

Company registration number: 03178207

Charity registration number: 1054763

Burnley Youth Theatre

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2023

KM
1st Floor, Block C
The Wharf
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Burnley Youth Theatre

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Burnley Youth Theatre

Reference and Administrative Details

Trustees	Mrs K Allen
	Mr A Anwar
	Mrs D Ashby
	Mrs H Clarke
	Mr S L Cook
	Mrs L Dixon
	Mr J Goulding
	Mrs V A Holliday
	Mr A Javid
	Mr P Kenyon
	Mrs R J Livermore
	Mrs S Martin
	Mr A Preston
Secretary	Mr J Shaw
	Mrs K Metcalfe
Charity Registration Number	1054763
Company Registration Number	03178207
Registered Office	The charity is incorporated in England.
	Quarry Theatre Queens Park Road Burnley Lancashire BB10 3LB
Principal Office	Quarry Theatre Queens Park Road Burnley Lancashire BB10 3LB
Independent Examiner	KM
	1st Floor, Block C The Wharf Manchester Road Burnley Lancashire BB11 1JG
Bankers	Unity Trust Bank PLC
	4 Oozells Square Birmingham B1 2HB

Burnley Youth Theatre

Strategic Report for the Year Ended 31 March 2023

SUMMARY REVIEW BY THE CHAIR

REVIEW OF 2022 - 23

We finally returned to some normality following lockdowns and the pandemic. Despite the upheaval and challenges of the previous year, we had a year of renewed confidence and vigour, with a full programme of activities, and a number of new projects and initiatives. Our strong financial position meant we were also able to build our reserves to the required level.

Planning for our 50th year Anniversary got underway and we were able to fulfil our aspirations for an exciting year of celebrations and new activities following our successful major application to the Heritage Lottery Fund. As we reached the year end this was further bolstered by a successful public campaign to raise match funding through the Lancashire crowdfunding initiative.

We had other major achievements to celebrate too - with news of our successful application to the Arts Council Capital Scheme, resulting in new investments to upgrade our digital and technical equipment in the theatre space, upgrade our toilet facilities, creation of a new sensory space and an outdoor classroom. We were thrilled to receive the news of our renewed National Portfolio status with the Arts Council and with a 100% uplift to give the organisation more capacity to deliver our extensive programme. In addition, we were successful in getting a further multi-year grant from the Henry Smith Foundation, securing funding for our Outreach Programme and continued our relationships with The Eric and Margaret Kinder Charitable Trust and The Garfield Weston Foundation.

Our strong financial position meant we were also able to invest in a number of much needed improvements including our website, re-branding and a data management system and make some small financial rewards in acknowledgment of our committed staff.

On the back of new investments, our focus on environmental improvements featured more strongly in our planning, with our new LED/DMX theatre lighting and opportunities to develop our unique outdoor assets and we also commissioned a Biodiversity Report of our site.

Some key aspects of our Artistic Programme were able to get back on track, including our Christmas production and planning for our return to the Edinburgh Fringe Festival. The previous years time for reflection and learning also resulted in changes to our Core Youth Theatre offer and the Education and Outreach programmes also began to return to anticipated levels of activity. We also secured a new major hirer with the Garrick Theatre making BYT their permanent home.

We said farewell to a number of long-standing staff members and welcomed a number of new ones. New roles were also created as part of the 50th year programme. We ensured strong interim management arrangements to cover maternity leave of our Artistic Director/ CEO for part of the year, with no detrimental effect on delivery and provided increased development opportunities for a number of our staff. Our freelance Finance Manager left us part way through the year, but we partnered with Burnley Leisure Trust to provide us with this continued service. Membership of our Board of Trustees remained stable, ensuring good governance, albeit continuing predominantly in a virtual way.

Anthony Preston, Chair of Trustees

Burnley Youth Theatre

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2023.

Objectives and activities

OBJECTS, VISION, MISSION AND VALUES

Our Objects

The Charity's objects are specifically restricted to the following:

To act as a resource for young people and children living in Lancashire by providing advice and assistance and organising programmes of activity, training and education as a means of:

A) Advancing in life and helping young people and children, improving their health and overall well-being by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals.

B) Advancing education and training in all aspects of arts and culture.

C) Providing recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of such persons

Our Vision

Our vision is that all children and young people will access high quality arts and culture.

