

RIDING LIGHTS
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2022

RIDING LIGHTS

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Mr A P N Dunn
Mr A J Bradley
Mrs B C G Burbridge
Mr P A Burbridge
Mr S M H Cavanagh
Mr J C Emmett
Mr M J Hands
Mr D J Lampitt
Mrs Y P L Morley-Chisholm
Mr O Brown (Appointed 8 September 2022)
Miss S Maddison (Appointed 8 September 2022)

Members

Mr J Brown
Mrs R Jack
Mr R Mapletoft
Rev'd Dr B Quash
Mr M Rance
Mrs J Smyth
Mr J M W Somerville

Secretary

Mr A P N Dunn

Charity number

1070142

Company number

03573945

Registered office

Friargate Theatre
Lower Friargate
York
UK
YO1 9SL

Independent examiner

David Walker FCA
124 Acomb Road
York
YO24 4EY

RIDING LIGHTS

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RIDING LIGHTS

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 AUGUST 2022

The trustees present their annual report and financial statements for the year ended 31 August 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's memorandum and articles of association dated 2 June 1998 as amended July 2019, the Companies Act 2006 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)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The charity's objects are :

- to advance the education, public understanding and appreciation of the dramatic arts.
- to teach, train and encourage young artists and other members of the public in the dramatic arts.
- to explore, principally through the dramatic arts, the relevance of the Christian faith to contemporary life and its potential to effect positive change.

The policies adopted in furtherance of these objects are the staging of performances and workshops at the Friargate Theatre, the annual summer school and working within the Christian Church, schools and other areas of the community presenting high quality drama and direct teaching. There has been no change in these during the year.

The charity has the general aim of providing and presenting performances which are of educational, cultural and religious value to the community.

The main objectives for the year continued to be the promotion and fostering of artistic knowledge and appreciation of the dramatic arts, and the exploration of the relevance of the Christian faith to contemporary life and its potential to effect positive change.

Strategies for achieving the objectives of the charity continues to be the staging of performances and workshops at the Friargate Theatre, the annual summer school and working within the Christian Church, schools and other areas of the community presenting high quality drama and direct teaching. Performance space is also hired out to local performers, both amateur and professional, as well as to touring artists

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

The trustees consider that the charity is a public benefit entity.

Details of the significant activities of the charity during the year are as follows:

RIDING LIGHTS

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) **FOR THE YEAR ENDED 31 AUGUST 2022**

Riding Lights Productions

PERICLES, PRINCE OF TYRE – filmed with green screen in Friargate Theatre for York International Shakespeare Festival

MEMBERS' DAY – online

SUMMER THEATRE SCHOOL – Queen Margaret's School

A PASSION FOR THE EARTH – climate change interactive event

KALEIDOSCOPE – Scarborough open air/ Bradford school day with workshops

FIZZY FINN FINDS HIS FEET – play touring North Yorkshire schools

FIZZY FINN FINDS HIS FEET - filmed version

REVOLVING DOORS – ongoing filming for prisons

MARYLAND – script in hand performance

YORK MINSTER CAROL SERVICE – Joy to the World

MY PLACE by Bridget Foreman– in partnership with Home for Good, touring UK, a play about fostering and adoption

THE CRUCIFIXION AND THE DEATH OF CHRIST – Acting Up! for YORK WAGON PLAYS

THE CRUCIFIXION AND THE DEATH OF CHRIST – REVISED – Acting Up! Friargate Theatre

Project in partnership with Scientists in Congregations –THE UNEASY SLEEPS OF MAX MAXWELL – play commissioned and written for production in January 2023

Cancelled and Postponed Productions due to Covid 19

FIZZY FINN FINDS HIS FEET – performances at Friargate Theatre cancelled in response to rapid growth of Omicron variant infection

Riding Lights Roughshod

The charity's Roughshod Company, which is primarily staffed by volunteer actors and actresses offering performances at no charge, did not operate during the year.

Educational and Youth Work

Riding Lights Education works with both young people and adults to offer theatrical opportunities for the York community and beyond. The work includes a broad spectrum of drama workshops as well as full scale productions. Since 2000, with the purchase of Friargate Theatre and the creation of the education department, Riding Lights has continued to partner with both primary and secondary schools to deliver workshops and support teachers across the curriculum.

Summer Theatre School

Riding Lights Summer Theatre School returned to Queen Margaret's School with a smaller contingent than previous years, mainly because there were very few 14-18 year olds. The reasons for this are unclear but may be connected to loss of contact through lockdowns. Queen Margaret's School will not be available for 2023 and a new venue will have to be found.

