	<hr/>
	31,370	23,863
Investment income		
Deposit account interest	23	4
	<hr/>	<hr/>
Total incoming resources	31,393	23,867
EXPENDITURE		
Charitable activities		
Rates and water	385	1,195
Insurance	4,286	3,914
Light and heat	396	193
Telephone	869	875
Sundries	13	13
Repairs and maintenance	423	328
Cleaning	1,079	1,076
Donations	18,600	100
Rent	3,831	3,832
	<hr/>	<hr/>
	29,882	11,526
Support costs		
Governance costs		
Accountancy and legal fees	630	600
	<hr/>	<hr/>
Total resources expended	30,512	12,126
	<hr/>	<hr/>
Net income	881	11,741
	<hr/> <hr/>	<hr/> <hr/>

This page does not form part of the statutory financial statements

THE UPSTAGERS THEATRE CHARITY LIMITED

England & Wales - Charity number 1041989

Accounts

COMPANY REGISTRATION NUMBER: 2863136
CHARITY REGISTRATION NUMBER: 1041989

The Upstagers Theatre Charity Limited
Company Limited by Guarantee
Unaudited Financial Statements
31st October 2020

HOLLINGS CROWE STORR LLP

Accountants
14 Beech Hill
Otley
West Yorkshire
LS21 3AX

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Financial Statements

Year ended 31st October 2020

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The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31st October 2020

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31st October 2020.

Introduction

The Trustees of Upstagers Theatre Charity Limited are pleased to present our annual directors' report, together with the consolidated financial statements of the charity for the year ending 31st October 2020, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Reference and administrative details

Registered charity name	The Upstagers Theatre Charity Limited
Charity registration number	1041989
Company registration number	2863136
Principal office and registered office	68 Kings Road Ilkley LS29 9BZ

The trustees

Mr I.L. Williams
Mr A.D. Hewitt
Mr P.D. Nowland
Mr J.M. Clark
Mr J. Cocker
Mrs S.M. Lister
Mr A.J. Tarbett

Independent examiner	Mrs P J Fardell 14 Beech Hill Otley West Yorkshire LS21 3AX
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The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31st October 2020

Structure, governance and management

Governing Document.

Upstagers Theatre Charity Limited is a company limited by guarantee governed by its Memorandum and Articles of Association dated 18th October 1993. It is registered as a charity with the Charity Commission.

Appointment of trustees.

All members are circulated with invitations to nominate Trustees prior to the AGM advising them of the retiring Trustees and requesting nominations for the AGM. When considering co-opting trustees, the Board has regard to the requirement for any specialist skills needed, for example Mr Andrew Tarbett is a marketing specialist and joined the board to (in part) assist with promotional activities. Any application for membership may be approved or rejected by the Board. The Board shall have the right for good and sufficient reason to terminate the membership of any Member provided that the member concerned shall have a right to be heard before a final decision is made.

Trustee induction.

New Trustees undergo orientation to brief them on their legal obligations under charity and company law, the Charity Commission guidance on public benefit, and inform them of the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity.

Organisation.

The Board of Trustees, which must have a minimum of three members, administers the charity. The Board normally meets on a quarterly basis. To facilitate effective operations, the Board delegates authority, for operational matters including finance, employment and artistic performance related activities.

Related parties and co-operation with other organisations.

None of our trustees receive remuneration from their work for Upstagers Theatre Charity Limited. Any connection between a Trustee of the charity with a production company, contracted actor, performer or exhibitor must be disclosed to the full Board of Trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31st October 2020

Objectives and activities

The charity's principal activity is to the provision and maintenance of property for youth theatre groups and other community groups. The affiliated user groups are Upstagers Theatre Group (Community Youth Theatre) and Upstagers Academy (Performing Arts Teaching Group).

The principal activity is achieved through:

1. Keeping the property ('The Barn') in good repair, both internally and externally;
2. Encouraging and maintaining the use of health and safety practices by all user groups;
3. To regularly examine and evaluate best use of the building for public use;
4. Supporting the user groups in providing a safe, welcoming and clean environment;
5. Raising necessary funds and administering the charity's finances;
6. Insuring the property and equipment through comprehensive policies;
7. When the diary allows, to encourage community groups to make use of the building.
8. To ensure that the property is Covid Secure and that the risk of spreading the virus is minimised.