Our Mission

Our mission is to creatively inspire children and young people to take their next steps.

Our Values

We value:

- artistic quality and integrity in all the work that we do
- giving opportunities to children, young people and families no matter what their background
- the education, training and development of children and young people
- the aspirations of children and young people and support them to realise their potential
- the views of young people and always strive to give them a voice
- learning and are committed to continuous improvement which responds positively to change and encourages dynamic and innovative solutions
- embrace and celebrate equality, diversity and inclusion, and
- best practice in the treatment and safeguarding of young people, staff and volunteers in a safe environment.

Burnley Youth Theatre

Trustees' Report

Public Benefit

We understand the guidance provided by the Charity Commission in regards to providing Public Benefit and believe that we continue to provide high quality arts activities for all children and young people across Lancashire. Our programme of work is diverse and takes place in multiple locations, both on site at our venue and in community venues and schools, along with new avenues of engagement through digital spaces. Our pricing decisions are based on covering our costs and making our work as accessible as possible to all people. Where cost is a barrier for engagement we support participants through our financial bursary scheme. We believe that our work not only impacts on the children and young people taking part but also on the families, teachers and audiences who engage with, view and experience the diversity of our offer.

ARTISTIC REVIEW

Inclusive Youth Theatre, Workshops and Productions

2022-23 was our first full year of uninterrupted in person activity post Covid. Supported by The Eric and Margaret Kinder Charitable Trust, we delivered exciting creative workshops with a focus on drama across all ages and produced high quality productions with children and young people. We continued our specialist workshops including; After The Rain, for young people who identify as LGBTQAI+; Theatre for Change, for young people who are driven by social action; and Connect, for children and young people with disabilities. We engaged with 678 children and young people ages 0 -18 (up to 25 for young people with disabilities) through our workshop and production programmes and welcomed new young people into the organisation.

With the support of Dan's Trust we were able to continue our Step In Financial Bursary Programme which supports children and young people to 'step in' to our organisation; those who may not normally be able to attend. By providing financial support for workshop spaces, transport, and other access provision we were able to support 98 access grants for local children and young people to engage in our sessions.

We were able to welcome full audiences back into the theatre during this year and run a full programme of youth theatre productions. These included two devised productions Under The Stars and Dusk, two scripted productions Charlie and The Chocolate Factory and The Strange Case of Dr Jekyll and Mr Hyde and our big Christmas production The Wizard of Oz which ran for twelve shows and had an audience of 1452 from local schools, friends and family and members of the public. Our young company FirstByte Theatre worked together with a professional director for a full year, culminating in taking an original piece of theatre All That's Left to the Edinburgh Fringe Festival in August 2022.

Quotes captured, which demonstrate our impact in this area are:

"My little Alfie absolutely loves coming every week and loves the workshop leader too. Highly recommend anyone with children with a disability to take their child along." (Parent/Carer of Connect Participant)

"Well what can I say.....an excellent production. Cast were superb and it's so encouraging to see young people so confident in their performance. Well done to all involved." (Audience Member, The Strange Case of Dr Jekyll and Mr Hyde)

"It really brought to life how amazing the theatre is for the community and the opportunities you're creating for everyone in the area.. Amazing work!" (Audience Member, The Wizard of Oz)

Outreach

As an organisation we are committed to making our artistic offer accessible to everyone and our outreach programme strives to reach those young people and families who may not usually access the arts; supporting them to participate in creative activities and in doing so improve their well-being, build confidence, develop transferable skills, deepen community cohesion and widen their social network.

Burnley Youth Theatre

Trustees' Report

During 2022/23 we continued to focus on long term engagement with partners who support; children and young people with learning disabilities and access needs; families who do not currently access arts engagement; children, young people and families from Black, Asian and Minority Ethnic communities; targeted youth community engagement; and targeted schools engagement, with a specific focus on alternative provision and special educational needs.

Through this strand of work, in 2022/23, we engaged 1009 children, young people and families. Of those participants 10% chose to disclose a disability, 48% were from Black, Asian and Minority Ethnic communities, and 79% had an address reported within the lowest 20 percentile of socio economic deprivation.

Our Outreach team were supported through funds from The Henry Smith Charity during the year. Key partners in the delivery of our programme included Burnley Borough Council, Participation Works, Gannow Community Centre, Burnley Heights, New Neighbours Together, West End Community Centre, Coal Clough Academy, Ridgewood Community High School, The Rose School and Holly Grove Primary School.