RIDING LIGHTS

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) **FOR THE YEAR ENDED 31 AUGUST 2022**

Use of Volunteers

Riding Lights is widely supported by many people across the country who help by providing a wide range of valuable resources, particularly when Riding Lights visits local communities. We are particularly grateful for the generous provision of accommodation and hospitality made to our acting companies as well as to those who organise performances of our work in their area. Riding Lights has been very pleased to be able to tour this year but has found there is greater reluctance to offer hospitality in homes.

The educational department also benefits from the assistance of volunteers, who provide valuable experience to those individuals taking part. Riding Lights has maintained good relationships with those volunteers during the challenges of lockdown and has been pleased to see many return in person.

Achievements and performance

Riding Lights Productions

The York International Shakespeare Festival went online and Riding Lights was invited to create the main event for the Festival. Pericles, Prince of Tyre by William Shakespeare was filmed in Friargate Theatre using green screen technology which had been learned in the previous year. The seating was removed from the theatre and replaced with a very large green screen. Instead of multi-casting, the company was able to give work to 21 actors who came to perform individual roles. The work received high praise and will be useful in helping to promote the company's work.

Fizzy Finn Finds His Feet was commissioned specifically in response to growing numbers of children expressing anxiety as a consequence of lockdown and isolation. A tour of local schools was put in place but mindful that Covid might return, the decision was taken to film the show as a fall back in case of cancellations. There were many cancellations at very short notice as a result of the rise of the Omicron variant. Many schools were glad to take the cheaper filmed option which they could send to pupils who were isolating at home. This was a costly exercise in monetary terms but a necessary return to ensure continued profile in schools. The experience of filming gained in the previous year was immensely useful in ensuring that a filmed alternative could be made available.

The Spring Harvest organisation invited Riding Lights to bring A Passion For The Earth to their Skegness base. This interactive expression of planet care has been performed in various locations, helping audiences to reflect on what is happening to the planet as a result of climate change and wider destruction or pollution of natural habitats. The performance gives voice to their concerns as well as giving the opportunity to commit to personal responsibility going forward. The piece has been through several iterations and will be available as a download for churches or other people of faith who may find it helpful.

Christmas Online is an ongoing resource of filmed content for churches to download for use in services and other events. This is a slow but steady income stream with increased uptake in the autumn. It is a useful way of continuing to offer content through social media and thereby maintaining public profile.

Filming Revolving Doors was produced entirely in house, building on newly developed film and green screen skills. This is awaiting further work and will be made available to prisons across the UK at no cost.

Members Day online attracted a large number of viewers eventually. Around 40 participated live but there were many views later. This was a valuable exercise with a group of very committed individuals who brought great encouragement to the core staff.

The Wagon Plays are a tradition of York's passion play history. Riding Lights have been invited by the Butchers' Guild to produce The Crucifixion and the Death of Christ with our Acting Up! company. It is a great honour and huge challenge for our young people who will also create a new improvised performance around the plays for an audience at Friargate Theatre.

RIDING LIGHTS

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) **FOR THE YEAR ENDED 31 AUGUST 2022**

The Uneasy Sleeps of Max Maxwell by Rich Hasnip, commissioned in partnership with Scientists in Congregations for The Templeton Foundation will tour in Spring 2023.

My Place was commissioned to promote the work of Home for Good, a charity that aims to find secure homes for children and young people and vulnerable refugees. The production was subsidised by anonymous donation. Further projects are under discussion as a direct consequence.

Educational Programme

Following the demise of much of Riding Lights youth theatre, the decision was made to continue to facilitate Acting Up!, a young people's company for young people with additional needs. This theatre for young people with additional needs has re-opened for 18-30 year olds. Many of these young people first came to RLTC at the age of 14 and formed a young company of 14-18 year olds. There is no provision for these young people beyond the age of 18 so the company decided to support them and establish a company for this slightly older group. The company has received no funding support for this work but hopes to re-establish a company for the younger age group within the next twelve months.

Last year, planned wellbeing workshops in junior schools, funded by The Westhill Foundation had to be cancelled. The Westhill Foundation gave permission to move that ring-fenced funding to produce teacher support materials for a new play, Fizzy Finn Finds His Feet, in support of junior school children experiencing challenging mental health as a result of their isolation experience during Covid lockdowns.