Safeguarding

A Child Protection Policy is in place and is monitored and updated where necessary by Dr Andrew Hewitt - the 'named' person and a Trustee. DBS disclosures are an essential requirement for those people working with young people on our premises. These checks are coordinated by Dr Andrew Hewitt.

The seven Trustees take all reasonable measures to ensure that risks of harm to everyone using the building are minimised - our duty of care is a prime consideration.

External doors and the office door, (where confidential documents and expensive equipment is stored), are fitted with coded safety locks, and visitor admittance to the external door is by doorbell.

The Trustees have in place a risk management procedure which identifies the key areas affecting users of the building. This process results in a record of any significant risks within the building and in the car park area for each possible impact or consequence of the risk and action required. The Trustees seek reasonable assurance that these risks have been adequately managed and are satisfied that the appropriate procedures and controls are in place to manage the risks. This procedure is reviewed on a regular basis.

The Trustees feel that this level of safety and security:

- meets our responsibilities;
- protects our reputation;
- protects finances; and most importantly
- provides users with the best safe working environment.

The building is protected by way of an intruder alarm that provides security monitoring of the two external doors along with movement detectors around the premise. The building also has a CCTV

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31st October 2020

system with cameras that monitor the entrances and exits to the building and footage is continually recorded. Monitor screens placed in the office and main studio space allow the Academy teachers and those who run rehearsals to view a live stream of the footage, which reduces the risk of individuals entering or leaving the building undetected. The security systems are maintained in line with manufacturers guidelines by a qualified engineer. Twice annually, the fire alarm, firefighting equipment and lift are tested professionally. On a weekly basis one of our volunteers checks the fire alarm, light bulbs, and arranges or performs any necessary repair work to maintain a safe, secure environment.

Volunteers make a valuable contribution to the maintenance of the building and the Trustees are indebted to the work of the volunteers who spend a great deal of time maintaining the building to a very high standard.

The Trustees have made sure that well maintained appropriate facilities are available for special need users - lift, external access ramp, disabled users' toilet and level access to all rooms.

Covid Statement

In March 2020 the Covid pandemic hit England hard and the Government imposed restrictions that effectively brought all of our activities to a halt. We managed to complete the annual pantomime production in early February 2020 before the effects of the virus led to the first lockdown. When lockdown restrictions were imposed we were carrying out various singing lessons, performance lessons and drama lessons at the Barn and these were all immediately cancelled. Due to varying degrees of restrictions imposed both at a local and national level we were unable to revert to hosting classes at The Barn for the rest of the year and so we instigated virtual classes over video links with our teachers managing to keep classes running with restricted class content. Most students, but by no means all, continued with classes in this manner. Also our summer 2020 production of Shrek the Musical at the Kings Hall was cancelled due to the venue being closed and in any event because it was impossible to prepare for safely. The financial impact was mitigated by our production partners agreeing to postpone the show until July 2021. We also had to cancel our pantomime that was due to take place in January 2021 for similar reasons. Whilst significant show revenue opportunities were lost due to Covid we have been able to secure grant funding from Bradford Council which has replaced some of the lost income and we have reduced costs due to reduced activity.

During the latter part of the year we have worked to make the property Covid Secure so that when Covid restrictions are lifted we are in a position to resume activities in a manner that minimises the risk of catching or spreading viruses and that complies with guidelines that may be in force at the time. This work continues and our risk assessments are revisited regularly as circumstances are changing so quickly.

Costume store

Since 2011, the charity has leased a small warehouse (known internally as 'The Lockup') in the centre of Ilkley to house most of our costume stock, thus opening up more useable space within the main premises. Significant progress has been made by the Wardrobe Team in sorting and cataloguing our costume inventory during the year whilst other activities have been impossible.

The Barn Workshop and Store

Following upgrades to the premises in 2016, we have continued with our project to rationalise and re-organise the workshop and scenery store to make for more efficient use of the building, particularly by the production teams that make and arrange the stage settings and scenery for the theatre group. Significant progress has also been made in this area by the Workshop Team in clearing the store of obsolete set and scenery and in optimising the workshop area whilst other activities have been

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31st October 2020

restricted.

