



SCENE AND HEARD

**TRUSTEES' REPORT
AND FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 30 APRIL 2024

COMPANY NUMBER 03761808

CHARITY NUMBER 1077836



SCENE AND HEARD

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SCENE AND HEARD TRUSTEES' REPORT for the year ended 30 April 2024

TRUSTEES' REPORT

The trustees of Scene and Heard are pleased to present their annual report with the financial statements of the charity for the year ended 30 April 2024.

The financial statements are prepared to meet the requirements for a directors' report and accounts for Companies Act purposes and comply with the Charities Act 2011, the Companies Act 2006, the charity's Memorandum and Articles of Association and the Statement of Recommended Practice – Accounting and Reporting by Charities (the FRS 102 Charities SORP).

CHAIRMAN'S REPORT

Established in January 1999, financial year 2023-2024 was Scene & Heard's twenty-fifth year of operation. We are pleased to report that it was a full and successful year supporting marginalised young people through theatre, playwriting and the arts, bringing them together with scores of volunteer theatre professionals.

Somers Town continues to be an area of multiple deprivation, feeling the effects of decades of austerity, overcrowding and poverty. Our projects improve opportunities for young people in the area, increasing wider participation in a historically under-served community.

Over the last year, we delivered Scene & Heard's core schedule of five playmaking courses with the addition of three theatre trips, serving 20 newly referred and 47 existing beneficiaries. We engaged 31 additional children through our Arts Hub programme, and we mounted three productions welcoming hundreds of audience members to celebrate in the success of our young people. We devised and successfully delivered a brand-new course, 'Stage Two' and we continued to build our new home as a vibrant Arts Hub, offering equal access to all and creating a welcoming cultural space. In addition, we kicked off Scene & Heard's 25th anniversary with a series of initiatives to mark a quarter of a century of realising young imaginations on and off the stage.

Our successful **staff team** of four full-time positions remain unchanged:

- **CEO & Artistic Director Rosalind Paul MBE** continues to oversee all aspects of the charity, managing staff, volunteers, beneficiary and wider community relations, running projects and productions as well as curating our new Arts Hub.
- **Finance & General Manager** Catherine Hylton is responsible for managing the building as well as all financial procedures.
- **Head of Development** Natasha Shaw maintains a successful fundraising and donor relationship building profile.
- **Arts Officer** Kathryn Wee supports the artistic activities of the charity, relationships with children and families.

Bookkeeper Ashis Roy of **NRV Tax Ltd** works remotely in conjunction with our Finance & General Manager using Quickbooks and maintaining our financial records.

Fiona Mallin-Robinson remains with us on a freelance basis as **Strategy Advisor**. Instrumental in securing our new home, and taking the lead in developing our Strategic Plan, she supports the staff team and trustees as and when required.

We continue our work as a **Centre of Excellence**, sharing knowledge and best practice in the education, arts and charity sectors.

We are part of the **Cultural Camden Steering Committee** alongside major institutions in our borough including The British Library, The British Museum and The Roundhouse.

SCENE AND HEARD TRUSTEES' REPORT for the year ended 30 April 2024

Our **partnerships** with our long-standing feeder primary schools, **Edith Neville** and **St. Mary & St. Pancras** continue as they refer children to our playwriting courses. We also work closely with our geographical neighbours **Plot 10 After School Club**, where many of our children attend. We enjoy a positive ongoing relationship with **Regent High School** where the majority of our Member Playwrights go for secondary education and have recently made stronger connections with **Maria Fidelis Catholic School** also in Somers Town where a number of our older children go for secondary education.

We continue to be supported by our many **Patrons**, high profile individuals from the Theatre, Film, Television and Arts world who champion our work. In this our 25th Anniversary Year a number of them recorded messages to be played in our pop-up museum:

Scene & Heard makes me feel inspired and excited and thrilled and full of the possibility of what theatre can do. My favourite thing about Scene & Heard is watching the playwrights come down to take their applause at the end of each play, I always love that moment and seeing their faces.

Michael Sheen, Actor and Scene & Heard Patron

The best thing about Scene & Heard for me is watching, in real time, a young person realise how wonderful the world can be and how much they deserve a place in it whoever they are, wherever they come from.

Nina Sosanya, Actor and Scene & Heard Patron

Scene & Heard is a Member of The Chartered Institute of Fundraising, The Small Charities Coalition, the NCVO, The Directory of Social Change and the Centre for Social Justice Alliance. CEO & Artistic Director Rosalind Paul was appointed **MBE** in the New Year Honours 2022 for charitable services to Theatre, to Young People and to Families in Somers Town, London Borough of Camden. The charity holds **The Queens Award for Voluntary Service**, received in 2011, and **Centre for Social Justice Award** 2015, in recognition of the best of small grassroots charities working to alleviate issues surrounding poverty and disadvantage.

Our purposes and activities

The purposes of the charity are to advance education for the public benefit of the children of Somers Town, London, by the teaching and promotion of the arts, in particular but not exclusively the art of drama and playwriting.

Scene & Heard is a unique mentoring project that partners the inner-city children of Somers Town, London with volunteer theatre professionals. We give children intensive one-to-one adult attention enabling them to write plays which are then performed by professional actors. Our performances give the children immediate and public experiences of success, raising their aspirations and boosting their self-esteem. Scene & Heard is committed to producing the highest quality theatre with and for the Somers Town Community. Our work improves literacy skills and attitudes towards education and develops communication and social skills.

In order to have a profound and long-term positive impact on the children we serve, we offer more than a one-off experience, children are invited back to work with us year after year. We work with siblings, building up lasting relationships with families and with the wider Somers Town community. We currently have 429 Member Playwrights aged nine to 30+

We aim to:

- boost children's self-esteem and raise aspirations through personal experiences of success
- give each child high quality one-to-one mentoring
- offer the children positive adult role models from beyond their normal experience
- run courses using playwriting and other drama skills to benefit the children of Somers Town
- tailor courses to the developing needs of each child
- provide an environment where each child feels they can offer something of value
- continue working with each child through a series of courses from age nine onwards
- remain a significant presence in the lives of the children and their families

SCENE AND HEARD TRUSTEES' REPORT for the year ended 30 April 2024

Our commitment to our 400+ theatre professionals who volunteer their services to us includes:

- providing a uniquely challenging and rewarding experience
- providing the opportunity to develop their professional skills and contacts
- accommodating schedules to ensure that they can volunteer whilst maintaining professional commitments
- offer support, advice and broker professional relationships to enhance their careers

Public Benefit

We serve the wider community of Somers Town, providing high-quality theatre in the community. We aim to create a space where everyone is welcome. To this end we:

- professionally produce regular seasons of innovative new writing for a public audience
- do not charge for performances
- produce our work within the community we serve
- provide free Drama Drop In and Creative Arts Week programmes for local children
- maintain a wealth of free online content for the benefit of children, their families, local schools, the wider Somers Town Community and our arts professional volunteers
- offer free bespoke support to individuals
- open our Arts Hub home to the local community and the wider theatre professional arts and charity sectors

To mark our 25th Anniversary year we commissioned an academic study to investigate and measure the impact of **25 Years of Scene & Heard** on the community of Somers Town Camden.