Quotes which demonstrate our impact in this area is:

"It's fantastic to see the young people coming out of their comfort zone and getting better connected with their local area..." Project Worker from Gannow Big Local project

"My daughter has learnt so much from this project and has made friends with people she wouldn't have socialised with before. They can't wait to join Burnley Youth Theatre" Parent from One Connect project

"Hearing the pupils talk about their mental health and what is important to them is important for us as a school to understand and [this project] gives them a safe space to do this" Teacher from One Connect project

Education

We have an exciting education programme that offers a creative approach to learning for all pupils in primary, secondary, special education and alternative provision schools. We provide bespoke packages planned and delivered by trained arts professionals to support the school curriculum and wider learning objectives, complimenting school topics and themes, tackling specific attainment targets or supporting the needs of identified student groups.

During 2022/23, we worked with over 40 schools including primary, secondary, special schools and pupil referral units both in Burnley and across Lancashire, engaging 3457 children and young people. Sessions covered topics such as Anti Bullying, the Environment, Wizard of Oz, Hansel and Gretel, National Poetry Day alongside the delivery of continuing professional development sessions for teachers.

We are proud of our approach to developing bespoke sessions for schools and have developed a new education pack with case studies to share with schools new to us in 2023/24.

Quote which demonstrates our impact in this area is:

"What a fantastic project! It has been great to see such creativity whilst delivering an incredibly strong message. The children were engaged, enthusiastic and having fun!" Parent attending It's Good To Go Green event

Talent Development

We are passionate about the role that we play in giving opportunities to young people and young adults to develop their skills, both for a career in the arts and more generally. We recognise that our organisation is perfectly positioned to be a first encounter to the world of work and as such we offer multiple opportunities for engagement. In 22/23 our talent development strand enabled:

Burnley Youth Theatre

Trustees' Report

- 53 volunteers to develop skills in workshop delivery, theatre production, technical theatre, stage management, costume, front of house, marketing and fundraising
- 10 Youth Board volunteers aged 11 – 18 (up to 25 for LDD) to gain skills in leadership, consultation, idea generation and teamwork
- 4 young practitioners to work as Trainee Workshop Leaders for a term, three of whom continued as freelance Workshop Leaders after their placement ended
- 11 young people to be part of our FirstByte Theatre Company - a year long opportunity for young people to train as performers / theatre makers and create an original production which they performed at the Edinburgh Fringe Festival in August 2022
- 2 young actors to develop their skills of performance development through our in house professional theatre company Byteback Theatre who toured 10 performances of Hansel and Gretel to 1534 primary school children across Lancashire
- 33 freelance practitioners (under the age of 34) to gain paid work through our strands of activity; inclusive theatre, outreach, education and marketing
- Opportunities for training alongside the staff team, in areas such as access, diversity and safeguarding.

Quotes which demonstrate our impact in this area is:

"Completing BYT's trainee practitioner placement not only gave me the skills and experience to develop as a facilitator, but also the confidence to lead workshops. Since then, I have gone on to not only lead workshops at BYT but also with other institutions such as the National Youth Theatre. Without BYT's placement, I wouldn't have had a way to train and develop my skills as a facilitator and I wouldn't be where I am now." Trainee workshop leader

"Wow! The pop up show worked so perfectly for us! All the children loved it and brought the magic of the theatre to our school" Teacher, Hansel and Gretel Schools Tour

Professional Productions

Being able to host high-quality professional children and young people's theatre is really important to us. Our nearest cities, with large cultural provision, are over 25 miles away. For many local families this journey and the costs associated with attending large theatres, is not part of their routine or budget. Throughout 2022/23 we were pleased to present the following performances, at affordable prices, to 359 children, young people and their families:

- Reynard and the Fox by The Fabularium
- Errol's Garden by Golden Toad Theatre
- Twinkle Twinkle by Touched Theatre
- Lily and The Heron by Goofus Theatre
- Alfie's First Fight by Oliver Sykes

Quotes captured, which demonstrate our impact in this area are:

"My children loved it!" Audience Member, Twinkle Twinkle

"This will be our children's main treat of the summer... It was lovely to see them so engaged throughout the show. Thank you" - Audience Member, Reynard and the Fox

