



Registered Charity 1086353

MINUTES OF THE AGM HELD ON FRIDAY 12th NOVEMBER 2021

Present: -

Elected Trustees: Tony Nicklin, Kim Nicklin, Tony Field, Andrew Frostick, Adela Forester-Walker

WTC Nominated Trustees:

Co-opted Trustees Pauline Charlesworth, Susi Tenty, Sarah Hailstone, Keith Rattray, Tony Jackson

Members of the Public: Pauline Knott, Betty Howard, Jo Ellis, Jon Ellis, Christine Robbins, Martin Durbin, Danny Whitmore, Luke Willmore, Penelope Christopher,

1. **WELCOME BY THE CHAIRMAN:** - Tony welcomed all.
2. **APOLOGIES:** - Chris March, Cllr Sue Fraser
3. **MINUTES OF 2021 AGM:** - Proposed as a true record by Sarah Hailstone, seconded by C Robbins all in favour
4. **PRESENTATION OF OFFICERS REPORTS:** -

a) CHAIRMAN'S REPORT: -

This year 21/22 has been more challenging, because of the continuing uncertainty economically as well as whether we can sustain our Athenaeum solely by volunteer support. When we closed our doors in March 2020 for the first time since our re-formation in 2000, due to the Coronavirus lockdown, we did not reopen again until 6th September 2021. Since then we have had a reasonably successful year considering all of the challenges, but the Covid legacy has left us with volunteer support difficulties, especially with keeping the Box Office fully open 6 days a week.

As regards the business of the year: -

Sheila Toomey and Brickhill Fund Awards

This year despite the lockdown effects, we were still able to support our aspiring young musicians and artists. We have this year granted the following sums for furthering the education and training of: -

	Received from Brickhill Fund	Received from the STA Fund
Joely Hudson Mountview doing Actor/Musician course (now studying an additional two more instruments)	£300.00	
Annabella Fairgrieve Acting at Guildhall School of Drama		£200.00
Rose Whelon (Transport Costs)	£75.00	£175.00
TOTAL PAYMENTS	£375.00	£375.00

Redevelopment Works

Our Phase VII redevelopment of the Auditorium is still on hold and we are still exploring opportunities that may be available in Lottery Funding if we combine Phase VII with the Phase VIII scheme for the extensions to the backstage workshop area and dressing rooms. Work has started on the planning of the build, the costs and other details in order that we can apply to the Lottery funding for consideration. These costs will be c £25,000 in total before we can reach the qualifying stage of the main lottery fund in 2021. We were awarded a £10,000 grant from Warminster Town Council CIL fund towards this work. Our initial approach has been to appoint the Building Surveyors (Nixey Powell) to survey and assess the value of the building. Although a "market value" is not what we need we have to start with a combined insurance responsibility of accurately assessing the rebuild value should we need to make any damages claim.

The resultant figures for the rebuild value of the Centre are: -

The Athenaeum Centre	£4,694,000
The Studios	£357,000
The Close Centre	£1,604,000
TOTAL	£6,655,000

Community Asset Transfer (CAT) of The Close Centre & Other Works

The CAT transfer of the Close Centre (the original Athenaeum School building) has been completed on 31st July 2022. We are now in possession of the entire freehold.

The new boiler and new control system installed at a cost of £37,000 is giving us better segregation and control over our heating system with 25% savings on our gas consumption, and a major improvement to our carbon footprint by even greater margins, because of our reduced consumption and cost. We should feel proud of our contribution to the energy saving that the planet needs.

We are now proceeding with the full amalgamation of the two buildings so that they can operate as one Centre for the Community.

The cost of this next stage of our redevelopment is budgeted at £120,000 and we have been very fortunate in receiving a £60,000 grant from the Town Council, paid in two tranches. This work has just started and will take a whole year to complete. The grant is from the Harold Dewey Will Trust funds, which are held by Solicitors for the Town Council to administer. Harold Dewey was one of the first Head Masters of our new 1901 school and he left this estate for the benefit of the people of Warminster. We have been most fortunate in this respect and thank the Town Council for their continued support of the Athenaeum and its Trustees.