Our Impact

- 73% of children who have worked with Scene & Heard have achieved education level 3 or above, compared with 58% in St Pancras and Somers Town (2021 census)
- Referring teachers' assessments state: 92% of children improve their literacy after a Scene & Heard course; 100% improve their relationships with their peers; 95% participate more in class. In addition, teachers report that 70% of families improve their relationships with the school after a Scene & Heard production
- 100% of children feel that their play was successful and describe their experience positively and enthusiastically
- 429 children have written a play for professional production by Scene & Heard and 82% have come back to do more with us
- Our Teachers' Pack ***Playwriting the Scene & Heard Way***, available on our website and the TES website, continues to be hugely popular with teachers around the world. We are proud to share our work with the wider community and demonstrate best practice in this way

The children have really benefitted from this experience and really enjoyed it! They are so proud of their plays and are definitely more confident speaking/contributing in different situations now.

Ruby Nasser, Head Teacher, Edith Neville Primary School

Events and Courses in the year May 2023 – April 2024

- **Stage One** Workshop Weekend – May 2023. Ten of our Member Playwrights aged 11-14 completed this course; their first introduction to performance, returning to Scene & Heard to continue their journey with us and develop playwriting and communication skills
- **Playmaking One** – Summer Term 2023. Ten children new to Scene & Heard, aged 9-10, took our term-long flagship course of one-to-one mentoring across weekly after school classes, intensive Writing Weekend and rehearsals, culminating in four public performances of *Paintbrush and Pen – The Arty Plays* July 2023

SCENE AND HEARD TRUSTEES' REPORT for the year ended 30 April 2024

- **Stage Two** – Autumn Term 2023. Twelve young people were engaged in a **brand-new course** across a range of activities including a theatre trip, after school sessions to create a world alongside a live illustrator, three workshop days during half-term, a local public sharing of work and a party
- **Playmaking One** – Autumn Term 2023. Ten new children aged 9-11 took our second flagship course culminating in four public performances of *Fancy Footwork – The Dazzling Plays* November 2023
- **Replay** – Spring Term 2024. All ten places were taken up by children aged 10-11, who had previously completed *Playmaking One* either in Autumn 2022 or Summer 2023, to create the first of our anniversary plays **25 Years On – The Silver Jubilee Plays**

In addition, we developed our **Arts Hub programmes** aimed directly at local children who may not be referred to our Playwriting programmes:

- **Drama Drop In** – Spring term 2023. Weekly after school classes of drama games and activities free to the local community regularly engaged 20 children
- **Creative Arts Week** – August 2023. Delivered in the summer holidays for children from the local area, 25 children aged 7-11 from six primary schools across Camden participated in the week culminating in a public sharing of work

We broadened how we support our beneficiaries:

- We welcomed two older Member Playwrights for **Work Experience** at the Scene & Heard HQ, where they supported the team in a range of activities.
- We expanded our **Young Ambassador** program, recruiting an additional two older Member Playwrights to get involved in all things Scene & Heard, supporting Writing Weekends and productions as well as actively participating in our 25th Anniversary events.
- We undertook three **theatre trips into the West End**, taking nine Member Playwrights to see to see 'Oklahoma!' in May 2023, a group of eight to see 'Hamilton' in February 2024 and another group of nine to see 'Back to The Future' in April, providing meaningful cultural encounters for our young people while continuing our long-term engagement with them.
- We maintained **regular contact with Member Playwrights** offering bespoke advocacy and support as and when required.

We mounted three professional theatre productions, welcoming **1,560 audience members** to our performances, producing amazing theatre with and for the Somers Town community. We have effectively established our new home as an **Arts Hub** and resource for the local community, offering programmes to engage local children in free drama activities. We have maintained and developed new partnerships across the sectors we work in, continuing to build our profile as a leading community arts project in Camden.

In addition to our own programme, we provide **studio hires** to theatre artists and visitors from like-minded organisations. In the last year, over **1800 people** have visited our space to take part in creative activities including: LIFEbeat creative Practice Training, The Wright School, offering professional theatre practitioner development, The Vindicate Company rehearsals, Young Camden Foundation workshop, Snipple Animation meeting, Smile Productions and Coram Shakespeare Schools Festival. Studio hires help to financially support our core work whilst welcoming diverse cultural arts organizations and activities into the area.

In the year May 2023 – April 2024 Scene & Heard worked with over 160 volunteer theatre professionals; Actors, Directors and Writers. We hired a number of freelance designers and technicians on a project-by-project basis as well as some additional support staff for our 25th Anniversary projects. Our volunteer base has approximately 400+ active members. All volunteers undergo child protection training and an enhanced DBS check. We work to give our arts professionals a wholly positive experience, accommodating their professional careers and valuing their expertise. We reimburse their travel expenses to ensure that no one is out of pocket in volunteering for us and this year hosted a workshop in 'Developing your Creative Practice', advising on effective applications to Arts Council England for those producing their own work.

SCENE AND HEARD TRUSTEES' REPORT for the year ended 30 April 2024

Scene & Heard volunteers 2023-24 among many others have included:

David Ahmad – Actor, *The Crucible*, *Hamlet* (National theatre) *The Kite Runner* UK, *Potted Potter* New York
Liz Crowther – Actor TV *The Chelsea Detective*, *Doctors*, *Shakespeare & Hathaway*
Margaret Cabourn-Smith - Actor TV *Trying*, *Buffering*, *Motherland*, *Miranda*, *Holby City*, *Catastrophe*
Henry Everett – Actor, *The Crucible*, *Anthony & Cleopatra* (National Theatre) *Scandaltown* (Lyric Hammersmith)
Daniel Fraser – Actor TV, *The Art Lovers* *Grantchester*, *The Crown*, *Doctors*, *Holby City*
Jonny Freeman – Actor, *Eastenders*, *MI High*, *Silent Witness*, *Midsomer Murders*
Don Gilet – Actor, *Sherwood*, *Shakespeare & Hathaway*, *Midsomer Murders*, *Holby City*, *Eastenders*
Greg Haiste – Actor, W. End: *Fawlty Towers*, *Nell Gwyn*, *39 Steps*, *Quiz*, RSC
Mariam Haque – Actor TV, *Some Brave Girls*, *Henpocalypse*, *Midsomer Murders*, *Plebs*, *This is going to Hurt*
Rebecca Lee – Actor, *The Pillowman*, *Small Island* (National theatre), *Jerusalem*, *Twelfth Night* (Watermill Theatre)
Rachel Louise Miller – Actor *Standing at the Sky's Edge* (National Theatre) west End Musicals
Amy Milburn – Director, Associate Director *The Play that goes wrong*, Resident director *Guys and Dolls*, West End
Ben Moor – Actor, Writer, Comedian, *A Very English Scandal*, *The Queen's Gambit*, *Taboo*
Joseph Prowen – Actor, *A Christmas Carol*, *Twelfth Night* (RSC), *Piaf*, Nottingham Playhouse
Matthew Steer – Actor TV, *Shardlake*, *The Ipcress File*, *Dangerous Liaisons*, *Becoming Elizabeth*
Susie Trayling – Actor, W. End: *Harry Potter & The Cursed Child*, RSC
Phoebe Waller Bridge – BAFTA & Emmy Award winning Actor & Writer, *Fleabag*, *Killing Eve*
Jamie Wilkes – Actor, RSC, Shakespeare's Globe, TV *The English*, *Finding Alice*, *His Dark Materials*