"My children loved the music, singing and fun and loved the theme of planting a garden. They loved the wrap around activity and want to buy more seeds now to plant in our garden." Audience Member, Errol's Garden

Burnley Youth Theatre

Trustees' Report

50th Year

We began our 50th anniversary celebrations in the first few months of 2023. These will continue for the rest of the year and mark 50 years of the organisation's history and impact we have had on local children, young people and families in Burnley. This year we have delivered:

- Our People - Digital round table with previous Artistic Directors from different decades
- Musical Theatre week - engaging with past productions with a focus on Bugsy Malone
- Big Birthday weekend - events for all ages including a Drag Bingo night, Birthday Bop children's party and Karaoke night
- Exhibition in our foyer space showcasing our archive including interactive digital screens
- Young Archivists - a group of young volunteers who have been delving into our vast archive of photographs, programmes, DVDs and newspaper articles
- Oral History / Podcasts with BYT Alumni

Quotes captured, which demonstrate our impact in this area are:

"I love young archivists, it's been amazing to discover more about the history of BYT." Participant, Young Archivists.

"Our child has additional needs and this is the first half term ever we've been able to leave him at a class. He absolutely loved it and gave us some much needed respite." Parent, Musical Theatre Week

"It was amazing to do some street theatre at the canal festival. I really feel I improved my confidence and performance skills." Participant, Carnival Week

THEMATIC STRANDS

Equality, Diversity and Inclusion

Equality, diversity and inclusion is critical to our ambition for creating excellent art with and for children and young people and their families, and in reaching all families within the geographical area we serve and beyond. We are committed to creating a culture in which diversity and equality of opportunity are central. This includes participants we engage with, the audiences that we serve and professionals we work with. Discrimination in any form is not tolerated by Burnley Youth Theatre, and we believe that unless we proactively seek to positively include all members of the community we serve we will not extend our reach nor create great work.

Through our Equality and Diversity policy we set out five commitments for our approach to improving equality, diversity and inclusion within our organisation, and through our action plan set out clear targets across our programme delivery and staffing. Reporting on our progress in this area is a standard agenda item for our Board of Trustees and developing our understanding of each protected characteristic group features within our annual training plan for staff, volunteers and freelancers.

To improve access this year we have:

- continued to offer our specialist workshops for disabled and LGBTQ+ participants
- secured funding to engage 5 diverse young people per year in a paid arts placement to break down barriers that might be stopping them from accessing work
- renovated our foyer space to include 5 individual gender neutral toilets (which include a disabled toilet and family toilet)
- continued our Step In Programme to support more people to access our workshops and productions
- carried out an access audit with our staff, board and Youth Board to see where future improvements could be made and what funding might be available.

Burnley Youth Theatre

Trustees' Report

Environment

During 2022/23 we spent time reflecting on the role we play in influencing behaviour and turning the tide on our environmental impact. We recognise there is a global climate crisis and as an organisation we have a vital role to play in changing how we operate, reducing our carbon footprint and influencing the actions of others. We believe that we have a responsibility to care for and protect the environment in which we operate through delivering our work in an environmentally sustainable and ethical manner. We are fully committed to improving environmental performance across all of our activities, and will encourage our stakeholders and members of the wider community to join us in this effort.

Through the review and development of our Environment Policy and Action Plan, this year we have:

- identified an Environmental Champion on the staff team who promotes this area during decision making and programming
- set up a Board and staff sub group to plan strategically support our plans
- successfully installed new theatre lighting with a new DMX/LED structure
- carried out a biodiversity report
- put plans and structures in place to redevelop our outdoor spaces which will lead to more outdoor activity and engagement in nature, climate and environmental projects.

Digital

2022/23 continued our journey of digital improvements for the organisation. We upgraded our theatre lighting, embedded using digital devices during workshops and rehearsals and used digital media to engage more with our audiences. We had 27243 online views of our digital content across all our social media platforms. Across the year, our online audiences grew to 160 YouTube subscribers, 1311 Instagram followers and 4549 Facebook followers.

We have funding in place for 2023/24 to install a sensory room with digital capabilities, have two touchscreen units for the public to explore our archive, have our archive displayed digitally through local archive websites and deliver more digital activity such as mass storytelling workshops with schools.

FINANCIAL REVIEW

Investment Policy

We have chosen to invest our free reserves into Charifund Investment Units, which are administered by M&G Charities.

