

theatre@41

Theatre@41

(a company limited by guarantee)

Report and Financial Statements

For the Year Ended 31 March 2024

Charity number 1082962

Company number 3940894

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Legal and Administrative Information

Charity Name: Theatre@41 Ltd

Charity registration number: 1082962

Company registration number: 3940894

Registered office and

Operational address: 41 Monkgate
York
YO31 7BP

Management Committee

2023/24:	Mr A Park	Chair
	Mr P Barton	Treasurer (resigned 01/10/23)
	Mrs S Baines	Secretary
	Mr S Elmer	Treasurer (from 01/10/23)
	Mrs J Hird	Secretary
	Ms E Godivala	Trustee
	Miss H Marshall	Trustee (resigned 1/10/23)
	Miss J Murray	Trustee
	Mr J Paterson	Trustee
	Mrs M Smales	Trustee
	Mrs A Taylor	Trustee (from 01/10/23)

Independent Examiner: Minford Chartered Accountants
Moyola House
31 Hawthorne Grove
York
YO31 7YA

Governing Document:

Memorandum and articles of association incorporated 1 March 2000 as amended by special resolution dated 30 September 2020. Certificate of incorporation on change of name dated 4 February 2008. As amended by special resolution(s) dated 30 March 2017 as amended by certificate of incorporation on change of name dated 25 October 2018

The full Articles of Association can be found [here](#).

Report of the Management Committee

Our Mission

Increasing access to and engagement with the performing arts by the people of York, as participants and as audience members, by providing a flexible, affordable and quality space for all.

Values

- Creativity
- Support
- Quality
- Accessibility
- Collaboration

Aims

- Individuals participate in creative activities
- The local community is strengthened
- Access to the arts is widened

Outcomes

- More people participate in creative activities
- Participants have improved mental & emotional wellbeing
- Community members are better able to connect with one another and with local organisations
- Local organisations deliver more creative activities in York
- Local and touring artists provide a more diverse range of performances
- Audiences are more diverse
- Audiences access a wider range of performing arts activities and events

Ensuring our work delivers our aims and outcomes

We review our aims, outcomes and activities each year, ensuring we are constantly working toward our overall mission statement. This review looks at what we achieved and the key outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to our users, audience, volunteers and wider community. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to our aims.

The focus of our work

In 2023/24 the board's focus remained on growing the use of Theatre@41 for both performers and audiences, cementing the theatre as the number one studio theatre in York. We did this through:

- Continuing to programme a wide range of theatre from predominantly York based creatives. Supporting new companies to perform for the first time, and programming high quality national work that would not have come to York otherwise.
- Building our connection with the local community in the Groves
- Investing in the infrastructure of the building to improve the quality of performances and the user experience.

How these activities delivered public benefit

● **Artistic programming**

In 2023/24 the John Cooper Studio hosted 194 performances, 140 of which were from York based companies. Of the 21 York based companies that used the studio in 2023/24, 7 did so for the first time

Theatre@41 provides a supportive starting point for companies wishing to stage theatre. We make this possible through affordable, flexible, hire prices while working with new companies to help them realise their productions.

Alongside this we welcomed back associate companies Once Seen Theatre, Pick Me Up Theatre and York Stage as well as York Light, York Settlement Community Players and York Shakespeare Project.

We continued to take advantage of times when the theatre was not booked by local groups to fill the calendar with touring shows and comedy. Helping build our audience base.

In 2023/24 Theatre@41 strengthened its connections with York based professional theatre companies Next Door But One, Story Craft and Thunk-It Theatre, hosting both companies as they developed and rehearsed new work.

This approach has established Theatre@41 as York's leading fringe-like venue, ensuring audiences access a wider range of performing arts activities and events while local and touring artists provide a more diverse range of performances.

- **Theatre@41 Identity**

2023/24 saw us further establish our presence in York. We registered xx new customers on our online box office, taking us over xx registered users. We welcomed over xx people through our doors.

We continued to improve our season brochures. Our social media activity increased. We remain active members of Visit York and Indie York networking with local businesses and York Council to ensure more people were aware of our work to be able to participate in and attend creative activities

- **Community work**

The theatre now has over 80 volunteers, covering front of house duties, bar and ticket scanning. We have invested in the training and development of a core team of technical volunteers to assist with the running of shows and in turn reduce our reliance on external freelancers.