Fundraising

Scene & Heard raises funds through applications to grant making trusts, corporate sponsorship, benefactors (high wealth individuals), our Eyes & Ears Individual Giving scheme, one-off donations and our own fundraising efforts. Scene & Heard abides by the Code of Fundraising Practice and the requirements of the Fundraising Regulator, updating our policies and procedures in line with changes to the code and best practice in the sector. Scene & Heard does not use any third parties to raise funds, such as a professional fundraiser or commercial participator.

Scene & Heard is in compliance with the General Data Protection Regulation (GDPR). Our Privacy Policy (available on our website) and our Data Protection Policy reflect the law. We have Legitimate Interests Assessments for all individuals whose data is essential for the delivery of our courses and events: our Member Playwrights, our volunteers (including trustees and patrons), our regular donors & funders, local community organisations (including schools and local government) and other creative industry partners with whom we may collaborate.

All our marketing and fundraising information contains clear instructions on how to change communication preferences and we respond to any requests within the legal time frame. We also have a transparent complaints procedure. Scene & Heard continues to ensure that our data procedures and policies are in line with all relevant legislation.

Eyes & Ears income increased by 10% this year. We also raised £17,398 from our Benefactors, high wealth individuals with a commitment to our work in Somers Town.

Our Head of Development continues to pursue our **Fundraising Strategy** that is underpinned by our Strategic Plan 2021 – 2026. The strategy includes the aim to continue to diversify our income streams, notably with **Corporate Sponsorship** and **Legacy Giving**. It includes plans to expand our **Eyes & Ears Individual Giving Scheme** by increasing the number of donors.

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for the year ended 30 April 2024

We enjoy a positive and successful relationship with our corporate sponsors and are pleased to report that our income from Corporations increased by 18% this year. Our sponsors are:

- Film and TV production company, **Sister**, continue to support us as their charity partner.
- Our neighbours Phoenix Court Works who have funded us for the third time this year through the **Phoenix Court Works Foundation**.
- Argent LLP and The Kings Cross Partnership.

Scene & Heard would like to take this opportunity to **thank the following trusts and foundations** for their support of our work in 2023-2024:

Backstage Trust
BBC Children in Need
The Boris Karloff Charitable Foundation
The Carlile Family Foundation
Crescendo
The D'Oyly Carte Charitable Trust
Garfield Weston Foundation
The Gosling Foundation
The Harold Hyam Wingate Foundation

John Lyon's Charity
Joseph Mindel Trust
The Russell Kin Trust
The Shadworth Hodgson Bequest
The Sir James Roll Charitable Trust
The Thompson Family Charitable Trust
Tom Ap Rhys Pryce Memorial Trust
Wellington Management UK Foundation

Our fundraising events this year:

- Our fifteenth annual **Anniversary Pub Quiz** took place in The Brondes Age, Camden in February 2024. This new venue allowed us increased capacity for our 25th anniversary celebrations. Hosted by volunteer Jez Worsnip of The Quiz Team with a special guest round by Patron Samuel West.
- **Audience donations** collected during a week of performances of *The Play That Goes Wrong*
- **Numerous Volunteers** raised funds through their own activities and online giving campaigns including Barbara Barnes, Suzanne Cave, Ben Moor.

Merchandise

Merchandise sales continue to bring a small but steady income at our productions each year with **Christmas cards** and our 20th Anniversary book *Only Cheese Can Leave – The Universal Truths of Scene & Heard* proving popular. This year, we updated our merchandise stock with baseball caps, keep cups, keychains and 25th Anniversary stickers.

In Kind donors

- **Slaughter & May** continue to give us legal support whilst negotiating the lease of our new building
- **The Quiz Team** provided our annual pub quiz
- **Ian Bass Illustrations** creates all of the illustrations for our flyers, Christmas and greetings cards

SCENE AND HEARD TRUSTEES' REPORT
for the year ended 30 April 2024

Summary

Scene & Heard's total income in 2023-24 was £410,459, down slightly from £479,229 in the previous year. Expenditure for the year was £396,370 compared with £374,518 in 2022-23. We finished the financial year with unrestricted funds of £688,042 of which £211,930 were free reserves, and with restricted funds of £51,251 making up total funds of £739,293.

Accountancy firm JS2 continue to provide our independent financial examination.

