

Preston Little Theatre Company
Limited

Report of the Trustees
& extract from the Charity
Accounts

31st March 2021

PRESTON LITTLE THEATRE COMPANY LIMITED
A COMPANY LIMITED BY GUARANTEE

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For The Year Ended 31 March 2021

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PRESTON LITTLE THEATRE COMPANY LIMITED
A COMPANY LIMITED BY GUARANTEE

COMPANY INFORMATION
For The Year Ended 31 March 2021

TRUSTEES: P C Armitt
P Bracewell
J Bracewell
J Calvert
D Brandwood - Spencer
R E Carter
J Dawson
A Green
M Hurley
A G Shaw
M Taylor
J Tudor
D Yardley

REGISTERED OFFICE: Mayfield
Parsonage Lane
Chipping
Preston
Lancashire
PR3 2GJ

CHARITY NUMBER: 1045182

COMPANY NUMBER: 03008235 (England and Wales)

ACCOUNTANTS: SBCA Chartered Accountants
17 Moor Park Avenue
Preston
Lancashire
PR1 6AS

PRESTON LITTLE THEATRE COMPANY LIMITED
A COMPANY LIMITED BY GUARANTEE

REPORT OF THE TRUSTEES
For The Year Ended 31 March 2021

The Trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31st March 2021 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 & Articles of Association, and Accounting & 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).

CHAIR'S REPORT

For the first time since the theatre opened its doors in 1949, it has spent the whole of the last twelve months in the 'dark'

Covid-19 was first registered as being present in Britain in February of last year and following the Government's advice to avoid socialising and Grimsargh Players cancelling its production, the Board of Trustees decided to close the Playhouse with immediate effect from Tuesday, 17th March 2020. Due its rapid spread and impact on the individuals who contracted the disease and the NHS, the Government ordered a 'lockdown' which required that places such as hospitality venues and theatres should close the following week.

Since then, there have been times under the Government's restrictions when it would have been legal to hold events at the theatre, but with the 'social distancing' requirements in place, it would have been effectively impossible for the amateur drama groups which use the Playhouse to have rehearsed or staged a production. We were also concerned that the paying public would be reluctant to attend.

At other times, as 'lockdown' restrictions varied, it would have been illegal to have opened the theatre to the public. Consequently, the theatre has stayed in the 'dark'.

Thankfully, as a registered company which pays Council Tax within Preston City, Government grants have been available to offset loss of income through enforced closure. We were delighted and grateful to be granted just over £21,000. However, in themselves the grants would not have been sufficient to cover all of our standing costs.

To supplement the grants, we started a GoFundMe campaign via our Facebook page last October. This has proved to be very successful with almost £7,000 being donated. In turn, this has generated a further £1,050 in Gift Aid. Thank you to all those supporters of the Playhouse who contributed to this wonderful outcome.

It is thanks to Government help and our supporters, that as a 'not-for-profit' charity we have been able to have enough income to continue with the provision of live theatre in Preston. A special thanks also to those volunteers who have kept the building in good order throughout the closure.

On a more sombre note, it was with sadness that we learned of Roy Fitzpatrick's death during the year. Roy was a valued Trustee at the theatre and had held the position of General Manager for several years.

Looking forward, we are planning a show early in September to 'kick off' the season and hope to be back in full production throughout next season. We will be pleased to see the Playhouse continuing to fulfil its objective of supporting theatrical arts and encouraging public appreciation of live theatre.

We hope to see you all next year.

Dennis Yardley, Chair

**PRESTON LITTLE THEATRE COMPANY LIMITED
A COMPANY LIMITED BY GUARANTEE**

**REPORT OF THE TRUSTEES
For The Year Ended 31 March 2021**

OUR PURPOSES AND ACTIVITIES

The object of Preston Little Theatre Co Ltd is to advance general education in the theatrical arts by providing a well-equipped theatre where amateur groups can rehearse and present their shows, thereby developing their own talents and the public appreciation of live theatrical performance.

The Playhouse, in its 72nd year, has 6 resident amateur societies (known as user societies) with a combined membership of about 200. Each season they present a wide and varied programme of entertainment in some 16 productions. Our resident societies produce drama, comedy, comic opera, pantomime and musical shows which are generally well received and provide an environment for nurturing young talent.

Other hirers include opera, dance, drama and musical groups, pageants and tribute bands. Local colleges and schools present shows featuring young people, including those with physical and educational challenges.

We seek to provide a wide range of entertainment through user societies, lettings of the theatre to other users and our own productions managed by a small team working under the title *Playhouse Promotions*. This group is busy organising several shows for next season, starting with 'Curtain Up' planned for September. Monies raised through our own promotions are ringfenced in a Development Fund for future improvement projects at the theatre.