The Barn

During the period of virus restrictions when normal activities have been impossible our team of volunteers have taken the opportunity to redecorate the main entrance and lobby of the Barn and to carry out lighting upgrades throughout the ground floor. This will provide a fresh and welcoming environment when we are able to invite people back to the premises.

Strategic report

The following sections for achievements and performance and financial review form the strategic report of the charity.

Achievements and performance

In February 2020, the charity was delighted to donate £1,800 to the Manorlands Hospice in Keighley and to host representatives of the charity at our annual pantomime.

The 2020 Upstagers Theatre Group pantomime (Sinbad) had a large cast giving a great number of children a positive creative output, played to packed audiences and was nominated and won numerous awards at the Wharfedale Festival of Theatre. The Upstagers Theatre Group continue the inclusive ticket pricing policy for shows offering a selection of loss leading, cheap tickets for every show as it is deemed important to make live theatre productions more accessible to people from all walks of life no matter what their financial means.

Under normal circumstances the building is available for use by a great number of people and the Trustees are proud of the positive benefit it gives to the lives of so many young people in our community, albeit normal use has been impossible during the pandemic restrictions. The Trustees have given due regard to the guidance issued by the Charity Commission on public benefit principles and have reviewed activities and plans outlined in this report to ensure that they comply with those principles. The Trustees will continue to set objectives based on their assessment of public need in terms of providing and maintaining the property for which they have responsibility.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31st October 2020

Financial review

The charity had net income of £20,466 this year against net expenditure of £3,532 last year. The property operating costs were £13,206 compared to £13,688 last year and donations to the affiliated group were £13,000 compared to £21,000 the previous year.

Reserves are needed to bridge the gap between the spending and receiving of income. At 31st October 2020 the trustees consider that the ideal level of reserves would be between £10,000 and £25,000. This covers six months of property operating costs and donations to its affiliated group to cover preproduction costs for its theatrical productions.

The charity had cash reserves of £34,612 at 31st October 2020 which means the charity is in a satisfactory financial position to continue its operations.

Plans for future periods

Our plans for our affiliated group's 2021 show season have been severely affected by the Coronavirus outbreak. Pandemic restrictions have meant that the 2 shows that were planned will be cancelled. The Trustees have taken steps to make sure that we comply with all the Government guidelines regarding Coronavirus. Our Academy classes will continue to be delivered online and all activities that required members to be present at the Barn are ceased until restrictions are lifted. The Trustees have been working hard to ensure that the organisation has a plan to see it through the current crisis both financially and by encouraging virtual engagement with its members. This will be a really difficult year for Upstagers as our activities normally rely on gatherings of people for classes and to watch shows, but with continued prudent financial management and creative engagement with our membership we are confident that we will emerge from this crisis in a satisfactory position.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report and the strategic report were approved on 28th July 2021 and signed on behalf of the board of trustees by:

Mr I.L. Williams
Trustee

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of The Upstagers Theatre Charity Limited

Year ended 31st October 2020

I report to the trustees on my examination of the financial statements of The Upstagers Theatre Charity Limited ('the charity') for the year ended 31st October 2020.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities
- have not been met, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name of principal: Mrs P J Fardell

Mrs P J Fardell
Independent Examiner

14 Beech Hill
Otley
West Yorkshire
LS21 3AX

28th July 2021

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31st October 2020

		2020			2019
		Unrestricted funds	Restricted funds	Total funds	Total funds
	Note	£	£	£	£
Income and endowments					
Donations and legacies	4	47,545	–	47,545	33,816
Investment income	5	27	–	27	40
Total income		<u>47,572</u>	<u>–</u>	<u>47,572</u>	<u>33,856</u>
Expenditure					
Expenditure on charitable activities	6,7	27,106	–	27,106	37,388
Total expenditure		<u>27,106</u>	<u>–</u>	<u>27,106</u>	<u>37,388</u>
Net income/(expenditure) and net movement in funds					
		<u>20,466</u>	<u>–</u>	<u>20,466</u>	<u>(3,532)</u>
Reconciliation of funds					
Total funds brought forward		73,583	264,252	337,835	341,367
Total funds carried forward		<u>94,049</u>	<u>264,252</u>	<u>358,301</u>	<u>337,835</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 10 to 16 form part of these financial statements.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Statement of Financial Position