Income

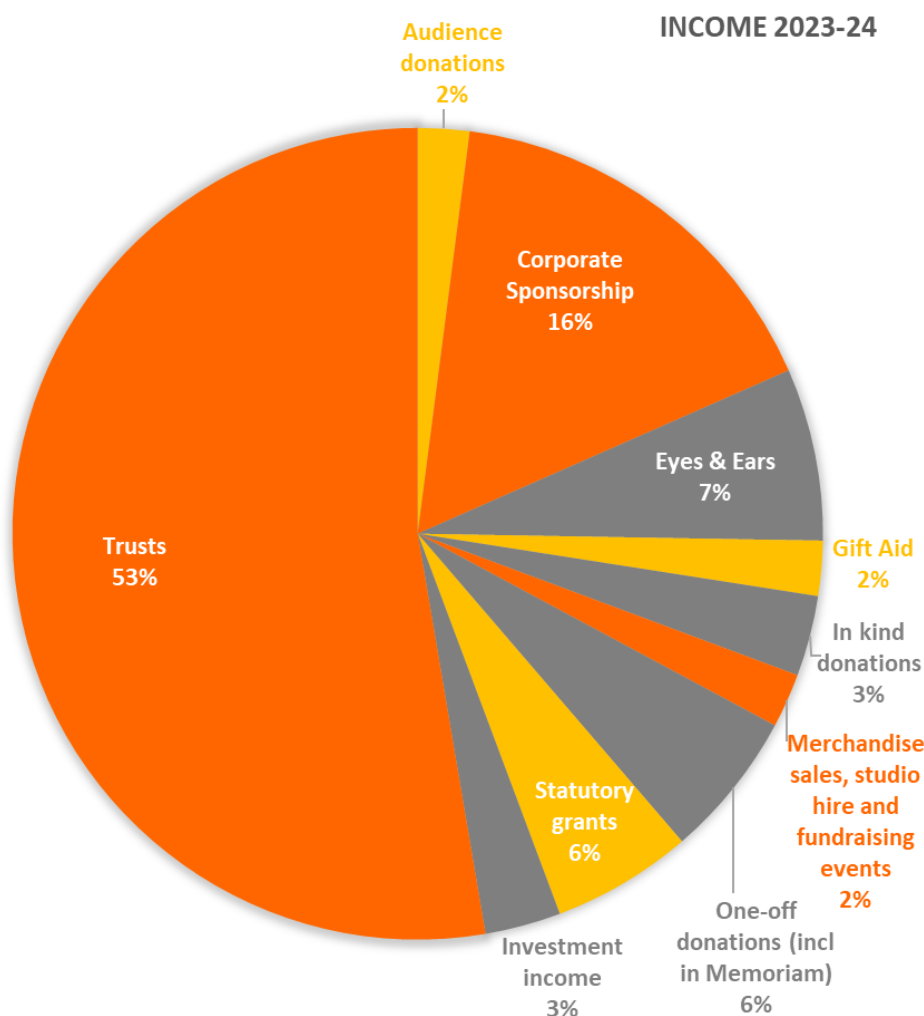
Funding from trusts and foundations in 2023-24 continues to make up 53% of total income for the year.

Our corporate income comprised our ongoing partnership with Sister, Phoenix Court Works Foundation and The Kings Cross Central Limited Partnership.

Statutory income came from Camden Council and Big Local.

In order to ensure access for all, we do not charge for tickets to our performances, but we do receive consistent amounts in audience donations.

We were able to claim Gift Aid on our Individual donations, including Eyes & Ears and one-off donations.



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for the year ended 30 April 2024

Expenditure

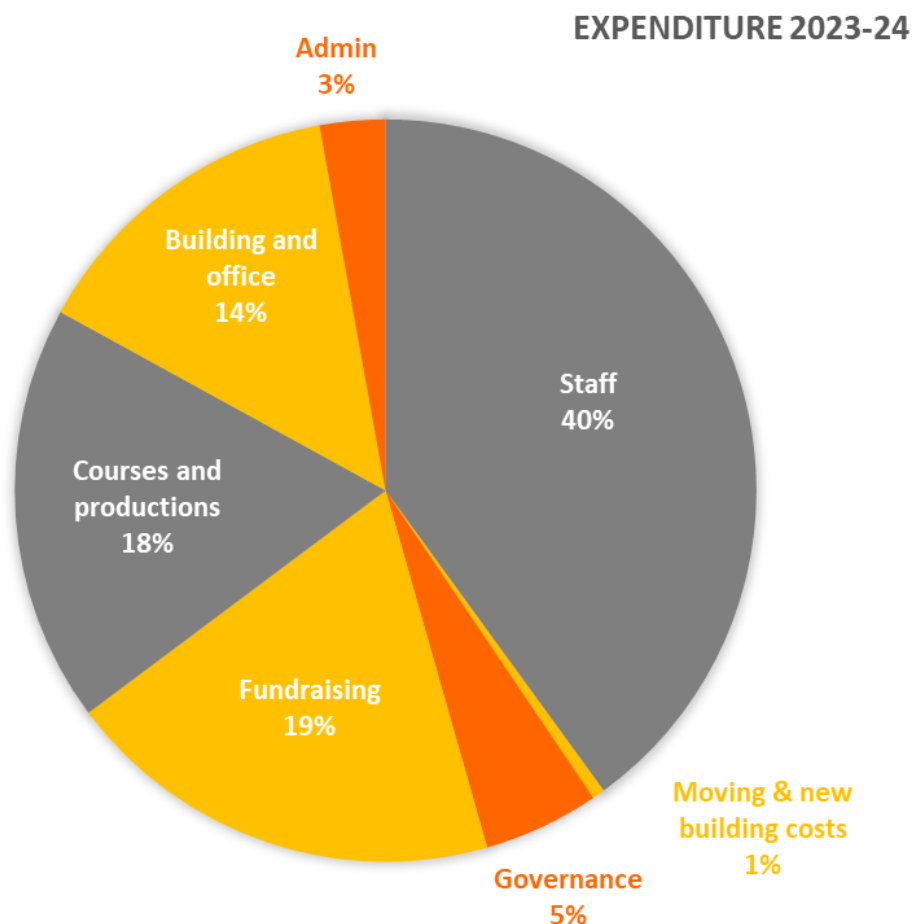
Total expenditure of £396,370 was an increase of 6% on the 2022-23 total. Charitable Activities accounted for 81% of total expenditure (the same as the previous year) with the remainder attributed to Fundraising activities.

We continue to increase our budgets for Member Playwrights' expenses and Volunteer Artists' expenses to support our beneficiaries and volunteers during the ongoing cost of living crisis. We have used the Hilary Mantel Member Playwright fund to continue to provide full catering for all Member Playwrights, volunteers and staff during all full day events on our courses.

We have used designated funds from the Kathryn Finlay Future Fund to make further improvements to our building. In August we replaced external gates that were not fit for purpose with welcoming, practical and accessible new ones. Now that these are complete, we don't anticipate any further capital spend on the building; the balance of the KFF Fund will be used to support our ongoing increased running costs of the building.

We spent two thirds of our designated 25th Anniversary funds on four days of celebrations and pop-up museum for all our stakeholders and beneficiaries.

Scene & Heard has been delivering work for 25 years and has an excellent track record of financial stability. We monitor and review our expenditure continuously.



SCENE AND HEARD TRUSTEES' REPORT for the year ended 30 April 2024

PLANS FOR THE FUTURE

We are currently mounting a series of events to mark our **25th Anniversary**. We created a spectacular **Pop-Up Museum celebrating 25 Years of playmaking in Somers Town** which was opened by HRH The Duchess of Edinburgh. The museum was free and open to all in May 2024. In addition we hosted a series of parties for all our major stakeholders.

We have created and are in the process of sharing widely our **Longitudinal impact measurement study**, which will serve as an excellent resource for funders and future development partners.

We were recently announced as **charity of the year for the Mayor of Camden, 2024-2025**. This is all the more poignant as the Mayor is a Scene & Heard parent, we have worked with her family since 2010. We are delighted to have this opportunity to both celebrate the impact of Scene & Heard in the borough and raise the profile of our work with marginalised communities through the arts.