Reserves Policy

At the year-end free reserves amounted to £114,764. The Board of Trustees stipulate that the reserves should be at least 12 weeks of turnover (22/23 = £93,001) in order that we can continue our activities in the short term, maintaining staff levels and ensuring that our costs can be met. The free reserves are held within Charifund Investment Units and the Scottish Widows savings account.

Burnley Youth Theatre

Trustees' Report

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Burnley Youth Theatre is a company limited by guarantee and a registered charity. We are governed by our Memorandum and Articles of Association dated 28th March 2012.

Organisational Structure

The Board of Trustees administer the organisation. They include the Chairperson, the Vice-Chairperson and the Finance Director. The Company Secretary may be a Trustee or a member of staff. The Board of Trustees appoint these roles at each Annual General Meeting.

The CEO/Artistic Director is appointed by the Board of Trustees to deliver the approved aims and objectives as detailed within the organisation's strategic documents; the business plan, audience development plan, equality and diversity action plan and environmental action plan. They have delegated authority for decision making within the parameters of the approved annual budget.

The CEO/Artistic Director reports to and meets with the Board of Trustees on a quarterly basis and with the Finance Working Group monthly.

Recruitment and appointment of new Trustees

Trustees are recruited to our organisation based on skills, experience and knowledge. The Board of Trustees conduct a regular skills audit, identifying strengths and weaknesses within the board. Open recruitment occurs to fill identified gaps for Trustee vacancies.

Trustees are appointed at the Annual General Meeting (AGM). Trustees may appoint a person willing to act as an additional trustee before an AGM is held; however, their continuation as a trustee must be ratified at the next AGM. As detailed within our Memorandum and Articles of Association, one third of the Trustees must retire at each AGM but may seek re-election by members of the charitable company attending the meeting (in-person and by proxy). No person under the age of 18 may be appointed as a trustee.

Induction of new Trustees

All new Trustees receive a thorough and structured induction with the CEO/Artistic Director and Chairperson:

- They are made aware of their legal responsibilities as a Charity Trustee and Company Director and are given access to a range of useful resources, such as the Charity Commission new Trustee guidance
- They are introduced to our organisation and given information on our organisational priorities, including our business plan and associated action plans, and the papers from the last two board meetings
- They are invited to visit our activities and events, meeting with our staff team, freelance practitioners and participants to understand and experience our work first hand, and
- They are offered a Trustee Mentor and invited to attend training relevant to their role.

Burnley Youth Theatre

Trustees' Report

Related parties

Burnley Youth Theatre receives essential funding from Arts Council England and Burnley Borough Council. However the charity is independent of these funding bodies and they do not play a role in the governance of the organisation.

Risk management

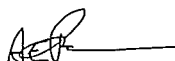
The Trustees have a duty to identify and review the risks to which Burnley Youth Theatre is exposed and to ensure appropriate controls are in place to mitigate those risks. We conduct an annual risk review that identifies any potential risks to the continuing operation of the organisation which is reported to the board alongside the annual business plan.

The CEO/Artistic Director works with the Finance Working Group to ensure that appropriate controls are identified and put in place to provide reasonable assurance against the risks occurring.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 23 November 2023 and signed on its behalf by:



.....
Mr A Preston
Trustee

Burnley Youth Theatre

Independent Examiner's Report to the trustees of Burnley Youth Theatre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts 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 your 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

Since Burnley Youth Theatre's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Charity Independent Examiners, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Burnley Youth Theatre as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



.....
Mark Heaton FCCA FCIE DChA
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1st Floor, Block C
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Manchester Road
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Lancashire
BB11 1JG

23 November 2023

Burnley Youth Theatre

Statement of Financial Activities for the Year Ended 31 March 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2023 £	Unrestricted £	Restricted £	Total 2022 £
Income from:							
Charitable activities	3	390,914	87,590	478,504	226,114	143,165	369,279
Investment income	4	4,607	-	4,607	3,812	-	3,812
Other income	5	18,502	-	18,502	19,530	-	19,530
Total income		414,023	87,590	501,613	249,456	143,165	392,621
Expenditure on:							
Charitable activities	6	(399,920)	(33,290)	(433,210)	(208,735)	(176,449)	(385,184)
Total expenditure		(399,920)	(33,290)	(433,210)	(208,735)	(176,449)	(385,184)
Gains/losses on investment assets		(5,265)	-	(5,265)	5,202	-	5,202
Net income/(expenditure)		8,838	54,300	63,138	45,923	(33,284)	12,639
Net movement in funds		8,838	54,300	63,138	45,923	(33,284)	12,639
Reconciliation of funds							
Total funds brought forward		158,334	1,162,656	1,320,990	112,411	1,195,940	1,308,351
Total funds carried forward	15	167,172	1,216,956	1,384,128	158,334	1,162,656	1,320,990

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2022 is shown in note 15.