We continue to host community companies York People First and Once Seen Theatre, who work with adults with learning disabilities from the York area.

The end of the year saw the theatre host drama classes from Ukrainian artists relocated to York

- **Infrastructure**

In 2023/24 we commissioned the installation of roof insulation to both reduce our fuel costs and improve our environmental sustainability. We continued to invest in the technical infrastructure of the performance space with a new lighting desk which ensured the theatre's technical operation remained the equivalent of similar venues. We also began drawing up plans for the expansion and refurbishment of Theatre@41 prior to embarking on a large capital campaign for our 25th Anniversary Year in 2025/6.

- **The future**

The theatre's financial and artistic future has never been healthier. A sustained period of strong leadership from the board of directors have laid the foundation for the theatre to build on in years to come. This includes:

- Exploring the feasibility of expanding the venue with a new cafe/ bar area on the ground floor

- Developing plans for the upkeep and renovation of the existing building to ensure its continued viability.
- The continued development of the Theatre@41 brand and identity to ensure we remain at the centre of York's artistic community.
- Co-development of artistic projects with the Groves community and York's emerging professional theatre companies.
- Continually improving the theatre space to ensure new and established community theatre groups find it accessible and affordable to develop new work.

Alan Park

Chair

Treasurer's Report

This has been another successful year for the theatre, in that our core activities generated a significant surplus which has been ploughed back into improvements and equipment purchases for the theatre. In summary:

- Income from core activities was broadly the same as in the previous year, with the bar being significantly more profitable but room hire being lower by an almost equivalent amount.
- Core costs (basically the day-to-day expenses of running the theatre) were substantially the same as the previous year.
- The surplus of core income over core costs was about £25,000.
- Approximately half of this surplus was used to purchase a new lighting desk, bringing this aspect of the theatre's technology up to the level that many visiting companies would expect.
- Further improvements were made to the tech setup, including building a new tech box and secure tech room, and the purchase of new computer equipment.
- Building improvements included repairing and insulating the roof and the purchase of an Evac chair.

It is very gratifying that our core activities are reliably generating profit so that we can plan for and make significant expenditures such as these.

Going forward, there is every reason to think that this will continue. In fact, since the accounting date we have made significant changes to the way that income from both the bar and ticket sales are handled – basically ensuring that all funds received will now be held in our bank accounts rather than by third party service providers – which will lead to greater transparency, give us a clearer idea of the fund available to spend, and give the board the confidence to assess the viability of future purchases and improvements.

Samuel Elmer
Treasurer

Structure, Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 8 August 1992 and registered as a charity on 1 March 2000. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and Appointment of Management Committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Articles of Association the members of the Management Committee are elected to serve for a period of two years after which they must be re-elected at the next Annual General Meeting.

All member of the Management Committee give their time voluntarily and received no benefits from the charity. Any expenses reclaimed from the charity are set out in the accounts.

Mrs Susannah Baines, Mr Philip Barton, Mrs Jo Hird and Mr Jim Paterson retire by rotation and, being eligible, offer themselves for re-election. Mr Samuel Elmer and Mrs Alison Taylor, being eligible, offer themselves for election.

Risk Management

The Management Committee routinely conducts a review of the major risks to which the charity is exposed. A risk and compliance register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces.

Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Organisational Structure

Theatre@41 has a Management Committee of up to 9 members who meet regularly and are responsible for the operation, strategic direction and policy of the charity. At present the Committee has eight members from a variety of professional backgrounds relevant to the work of the charity.

Responsibilities of the Management Committee

Company law requires the Management Committee to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the management committee should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is not appropriate to assume that the company will continue on that basis.

The Management Committee is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006.

The Management Committee is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Management Committee

Members of the Management Committee, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 3.

**THEATRE@41 LTD.
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

Minford
ACCOUNTANTS

Moyola House, 31 Hawthorn Grove
York
YO31 7YA

Theatre@41 Ltd.

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**Theatre@41 Ltd.
Company Information
For The Year Ended 31 March 2024**

Directors

Mrs S J Baines
Mrs E J Godivala
Mrs J Hird
Miss J A Murray
Mr A Park
Mr J E Paterson
Mrs M Smales
Mr S D Elmer
Mrs A J Taylor

Company Number

03940894

Registered Office

41 Monkgate
York
YO31 7PB

Accountants

Minford Accountants
Moyola House, 31 Hawthorn Grove
York
YO31 7YA

Theatre@41 Ltd.
Accountants' Report
For The Year Ended 31 March 2024

In accordance with the engagement letter dated , and in order to assist you to fulfil your duties under the Companies Act 2006, we have compiled the financial statements of the company from the accounting records and information and explanations you have given to us.