“Scene & Heard is a charity I’m passionate about. They provide incredible opportunities for children in Somers Town, allowing them to work with professional actors and to develop their creativity and confidence. My children have benefited greatly from taking part in Scene & Heard programmes.”

Cllr Samata Khatoon, Mayor of Camden and Scene & Heard Parent

We will continue to deliver our core **schedule of courses**: two *Playmaking One* courses and *Replay*. In addition, we will offer **Writeback** our biennial course for older beneficiaries which in 2024 will be run in Partnership with The British Library.

We will plan regular **theatre trips** giving new cultural experiences to our Member Playwrights.

In addition to our flagship mentoring playwriting and performance courses, we will run our successful **Drama Drop In and Creative Arts Week** programmes for local children. As with all of our work, children will be able to experience activities that encourage achievement and success completely **free of charge ensuring equal access for all**.

Scene & Heard continues to expand opportunities for older children and Member Playwrights. We will:

- Further develop our **Member Playwright noticeboard** on our website
- Develop our **Young Ambassadors Programme**
- Work with local corporate sponsors to develop new and different **Work Experience opportunities** for our Members
- Host an arts based **Careers Fair ‘Behind The curtain’** for older Members to alert them to some of the many opportunities in the world of theatre, film and tv; connecting our young people to a range of sectors and roles they may be interested in but cannot readily access
- We are working in partnership with **Camden Youth Theatre** to host ‘taster sessions’ of their drama workshops for our older Member Playwrights and those interested in pursuing performance or technical theatre activities

We will continue to develop our **HQ** as an **Arts Hub**, encouraging leading theatre professionals and like-minded organisations whose values chime with our own, to come and work in our space.

SCENE AND HEARD TRUSTEES' REPORT
for the year ended 30 April 2024

REFERENCE AND ADMINISTRATIVE DETAILS

Company number 03761808 (England and Wales)
Charity number 1077836 (England and Wales)
Principal and Registered office 128A Chalton Street, London NW1 1RX

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purposes of charity law. The trustees, officers and staff serving during the year and since the year end were as follows:

Trustees	Keith Ackerman (Chair from 09/18) Emma Bell Brónagh McCann Resigned 12/23 Joanne Millard Tracey Mullett Resigned 09/23 John Nevin (Deputy Chair from 09/18) Anthony Obiezekpazu Jim O'Shea Appointed 03/24 Emily Plosker Andrew Porter John Rolph David Stewart (Treasurer from 12/19)
Staff	CEO & Artistic Director — Rosalind Paul MBE Finance & General Manager – Catherine Hylton Head of Development – Natasha Shaw Arts Officer, Courses & Productions – Katie Wee
Bookkeeping	NRV Tax Ltd appointed March 2023
Strategic Consultant	Fiona Mallin-Robinson
Banks	CAF Bank, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ The Cooperative Bank Plc, PO Box 101, 1 Balloon Street, Manchester, M60 4EP Triodos Bank, Deanery Road, Bristol BS1 5AS Reliance Bank Ltd, Faith House, 23-24 Lovat Lane, London EC3R 8EB Virgin Money, Sunderland SR43 4JB
Independent Examiners	JS2 Ltd, One Crown Square, Church Street East, Woking, Surrey, GU21 6HR

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STRUCTURE, GOVERNANCE AND MANAGEMENT

Scene and Heard is a company limited by guarantee governed by its Memorandum and Articles of Association dated 22 March 1999, and is a registered charity. Each member of the company has agreed to contribute £10 in the event of the charity winding up. The CEO, Strategy Advisor and all trustees are members: Keith Ackerman, Emma Bell, Fiona Mallin-Robinson, Jo Millard, John Nevin, Anthony Obiezekpazu, Jim O'Shea, Rosalind Paul, Emily Plosker, Andrew Porter, John Rolph and David Stewart. All members are actively involved in the work of the charity.

There can be no less than three trustees. New trustees are appointed by the board. The trustees meet regularly to direct the charity's affairs. There are four full time employees. All staff and trustees undergo enhanced DBS checks. In addition, our bookkeeper and strategy advisor support the charity on a freelance basis. We also hire freelance production staff on short term contracts when required.

New trustees have an orientation programme which includes: seeing a production, meeting the staff and a number of volunteers. They are given a **Trustee Welcome Pack**, papers and briefing on their legal obligations under charity and company law, on the charity's decision-making process and financial performance. Trustees are encouraged to attend appropriate external training.

Related parties: None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee or employee of the charity and any individual or organisation which is paid to work with or for the charity must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related third party. In the year under review no such related party transactions were reported.

Pay policy for senior staff: The Trustees consider the board of Trustees and the senior management team comprise the key management personnel of the charity in charge of directing and controlling, running and operating the Charity on a day-to-day basis. All trustees give of their time freely and no trustee received remuneration in the year. Details of trustees' expenses and related party transactions are disclosed in Note 2 to the accounts.

Staff salaries are reviewed annually by the remuneration committee, a sub-committee of Trustees.

Risk management: At the annual review of the strategic plan, trustees assess the risks which the charity may face and the systems and procedures which mitigate the risks identified. Scene & Heard is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The trustees' review has identified that financial sustainability is one of the charity's main risks.

The Trustees are pleased to report that the organisation is in a strong position from which to deliver all our planned activities for the next year and we regularly review our fundraising strategy, to ensure that our growth and development is sustainable.

A key element in the management of financial risk is a strong reserves policy.

Reserves: The trustees have reviewed the charity's need for reserves in line with the guidance issued by the Charity Commission. The trustees have identified that general funds should be sufficient to safeguard the charity's service commitment in the event of delays in receipt of grants and to ensure continuity in the event of a large variation of income, enabling the charity to run efficiently and meet the needs of the beneficiaries for at least 6 months. This includes the obligations that would result from a decision to wind up the charity, to cover staff notice periods, governance costs, overheads and contractual commitments.

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In order to guarantee the above, the Trustees have designated that reserves equivalent to at least six months' operating costs be held by the charity to ensure it can meet its future obligations as they fall due. The reserves amount for the financial year 2024-25 is £211,930.

In line with our long-term planning, **The Kathryn Findlay Future Fund** initially set up to secure the future home of Scene & Heard, has been utilised to cover moving and setting up costs including a number of improvements to the building to make it suitable for our purposes. This year we replaced our external gates. We will continue to hold a reduced fund retained for ongoing and unforeseen building related costs.

Small Company Exemptions

This report is prepared in accordance with the provisions applicable to companies subject to the small companies' regime within Part 15 of the Companies Act 2006.