Firstly, I would like to welcome two new committee members. Jo and Jon Ellis who joined us earlier this year. I am know they will an asset to the Ath

Jo will be our interim treasurer

Jon is our renovation project manager

I would also like to record my thanks to: -

Andrew	who has kept up his regular checks of the building, taking on the Covid responsibilities and more
Tony F	our Treasurer has continued to look after our finances. Tony has taken a sabbatical until next year, and we have been lucky to persuade Jo Ellis to take over the accounts in the interim period.
Kim	our secretary who looks after all the admin, as well as being the Box Office Treasurer, and coordinator
Adela	who has looked after our STA and Brickhill Award Schemes, together with the task getting booking restarted.
Keith	who following a rebuild of our web site and ticketing systems, maintains our public image electronically
Pauline	our Friends Representative who continues to support us.
Tony J	our Grant Researcher looking for funds during this period of reduced income.
Sarah	who has looked after our many Ushers required for shows
Jules, Teilo & Others	our super tech team servicing the stage lighting and sound so well
BO & Ushers	who do a fantastic job, and without their help we would not be able to keep the Ath open
Lorraine	who makes this massive building look clean and tidy, and is now venturing into our new building
Luke Willmore	Who has taken over the Diary from Adela and works closely with the committee
The WDFS	for their continued contributions towards the Centre
The Ath Friends	for their important contributions to our restoration works, and to Martin for running the bar so well
The Masqueraders ALPS & Oddity	for the fantastic shows that they put on, which are nothing less than professional, and looking forward to a fantastic new year
WTC	to the Town Councillor's who continue to have the foresight to know that the Athenaeum is special to Warminster. Thanks to Cllr Sue Fraser, and Cllr Chris Robbins, who have been the Town Councils Trustees for this year

In Conclusion

This year has again been challenging for any Chairmanship, and that of all of our Trustees and Management Committee. We had to cancel our entire 2020/2021 portfolio of shows, and restart in the new year, yet still be able to pay the bills that never seem to stop coming in.

Luckily we will see our Christmas Panto by Oddity, and some super shows from Masqueraders and ALPS this year. We are extremely grateful to all of our User Groups who have been in rehearsals for many months and got back into a routine coping with the challenges of social distancing, mask wearing and vaccinations.

We are a strong team at the Ath and I know that we will continue to provide Warminster with that *something special* feeling, that we have at the Athenaeum Centre for the Community.

We are hoping that with the integration of the Close Centre into the facilities that we offer for hire, that we can find a much needed community use of the ground floor as well as continued artistic usage of the first floor rehearsal and learning spaces.

My concluding thoughts are for the future of the Trust that will challenge our succession of the Trustees. The original 5 Trustees have given more than 24 years from our original steering group and must work hard now to provide for a successful handover of the reins to a new team.

TREASURERS REPORT: - Tony Field presented the accounts

- We were sent £23,000 by mistake from Wiltshire Council for Covid, this is held over waiting for WC to take back.
- We are £32,000 down this year to last year, our expenditure £9,000 down this year, £6,000 trading loss

these were accepted Proposed Christine Robbins Seconded Tony Jackson – all in favour.

Tony Field thanked Tony and Kim Nicklin for their diligence and for all they do behind the scenes

5. VOTE OF RESOLUTIONS: -

To formally approve 3 more co-opted Trustees in addition to the 5 we already have
Tony Nicklin proposed Alan Forestier-Walker seconded – all agreed

6. ELECTION OF OFFICERS: -

All Elected Trustees stood down

Tony Field resigned and Jo Ellis was elected

Anthony Nicklin, Kim Nicklin, Andrew Frostrick, Adela Forester-Walker, were all elected

Proposed by Tony Nicklin Seconded by Tony Jackson

Tony Nicklin Thanked the Friends for serving drinks and nibbles.

Andrew Frostick Thanked Tony and Kim for their hard work and dedication behind the scenes.