Financial review

Riding Lights aims to cover all its costs through a mixture of the regular donated income received from Membership and irregular income from one-off donations as well as earned income from projects and productions. The Company aims to ensure that the core costs of operating Riding Lights (Administration, Friargate Theatre, Company Vehicles, Staff etc.) are broadly covered by regular and one-off giving. Any shortfall is met by profit from projects and productions. This surplus is intended principally to support new productions, which is essential if the Company is to invest in and remain creatively active. Riding Lights costs are kept to a minimum while also ensuring that staff are paid, as a bare minimum, in accordance with the recommendations of the Living Wage Foundation to which the company is affiliated.

As at 31 August 2022 unrestricted reserves stood at £552,926 (2021 £585,971).

Despite the pandemic regular income has remained fairly steady with a small loss of Membership, largely from elderly supporters no longer able to make a regular contribution. There has been a small increase in Membership because the company is now back on tour and able to attract new Members.

The government furlough scheme has covered a significant percentage of staff salaries, making it possible to retain the whole staff without redundancy or reducing salaries. The decision, taken last year, to pay staff at 100% whatever the furlough rate, was continued in this year while furlough was available. The Company view continued to be that staff members on relatively low salaries would find it difficult to take any substantial cut in income.

Irregular income including external funding, grants, donations and partnerships are crucial as a support for the whole organisation.

The Board's current strategy is to:

- Increase regular income by finding more members
- Encourage all members to consider their level of contribution.
- Seek additional funding from and partnerships with other organisations to support our work.
- Ensure all projects are more profitable wherever possible.
- Refine the management of the core organisation to ensure we are as efficient as possible.

RIDING LIGHTS

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) **FOR THE YEAR ENDED 31 AUGUST 2022**

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to six month's fixed costs expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The company's memorandum and articles of association give the charity the power to make any investment which the trustees think fit. At the present time no such investments are held.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

Plans for future periods

Plans for the Future

The company has costed plans for the next three years, subject to review.

Summer Theatre School
York Minster Carol Service in partnership with St Michael le Belfrey
Spring Harvest – in person
Members Day 2023
Revolving Doors – film for prison broadcast to be completed
Events at Friargate Theatre
Hires of Friargate Theatre
Revamp of website
Summer Theatre School August 2023
The Welsh Tour – Autumn 2022
Nearly the Goat – UK tour Christmas show for junior school age children Nov-Dec 2022
Tour of The Uneasy Sleeps of Max Maxwell Spring 2023

An ambition remains to re-mount All's Well That Ends Well (2019) for a European Summer Tour and revive the partnership with York Walls for a Youth Theatre project and Primary School tour. This has been seriously affected by a combination of Covid and Brexit. Europe is no longer easily accessible as a touring opportunity and new funding will have to be identified to make that happen.

Current note October 27th 2022

Ruth Gould will leave the company in November to marry and move to Lancashire. Her role will be filled by Chloe Oldroyd who has completed recently her level 3 business administration successfully. Bernadette Burbridge will continue to mentor Rachel until the end of 2023.

Rob Gooch left on 1st July 2022. This role remains open until the new structure of the company becomes clear. In the meantime, the technical responsibilities have been taken on by Erin Burbridge awhile Rachel Sanders has taken on responsibility for running the building.

RIDING LIGHTS

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

Paul Burbridge plans to leave in Easter 2023 by which time it is hoped that the creative team will have expanded to bring more experience into the company. At the time of writing Emily Feltham has been appointed to join that team on a half time contract.

The plan is to create a collective rather than a company with a top down structure has not been successful yet. Conversations are taking place with other more experienced creatives with a view to building up that group.

Structure, governance and management

The charity was registered with the Charity Commission on 23rd June 1998 and is constituted as a company limited by guarantee and is therefore governed by its memorandum and articles of association dated 2nd June 1998 as amended on 23rd July 2019.

The company began to operate on 1 November 1998 when the assets and liabilities of Riding Lights Trust (a registered charity) and Riding Lights Theatre Company Limited with the exception of its stock of merchandise were transferred to the company. The Riding Lights Theatre Company Limited then changed its name to Riding Lights (Trading) Limited. Riding Lights (Trading) Limited was dissolved on 16 December 2008.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr A P N Dunn

Mr A J Bradley

Mrs B C G Burbridge

Mr P A Burbridge

Mr S M H Cavanagh

Mr J C Emmett

Mr M J Hands

Miss S R Hoyland

(Resigned 21 July 2022)

Mr D J Lampitt

Mrs Y P L Morley-Chisholm

Mr O Brown

(Appointed 8 September 2022)

Miss S Maddison

(Appointed 8 September 2022)

All directors of the company are also trustees of the charity and there are no other trustees. The Board has the power to appoint additional trustees as it considers fit to do so.