Signed on behalf of the board of directors and trustees:

Keith Ackerman
Trustee & Chairman

Date

David Stewart
Trustee & Treasurer

Date

**Independent Examiner's Report to the Members of SCENE AND HEARD
for the year ended 30 April 2024**

INDEPENDENT EXAMINER'S REPORT

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 April 2024 as set out on pages 15 to 25.

Responsibilities and basis of report

As the charity's trustees of the Company (who are also the directors of the company 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 for this year 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).

This report is made solely to the charity's trustees, as a body. My work has been undertaken so that I might state to the charity's trustees those matters which I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to any party other than the charity and charity's trustees as a body, for my examination, for this report, or for the statement I have given below.

Independent Examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants in England and Wales.

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

JOHN SPEED FCA FCIE

JS2 Limited
One Crown Square
Woking
Surrey
GU21 6HR

SCENE AND HEARD STATEMENT OF FINANCIAL ACTIVITIES
Including Income and Expenditure Account for the year ended 30 April 2024

STATEMENT OF FINANCIAL ACTIVITIES

Scene & Heard: DRAFT Statement of Financial Activities for the year ended 30th April 2024

	Note	Unrestricted Funds 2024	Restricted Funds 2024	Total Funds 2024	Total Funds 2023
Income from:		£	£	£	£
Donations & legacies	1	277,192	111,966	389,158	458,276
Other Trading Activities (Fundraising)	1	8,878	-	8,878	18,348
Income from investments (Bank interest)	1	12,423	-	12,423	2,605
Total income:		298,493	111,966	410,459	479,229
Expenditure on:					
Raising funds	2	76,106	-	76,106	64,923
Charitable activities	2	200,526	119,738	320,264	309,595
Total expenditure:		276,632	119,738	396,370	374,518
NET INCOME:		21,861	(7,772)	14,089	104,711
Total funds at beginning of year		666,181	59,023	725,204	620,493
Total funds at end of year		688,042	51,251	739,293	725,204

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

The annexed notes form part of these financial statements

SCENE AND HEARD BALANCE SHEET as at 30 April 2024
Company Number 03761808

BALANCE SHEET

	Note	2024	2023
		£	£
FIXED ASSETS			
Improvement for leasehold		45,002	16,358
Plant & Machinery		21,761	29,015
	5	<u>66,763</u>	<u>45,373</u>
CURRENT ASSETS			
Cash at bank and in hand		676,267	678,388
Debtors		20,015	603
Prepayments & accrued income		<u>10,276</u>	<u>11,620</u>
		706,558	690,611
Current liabilities			
Trade Creditors		(1,485)	(1,364)
PAYE & NICs		(3,173)	(5,226)
Pension contributions		(1,297)	(1,296)
Accruals		(8,073)	(2,894)
Deferred income	4	<u>(20,000)</u>	<u>-</u>
Creditors:		(34,028)	(10,780)
NET CURRENT ASSETS		672,530	679,831
TOTAL ASSETS LESS CURRENT LIABILITIES	6	<u>739,293</u>	<u>725,204</u>
FUNDS			
Unrestricted			
General Unrestricted		211,930	200,808
Designated		<u>476,112</u>	<u>465,373</u>
Total Unrestricted		<u>688,042</u>	<u>666,181</u>
Restricted		51,251	59,023
TOTAL FUNDS	7	<u>739,293</u>	<u>725,204</u>

SCENE AND HEARD BALANCE SHEET as at 30 April 2024
Company Number 03761808

For the year ended 30 April 2024 the Company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- (i) The members have not required the Company to obtain an audit of its accounts for the year in question in accordance with section 476
- (ii) 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 provisions applicable to companies subject to the small companies' regime. They were approved, and authorised for issue, by the directors on 9 September 2024 and signed on their behalf by:-

Keith Ackerman
Trustee

Date

David Stewart
Trustee

Date

The annexed notes form part of these financial statements

SCENE AND HEARD NOTES TO THE FINANCIAL STATEMENTS
for the year ended 30 April 2024

ACCOUNTING POLICIES AND NOTES TO THE FINANCIAL STATEMENTS

Company number	03761808 (England and Wales)
Charity number	1077836 (England and Wales)
Principal and Registered office	128A Chalton Street London NW1 1RX

Basis of preparation of accounts

These financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The Charity is a public benefit entity for the purposes of FRS 102 and therefore has also prepared the financial statements in accordance with the 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 (The FRS 102 Charities SORP) and the Charities Act 2011.

Going Concern

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the Charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the trustees have considered the Charity's forecasts and projections and have taken into account the limitations around holding courses and impact on future trust & foundation funding. After making enquiries the trustees have concluded that there is a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. The Charity therefore continues to adopt the going concern basis in preparing its financial statements.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and have not been designated for other purposes. Restricted funds are funds received to be used for particular purposes. Designated funds are funds earmarked by the trustees for a particular project or commitment, but which remain part of the unrestricted funds and are not legally restricted to the designated purpose.

Income

Donations and legacies are received by way of subscriptions and donations and are included in full in the statement of financial activities when received. Income that is received that does not meet the criteria for recognition of income because entitlement to the income does not exist at the balance sheet date is recorded as deferred income. Income from fundraising ventures is shown gross under Other trading with the associated costs included in the costs of Raising funds. Bank interest is included in the statement of financial activities when received under Investment income.

Expenditure

Expenditure is included in the Statement of Financial Activities on an accrual's basis, inclusive of any VAT which cannot be recovered.

Expenditure has been included in the following cost categories:

Raising funds is costs incurred encouraging people and organisations to contribute financially to the charity's work. This includes the cost of staging special fundraising events.

Charitable activities costs are expenditure on meeting the charity's objectives (as opposed to the cost of raising the funds to finance these activities). Such costs include the direct costs of the charitable activities together with an allocation of the support costs and governance costs that enable these activities to be undertaken.

Operating leases

Rental charges are charged on a straight-line basis over the term of the lease.

Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £2,000. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Leasehold Improvements	5 years straight line
Plant & Machinery	5 years straight line

Significant judgements and sources of estimation uncertainty

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgement in applying the charity's accounting policies. The key judgements that have been applied by management relate to depreciation rates.