The meeting was then closed by the Chairman.

THE WARMINSTER ATHENAEUM TRUST

FINANCIAL ACCOUNTS

for the year ended 31 July 2022

ELECTED TRUSTEES

A J Nicklin (Chairman)
K M Nicklin
A Frostick
A J Field (Hon Treasurer)
A Forestier-Walker

APPOINTED BY WARMINSTER TOWN COUNCIL Cllr S Fraser
Cllr C Robbins

CORRESPONDENCE ADDRESS

18 - 20 High Street
Warminster
Wiltshire

ACCOUNTANT

Hon Treasurer

INDEPENDENT EXAMINER

Robert Yuill

REGISTERED CHARITY NUMBER

1086353

HISTORY AND OBJECTS OF THE CHARITY

A Charitable Trust was established on the 14 September 2000 with the object of advancing education, social welfare, and general benefit among the inhabitants of Warminster and its surrounding neighbourhood. To achieve this aim, the trustees were empowered to raise funds, acquire property and expend funds as appropriate to the needs of the Charity.

The charity was registered as a Charitable Trust No. 1086353 on the 14 September 2000.

TRUSTEES

The Elected and Co-opted Trustees who held office during the year were as follows: -

ELECTED: -	A Nicklin (Chairman)	CO-OPTED: -	P Charlesworth
	K Nicklin		S Tenty
	A Frostick		S Hailstone
	A. Field		K Rattray
	A Forestier-Walker		A Jackson

Warminster Town Council Trustees - from May 2021 to May 2022:

Cllr S Fraser
Cllr C Robbins

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Charity law requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of its financial activities for that period.

In preparing those accounts the Trustees are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- follow the recommendations of the Charities Commission and of the accounting profession with regards to form and content of the accounts, or to disclose and explain any departures therefrom
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the accounts comply with the disclosure regulations. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

RESERVES POLICY

The financial reserves which have been set aside provide financial stability and the means for the development of the Charity's objectives.

The Trustees regularly review the amount of funds that the Charity requires to ensure that they are adequate to fulfil the charity's continuing obligations.

This report was approved by the Trustees on 21 Oct 2022 and is signed on behalf of them all.


.....
A Nicklin (Chairman)

Independent Examiner's Report to the trustees of
THE WARMINSTER ATHENAEUM TRUST
for the year ended 31 July 2022

I report on the accounts of the Trust for the year ended 31 July 2022, which are set out on pages 5 to 8

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

As the Charity's Trustees you are responsible for the preparation of the accounts. You consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to examine the accounts, and state on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43 (7)(b) of the Act, whether any particular matters have come to my attention

BASIS OF INDEPENDENT EXAMINER REPORT


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

INDEPENDENT EXAMINER'S QUALIFIED STATEMENT

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - To keep accounting records in accordance with section 41 of the Act; and
 - to prepare accounts which accord with accounting records and to comply with the accounting requirements of the Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