The notes on pages 15 to 24 form an integral part of these financial statements.

Burnley Youth Theatre
(Registration number: 03178207)
Balance Sheet as at 31 March 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	11	1,216,956	1,162,656
Investments	12	<u>80,887</u>	<u>86,152</u>
		<u>1,297,843</u>	<u>1,248,808</u>
Current assets			
Debtors	13	43,786	52,955
Cash at bank and in hand		<u>108,637</u>	<u>82,309</u>
		152,423	135,264
Creditors: Amounts falling due within one year	14	<u>(66,138)</u>	<u>(63,082)</u>
Net current assets		<u>86,285</u>	<u>72,182</u>
Net assets		<u>1,384,128</u>	<u>1,320,990</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		1,216,956	1,162,656
Unrestricted income funds			
Unrestricted funds		<u>167,172</u>	<u>158,334</u>
Total funds	15	<u>1,384,128</u>	<u>1,320,990</u>

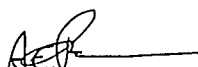
For the financial year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 12 to 24 were approved by the trustees, and authorised for issue on 23 November 2023 and signed on their behalf by:



.....
Mr A Preston
Trustee

The notes on pages 15 to 24 form an integral part of these financial statements.

Burnley Youth Theatre

Statement of Cash Flows for the Year Ended 31 March 2023

	Note	2023 £	2022 £
Cash flows from operating activities			
Net cash income		63,138	12,639
Adjustments to cash flows from non-cash items			
Depreciation		33,290	33,284
Investment income	4	(4,607)	(3,812)
Revaluation of investment		5,265	(5,202)
		<u>97,086</u>	<u>36,909</u>
Working capital adjustments			
Decrease in debtors	13	9,169	8,021
Decrease in creditors	14	(17,933)	(8,756)
Increase/(decrease) in deferred income		20,989	(29,205)
Net cash flows from operating activities		<u>109,311</u>	<u>6,969</u>
Cash flows from investing activities			
Interest receivable and similar income	4	53	45
Purchase of tangible fixed assets	11	(87,590)	-
Purchase of investments	12	-	(21,433)
Income from dividends	4	4,554	3,767
Net cash flows from investing activities		<u>(82,983)</u>	<u>(17,621)</u>
Net increase/(decrease) in cash and cash equivalents		26,328	(10,652)
Cash and cash equivalents at 1 April		82,309	92,961
Cash and cash equivalents at 31 March		<u>108,637</u>	<u>82,309</u>

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 15 to 24 form an integral part of these financial statements.

Burnley Youth Theatre

Notes to the Financial Statements for the Year Ended 31 March 2023

1 Charity status

The charity is limited by guarantee, incorporated in England, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Quarry Theatre
Queens Park Road
Burnley
Lancashire
BB10 3LB

These financial statements were authorised for issue by the trustees on 23 November 2023.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Burnley Youth Theatre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received.

Burnley Youth Theatre

Notes to the Financial Statements for the Year Ended 31 March 2023

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including independent examination, strategic management and trustees meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Long leasehold	2% per annum straight line basis
Furniture and equipment	10% per annum straight line basis

Fixed asset investments

Fixed asset investments, other than programme related investments, are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

Trade debtors

Trade debtors are amounts due from customers for services performed in the ordinary course of business.