This report is made to the directors in accordance with the terms of our engagement. Our work has been undertaken to prepare for approval by the directors the financial statements that we have been engaged to compile, to report to the directors that we have done so, and to state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's directors for our work or for this report.

You have acknowledged on the balance sheet as at year ended 31 March 2024 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

Signed

18th November 2024

Minford Accountants
Moyola House, 31 Hawthorn Grove
York
YO31 7YA

Theatre@41 Ltd.
Income and Expenditure Account
For The Year Ended 31 March 2024

	2024	2023
	£	£
TURNOVER	75,403	82,513
Other income	330	151
Cost of raw materials and consumables	(14,234)	(10,025)
Staff costs	(4,428)	(1,803)
Depreciation and other amounts written off assets	(6,298)	(4,351)
Other charges	(48,755)	(64,059)
	<hr/>	<hr/>
NET SURPLUS	<u><u>2,018</u></u>	<u><u>2,426</u></u>

**Theatre@41 Ltd.
Balance Sheet
As At 31 March 2024**

	2024	2023
	£	£
Fixed assets	363,299	354,333
Current assets	28,036	33,690
Creditors: Amounts Falling Due Within One Year	(25,026)	(23,588)
NET CURRENT ASSETS	<u>3,010</u>	<u>10,102</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>366,309</u>	<u>364,435</u>
Accruals and deferred income	(1,440)	(1,584)
NET ASSETS	<u><u>364,869</u></u>	<u><u>362,851</u></u>
RESERVES	<u><u>364,869</u></u>	<u><u>362,851</u></u>

Notes

1. General Information

Theatre@41 Ltd. is a private company, limited by guarantee, incorporated in England & Wales, registered number 03940894 . The registered office is 41 Monkgate, York, YO31 7PB.

2. Average Number of Employees

Average number of employees, including directors, during the year was: NIL (2023: NIL)

3. Company limited by guarantee

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of a winding up, such an amount as may be required not exceeding £1.

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

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the micro-entity provisions.

On behalf of the board



Mr S D Elmer

Director

18th November 2024

Theatre@41 Ltd.
Detailed Income and Expenditure Account
For The Year Ended 31 March 2024

	2024		2023	
	£	£	£	£
TURNOVER				
Appeals and donations		184		716
Grants - other		-		10,297
Bar income		21,586		12,848
Handling fees		9,495		9,504
Membership fees		710		542
Room hire income		42,805		47,312
Fundraising		430		1,239
Other income		193		55
		<u>75,403</u>		<u>82,513</u>
COST OF SALES				
Project costs	1,900		1,562	
Equipment costs	2,977		1,205	
Bar purchases	9,357		7,258	
	<u></u>	<u>(14,234)</u>	<u></u>	<u>(10,025)</u>
GROSS SURPLUS		61,169		72,488
Administrative Expenses				
Staff training	1,247		300	
Volunteer expenses	2,986		643	
Trustee expenses	195		860	
Rates	1,075		930	
Light and heat	5,079		6,099	
Hire and leasing of equipment	691		632	
Computer software, consumables and maintenance	4,082		2,850	
Repairs, renewals and maintenance	12,750		20,930	
Insurance	3,502		10,460	
Printing, postage and stationery	168		349	
Advertising and marketing costs	3,881		3,934	
Telecommunications	403		2,338	
Accountancy fees	1,338		2,196	
Professional fees	477		-	
Consultancy fees	720		3,300	
Subscriptions	2,497		1,268	
Bank charges	269		246	
Credit card charges	2,681		2,246	
Bad debts written off	104		-	
Depreciation	6,298		4,351	
Sundry expenses	59		114	
Cleaning costs	8,979		6,167	
	<u></u>	<u>(59,481)</u>	<u></u>	<u>(70,213)</u>
OPERATING SURPLUS		1,688		2,275

...CONTINUED

Theatre@41 Ltd.
Detailed Income and Expenditure Account (continued)
For The Year Ended 31 March 2024

Other interest receivable and similar income

Interest on short term deposits	330		151	
		330		151
SURPLUS FOR THE FINANCIAL YEAR		<u>2,018</u>		<u>2,426</u>