SCENE AND HEARD NOTES TO THE FINANCIAL STATEMENTS
for the year ended 30 April 2024

1 INCOME

	2024 Unrestricted Funds	2024 Restricted Funds	2024 Total Funds	2023 Total Funds
	£	£	£	£
Donations and legacies				
Trusts				
Anonymous	-	5,000	5,000	10,000
Backstage Trust	-	10,000	10,000	13,000
BBC Children In Need	-	9,966	9,966	9,868
Carlile Family Foundation	15,000	-	15,000	15,000
Christina Smith Foundation	-	-	-	8,000
Crescendo	1,000	-	1,000	1,000
Garfield Weston	20,000	-	20,000	20,000
John Lyon's Charity	30,000	-	30,000	58,000
Joseph Mindel Trust	-	5,000	5,000	5,000
Russell Kin Trust	-	5,000	5,000	-
Shadworth Hodgson Bequest	5,000	-	5,000	5,000
South Camden Community Trust	-	-	-	157
The Boris Karloff Charitable Foundation	-	2,000	2,000	1,500
The D'Oyly Carte Charitable Trust	-	4,000	4,000	3,000
The Gosling Foundation	-	-	-	6,000
The Harold Hyam Wingate Foundation	-	8,000	8,000	8,000
The John Thaw Foundation	-	-	-	1,000
The Sir James Roll Charitable Trust	1,250	-	1,250	1,000
Thompson Family Charitable Trust	50,000	-	50,000	50,000
Tom ap Rhys Pryce Memorial Trust	-	10,000	10,000	5,000
Wellington Management UK Foundation	35,000	-	35,000	50,000
Trusts Subtotal	157,250	58,966	216,216	270,525
Statutory Grants	-	23,000	23,000	42,000
One-off donations				
(incl Benefactors & In Memoriam)	24,066	-	24,066	16,912
Eyes & Ears	28,176	-	28,176	25,645
Audience donations	8,422	-	8,422	7,944
Corporate sponsorship	37,130	30,000	67,130	57,021
Gift Aid recovered	8,988	-	8,988	10,139
In Kind donations	13,160	-	13,160	28,090
Total Donations and legacies	277,192	111,966	389,158	458,276
Other Trading (Fundraising)				
Merchandise sales	2,705	-	2,705	3,143
Marathon Runners etc	-	-	-	4,850
Studio hire	4,670	-	4,670	4,405
Other fundraising (one-off events)	1,503	-	1,503	5,950
Total Other trading activities	8,878	-	8,878	18,348
Investments	12,423	-	12,423	2,605
Total Income	298,493	111,966	410,459	479,229

A major resource benefitting the charity during this financial period is the contribution of over 100 volunteer arts professionals. Actors, writers and directors, give up their time and dedicate their talents to mentoring the children of Somers Town, enabling them to write their own plays and performing them with the highest production values.

SCENE AND HEARD NOTES TO THE FINANCIAL STATEMENTS
for the year ended 30 April 2024

2 OPERATING AND SUPPORT COSTS

	2024 Raising funds	2024 Charitable activities	2024 Total	2023 Total
	£	£	£	£
Direct costs				
Staff costs (Note 3)	39,387	157,546	196,933	191,016
Performance venue hire	-	11,434	11,434	14,844
Hire of rehearsal space	-	973	973	759
Set, costumes and props	-	3,169	3,169	4,318
Production support	-	18,877	18,877	38,857
Member Playwrights' expenses	-	9,692	9,692	4,115
Volunteer Artists' expenses	-	6,366	6,366	4,594
Travel & expenses	-	3,765	3,765	5,307
Admin support & special projects	-	360	360	-
DBS	-	699	699	468
Insurance	-	1,453	1,453	1,590
25th Birthday projects	1,186	16,699	17,885	1,030
Publicity materials	-	1,180	1,180	720
Development	4,149	-	4,149	2,215
Subscriptions	1,698	-	1,698	674
Total direct costs	46,420	232,213	278,633	270,507
Support costs				
Governance costs				
Strategic planning and Longitudinal Study	1,590	6,360	7,950	3,825
Independent Examiner's fees	415	1,661	2,076	1,836
Governance sundries	2,641	10,562	13,203	14,849
Subtotal Governance costs	4,646	18,583	23,229	20,510
Other support costs				
Office rental and overheads	6,000	24,000	30,000	27,500
Building utilities and services	1,876	7,506	9,382	8,808
Relocation costs	532	2,129	2,661	10,600
Bank charges	57	230	287	481
Telephone & Internet	526	2,103	2,629	2,236
Printing	3,049	523	3,572	1,498
Postage	652	2,608	3,260	2,994
Stationery	152	610	762	646
Training & recruitment	240	962	1,202	2,719
IT	1,579	6,314	7,893	3,288
Website	353	1,411	1,764	4,396
Merchandise	3,357	-	3,357	813
Bookkeeping	1,219	4,877	6,096	3,645
Office sundries	143	573	716	705
Depreciation	3,906	15,622	19,528	11,344
Studio hire expenses	457	-	457	281
Fundraising events	942	-	942	1,547
Subtotal other support costs	25,040	69,468	94,508	83,501
Total support costs	29,686	88,051	117,737	104,011
TOTAL COSTS	76,106	320,264	396,370	374,518

Support costs are allocated on the basis of staff time where appropriate. None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity or related entity during the year or prior year. Directly incurred expenses are reimbursed, if claimed. 2023-24 £Nil expenses claimed. (2022-23: £Nil).

SCENE AND HEARD NOTES TO THE FINANCIAL STATEMENTS
for the year ended 30 April 2024

2 OPERATING AND SUPPORT COSTS (continued)

	2024	2023
	£	£
Operating lease payments	30,000	27,500

3 STAFF COSTS

	2024	2023
	£	£
Wages and salaries (gross)	177,079	169,667
Social security costs	12,777	15,725
Pension costs	7,077	5,624
TOTAL	196,933	191,016

Benefits of Key Personnel	196,933	191,016
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The average head count during the year was 4 (2023: 4).

No employee received remuneration of more than £60,000 in the year or in the previous year (exclusive of employer's National Insurance or pension contributions).

The key management personnel of the Charity comprise all staff members. The total employee benefits of the key management personnel are £196,933.

4 DEFERRED INCOME

The charity received a total of £20,000 from the Argent (Kings Cross Central Limited Partnership) for the financial year 2024-25.

5 FIXED ASSETS

	Leasehold Improvements	Plant & Machinery	Total
Cost	£	£	£
At 1 May 2023	20,448	36,269	56,717
Additions in year	40,918	-	40,918
Disposals	-	-	-
At 30 April 2024	61,366	36,269	97,635

Depreciation

At 1 May 2023	4,090	7,254	11,344
Charge for the year	12,274	7,254	19,528
Disposals	-	-	-
At 30 April 2024	16,364	14,508	30,872

Net Book Value

At 30 April 2024	45,002	21,761	66,763
At 30 April 2023	16,358	29,015	45,373

6 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Net current assets	688,042	51,251	739,293

SCENE AND HEARD NOTES TO THE FINANCIAL STATEMENTS
for the year ended 30 April 2024

7 STATEMENT OF FUNDS IN THE YEAR

	As at 1 May 2023	Income	Expenditure	Transfers	As at 30 Apr 2024
Unrestricted Funds					
General unrestricted	200,808	286,070	234,030	(40,918)	211,930
Designated Investment Fund	300,000	12,423	-	-	312,423
Designated 25th Silver Jubilee Fund	25,000	-	17,885	-	7,115
Designated Fixed Assets Fund	45,373	-	19,528	40,918	66,763
Designated Kathryn Findlay Future Fund	95,000	-	5,189	-	89,811
Total Unrestricted	666,181	298,493	276,632	-	688,042
Restricted					
Courses fund	42,023	111,966	102,738	-	51,251
Kathryn Finlay Future Fund	17,000	-	17,000	-	-
Total Restricted	59,023	111,966	119,738	-	51,251
TOTAL FUNDS	725,204	410,459	396,370	-	739,293

Courses fund: Funding to part or fully fund one or more of the relevant courses run in the year: Playmaking One Summer 2023; Stage One 2023; Creative Arts Week 2023; Drama Drop In 2023; Playmaking One Autumn 2023; Replay Spring 2024.

