

Registered Number
04192235

MENAGERIE THEATRE COMPANY
A COMPANY LIMITED BY GUARANTEE
AND A REGISTERED CHARITY

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2024

MENAGERIE THEATRE COMPANY
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FOR THE YEAR ENDED 30 APRIL 2024

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**MENAGERIE THEATRE COMPANY
INFORMATION
FOR THE YEAR ENDED 30 APRIL 2024**

Company Number	04192235
Charity Number	1105090
Principal Office:	Cambridge Junction Clifton Way Cambridge CB1 7GX
Independent Examiner:	Stuart Berriman Chater Allan LLP 7 Quay Court Colliers Lane Stow-Cum-Quay CB25 9AU
Bankers:	Natwest 37 Fitzroy Street Cambridge CB1 1EU

**MENAGERIE THEATRE COMPANY
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 APRIL 2024**

The Charity Trustees of Menagerie Theatre Company, who are also the directors for the purposes of company law, present their annual report together with the financial statements for the year ended 30 April 2024.

The registered name of the entity is Menagerie Theatre Company. It is also known as 'Menagerie' and/or 'Menagerie Theatre'.

The trustees serving during the year and since the year end were as follows:

Mr J. Barlow
Dr R. Myers
Ms K Blayney

Company Secretary: Mr P. Bourne

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Menagerie Theatre Company is a company limited by guarantee governed by its Memorandum and Articles of Association dated 2nd April 2001. It is a registered charity with the Charity Commission.

Trustee Recruitment & Training

Trustees are appointed by the Trustees, with the Chairman of Trustees being responsible for the induction and training of new Trustees. An induction package is prepared for any new Trustee to include the following: Copy of the Memorandum & Articles of Association, Minutes from the last Board meeting, most recent Annual Report & Accounts, copies of recent publicity and other appropriate material. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisation

The board of trustees administers the charity. The board meets bi-monthly and there are sub-committees covering strategy, finance, marketing and stakeholder relations which meet as necessary. An Artistic Director is appointed by the trustees to manage the day to day operations of the charity. To facilitate effective operations, the Artistic Director has delegated authority, within terms of delegation approved by the trustees, for the operational matters including finance, employment and artistic performance related activity.

OBJECTIVES & ACTIVITIES

The charity's key objective, as set out in The Memorandum & Articles of Association is to advance education for the public benefit by the promotion of the arts, in particular but not exclusively the art of drama. In pursuit of this objective, the charity has engaged in the activities outlined:

HOTBED FESTIVAL

14-16 July 2023

The festival of new writing at the Cambridge Junction included:

- A new production of Shoreditch Muse by Emma Zadow
- 4 Young Writers plays in staged readings/ performances
- 6 full co-productions of new writing
- 6 works in progress of new writing plays
- Support and programming of Hidden Voices Artists
- 12 short ICE plays (In conjunction with University of Cambridge)
- Three workshops

YOUNG WRITERS PROGRAMME 23-24

We delivered a writer development programme for 8 writers. Workshops had professional tutors who helped guide writers to public performances of their plays with professional actors at Hotbed. The tutors were Martha Loader, Tim Foley, Sarah Woods, and Winnsome Pinnock.

**MENAGERIE THEATRE COMPANY
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 APRIL 2024**

HIDDEN VOICES

Hidden Voices is our programme supporting and nurturing under-represented theatre makers. We made support investments in new works from the following Hidden Artists:

Mother - Chorus of One By Raphaëlle Collou

Self excluded by Lee Hunter

Risk Trust and Faith by Caroline Partridge

TOURING

We developed and toured a production of the political satire Toy Stories by Chris Dobrowolski. Originally developed as part of Hotbed 2022 It toured in the UK this period to seventeen regional and national venues including a week at The Brighton Fringe.

COMMUNITY PROJECTS

Finished a project working with CCA (Cambridge Community Arts) working with people with mental health challenges on theatre skills and performance "Acting Up".

THE IDEAS STAGE

The Ideas Stage continued with initiatives from Menagerie to develop creative partnerships with universities that use theatre to explore the scientific, historical, political and cultural ideas which shape our world.

In this period we worked with University of Oxford on The Huntly Carter Project

WRITER DEVELOPMENT

We worked closely with dozens of playwrights (and young playwrights) throughout the year offering mentoring, dramaturgy and opportunities to see and promote their work through feedback and support.

We also continued with a script reading service for playwrights wanting critical feedback on their work in progress, also involving local audiences through public readings and discussion sessions.

