

BASINGSTOKE AMATEUR OPERATIC SOCIETY

ACCOUNTS FOR YEAR ENDED

30 JUNE, 2023

CHARITY NUMBER 1103166

Basingstoke Amateur Operatic Society – Year Ended 30 June, 2023

Trustees Report

The trustee presents the accounts for the year ended 30 June, 2023

Structure, governance and management

The Basingstoke Amateur Operatic Society, 9 Lightfoot Grove, Basingstoke, Hampshire RG21 3HU, is registered with the Charities Commissioners No. 1103166 and constituted by Deed of Trust. The charity is administered by its management committee who meet on a regular basis during the year. Andrew Wood, the treasurer, is also a charity trustee. The charity is also a member of the National Dramatic and Operatic Association (NODA) which provides helpful advice and guidance to amateur societies and individuals. New trustees are elected at the AGM. The management of the charity have examined the major risks to which the society is exposed and confirm that systems are in place to mitigate our exposure to the major risks.

Objectives and activities

The society was registered with the Charity Commissioners on 13 April, 2004. Its objectives are to promote, improve, develop and maintain public education by the presentation of musical productions. The focus of its activities remains the main musical production. They welcome membership regardless of personal background, faith, gender or personal circumstance to promote openness and the sharing of skills and life experiences. They also encourage people to help out behind the scenes as well as to be involved with the performance to support and educate in all aspects of the theatre.

Achievements and performance

The main achievements of this year were:

Centenary Concert, The Haymarket, July 2022

BAOS Limelight Seussical, The Haymarket, October 2022

The Little Mermaid, The Haymarket, March 2023

Financial Review

The results of the year are set out on pages 4-6. This year has been a challenging year financially for the society, primarily coming from lower ticket sales than expected. Further considerations will need to be made to ensure this does not happen in the next financial year, along with a greater focus on fundraising for the society. It is the policy of the charity to maintain its free reserves at a level which equates to between 3 and 6 months' unrestricted expenditure (~£20,000). This provides sufficient funds to cover management, administration and support costs and to respond to emergency needs which arise from time to time.

Future Plans (as of 1st July 2023)

The coming year will see BAOS perform:

Godspell, Central Studio, July 2023

BAOS Limelight Anything Goes, QM Hall, October 2023

Evita, The Haymarket, March 2024

Declaration: By order of the board:



Trustee – Andrew Wood

30 August 2023

Date

Independent Examiner's Report

Independent Examiner's Report to the Trustees of Basingstoke Amateur Operatic Society

I report on the accounts of the charity for the year ended 30 June, 2023 which are set out on pages 4 to 6.

Respective responsibilities of trustees and examiner.

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 43 of the 1993 Act;
- To follow the procedure laid down in the general directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act); and
- To state whether particular matters have come to my attention.

Basis of the Examiner's 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, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below:

Independent Examiner's Statement

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

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

Signed:



Dated: 22nd February 2024

Names: David Freeman

Relevant professional qualifications or body (if any): N/A

Address: 17C Milkingpen Lane; Basingstoke; RG24 7DD

INCOME/RECEIPTS		2022/2023	2021/2022		2020/2021
BAOS			KB	WITW	
Main Shows (not concerts)	Tickets	£31,467.50	£37,933.50	£17,581.00	
	Programmes/Programme Ads	£ 1,101.68	£ 848.10	£ 671.15	£ 50.00
	Show Fees	£ 4,753.43	£ 3,277.97	£ 1,200.00	£ 1,180.00
	Licence Refund				£ 450.00
Other shows	Godspell 2023	£ 271.24			
Concerts. - ALL income	Christmas Concert 2021		£ 232.30		
	Pirates of Penzance 2022	£ 1,962.64	£ 2,297.08		
	Centenary Concert 2022	£ 8,217.45	£ 831.84		
LIMELIGHT					
Main Shows (not concerts)	Tickets	£10,032.00			
	Programmes/Programme Ads	£ 377.36			
	Show Fees	£ 3,930.00	£ 400.00		
	Licence Refund				£ 500.00
Concerts. - ALL income	Grant	£ 1,015.00			
	All Together Now 2021		£ 1,120.24		
GENERAL					
Membership	Membership	£ 1,400.00	£ 2,854.32		£ 1,620.00
	Ambassador Payments		£ 70.00		
Workshops	Limelight Workshop Fees	£ 200.00	£ 379.83		
	Centenary Ball	£ 1,470.00			
Social	Quiz	£ 542.09			
	DVDs/Photo DVDs	£ 10.00	£ 252.00		
Sundries	T shirts/Hoodies BAOS and Limelight	£ 473.74	£ 958.22		
	Carol Singing Bucket Donation	£ 294.00			
	Refunds/Deposits Returned		£ 225.00		
	Miscellaneous	£ 71.51	£ 12.91		£ 25.00
	BAOS Donations	£ 1,500.00	£ 703.31		£ 289.50
	Limelight Donations (including Cisco)				£ 428.91
	Score Deposits Kept	£ 199.58	£ 50.00		£ 110.00
	Score Printing Donations				£ 45.00
	Murder Mystery Tickets Sold				£ 175.00
	Centenary Brochures	£ 281.03	£ 103.92		
	Props	£ 10.00	£ 70.00		
	Money Received by BAOS in Error	£ 477.27			
	Aftershow/Gifts		£ 350.00		
TOTAL INCOME		£70,057.52	£ 72,422.69		£ 4,873.41