In accordance with the provisions of the company's Articles of Association any newly appointed trustees shall hold office until the next Annual General Meeting and shall not be taken into account in determining the board members who are to retire by rotation at the meeting. If not reappointed at such Annual General Meeting, they shall vacate office at the meeting thereof.

In accordance with these provisions Martin Hands, Antony Dunn and Paul Burbridge retire from office by rotation and, being eligible, offer themselves for re-election.

None of the trustees have any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Qualifying third party indemnity provisions

Subject to the provisions of the Companies Act 2006, but without prejudice to any indemnity to which a board member may otherwise be entitled, every board member or other officer or auditor of the Charity shall be indemnified out of the assets of the Charity against any liability incurred by him in defending any proceedings, whether civil or criminal, in which judgement is given in his favour or in which he is acquitted or in connection with any application in which relief is granted to him by the court from liability for negligence, default, breach of duty or breach of trust in relation to the affairs of the Charity, and against all costs, charges, losses, expenses or liabilities incurred by him in the execution and discharge of his duties or in relation thereto.

RIDING LIGHTS

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) **FOR THE YEAR ENDED 31 AUGUST 2022**

The trustees have complied with the duty imposed upon them by Section 4 of the Charities Act 2011 to have due regard to guidance published by the Charity Commission including the guidance issued in respect of public benefit.

The trustees meet regularly to manage the charity's affairs and delegate the day-to-day running of the charity's activities to its executive and artistic directors and administrative staff.

Riding Lights is a theatre company with a Christian ethos and it is important that Trustees who join the Board share the Company's beliefs and objectives.

Potential new Trustees are identified from amongst the long-term, active supporters of Riding Lights. The Board seeks to maintain a balance of knowledge and experience relevant to particular aspects of the Company's activities; for example: Finance, Personnel, Education, etc.

Potential Trustees are invited by the Chairman to think and pray about their possible deeper involvement with the Company. Those who accept are invited to attend a Board meeting to see what goes on and how the Board operates. Once they have formally decided to accept the invitation, they are encouraged to attend as many of the meetings as possible. Inevitably not everyone can attend every meeting. Meeting dates are agreed a year in advance, with some six meetings each year. Minutes and review notes are circulated to all members of the Board on a regular basis.

There is no formal training programme for new trustees, but they are all selected from individuals who have supported or worked with Riding Lights in different capacities in the past. They are therefore already familiar with the broad outlines of the company's activities. Initially they work alongside more experienced members of the Board on sub-committees or in exploring specific issues.

A number of the charity's trustees invoiced the charity for various fees and expenses, the details of which are disclosed in note 9.

Promoting the success of the company

Note 19 sets out an analysis of the assets attributable to the various funds. These assets are sufficient to meet the charity's obligations on a fund by fund basis.

The trustees' report was approved by the Board of Trustees.

Mrs B C G Burbridge
Director & Trustee

8 November 2022

RIDING LIGHTS

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF RIDING LIGHTS

I report to the trustees on my examination of the financial statements of Riding Lights (the charity) for the year ended 31 August 2022.

Responsibilities and basis of report

As the trustees of the charity (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 financial statements of the charity 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 financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity'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 Institute of Chartered Accountants in England and Wales, 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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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 financial statements to be reached.

David Walker FCA

124 Acomb Road
York
YO24 4EY

Dated: 8 November 2022

RIDING LIGHTS

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 AUGUST 2022

Current financial year

		Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
	Notes				
<u>Income from:</u>					
Donations, Gifts and legacies	2	187,220	99,533	286,753	315,082
Charitable activities	3	65,072	-	65,072	54,334
Activities to generate funds including trading operations	4	1,529	-	1,529	457
Investments	5	35	-	35	32
Total income		<u>253,856</u>	<u>99,533</u>	<u>353,389</u>	<u>369,905</u>
<u>Expenditure on:</u>					
Raising funds	6	<u>10,043</u>	<u>-</u>	<u>10,043</u>	<u>9,322</u>
Charitable activities	7	<u>386,391</u>	<u>7,701</u>	<u>394,092</u>	<u>293,126</u>
Total expenditure		<u>396,434</u>	<u>7,701</u>	<u>404,135</u>	<u>302,448</u>
Net (outgoing)/incoming resources before transfers		(142,578)	91,832	(50,746)	67,457
Gross transfers between funds	12	<u>109,533</u>	<u>(109,533)</u>	<u>-</u>	<u>-</u>
Net (expenditure)/income for the year/ Net movement in funds		(33,045)	(17,701)	(50,746)	67,457
Fund balances at 1 September 2021		<u>585,971</u>	<u>55,663</u>	<u>641,634</u>	<u>574,177</u>
Fund balances at 31 August 2022		<u>552,926</u>	<u>37,962</u>	<u>590,888</u>	<u>641,634</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