Burnley Youth Theatre

Notes to the Financial Statements for the Year Ended 31 March 2023

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Burnley Youth Theatre

Notes to the Financial Statements for the Year Ended 31 March 2023

3 Income from charitable activities

	Unrestricted		Total 2023	Total 2022
	General £	Restricted £	£	£
Operation of theatre	218,426	87,590	306,016	253,229
Artistic Programme Commissions	62,631	-	62,631	44,918
BYT Artistic Programme	59,888	-	59,888	34,497
Fundraising	7,928	-	7,928	4,567
Business Development	42,041	-	42,041	32,068
	<u>390,914</u>	<u>87,590</u>	<u>478,504</u>	<u>369,279</u>
Grants received, included in the above, are as follows:				
Other grants receivable	-	-	-	7,533
Art Council England	64,531	-	64,531	64,531
Burnley Borough Council	3,000	-	3,000	3,000
Garfield Weston	22,500	-	22,500	15,000
Eric and Margaret Kinder Trust	20,000	-	20,000	20,000
Creative and Cultural Skills	2,170	-	2,170	-
Lancashire County Council	4,000	-	4,000	-
Henry Smith Charity	45,000	-	45,000	62,536
Stocks Massey Bequest	2,000	-	2,000	1,000
Artistic Programme grants	55,225	-	55,225	20,849
Cultural Recovery Fund	-	-	-	58,780
Arts Council England - Capital	-	87,590	87,590	-
	<u>218,426</u>	<u>87,590</u>	<u>306,016</u>	<u>253,229</u>

4 Investment income

	Unrestricted	Total 2023	Total 2022
	General £	£	£
Dividends receivable	4,554	4,554	3,767
Interest receivable on bank deposits	53	53	45
	<u>4,607</u>	<u>4,607</u>	<u>3,812</u>

Burnley Youth Theatre

Notes to the Financial Statements for the Year Ended 31 March 2023

5 Other income

	Unrestricted	Total	Total
	General	2023	2022
	£	£	£
Employment Allowance	5,000	5,000	4,000
Theatre tax relief	13,502	13,502	4,863
Burnley Borough Council - Covid 19 grant	-	-	10,667
	<u>18,502</u>	<u>18,502</u>	<u>19,530</u>

6 Expenditure on charitable activities

		Unrestricted		Total	Total
	Note	General	Restricted	2023	2022
		£	£	£	£
Operation of theatre		175,335	33,290	208,625	191,987
Staff costs	8	194,549	-	194,549	159,904
Allocated support costs		30,036	-	30,036	33,293
		<u>399,920</u>	<u>33,290</u>	<u>433,210</u>	<u>385,184</u>

7 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Burnley Youth Theatre

Notes to the Financial Statements for the Year Ended 31 March 2023

8 Staff costs

The aggregate payroll costs were as follows:

	2023	2022
	£	£
Staff costs during the year were:		
Wages and salaries	178,605	146,377
Social security costs	12,737	10,620
Pension costs	3,097	2,907
Other staff costs	110	-
	<u>194,549</u>	<u>159,904</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2023	2022
	No	No
Theatre	<u>12</u>	<u>10</u>

No employee received emoluments of more than £60,000 during the year.

9 Independent examiner's remuneration

	2023	2022
	£	£
Examination of the financial statements	2,320	2,280
Other services	387	234
Payroll fees	900	855
	<u>3,607</u>	<u>3,369</u>

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Burnley Youth Theatre

Notes to the Financial Statements for the Year Ended 31 March 2023

11 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Total £
Cost			
At 1 April 2022	1,656,653	119,980	1,776,633
Additions	<u>36,550</u>	<u>51,040</u>	<u>87,590</u>
At 31 March 2023	<u>1,693,203</u>	<u>171,020</u>	<u>1,864,223</u>
Depreciation			
At 1 April 2022	493,997	119,980	613,977
Charge for the year	<u>33,290</u>	<u>-</u>	<u>33,290</u>
At 31 March 2023	<u>527,287</u>	<u>119,980</u>	<u>647,267</u>
Net book value			
At 31 March 2023	<u>1,165,916</u>	<u>51,040</u>	<u>1,216,956</u>
At 31 March 2022	<u>1,162,656</u>	<u>-</u>	<u>1,162,656</u>

Included within the net book value of land and buildings above is £Nil (2022 - £Nil) in respect of freehold land and buildings and £1,165,916 (2022 - £1,162,656) in respect of leaseholds.

