

**OPEN CLASP THEATRE COMPANY**

**A company limited by guarantee**

**REPORT AND FINANCIAL STATEMENTS**

**For the year ended 31 March 2022**

**Charity number 1108000**

**Company number 05137687**

# **OPEN CLASP THEATRE COMPANY**

(A company limited by guarantee)

## **TRUSTEES ANNUAL REPORT**

For the year ended 31 March 2022

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The trustees are pleased to present their annual Directors' report together with financial statements of the charity for the year ending 31 March 2022 which are also prepared to meet the requirements for a Directors' report and accounts for Companies Act purposes.

These financial statements comply with the Charities Act 2011, the Companies Act 2006, Open Clasp Theatre Company's Memorandum and Articles of Association; and the document 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)'.

### **Objectives and Activities**

#### Charitable Purpose

The objects of the company, as set out in the Memorandum and Articles of Association, are to promote, maintain, improve and advance education in the arts, particularly by encouraging the arts of drama, dance, singing and music, and to offer arts experiences which assist in developing self and social awareness, self-confidence and empowerment, in particular but not exclusively for women (including young women between 12 and 18 years of age) who live in areas of social and economic deprivation, for the purposes of social inclusion, to break down barriers that deny communities access to, and participation in, the "live arts".

#### Aims and Intended Impact

Within its charitable objects the Trustees' aims are to:

- Raise self-esteem and confidence with women and young women by facilitating effective, thought-provoking and empowering drama workshops, which allow participants to debate and conclude on strategies that ensure that the basic human rights of all women and young women are recognised, valued and demanded
- Create high quality theatre from a female gaze for mixed audiences
- Create truthful, risk-taking theatre which is informed by the lived experiences of the women and young women we work with
- Make space for social debate and to encourage our audiences to walk in the shoes of women, including those who are the most disempowered in our society
- Create performance pieces that are of an excellent standard, and are relevant, accessible, effective and highly entertaining
- Tour theatre to communities who would otherwise feel excluded from participating in the "live arts"

## **OPEN CLASP THEATRE COMPANY**

(A company limited by guarantee)

### **TRUSTEES ANNUAL REPORT**

For the year ended 31 March 2022

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- Allow audiences to develop and gain new skills in, and knowledge and understanding of, the use of theatre to look at issues and concerns relevant to their everyday lives
- Accompany each tour with drama workshops which allow audience members to consider the issues raised in more depth
- Transform non-arts settings into spaces that ensure access to theatre of a standard of excellence
- Produce accessible and relevant theatre as a tool to explore, challenge, understand, gain knowledge of and bring about effective change on issues that are relevant to women and young women's lived experiences
- Reach new audiences within the region
- Provide a vital link in communication, helping professionals to consult with and listen to local people's views and concerns, e.g. conferences
- Develop new collaborations with exceptional artists that strengthen the company's artistic practice
- Support the development of emerging artists through our projects

#### Principal Activities

The company's principal activity to further its charitable purposes for the public benefit during the year was to offer arts experiences which assist in developing self and social awareness, self-confidence, and empowerment, benefiting in particular but not exclusively women.

#### Beneficiaries and Public Benefit

In its long-term projects Open Clasp works with women and girls across the North East and the wider North of England. The majority of these women are brought together by existing community organisations alongside which the company works to deliver its projects. These groups may have been meeting for many years or may be set up within the organisations especially for an Open Clasp project. If research has suggested that a particular issue is important to the community organisations to which they tour, Open Clasp may seek out or be invited to a group who represent this issue.

When touring, Open Clasp is booked by existing community organisations and some mainstream venues with a community focus. The host organisation decides whether their performance (and workshop) is for an invited audience, restricted to local residents or open to the public. Open Clasp monitors the bookings to ensure performances and workshops are of an appropriate geographical spread.

## OPEN CLASP THEATRE COMPANY

(A company limited by guarantee)

### TRUSTEES ANNUAL REPORT

For the year ended 31 March 2022

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Open Clasp's short-term and one-off projects have a wide range of beneficiaries. Open Clasp is usually booked by an organisation to work with specific groups of people for a particular reason e.g. working with survivors to present their stories at a domestic violence conference to raise awareness, or with women in a community setting to increase self-esteem and confidence.