RIDING LIGHTS**STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)
INCLUDING INCOME AND EXPENDITURE ACCOUNT****FOR THE YEAR ENDED 31 AUGUST 2022****Prior financial year**

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
	Notes			
<u>Income from:</u>				
Donations, Gifts and legacies	2	265,924	49,158	315,082
Charitable activities	3	54,334	-	54,334
Activities to generate funds including trading operations	4	457	-	457
Investments	5	32	-	32
Total income		320,747	49,158	369,905
<u>Expenditure on:</u>				
Raising funds	6	9,322	-	9,322
Charitable activities	7	285,169	7,957	293,126
Total expenditure		294,491	7,957	302,448
Net (outgoing)/incoming resources before transfers		26,256	41,201	67,457
Gross transfers between funds	12	59,458	(59,458)	-
Net (expenditure)/income for the year/ Net movement in funds		85,714	(18,257)	67,457
Fund balances at 1 September 2020		500,257	73,920	574,177
Fund balances at 31 August 2021		585,971	55,663	641,634

RIDING LIGHTS**BALANCE SHEET****AS AT 31 AUGUST 2022**

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	13		249,188		260,074
Current assets					
Stocks	14	500		500	
Debtors	15	27,669		35,152	
Cash at bank and in hand		328,650		374,669	
		<u>356,819</u>		<u>410,321</u>	
Creditors: amounts falling due within one year					
Taxation and social security		417		12,454	
Other creditors	16	14,702		16,307	
		<u>15,119</u>		<u>28,761</u>	
Net current assets			341,700		381,560
Total assets less current liabilities			590,888		641,634
			=====		=====
Income funds					
Restricted funds	18		37,962		55,663
Unrestricted funds			552,926		585,971
			<u>590,888</u>		<u>641,634</u>
			=====		=====

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 August 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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.

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

The financial statements were approved by the Trustees on 8 November 2022

Mrs B C G Burbridge
Trustee

Mr J C Emmett
Trustee

Company Registration No. 03573945

RIDING LIGHTS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2022

1 Accounting policies

Charity information

Riding Lights is a private company limited by guarantee incorporated in England and Wales. The registered office is Friargate Theatre, Lower Friargate, York, YO1 9SL, UK.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document dated 2 June 1998, the Companies Act 2006 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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

The company has a number of restricted income funds to account for situations where a donor requires that a donation must be spent on a particular expense or where funds have been raised for a specific purpose.

Where monies are received as a contribution towards the general costs of a specific performance or project, the money is held as restricted funds until such a time that the nominated performance or project has finished. When the performance or project has finished the monies are transferred into unrestricted funds.

All other income funds are unrestricted unless designated by the trustees.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

RIDING LIGHTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

1 Accounting policies

(Continued)

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant which specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

Incoming resources from charitable activities comprises of income from ticket sales, memberships, theatrical services and hire of theatre space. Income is recognised on a receivable basis.

1.5 Expenditure

All expenditure is accounted for on an accruals basis.

Grants payable are payments made to third parties in the furtherance of the charitable objectives of the Trust.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Straight line over 50 years - allocated against restricted funds
Lighting and equipment	Straight line over 10 years
Fixtures and fittings	Straight line over 5 years
Motor vehicles	Straight line over 5 years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

RIDING LIGHTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

1 Accounting policies

(Continued)

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.13 Creditors and provisions

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

RIDING LIGHTS**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**
FOR THE YEAR ENDED 31 AUGUST 2022**2 Donations, Gifts and legacies**