OUTGOINGS/PAYMENTS		2022/23	2021/22	2020/21
BAOS Shows, Workshops and Concerts				
	Rehearsal Hall Hire (Plus Concert Hall Hire)	£ 4,790.00	£ 4,191.50	£ 1,202.50
	Haymarket Theatre Hire	£ 13,268.69	£ 16,375.22	
	Directors	£ 1,300.00	£ 2,450.00	£ 500.00
	Musical Directors	£ 3,730.00	£ 3,600.00	£ 750.00
	Orchestra	£ 5,930.00	£ 6,003.00	
	Choreographer	£ 350.00	£ 350.00	
	Rights/Royalties/Show Kit/Libs/Scores	£ 6,880.26	£ 10,949.62	
	Sound	£ 2,434.82	£ 4,585.30	
	Set	£ 3,908.40	£ 3,872.85	£ 2,394.00
	Lighting	£ 2,160.00	£ 3,560.00	
	Costumes	£ 2,736.93	£ 6,781.99	£ 90.50
	Wigs and Props/Props Storage	£ 258.49	£ 904.93	£ 84.00
	Credit Card Commission	£ 1,365.06	£ 1,929.48	
	Gratuities/Misc FOH Costs	£ 162.00	£ 209.39	
	Programmes	£ 939.44	£ 814.97	
	Back Stage Miscellaneous Items	£ 88.07	£ 78.49	
	Zoom		£ 71.95	£ 129.51
Limelight Shows, Workshops and Concerts				
	Rehearsal/Hall Hire	£ 1,285.00	£ 467.50	£ 182.50
	Theatre Hire	£ 6,264.00		
	Musical Directors	£ 500.00		
	Orchestra	£ 1,980.00		
	Rights/Royalties/Show Kit/Libs/Scores	£ 3,755.49	£ 500.00	
	DBS	£ 29.00		
	Sound	£ 1,625.00		
	Set	£ 1,174.50	£ 535.50	
	Lighting	£ 465.61		
	Costumes/makeup	£ 780.15		
	Props	£ 91.31		
	Technical Crew and Get Out Hours	£ 623.62		
	Programmes	£ 358.90		
	Credit Card Commission	£ 335.66		
	Partial Show Fee Refund			£ 75.00
Next Shows				
	Little Mermaid (2023) Deposit			£ 500.00
	Godspell (2023) Deposit	£ 500.00		
	Evita (2024) Deposit	£ 1,215.60		
Sundries				
	Bar Purchases/VP Drinks		£ 13.20	
	Murder Mystery Game Hire and Food			£ 107.36
	Sum-up Fees (Fee for using Card rdr)			£ 12.01
	COVID PPE			£ 54.94
	Miscellaneous	£ 71.20	£ 71.75	£ 25.00
	NODA Subscriptions	£ 230.00	£ 163.00	£ 200.00
	NODA/Long Service Awards	£ 30.00	£ 116.00	
	NODA Insurance	£ 1,015.16	£ 1,055.37	£ 1,095.59
	Presidents Award Engraving	£ 25.00		
	Publicity (BAOS and Limelight)	£ 575.00	£ 410.76	
	T Shirts/Hoodies	£ 1,122.70	£ 1,019.30	
	Thank You Gifts	£ 122.90	£ 183.39	£ 73.20
	Lib Deposit Returns		£ 200.00	£ 110.00
	October Quiz	£ 395.00		
	Zoom	£ 215.85		
	Piano Repair		£ 33.00	
	Photography	£ 323.44	£ 193.00	
	Music stand covers/folders		£ 164.92	
	Centenary Brochure	£ 745.00		
	Refund	£ 512.27	£ 60.00	
	Exhibition	£ 106.81		
	Centenary Ball	£ 1,610.00	£ 270.00	
Social				
TOTAL		£ 78,386.33	£ 72,185.38	£ 7,586.11

TOTALS		2022/23	2021/22	2020/21
	Income/Receipts	£70,057.52	£72,422.69	£4,873.41
	Outgoings/Payments	£78,386.33	£72,185.38	£7,586.11
Net Receipts/Payments		-£8,328.81	£237.31	-£2,712.70
Represented by Movement in Cash Assets				
Movement on Bank Accounts				
	Bank balance at start of FY	£32,693.01	£33,692.10	£34,747.83
	Bank Balance at end of FY	£23,946.00	£32,693.01	£33,692.10
	Uncashed cheques at end of FY		£500.00	£0.00
	Prior year cheques cashed		£0.00	-£1,436.97
Net Movement on Bank Accounts		-£8,747.01	-£499.09	-£2,492.70
Movement on Cash Float				
	Float at beginning of FY	£736.40	£0.00	£220.00
	Float at end of FY	£1,154.60	£736.40	£0.00
Net Movement on Cash Float		£418.20	£736.40	-£220.00
Net Movement on Cash Assets		-£8,328.81	£237.31	-£2,712.70

These accounts have been prepared on the receipts and payments basis and were signed on behalf of the trustees by:

Signed

A. Wood

Dated

30 August 2023

Name

Andrew Wood