R K Yuill (Major, Retd)
33 Hillwood Lane
Warminster
Wiltshire BA12 9QF

 (date signed) 07 October 2022

THE WARMINSTER ATHENAEUM TRUST

STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 31 July 2022

	Activity Income	ST & BH Awards	Restoration & Reserves	Total Funds	Total Funds
	2022 £	2022 £	2022 £	2022 £	2021 £
INCOMING RESOURCES					
In-House Group Rental	7,675	-	-	7,675	1,925
Athenaeum Room Hiring	6,783	-	-	6,783	2,902
Studio Room Hiring	5,048	-	-	5,048	1,500
Box Office & Restoration Levy	13,260	-	2,973	16,233	1,350
Donations/Grants/Disposals	6,049	144	21,675	27,868	87,126
Allocation from gen fund to Restoration	(10,000)	-	10,000	-	-
Tech Svc and Misc Income	11,156	-	-	11,156	11,586
Bank Interest	39	13	-	52	7
Sub Total	40,010	157	34,648	74,815	106,396
RESOURCES EXPENDED					
Telephone & Internet	623	-	-	623	1,001
Heat and Light	4,180	-	-	4,180	2,084
Water / Sewage / Waste	1,503	-	-	1,503	490
Studio Costs	1,378	-	-	1,378	1,481
Cleaning & Consumables	3,767	-	-	3,767	1,092
Insurance / Fire Prevention H&S	5,907	-	-	5,907	5,635
Auditorium Technical Services	10,575	-	-	10,575	2,862
Card Merchant Fees	-	-	-	-	-
Repairs and Building Maintenance	13,239	-	-	13,239	13,724
Admin, Stationery and Printing	55	-	-	55	28
Advertising and Publicity	2,196	-	-	2,196	1,612
Subscriptions/Memberships/Licences	726	-	-	726	50
Bank Charges	96	-	-	96	81
Sundry Payments	174	-	-	174	148
STA/Music Awards and Payments	-	750	-	750	2,155
New Fixed Assets	3,299	-	-	3,299	3,312
Building Restoration Works	-	-	10,670	10,670	7,107
Restoration Ph 7 (Auditorium)	-	-	-	-	-
Restoration Ph 8 (Backstage)	-	-	-	-	-
Restoration Ph 9 & 10 (Close Integration)	-	-	519	519	-
Summer School	-	-	1,465	1,465	58
Boiler Replacement Project	-	-	-	-	38,306
Friends Project (Staircase & Mtg Room)	-	-	4,051	4,051	-
Ventilation Project (Theatres Trust Grant)	-	-	10,994	10,994	660
WC Roof Reinstatement	-	-	4,786	4,786	7,678
Sub Total	47,718	750	32,485	80,953	89,564
NET INCOMING OVER EXPENDITURE	(7,708)	(593)	2,163	(6,138)	16,832
BALANCES BROUGHT FORWARD	29,875	22,836	52,120	104,831	87,999
BALANCES CARRIED FORWARD	22,167	22,243	54,283	98,693	104,831

THE WARMINSTER ATHENAEUM TRUST

BALANCE SHEET

as at 31 July 2022

	2022	2021
Balance brought forward at 1st August 2021	122,851	82,878
Plus Excess Income over Expenditure	(6,138)	16,832
Creditors (note 1)	(23,000)	23,000
Creditors (note 2)	(141)	141
	<hr/>	<hr/>
	93,572	122,851
Represented by Funds: -		
Current Account	10,072	15,553
No 1 Gold Account	62,976	86,479
No 2 Gold STA Account	20,227	20,819
Debtors (note 3)	297	-
	93,572	122,851

- Notes:
- 1 £23,000 received from Wiltshire Council (COVID grants in respect of Former Youth Centre) was overpaid in last Financial Year and needed to be refunded in this Financial Year
 - 2 £141 of goods were mistakenly purchased on the Athenaeum account of a supplier. Reimbursement was received by the Trust during the last Financial Year but the supplier's invoice was not presented until this Financial Year.
 - 3 £297 Pro Rata refund of ground rent due from Wiltshire Council; rent paid this Financial Year, refund should be received next Financial Year

1. ACCOUNTING POLICIES***Basis of Preparation of Accounts***

The charity's accounts have been prepared in accordance with applicable accounting standards and in compliance with the Charities (Accounts and Reports) Regulations 1995, and the Statement of Recommended Practice "Accounting by Charities".

The accounts have been prepared under the historical cost convention.

Funds are held on behalf of show production companies in a separate Box Office Account, these funds are not reported as Trust Funds. They are not accounted for until the production is complete and a sales invoice is prepared to cover the costs incurred.