	Unrestricted funds	Restricted funds	Total 2022	Total 2021
	£	£	£	£
Donations and gifts	16,331	99,533	115,864	25,913
Gift Aid & Theatre Tax Relief	42,345	-	42,345	148,801
Memberships	128,544	-	128,544	140,368
	<u>187,220</u>	<u>99,533</u>	<u>286,753</u>	<u>315,082</u>
For the year ended 31 August 2021	<u>265,924</u>	<u>49,158</u>		<u>315,082</u>
Donations and gifts				
St Johns College	-	51,400	51,400	-
Representative Body of the Church in Wales	-	15,000	15,000	-
Templeton Foundation	2,495	-	2,495	-
Westhill	2,100	-	2,100	-
Anonymous	-	32,333	32,333	-
More	-	-	-	10,000
Dr Bayly	-	-	-	2,000
Feofees of St Michael Le Belfry	3,000	-	3,000	3,000
Hebron Trust	1,080	-	1,080	1,000
York Theatre Royal	-	800	800	2,000
Other	7,656	-	7,656	7,913
	<u>16,331</u>	<u>99,533</u>	<u>115,864</u>	<u>25,913</u>

Where income has been specifically restricted to a future performance by the donor, this income is not deferred but held as a restricted fund.

The company receives donations from various organisations to financially aid the educational program and the production of specific performances. Material & selected donations are shown above.

The Charity also benefits greatly from the involvement and enthusiastic support of its volunteers, details of which are given in our annual report. In accordance with the Charities SORP, the economic contribution of general volunteers is not recognised in the accounts.

RIDING LIGHTS**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**
FOR THE YEAR ENDED 31 AUGUST 2022**2 Donations, Gifts and legacies****(Continued)**

	Unrestricted funds	Restricted funds	Total 2022	Total 2021
	£	£	£	£
Tax reliefs and credits receivable for core activities				
Gift Aid	19,400	-	19,400	34,742
Theatre Tax Relief	15,945	-	15,945	13,451
Coronavirus Job Retention Scheme	-	-	-	49,158
Coronavirus support grants	6,000	-	6,000	51,450
Apprentice scheme	1,000	-	1,000	-
	<u>42,345</u>	<u>-</u>	<u>42,345</u>	<u>148,801</u>

3 Charitable activities

	Performances 2022 £	Summer school and educational projects 2022 £	Total 2022 £	Performances 2021 £	Summer school and educational projects 2021 £	Total 2021 £
Ticket Sales	29,449	30,539	59,988	42,892	7,914	50,806
Hire of Theatre Space	5,084	-	5,084	795	-	795
Theatre School & Child Memberships	-	-	-	-	2,733	2,733
	<u>34,533</u>	<u>30,539</u>	<u>65,072</u>	<u>43,687</u>	<u>10,647</u>	<u>54,334</u>

4 Activities to generate funds including trading operations

	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Merchandise & Performance Night Income	<u>1,529</u>	<u>457</u>

RIDING LIGHTS**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**
FOR THE YEAR ENDED 31 AUGUST 2022**5 Investments**

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Interest receivable	35	32
	<u> </u>	<u> </u>

6 Raising funds

	2022	2021
	£	£
<u>Fundraising and publicity</u>		
Staging fundraising events	1,743	-
Staff costs	8,300	9,322
	<u> </u>	<u> </u>
Fundraising and publicity	10,043	9,322
	<u> </u>	<u> </u>
	<u>10,043</u>	<u>9,322</u>

RIDING LIGHTS**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**
FOR THE YEAR ENDED 31 AUGUST 2022**7 Charitable activities**

	Theatrical activities	Educational and Summer School activities	Total 2022	Theatrical activities	Educational and Summer School activities	Total 2021
	2022	2022		2021	2021	
	£	£	£	£	£	£
Staff costs	45,990	4,400	50,390	45,440	-	45,440
Depreciation and impairment	7,701	-	7,701	7,957	-	7,957
Production costs	68,872	27,659	96,531	40,611	7,963	48,574
Property and Venue costs	12,661	-	12,661	13,079	-	13,079
Insurance	14,660	-	14,660	13,879	-	13,879
Marketing & Promotion	17,736	902	18,638	8,692	-	8,692
Travel & Subsistence	11,160	603	11,763	1,495	-	1,495
Property Maintenance	2,851	-	2,851	5,115	-	5,115
	<u>181,631</u>	<u>33,564</u>	<u>215,195</u>	<u>136,268</u>	<u>7,963</u>	<u>144,231</u>
Share of support costs (see note 8)	139,290	24,580	163,870	116,169	20,000	136,169
Share of governance costs (see note 8)	12,772	2,255	15,027	11,976	750	12,726
	<u>333,693</u>	<u>60,399</u>	<u>394,092</u>	<u>264,413</u>	<u>28,713</u>	<u>293,126</u>
Analysis by fund						
Unrestricted funds	325,992	60,399	386,391	256,456	28,713	285,169
Restricted funds	7,701	-	7,701	7,957	-	7,957
	<u>333,693</u>	<u>60,399</u>	<u>394,092</u>	<u>264,413</u>	<u>28,713</u>	<u>293,126</u>