As the Chair has pointed out, the theatre spent the whole financial year 2020/21 'in the dark'.

Under normal circumstances, during the season the theatre would have staged around 90 performances. However, due to the coronavirus pandemic, we closed the theatre on 17th March 2020 and it has remained closed. It is planned to be open in September 2021 and from thereon stage the normal run of amateur productions along with third parties staging shows and our own fund raisers. We all look forward to bringing the Playhouse back to life.

However, although we had no income from our usual use of the theatre, we were pleased to be eligible for assistance from the Government. As a registered company and ratepayer, we received grants to the value of just over £21,000 as compensation for enforced closure. As the chair mentioned, we also were very grateful to receive just under £7,000 in donations which enable us to reclaim just over £1,000 in GiftAid.

At the turn of the year, we were approached by UCLan to explore the possibility of using the theatre as a teaching space due the normal UCLan venue being unavailable due to building works. Consequently, UCLan commenced using the building on a commercial basis in mid-March. Not only did this enhance our income but also brought students into the theatre.

These funds allowed us to meet all financial commitments and indeed to report a surplus of some £4,574

This is a tremendous outcome and one which we couldn't imagine in March 2020.

Now we look forward to welcoming the loyal audience which has been developed over many years by the drama groups when the theatre re-opens to the public.

Of course, we will make every effort to help all of our hirers to attract their audiences as this provides the revenue which allows them to pay for their hire of the theatre, thus sustaining its running costs and basic upkeep.

We will continue to support the marketing of events at the Playhouse through the web site at www.prestonplayhouse.co.uk which gives full information on events, news and information on our resident user societies. We also publish and circulate by maildrop editions of *What's on at the Playhouse* showing the programme for season 2021/22.

As always, we will continue to encourage wider participation, particularly from a younger generation which will be the source of future audiences. Ongoing improvement of the theatre facilities for our users which focus on youth is an important part of this encouragement.

Meanwhile, we are grateful for the efforts of our users and volunteers which enables Preston Little Theatre Co Ltd to be a successful, self-sufficient charity which is not ordinarily reliant on revenue grants from any source. We continue to operate on a not-for-profit basis, allowing us to contain the theatre hire costs which in turn enables our users to maintain ticket prices at affordable levels.

PLANS FOR FUTURE

We plan to continue with raising additional funds for the Development Fund in order to provide for our continued improvement of facilities at the Playhouse.

RESERVES

We undertake financial planning to be able to underwrite all the Charities ventures and to be able to embark upon projects without fear of incurring a deficit in either the short or long term.

GOVERNANCE

Preston Little Theatre Co Ltd was incorporated on 10 January 1995 under the Companies Act 1985 and is limited by guarantee. It is governed by a Memorandum & Articles of Association.

PRESTON LITTLE THEATRE COMPANY LIMITED
A COMPANY LIMITED BY GUARANTEE

REPORT OF THE TRUSTEES (Continued)
For The Year Ended 31 March 2021

TRUSTEES

The directors of the charitable company (the Charity) are its Trustees for the purpose of charity law. The Trustees shown below have held office during the period from 1 April 2020 to 31 March 2021.

P Armitt		Appointed 21 st October 2020
P Bracewell	Assistant Secretary	Appointed 10 th January 1995
J Bracewell		Appointed 7 th September 2008
D Brandwood - Spencer		Appointed 2 nd July 2016
J Calvert	Secretary	Appointed 30 th October 2016
R E Carter		Appointed 21 st August 2013
J Dawson		Appointed 7 th September 2008
A Green		Appointed 8 th July 2018
M Hurley		Appointed 7 th September 2016
A G Shaw		Appointed 29 th April 2006
M Taylor	General Manager	Appointed 23 rd February 2017
J Tudor		Appointed 29 th April 2006
D Yardley	Chair	Appointed 29 th April 2006

The Chair, Secretary and Assistant Secretary are elected (re-elected) at the Annual General Meeting. Other Trustees are appointed for a term of three years, with one third being elected (re-elected) at the Annual General Meeting.

CHARITY NUMBER: 1045182

COMPANY NUMBER: 03008235 (England & Wales)

INDEPENDENT EXAMINER: SBCA Chartered Accountants
Preston

CONTACT TRUSTEE: J Calvert

OFFICE: Mayfield
Parsonage Lane
Chipping
Preston
PR3 2GJ

ON BEHALF OF THE BOARD:

.....
J Calvert CPFA - Director

Dated: 5th September 2021

**PRESTON LITTLE THEATRE COMPANY LIMITED
A COMPANY LIMITED BY GUARANTEE**

**REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES (DIRECTORS) OF
PRESTON LITTLE THEATRE CO LIMITED
For The Year Ended 31 March 2021**

I report on the accounts of Preston Little Theatre Limited for the year ended 31st March 2021 set out on pages two to fourteen.