31st October 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible fixed assets	12	320,458	320,458
Current assets			
Debtors	13	3,831	2,939
Cash at bank and in hand		34,612	15,038
		<u>38,443</u>	<u>17,977</u>
Creditors: amounts falling due within one year	14	<u>600</u>	<u>600</u>
Net current assets		<u>37,843</u>	<u>17,377</u>
Total assets less current liabilities		<u>358,301</u>	<u>337,835</u>
Net assets		<u>358,301</u>	<u>337,835</u>
Funds of the charity			
Restricted funds		264,252	264,252
Unrestricted funds		94,049	73,583
Total charity funds	16	<u>358,301</u>	<u>337,835</u>

For the year ending 31st October 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 28th July 2021, and are signed on behalf of the board by:

Mr I.L. Williams
Trustee

The notes on pages 10 to 16 form part of these financial statements.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31st October 2020

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 68 Kings Road, Ilkley, LS29 9BZ.

2. Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The Charities SORP (FRS 102) Update Bulletin and the July 2015 amendments to FRS 102 have been early adopted.

The Upstagers Theatre Charity Limited meets the definition of a public benefit body under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The financial statements are prepared in sterling which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Disclosure exemptions

No cash flow statement has been presented for the company.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The judgements (apart from those involving estimations) that management has made in the process of applying the entity's accounting policies and that have the most significant effect on the amounts recognised in the financial statements are as follows:

In the opinion of the directors the length of the estimated life and the estimated residual value of the building would make any depreciation immaterial.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31st October 2020

2. Accounting policies *(continued)*

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes. The unrestricted funds are all forms of income from grants and donations from organisations and the general public together with contributions from the associated groups other than those included within the restricted funds.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds. The charity's restricted funds are represented by the Grant from The Arts Council of England supported by the National Lottery together with a transfer from Unrestricted Funds as Partnership Funding for the purchase and refurbishment of the property in Station Road, Ilkley and net proceeds from a charity collection, subsequently donated.

Incoming resources

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31st October 2020

2. Accounting policies *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Furniture and fittings - 15% straight line basis

No depreciation is provided with respect to freehold buildings. In the opinion of the trustees the residual value of the property at the end of the period over which the company will continue to hold the property is likely to be at least as much as the original cost so no depreciation is required. The company maintains the property to a high standard.

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

Government grants

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31st October 2020

2. Accounting policies *(continued)*

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

3. Limited by guarantee

The Upstagers Theatre Charity Limited is a charitable company founded in 1993, charity registration number 1041989, company registration number 2863136, with the liability of members limited to £1 each by guarantee.

4. Donations and legacies

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Donations				
Donations	37,545	37,545	33,816	33,816
Grants				
Government grant income	10,000	10,000	—	—
	<u>47,545</u>	<u>47,545</u>	<u>33,816</u>	<u>33,816</u>

Donations of £35,000 (2019: £27,500) were received from the Associated Group.

5. Investment income

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Bank interest receivable	<u>27</u>	<u>27</u>	<u>40</u>	<u>40</u>

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31st October 2020

6. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Charitable expenditure	26,506	26,506	36,788	36,788
Support costs	600	600	600	600
	<u>27,106</u>	<u>27,106</u>	<u>37,388</u>	<u>37,388</u>

7. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total funds 2020 £	Total fund 2019 £
Charitable expenditure	26,506	–	26,506	36,788
Governance costs	–	600	600	600
	<u>26,506</u>	<u>600</u>	<u>27,106</u>	<u>37,388</u>

8. Analysis of support costs

	Support costs for charitable activity £	Total 2020 £	Total 2019 £
Governance costs	600	600	600

9. Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

10. Independent examination fees

	2020 £	2019 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>600</u>	<u>600</u>