2. FIXED ASSETS

	Freehold Property £	Fixtures, Fittings & Furniture £	Technical Equipment (non show) £	Technical Equipment (for shows) £	Total £
Net Book Value:					
At 1 August 2021	1,397	1,087	1,069	13,409	16,962
Additions	–	569	–	2,665	3,234
Depreciation this year	(70)	(393)	(266)	(3,621)	(4,350)
Net Book Value 31 July 2022	1,327	1,263	803	12,453	15,846

a) The Freehold property is the Pratten Hall Building. No account has been taken for the value of the Athenaeum Center Main Building

b) Fixtures, Fittings and Furniture includes all equipment in the Kitchen, Bar and other areas.

c) Technical Equipment (non show) includes that NOT related to production of film and stage shows.

d) Technical Equipment (for shows) specifically includes equipment in the Projection Box, Auditorium and on the Stage, related to the production of film and stage shows.

e) Calculated depreciation costs are not considered as expenditure / loss in the Statement of Financial Activities

Depreciation

Depreciation is expected to write off the cost of the fixed assets within their useful lives. The rates of depreciation used during the year were as follows:

Freehold Property - 5% Reducing Balance
 Fixtures, Fittings & Furniture - 25% Reducing Balance
 All Technical Equipment - 25% Reducing balance

3. CASH AT BANK AND IN HAND

	2022	2021
	£	£
Current Account	10,072	15,553
Reserve Account	62,976	86,479
Sheila Toomey Fund Account	20,227	20,819
	<u>93,275</u>	<u>122,851</u>

4. DEBTORS AND CREDITORS

Two creditors from 2021: - Wiltshire Council and Limelight (a resident group) were paid this year

One debtor (Wiltshire Council) is expected to be cleared early in the new FY

5. RELATED PARTY TRANSACTION

No related party transaction occurred during this financial year

6. SPECIAL TRANSACTIONS

Some ring-fenced funding was reallocated between funds, as per direction of the Trust Board.

7. DONATIONS AND GRANTS

Grants were received in respect of COVID OMICRON shut-down period, both in respect of the Athenaeum building and also the Former Youth Centre (following transfer of title to the Trust).

THE WARMINSTER ATHENAEUM TRUST

FINANCIAL ACCOUNTS

for the year ended 31 July 2022

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K M Nicklin
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CORRESPONDENCE ADDRESS

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INDEPENDENT EXAMINER

Robert Yuill

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R K Yuill (Major, Retd)
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Wiltshire BA12 9QF

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Additions	–	569	–	2,665	3,234
Depreciation this year	(70)	(393)	(266)	(3,621)	(4,350)
Net Book Value 31 July 2022	1,327	1,263	803	12,453	15,846

a) The Freehold property is the Pratten Hall Building. No account has been taken for the value of the Athenaeum Center Main Building

b) Fixtures, Fittings and Furniture includes all equipment in the Kitchen, Bar and other areas.

c) Technical Equipment (non show) includes that NOT related to production of film and stage shows.

d) Technical Equipment (for shows) specifically includes equipment in the Projection Box, Auditorium and on the Stage, related to the production of film and stage shows.

e) Calculated depreciation costs are not considered as expenditure / loss in the Statement of Financial Activities

Depreciation

Depreciation is expected to write off the cost of the fixed assets within their useful lives. The rates of depreciation used during the year were as follows:

Freehold Property - 5% Reducing Balance
 Fixtures, Fittings & Furniture - 25% Reducing Balance
 All Technical Equipment - 25% Reducing balance

3. CASH AT BANK AND IN HAND

	2022	2021
	£	£
Current Account	10,072	15,553
Reserve Account	62,976	86,479
Sheila Toomey Fund Account	20,227	20,819
	<hr/>	<hr/>
	93,275	122,851
	<hr/>	<hr/>

4. DEBTORS AND CREDITORS

Two creditors from 2021: - Wiltshire Council and Limelight (a resident group) were paid this year

One debtor (Wiltshire Council) is expected to be cleared early in the new FY

5. RELATED PARTY TRANSACTION

No related party transaction occurred during this financial year

6. SPECIAL TRANSACTIONS

Some ring-fenced funding was reallocated between funds, as per direction of the Trust Board.

7. DONATIONS AND GRANTS

Grants were received in respect of COVID OMICRON shut-down period, both in respect of the Athenaeum building and also the Former Youth Centre (following transfer of title to the Trust).