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act,
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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 ensure that:
 - proper accounting records are kept (in accordance with section 386 of the Companies Act 2006),
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

SBCA
Chartered Accountants
Preston

Dated: 5th September 2021

PRESTON LITTLE THEATRE COMPANY LIMITED
A COMPANY LIMITED BY GUARANTEE

STATEMENT OF FINANCIAL ACTIVITIES
For The Year Ended 31 March 2021

	Undesignate d Income £	Designate d Income £	31.03.21 Restrict ed Income £	Total £	31.03.20 Total £
Incoming Resources	37,093	-	-	37,093	51,340
Resources Expended					
Charitable Expenditure	31,335	-	-	31,335	46,665
Administration Expenses	1,184	-	-	1,184	1,455
			-		
Total Expenditure	32,519	-	-	32,519	48,120
Net Incoming / (outgoing) resources	4,574	-	-	4,574	3,220
Transfer between funds	-	-	-	-	-
Net movements in funds	4,574	-	-	4,574	3,219
Total funds brought forward	167,530	13,159	1,233	181,923	178,704
TOTAL FUNDS CARRIED FORWARD	£172,104	£13,159	£1,233	£186,496	£181,923

CONTINUING OPERATIONS

None of the company's activities were acquired or discontinued during the current and previous years.

TOTAL RECOGNISED GAINS AND LOSSES

The company has no recognised gains or losses other than the profits or losses for the current and previous years.

FUNDS

The funds comprise of an Undesignated Fund for theatre operation, a Designated Fund earmarked specifically for theatre development (both unrestricted) and a Restricted Fund for specific grants and legacies which have their purposes specified by the grantor.

PRESTON LITTLE THEATRE COMPANY LIMITED
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BALANCE SHEET
31 March 2021

	31.03.21	31.03.20
	£	£
FIXED ASSETS:		
Tangible Assets	143,426	152,745
CURRENT ASSETS:		
Stocks	950	1
Debtors and accruals	3,707	.716
Cash at bank and in hand	43,580	1,376
		32,516
	48,237	35
		,608
CREDITORS, ACCRUALS, DEPOSITS:	(5,167)	(6,430)
Amounts falling due within one year		
NET CURRENT ASSETS:	43,070	29,178
TOTAL ASSETS LESS CURRENT LIABILITIES	£186,496	£181,923
FUNDS		
Theatre Operation - unrestricted	172,104	167,531
Theatre Development - unrestricted	13,159	13,159
Restricted	1,233	1,233
	£186,496	£181,923

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006, for the year ended 31st March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2021 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

(a) ensuring that the company keeps accounting records which 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 company as at the end of each financial year and of its profit or loss 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 company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and constitute the accounts required by the Companies Act 2006 and are for circulation to Members of the Company.

The financial statements were approved by the Board of Trustees on 5th September 2021 and were signed on its behalf by:

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PRESTON LITTLE THEATRE COMPANY LIMITED
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Income and Expenditure
For The Year Ended 31 March 2021

	31.03.21		31.03.20
	£	£	£
Incoming Resources:			
Profit on bar	(863)		8,314
Hire of building & equipment	3,800		32,832
Rent of car park	5,125		4,000
Donations and interest received	6,983		177
Gift Aid claimed	1,045		
Fund Raising	-		5,566
Grants & Legacies	21,003		-
Profit on asset sale	-		450
		37,093	51,339
Charitable Expenditure:			
Wages	6,770		6,381
Print, post, stationery & phone	726		978
Repairs & renewals	3,241		5,109
Sundry expenses	-		-
Rates & water	1,661		3,070
Insurance & licences	6,334		7,439
Rent	500		500
Depreciation	9,319		9,614
Light & heat	1,122		6,264
Debt Write Off	-		200
Cleaning materials	273		1,468
Car park tickets	-		3,555
Fund raising fees	163		-
Publicity	-		1,059
Box Office	1,213		1,028
	31,322		46,665
		5,771	4,224
Administration Costs:			
Accountancy & secretarial	1,197		1,455
Bank charges	-		-
	(1,197)		(1,455)
SURPLUS / (DEFICIT) FOR THE YEAR		£4,574	£3,219

This does not form part of the statutory financial statements