Kathryn Findlay Future Fund – to secure the long-term home of Scene & Heard: In 2023/24 the spending on this fund was towards making improvements to our new building, including new entrance gates. The Trustees have designated a further £89,811 to the fund for the ongoing costs of running the building.

8 STATEMENT OF FUNDS IN THE PRIOR YEAR

	As at 1 May 2022	Income	Expenditure	Transfers	As at 30 Apr 2023
Unrestricted Funds					
General unrestricted	150,004	329,528	244,259	(34,465)	200,808
Designated Investment Fund	-	-	-	300,000	300,000
Designated 25th Silver Jubilee Fund	-	-	-	25,000	25,000
Designated Fixed Assets Fund	-	-	-	45,373	45,373
Designated Kathryn Findlay Future Fund	435,797	-	4,889	(335,908)	95,000
Total Unrestricted	585,801	329,528	249,148	-	666,181
Restricted					
Courses fund	17,634	132,701	108,312	-	42,023
Kathryn Finlay Future Fund	17,058	17,000	17,058	-	17,000
Total Restricted	34,692	149,701	125,370	-	59,023
TOTAL FUNDS	620,492	479,229	374,518	-	725,204

All restricted income in the prior year related to donations and legacies, and all restricted expenditure related to charitable activities.

9 SHARE CAPITAL

As the company is limited by guarantee, it has no share capital and no shareholders.

SCENE AND HEARD NOTES TO THE FINANCIAL STATEMENTS
for the year ended 30 April 2024

10 OPERATING LEASE COMMITMENTS

At the reporting end date, the charity had the following future minimum lease payments under its non-cancellable operating property lease which falls due as follows:

	2024	2023
	£	£
Less than 1 year	30,000	30,000
Between 1 and 5 years	120,000	120,000
Over 5 years	120,000	120,000
	270,000	270,000

SCENE AND HEARD NOTES TO THE FINANCIAL STATEMENTS
for the year ended 30 April 2024

11 INCOME – PRIOR YEAR

	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total Funds £
Donations and legacies			
Trusts			
Anonymous	2,000	8,000	10,000
Backstage Trust	3,000	10,000	13,000
BBC Children In Need	-	9,868	9,868
Carlile Family Foundation	15,000	-	15,000
Christina Smith Foundation	-	8,000	8,000
Crescendo	1,000	-	1,000
Garfield Weston	20,000	-	20,000
John Lyon's Charity	36,000	22,000	58,000
Joseph Mindel Trust	-	5,000	5,000
Shadworth Hodgson Bequest	5,000	-	5,000
South Camden Community Trust	-	157	157
The Boris Karloff Charitable Foundation	-	1,500	1,500
The D'Oyly Carte Charitable Trust	-	3,000	3,000
The Gosling Foundation	-	6,000	6,000
The Harold Hyam Wingate Foundation	-	8,000	8,000
The John Thaw Foundation	-	1,000	1,000
The Sir James Roll Charitable Trust	1,000	-	1,000
Thompson Family Charitable Trust	50,000	-	50,000
Tom ap Rhys Pryce Memorial Trust	-	5,000	5,000
Wellington Management UK Foundation	50,000	-	50,000
Trusts Subtotal	183,000	87,525	270,525
Statutory Grants	-	42,000	42,000
One-off donations (incl In Memoriam)	16,912	-	16,912
Eyes & Ears	25,645	-	25,645
Audience donations	7,944	-	7,944
Corporate sponsorship	36,845	20,176	57,021
Gift Aid recovered	10,139	-	10,139
In Kind donations	28,090	-	28,090
Total Donations and legacies	308,575	149,701	458,276
Other Trading (Fundraising)			
Merchandise sales	3,143	-	3,143
Marathon Runners etc	4,850	-	4,850
Studio hire	4,405	-	4,405
Other fundraising (one-off events)	5,950	-	5,950
Total Other trading activities	18,348	-	18,348
Investments	2,605	-	2,605
Total Income	329,528	149,701	479,229

SCENE AND HEARD NOTES TO THE FINANCIAL STATEMENTS
for the year ended 30 April 2024

12 OPERATING AND SUPPORT COSTS – PRIOR YEAR

	2023	2023	2023
	Raising funds	Charitable activities	Total
Direct costs	£	£	£
Staff costs	38,203	152,813	191,016
Performance venue hire	-	14,844	14,844
Hire of rehearsal space	-	759	759
Set, costumes and props	-	4,318	4,318
Production support expenses	-	38,857	38,857
Member Playwrights' expenses	-	4,115	4,115
Volunteer Artists' expenses	-	4,594	4,594
Travel & expenses	-	5,307	5,307
DBS	-	468	468
Insurance	-	1,590	1,590
25th Birthday projects	1,030	-	1,030
Publicity materials	-	720	720
Development	2,215	-	2,215
Subscriptions	674	-	674
Total direct costs	42,122	228,385	270,507
Support costs			
Governance costs			
Strategic planning	765	3,060	3,825
Reporting accountants' fees	367	1,469	1,836
Governance sundries	2,970	11,879	14,849
Subtotal Governance costs	4,102	16,408	20,510
Other support costs			
Office rental and overheads	5,500	22,000	27,500
Building utilities and services	1,762	7,046	8,808
Relocation costs	2,120	8,480	10,600
Bank charges	96	385	481
Telephone & Internet	447	1,789	2,236
Printing	185	1,313	1,498
Postage	599	2,395	2,994
Stationery	129	517	646
Training & recruitment	544	2,175	2,719
IT	658	2,630	3,288
Website	879	3,517	4,396
Merchandise	813	-	813
Bookkeeping	729	2,916	3,645
Office sundries	141	564	705
Depreciation	2,269	9,075	11,344
Studio hire expenses	281	-	281
Fundraising events	1,547	-	1,547
Subtotal other support costs	18,699	64,802	83,501
Total support costs	22,801	81,210	104,011
TOTAL COSTS	64,923	309,595	374,518