RIDING LIGHTS**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**
FOR THE YEAR ENDED 31 AUGUST 2022**8 Support costs**

	Support costs	Governance costs	2022	Support costs	Governance costs	2021
	£	£	£	£	£	£
Staff costs	111,870	4,000	115,870	101,855	2,951	104,806
Depreciation	4,855	-	4,855	4,436	-	4,436
Storage costs	15,119	-	15,119	809	-	809
Vehicle costs	9,593	-	9,593	6,692	-	6,692
Printing & Stationery	4,030	-	4,030	2,082	-	2,082
Postage	2,460	-	2,460	3,324	-	3,324
Computer & IT costs	6,189	-	6,189	6,698	-	6,698
Bank & Creditcard charges	2,164	-	2,164	2,099	-	2,099
Telecommunications	2,676	-	2,676	2,340	-	2,340
Sundry Expenses	4,914	-	4,914	5,834	-	5,834
Audit fees	-	2,250	2,250	-	2,250	2,250
Accountancy	-	1,750	1,750	-	2,250	2,250
Legal and professional	-	1,157	1,157	-	-	-
Bookkeeping	-	5,870	5,870	-	5,275	5,275
	<u>163,870</u>	<u>15,027</u>	<u>178,897</u>	<u>136,169</u>	<u>12,726</u>	<u>148,895</u>
Analysed between						
Charitable activities	<u>163,870</u>	<u>15,027</u>	<u>178,897</u>	<u>136,169</u>	<u>12,726</u>	<u>148,895</u>

Governance costs includes payments to the independent examiner of £2,250 (2021- £2,250) for independent examination and £1,750 (2021- £2,250) for other services.

9 Trustees

An exception has been granted by the Charity Commission allowing certain trustees & directors to receive remuneration, on a commercial basis, for the roles they perform as follows:

P Burbridge

Salary £31,000 (2021- £31,000)

Pension contributions £3,099 (2021- £3,099)

S Cavanagh

Salary £6,816 (2021- £6,816)

Pension contributions £804 (2021- £804)

B Burbridge

Salary £18,351 (2021- £8,164)

Pension contributions £363 (2021- £57)

The amount of remuneration paid to the individuals concerned is decided upon and approved by the board of trustees.

RIDING LIGHTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2022

9 Trustees

(Continued)

The following transactions were undertaken with Mr S Cavanagh, who is a trustee & director of the company:

Purchases of goods, services and reimbursement of expenses £nil (2021 - £nil).

Amounts owed at year end £nil (2021 - £nil).

The following transactions were undertaken with Mr P A Burbridge, who is a director of the company:

Purchase of services & reimbursement of expenses £893 (2021 - £632).

Amounts owed at year end £nil (2021 - £nil).

The following transactions were undertaken with Mrs B Burbridge, who is a director of the company:

Purchase of services & reimbursement of expenses £2,154 (2021 - £22).

Amounts owed at year end £nil (2021 - £nil).

All transactions were undertaken under normal commercial terms and rates.

Trustees of the charity are covered by a 'Directors and Officers' liability policy.

10 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
	12	8
	<u>12</u>	<u>8</u>
Employment costs	2022	2021
	£	£
Wages and salaries	160,006	145,542
Social security costs	6,847	9,654
Other pension costs	7,707	4,372
	<u>174,560</u>	<u>159,568</u>

The trust received £nil (2020 £49,158) from the Coronavirus Job Retention Scheme to help pay its furloughed employees.

There were no employees whose annual remuneration was more than £60,000.

11 Taxation

The company is a registered charity and on the basis of these financial statements no provision has been made for corporation tax.

RIDING LIGHTS**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**
FOR THE YEAR ENDED 31 AUGUST 2022**12 Transfers**

Transfers between unrestricted and restricted funds represent the amounts received during the year for specific performances or projects which had been completed during the year. These restricted funds received for such projects are then deemed to be unrestricted.