CORPORATE AND EDUCATION WORK

We worked with The University of Cambridge presenting education and theatre workshops for businesses and ran a programme supporting Faculty Development as well as development projects with UCL.

OVERVIEW

Through our programme of productions, readings and education work, we:

- Produced a festival of New writing
- Developed 6 new Young Writers plays
- 12 short ICE plays
- 1 new touring show Toy Stories
- Developed 1 Ideas Stage production and workshop series "Huntly Carter"
- attracted 5000+ live audience
- Staged 6 co-productions (hotbed)
- reached 1200+ people through our teaching workshop programmes
- Contracted 16 theatre practitioners to deliver workshops
- Contracted 60+ theatre practitioners to develop and perform new plays
- Read and feedback on 60 plays by new playwrights

SUPPORTERS

We had 18 "member supporters" who contributed over £1,000 in membership fees

GRANT SUPPORT

We acknowledge:

- Arts Council England (New writing support)
- Idlewild Trust (Young Writers Programme)
- Garrick Charitable Trust (Young Writers Programme)
- Barbora Whatmore Trust (Young Writers Programme)
- University of Oxford (Huntly Carter Ideas Stage Project)
- 18 'Members' who contributed over £1,000 in total

**MENAGERIE THEATRE COMPANY
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 30 APRIL 2024**

RESERVES POLICY AND GOING CONCERN

The trustees aim to develop and maintain a level of reserves (that is those funds that are freely available) which enables the charity to bridge the funding gaps between spending on productions and events and receiving resources that provide funding. This year we ended with a good level of reserves. We have identified the only commitments each month to be rent (£77) which can be cancelled with one month's notice. All other monies are paid and agreed on a project by project basis. The budgeted income and expenditure going forward is sufficient with the level of reserves for the charity to be able to continue as a going concern. As at 30 April 2024 free reserves stood at £6,057.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees are responsible for preparing the Report of Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Company law requires Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period.

In preparing those financial statements, the Trustees are required to:

- (i) select suitable accounting policies and then apply them consistently;
- (ii) observe the methods and principals in the Charities SORP;
- (iii) make sound judgements and estimates that are reasonable and prudent;
- (iv) state whether the policies adopted are in accordance with the Companies Act 2006 and with applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements .
- (v) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time, the financial position of the Trust and enables them to ensure that the financial statements comply with the Companies Act 2006.

The Trustees 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.

Approved by order of the Trustees on 22 January 2025 and signed on its behalf by:



J Barlow
Director and Trustee

**MENAGERIE THEATRE COMPANY
INDEPENDENT EXAMINER'S REPORT TO THE BOARD OF TRUSTEES
FOR THE YEAR ENDED 30 APRIL 2024**

I report to the charity trustees on my examination of the accounts of the company for the year ended 30 April 2024 which are set out on pages 6 to 11.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of the company (and also its directors 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 under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company'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.

INDEPENDENT EXAMINER'S STATEMENT

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Stuart Berriman

Stuart Berriman (Independent Examiner)
Chater Allan LLP
7 Quay Court
Colliers Lane
Stow-Cum-Quay
CB25 9AU

Date: 23 January 2025

MENAGERIE THEATRE COMPANY
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 APRIL 2024

	Note	Unrestricted Funds	Restricted Funds	Total	Total
		£	£	2024 £	2023 £
<u>Income from:</u>					
Statutory fund and grants	6	-	64,900	64,900	26,964
Charitable Activities	7	32,183	-	32,183	55,359
Interest		341	-	341	139
Total Income		32,523	64,900	97,423	82,462
<u>Expenditure on:</u>					
Charitable Activities	8	50,208	62,848	113,057	125,620
Total Expenditure		50,208	62,848	113,057	125,620
Net Income / (Expenditure) for the year		(17,685)	2,052	(15,633)	(43,158)
Transfer between funds		5,079	(5,079)	-	-
Net movement in funds		(12,606)	(3,027)	(15,633)	(43,158)
Reconciliation of funds					
Total funds brought forward		18,663	3,027	21,690	64,848
Total funds carried forward		6,057	-	6,057	21,690

Income and expenditure is derived solely from continuing operations.