11. Trustee remuneration and expenses

The trustees received no remuneration or other benefits during the year and no reimbursement of expenses.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31st October 2020

12. Tangible fixed assets

	Freehold property £	Fixtures and fittings £	Total £
Cost			
At 1st November 2019 and 31st October 2020	<u>320,458</u>	<u>17,153</u>	<u>337,611</u>
Depreciation			
At 1st November 2019 and 31st October 2020	<u>–</u>	<u>17,153</u>	<u>17,153</u>
Carrying amount			
At 31st October 2020	<u>320,458</u>	<u>–</u>	<u>320,458</u>
At 31st October 2019	<u>320,458</u>	<u>–</u>	<u>320,458</u>

13. Debtors

	2020 £	2019 £
Prepayments and accrued income	<u>3,831</u>	<u>2,939</u>

14. Creditors: amounts falling due within one year

	2020 £	2019 £
Accruals and deferred income	<u>600</u>	<u>600</u>

15. Government grants

The amounts recognised in the financial statements for government grants are as follows:

	2020 £	2019 £
Recognised in income from donations and legacies: Government grants income	<u>10,000</u>	<u>–</u>

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31st October 2020

16. Analysis of charitable funds

Unrestricted funds

	At 1st November 2019 £	Income £	Expenditure £	At 31st October 2020 £
General funds	73,583	47,572	(27,106)	94,049

	At 1st November 2018 £	Income £	Expenditure £	At 31st October 2019 £
General funds	77,115	33,856	(37,388)	73,583

Restricted funds

	At 1st November 2019 £	Income £	Expenditure £	At 31st October 2020 £
Restricted funds	264,252	–	–	264,252

	At 1st November 2018 £	Income £	Expenditure £	At 31st October 2019 £
Restricted funds	264,252	–	–	264,252

17. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Tangible fixed assets	56,206	264,252	320,458
Current assets	38,443	–	38,443
Creditors less than 1 year	(600)	–	(600)
Net assets	<u>94,049</u>	<u>264,252</u>	<u>358,301</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Tangible fixed assets	56,206	264,252	320,458
Current assets	17,977	–	17,977
Creditors less than 1 year	(600)	–	(600)
Net assets	<u>73,583</u>	<u>264,252</u>	<u>337,835</u>

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Management Information

Year ended 31st October 2020

The following pages do not form part of the financial statements.

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Detailed Statement of Financial Activities

Year ended 31st October 2020

	2020 £	2019 £
Income and endowments		
Donations and legacies		
Donations	37,545	33,816
Government grant income	<u>10,000</u>	<u>–</u>
	<u>47,545</u>	<u>33,816</u>
Investment income		
Bank interest receivable	<u>27</u>	<u>40</u>
Total income	<u>47,572</u>	<u>33,856</u>
Expenditure		
Expenditure on charitable activities		
Rent	3,842	3,831
Rates and water	1,503	1,473
Light and heat	305	1,070
Repairs and maintenance	1,165	1,241
Insurance	3,816	3,556
Other establishment	1,160	1,160
Legal and professional fees	600	600
Telephone	790	757
Other office costs	25	–
Donations	<u>13,900</u>	<u>23,700</u>
	<u>27,106</u>	<u>37,388</u>
Total expenditure	<u>27,106</u>	<u>37,388</u>
Net income/(expenditure)	<u>20,466</u>	<u>(3,532)</u>

The Upstagers Theatre Charity Limited

Company Limited by Guarantee

Notes to the Detailed Statement of Financial Activities

Year ended 31st October 2020

	2020 £	2019 £
Expenditure on charitable activities		
Charitable expenditure		
<i>Activities undertaken directly</i>		
Rent	3,842	3,831
Rates and water	1,503	1,473
Light and heat	305	1,070
Repairs and maintenance	1,165	1,241
Insurance	3,816	3,556
Cleaning	1,160	1,160
Telephone	790	757
Sundry expenses	25	–
Donations	13,900	23,700
	<u>26,506</u>	<u>36,788</u>
Governance costs		
Accountancy fees	600	600
	<u>600</u>	<u>600</u>
Expenditure on charitable activities	<u>27,106</u>	<u>37,388</u>