13 Tangible fixed assets

	Freehold land and buildings	Lighting and equipment	Fixtures and fittings	Motor vehicles	Total
	£	£	£	£	£
Cost					
At 1 September 2021	420,958	49,572	46,438	17,500	534,468
Additions	-	1,670	-	-	1,670
At 31 August 2022	420,958	51,242	46,438	17,500	536,138
Depreciation and impairment					
At 1 September 2021	182,256	38,903	43,385	9,850	274,394
Depreciation charged in the year	7,701	2,153	802	1,900	12,556
At 31 August 2022	189,957	41,056	44,187	11,750	286,950
Carrying amount					
At 31 August 2022	231,001	10,186	2,251	5,750	249,188
At 31 August 2021	238,702	10,669	3,053	7,650	260,074

An impairment review of the charity's fixed assets has been undertaken. The net realisable value of the assets concerned has been assessed by estimating their market value. Their value in use has been determined by evaluating present value of the future benefits expected to arise from the continued use of the assets concerned.

The board is satisfied that the values that have been assessed are greater than or equal to their net book values and as such no impairment adjustments are required.

14 Stocks

	2022 £	2021 £
Finished goods and goods for resale	500	500

RIDING LIGHTS**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**
FOR THE YEAR ENDED 31 AUGUST 2022**15 Debtors**

	2022	2021
	£	£
Amounts falling due within one year:		
Trade debtors	3,506	7,037
Other debtors	21,907	26,386
Prepayments and accrued income	2,256	1,729
	<u>27,669</u>	<u>35,152</u>

16 Other creditors falling due within one year

	2022	2021
	£	£
Trade creditors	2,182	4,506
Other creditors	504	-
Accruals and deferred income	12,016	11,801
	<u>14,702</u>	<u>16,307</u>

17 Retirement benefit schemes**Defined contribution schemes**

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £7,707 (2021 - £4,372).

RIDING LIGHTS**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 AUGUST 2022****18 Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Movement in funds			
	Balance at 1 September 2020	Incoming resources	Resources expended	Transfers	Balance at 1 September 2021	Incoming resources	Resources expended	Balance at 31 August 2022
	£	£	£	£	£	£	£	£
Permanent Home Fund	30,320	-	-	(7,957)	22,363	-	(7,701)	14,662
Film Equipment	6,300	-	(6,300)	-	-	-	-	-
Films for Prisons	25,000	-	-	-	25,000	-	(25,000)	-
AI Commission	12,300	-	(4,000)	-	8,300	-	-	8,300
Fizzy Finn Finds his Feet	-	49,158	(49,158)	-	-	2,100	(2,100)	-
Welsh Tour	-	-	-	-	-	15,000	-	15,000
Maryland	-	-	-	-	-	800	(800)	-
Uneasy Sleeps	-	-	-	-	-	51,400	(51,400)	-
My Place	-	-	-	-	-	30,233	(30,233)	-
	<u>73,920</u>	<u>49,158</u>	<u>(59,458)</u>	<u>(7,957)</u>	<u>55,663</u>	<u>99,533</u>	<u>(117,234)</u>	<u>37,962</u>

During the course of the year ended 31 March 1998, the Riding Lights Trust began to raise funds in order to finance the acquisition and alteration of a freehold property that was suitable to be used as a theatre, office, store and rehearsal facility. A suitable property was acquired on 7 August 1998 in Friargate, York. The restricted fund was transferred as part of the overall assets and liabilities of the Riding Lights Trust when the company began to operate on 1 November 1998. The direct expenditure represents depreciation charged in respect of the freehold property. The entire depreciation charge has been allocated to the restricted fund.

Summer Theatre School Bursaries are given to award free places to individuals who have not previously attended summer school and who are not in full time work or full time education.

RL received funding from The Templeton Foundation to commission a new play on the subject of Artificial Intelligence. The first draft was received in early 2021. This may result in a theatre tour and/or film.

RIDING LIGHTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2022

18 Restricted funds

(Continued)

The Charity often receives donations and grants of a restricted nature, usually relating to specific dramatic productions. These are deemed to be restricted until expenditure in relation to the specific purpose takes place.

Transfers from restricted funds are made when funds received for restricted purposes are deemed unrestricted.

RIDING LIGHTS**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**
FOR THE YEAR ENDED 31 AUGUST 2022**19 Analysis of net assets between funds**

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Fund balances at 31 August 2022 are represented by:						
Tangible assets	234,526	14,662	249,188	237,711	22,363	260,074
Current assets/(liabilities)	318,400	23,300	341,700	348,260	33,300	381,560
	<u>552,926</u>	<u>37,962</u>	<u>590,888</u>	<u>585,971</u>	<u>55,663</u>	<u>641,634</u>

20 Related party transactions

Other than those reported in note 9. There were no disclosable related party transactions during the year (2021- none).