MENAGERIE THEATRE COMPANY
BALANCE SHEET
AS AT YEAR ENDED 30 APRIL 2024

(Registration number: 10145977)

		2024		2023	
	Note	£	£	£	£
FIXED ASSETS					
Tangible Assets	2		-		-
CURRENT ASSETS					
Debtors	3		-	5,079	
Cash at bank and in hand		9,257		17,711	
		<u>9,257</u>		<u>22,790</u>	
CURRENT LIABILITIES					
Creditors due within one year	4	<u>3,200</u>		<u>1,100</u>	
NET TOTAL ASSETS			<u>6,057</u>		<u>21,690</u>
The funds of the charity:					
Unrestricted funds	5		6,057		18,663
Restricted funds	5		-		3,027
	9		<u>6,057</u>		<u>21,690</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 30 April 2024.

The trustees have not required the charitable company to obtain an audit of its financial statements for the year ended 30 April 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- ensuring that the charitable company keeps accounting records which comply with Section 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

Approved by the board on 22 January 2025 and signed on its behalf by:

James Barlow

J Barlow
 Director

**MENAGERIE THEATRE COMPANY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2024**

1 STATEMENT OF ACCOUNTING POLICIES

a) Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with FRS 102. "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Statement of Recommended Practice Accounting and Reporting by Charities FRS 102 (2019). Menagerie Theatre Company meets the definition of a public benefit entity under FRS 102.

b) Going Concern Basis

The Trustees have considered the financial position of the charity and believe it is well place to manage its financial risks successfully. The Trustees consider that the going concern basis is appropriate as the expected income is sufficient that reserve levels ensure the Trustees can meet their financial obligations for the next 12 to 18 months and on that basis the charity is a going concern.

c) Recognition of liabilities

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the Statement of Recommended Practice, Accounting and Reporting by charities, issued in 2019 (SORP 2019 FRS 102 version)

d) Income

Grant income is accounted for in the period to which the grant applies or the period in which the production it was donated to takes place.

Sponsorship and box office income is accounted for in the period in which the production takes place.

e) Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

f) Funds structure policy

The charity maintains a general unrestricted fund which represents funds that are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the board of trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them.

There is no formal policy of transfer between funds or on the allocation of funds to designated funds, other than that described above.

g) Volunteers and donated services

The value of services provided by volunteers is not incorporated into these financial statements. Further details of the contribution made by volunteers can be found in the trustees' annual report. Where services are provided to the charity as a donation that would normally be purchased from our suppliers, this contribution is included in the financial statements at an estimate based on the value of the contribution to the charity.

h) Foreign Currencies

Transactions in foreign currencies are recorded at the rate ruling at the date of transaction. Monetary assets and liabilities denominated in foreign currencies are translated at the rate of exchange ruling at the balance sheet date. All differences are taken to the profit and loss account.

i) Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 33% on cost

MENAGERIE THEATRE COMPANY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2024

2 Tangible fixed assets

	Computer Equipment £	Totals £
Cost		
At 1 May 2023	1,529	1,529
Addition	-	-
At 30 April 2024	1,529	1,529
Depreciation		
At 1 May 2023	1,529	1,529
Charge for year	-	-
At 30 April 2024	1,529	1,529
Net book value		
At 30 April 2024	-	-
At 30 April 2023	-	-

3 Debtors

	2024 £	2023 £
Other debtors	-	5,079

4 Creditors: amounts falling due within one year

	2024 £	2023 £
Accrued expenses	3,200	1,100
	3,200	1,100

5 Statement of funds

	At 1 May 2023 £	Income £	Expenditure £	Transfers £	At 30 April 2024 £
General Reserves	18,663	32,523	50,208	5,079	6,057
Total Unrestricted Funds	18,663	32,523	50,208	5,079	6,057
Restricted funds					
Arts Council England	-	46,881	46,881	-	-
Barbora Whatmore	-	3,000	3,000	-	-
Garrick Trust	-	2,000	2,000	-	-
Idlewild Trust	-	4,459	4,459	-	-
Toystories	600	4,692	214	(5,079)	-
University of Oxford - Huntley Carter	2,427	3,868	6,295	-	-
Total restricted funds	3,027	64,900	62,849	(5,079)	-
Total Funds	21,690	97,423	113,057	-	6,057

Arts Council England

Main funding for The Hotbed Festival and new writing development for community and professional writers in the East of England.

Barbara Whatmore

Supporting our annual programme for young writers - with professional led workshops and showcasing of new scripts for 10 regional (East of England) writers aged 18-30 years.

Garrick Trust

Supporting our annual programme for young writers - with professional led workshops and showcasing of new scripts for 10 regional (East of England) writers aged 18-30 years.