12 Fixed asset investments

	2023 £	2022 £
Investments	<u>80,887</u>	<u>86,152</u>
	Listed investments £	Total £
Cost or Valuation		
At 1 April 2022	86,152	86,152
Revaluation	<u>(5,265)</u>	<u>(5,265)</u>
At 31 March 2023	<u>80,887</u>	<u>80,887</u>
Net book value		
At 31 March 2023	<u>80,887</u>	<u>80,887</u>
At 31 March 2022	<u>86,152</u>	<u>86,152</u>

Burnley Youth Theatre

Notes to the Financial Statements for the Year Ended 31 March 2023

13 Debtors

	2023 £	2022 £
Trade debtors	17,610	4,187
Prepayments	7,241	23,281
Accrued income	18,935	25,487
	<u>43,786</u>	<u>52,955</u>

14 Creditors

	2023 £	2022 £
Trade creditors	-	1,142
Other creditors	2,300	5,349
Accruals	6,581	20,323
Deferred income	57,257	36,268
	<u>66,138</u>	<u>63,082</u>

15 Funds

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Transfers £	Other recognised gains/(losses) £	Balance at 31 March 2023 £
Unrestricted						
<i>General</i>						
Operation of theatre	90,386	414,023	(399,920)	15,540	(5,265)	114,764
<i>Designated</i>						
Organisational development	67,948	-	-	(15,540)	-	52,408
Total unrestricted	<u>158,334</u>	<u>414,023</u>	<u>(399,920)</u>	<u>-</u>	<u>(5,265)</u>	<u>167,172</u>
Restricted						
Leasehold buildings - restricted	1,162,656	-	(33,290)	-	-	1,129,366
Arts Council England - Capital	-	87,590	-	-	-	87,590
	<u>1,162,656</u>	<u>87,590</u>	<u>(33,290)</u>	<u>-</u>	<u>-</u>	<u>1,216,956</u>
Total funds	<u>1,320,990</u>	<u>501,613</u>	<u>(433,210)</u>	<u>-</u>	<u>(5,265)</u>	<u>1,384,128</u>

Burnley Youth Theatre

Notes to the Financial Statements for the Year Ended 31 March 2023

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	Other recognised gains/(losses) £	Balance at 31 March 2022 £
Unrestricted						
<i>General</i>						
Operation of theatre	90,411	249,456	(208,735)	(45,948)	5,202	90,386
<i>Designated</i>						
Organisational development	<u>22,000</u>	<u>-</u>	<u>-</u>	<u>45,948</u>	<u>-</u>	<u>67,948</u>
Total unrestricted	<u>112,411</u>	<u>249,456</u>	<u>(208,735)</u>	<u>-</u>	<u>5,202</u>	<u>158,334</u>
Restricted						
Leasehold buildings - restricted	1,195,940	-	(33,284)	-	-	1,162,656
Henry Smith Charity	-	62,536	(62,536)	-	-	-
Stocks Massey Bequest	-	1,000	(1,000)	-	-	-
Cultural Recovery Fund	-	58,780	(58,780)	-	-	-
Artistic Programme grants	<u>-</u>	<u>20,849</u>	<u>(20,849)</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>1,195,940</u>	<u>143,165</u>	<u>(176,449)</u>	<u>-</u>	<u>-</u>	<u>1,162,656</u>
Total funds	<u>1,308,351</u>	<u>392,621</u>	<u>(385,184)</u>	<u>-</u>	<u>5,202</u>	<u>1,320,990</u>

16 Analysis of net assets between funds

	Unrestricted General £	Restricted £	Total funds £
2023			
Tangible fixed assets	-	1,216,956	1,216,956
Fixed asset investments	80,887	-	80,887
Current assets	152,423	-	152,423
Current liabilities	<u>(66,138)</u>	<u>-</u>	<u>(66,138)</u>
Total net assets	<u>167,172</u>	<u>1,216,956</u>	<u>1,384,128</u>
	Unrestricted General £	Restricted £	Total funds £
2022			
Tangible fixed assets	-	1,162,656	1,162,656
Fixed asset investments	86,152	-	86,152
Current assets	135,264	-	135,264
Current liabilities	<u>(63,082)</u>	<u>-</u>	<u>(63,082)</u>
Total net assets	<u>158,334</u>	<u>1,162,656</u>	<u>1,320,990</u>

Burnley Youth Theatre

Notes to the Financial Statements for the Year Ended 31 March 2023

17 Mortgage

On 28th June 2005, The Arts Council of England obtained a legal charge over the land, and buildings erected there on, known as Burnley Youth Theatre, Queens Park Road, Burnley, amounting to £365,000.