Idlewild Trust

Supporting our annual programme for young writers - with professional led workshops and showcasing of new scripts for 10 regional (East of England) writers aged 18-30 years.

Toy Stories

A new writing theatre production developed and toured in the East of England and across the UK. Supported by ACE.

Huntly Carter

A theatre research project presented as part of our "Ideas Stage" programme - co-developed with, and supported by University of Oxford.

MENAGERIE THEATRE COMPANY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2024

6 Income

	2024 Unrestricted Funds £	2024 Restricted Funds £	2024 Total £	2023 Total £
Statutory funding and grants				
Arts Council England	-	46,881	46,881	23,937
Cambridgeshire Community Foundation	-	-	-	-
Golsoncott Foundation	-	-	-	-
Idlewild Trust	-	4,459	4,459	-
Barbora Whatmore	-	3,000	3,000	-
James Joyce Centre	-	-	-	600
Garrick Trust	-	2,000	2,000	-
Toystories	-	4,692	4,692	-
University of Oxford - Huntley Carter	-	3,868	3,868	2,427
	<u>-</u>	<u>64,900</u>	<u>64,900</u>	<u>26,964</u>

7 Charitable activity income

	2024 Unrestricted Funds £	2024 Restricted Funds £	2024 Total £	2023 Total £
Workshop, Project & Training fees	32,183	-	32,183	55,359
	<u>32,183</u>	<u>-</u>	<u>32,183</u>	<u>55,359</u>

8 Resources Expended

	2024 Unrestricted Funds £	2024 Restricted Funds £	2024 Total £	2023 Total £
Workshop facilitators	18,060	1,150	19,210	20,025
Writers/Directors	9,528	4,332	13,860	14,435
Performers	475	16,357	16,832	26,740
Freelance administrators	9,173	14,418	23,592	17,580
Technical staff	1,550	5,487	7,037	6,499
Designer writers & prodn	1,000	9,524	10,524	4,000
Direct Production	55	760	815	2,692
Guest Company Fees	1,375	3,268	4,643	-
General admin costs	669	20	689	391
Company performance fees	-	-	-	4,952
Marketing, PR & design	770	2,500	3,270	6,844
Rent	4,134	-	4,134	14,939
Subs & Travel	189	4,093	4,283	-
Accountancy	1,200	-	1,200	1,620
Van Costs	850	-	850	1,315
Insurance	1,082	-	1,082	660
Bank Charges	97	-	97	123
Tickets/Scripts	-	939	939	432
Other	-	-	-	1,996
Depreciation	-	-	-	376
	<u>50,208</u>	<u>62,848</u>	<u>113,057</u>	<u>125,620</u>

The charity had no employees during the current or previous year.

9 Funds

	2024 Unrestricted £	2024 Restricted £	2024 Total £
At May 2023	18,663	3,027	21,690
Surplus/(Deficit)	(17,685)	2,052	(15,633)
Transfer	5,079	(5,079)	-
At 30 April 2024	<u>6,057</u>	<u>-</u>	<u>6,057</u>

MENAGERIE THEATRE COMPANY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2024

10 Transaction with trustees

There were no remuneration transactions during the year (2023- £NIL)

11 Status of the company

The company is limited by guarantee and does not have a share capital.

The liability of the members of the company is limited. Every member of the company undertakes to contribute to the assets of the company, in the event of the same being wound up while he or she is a member, or within one year of ceasing to be a member, for payment of the debts and liabilities of the company contracted before ceasing to be a member, and of the costs, charges and expenses of winding up, and for and for the adjustment of the rights of contributories among themselves, such amount as may be required not exceeding one pound. At the balance sheet date the company had 4 members.

12 Comparative Statement of Financial Activities

	Unrestricted	Restricted	Total
	Funds	Funds	2023
	£	£	£
<u>Income from:</u>			
Statutory fund and grants	-	26,964	26,964
Charitable Activities	55,359	-	55,359
Interest	139	-	139
Total Income	55,498	26,964	82,462
<u>Expenditure on:</u>			
Charitable Activities	71,974	53,646	125,620
Total Expenditure	71,974	53,646	125,620
Net Income / (Expenditure) for the year	(16,476)	(26,682)	(43,158)
Transfer between funds	(2)	2	-
Net movement in funds	(16,478)	(26,680)	(43,158)
Reconciliation of funds			
Total funds brought forward	35,141	29,707	64,848
Total funds carried forward	18,663	3,027	21,690

Income and expenditure is derived solely from continuing operations.