Open Clasp carry out charitable activities for the benefit of the general public and particularly for the benefit of women and young women. Trustees have paid due regard to the Charity Commission's guidance on public benefit in deciding what activities the charity has undertaken.

In 2021 -2022 Open Clasp continued to adapt to the Covid-19 pandemic, when normal activities were not all possible, they sustained and extended their model of socially engaged theatre-making in innovative and generous ways. Digital methods of screening and sharing work have been vital. Reaching people digitally (T.V, downloadable, online education resources, etc) was central to the company's activity in this year and key to consolidating their global reach. Their approach to digital inclusion was cited as a case study for Arts Council England by Good Things Foundation, and also in being awarded a Special Commendation Award for Content Creation and Impact at the 2022 Digital Culture Awards. This is apparent in both the delivery to beneficiaries and through the impact and reach positioning the company as a key agency able to reach audiences, decision makers and opinion formers much more widely.

**Workplace Development Programme Launch 2021 – 2022** In January 2022, Open Clasp recruited 10 women to take part in their first ever Workforce Development Programme. The programme is for emerging and mid-career creative practitioners to receive training and deliver work for Open Clasp's programme. Writer and facilitator teams have worked with women's groups in Devon and Cornwall, Wolverhampton, and Newcastle towards a showcase on the 9<sup>th</sup> of June 2022.

**Choose to Challenge 2021 – 2022** In 2021, because of the pandemic, the team were unable to work again with young people for International Women's Day at Teesside University. Instead, the University and MIMA supported the creation of a spoken word piece in response to the 2021 theme - #Choose to Challenge.

Written by the company's associate artist, Jessica Johnson, the piece was developed into a five-minute film – a rallying cry to the confidence and creativity of young women as we emerge from lockdown into a new world. In March 2022, #Choose to Challenge was used as the central campaign as part of National Careers Week, in which the film was shown to secondary school pupils across England, Wales and Northern Ireland – an estimated 2000 secondary schools, 350 Colleges and 80 Universities. To date, #Choose to Challenge has had over 5000 views on YouTube TikTok and Instagram.

**Sugar 2021– 2022** launched on BBC i-Player on 25<sup>th</sup> November 2020 to tie in with the UN Campaign to End Violence Against Women and Girls. It remained on the platform until the 25<sup>th</sup> of Nov 2021. There was no fee involved, so Open Clasp negotiated on exclusivity, enabling

## OPEN CLASP THEATRE COMPANY

(A company limited by guarantee)

### TRUSTEES ANNUAL REPORT

For the year ended 31 March 2022

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further distribution, and enabling programming on Way Out TV reaching up to 45,000 in-prison cell TVs across the national HMP estate. Key Partners supported the creation of the work; West End Women and Girl's Centre, Women's Direct Access, Homelessness Service in Manchester, Changing Lives and HMP Low Newton. Key Partners supported marketing and distribution, Shelter, Women's Aid and Agenda. From November 2020 – April 2021, 6,400 households streamed Sugar on the BBC i-Player, with a further 210 young people watching Sugar as part of their academic course.

**Don't Forget the Birds digital capture** 'As Live' on film at Live Theatre by Pilot Live (run by Pilot Theatre). The capture brought this creative team back together again to remount the play for 2020. It was released as part of Open Clasp's 16 days of activism to End Violence against Women and Girls in November 2021, with British Sign Language.

**Two Camps 2020 - 2023** Two Camps (the project title) is an international production, co-created with 40 women internationally who are involved in sex work. It is a 4-year project inspired by the debate regarding the Nordic Model v decriminalisation of sex work and sex workers rights. Over the course of 2021 – 2022, the project worked with the Rainbow Project in Northern Ireland, and Red Umbrella Front in the Republic of Ireland. The production will be further developed throughout 2022 for release in Spring 2023.

**Lasagna (Pause) 2021 – 2022** Commissioned to work with women from Pause (Barnardo's), Lasagna was created digitally, over zoom, during the second lockdown. This production shines a spotlight on the gap in services for women who have had multiple children removed or who are at risk of. Lasagna was co-created with the group over July and August 2021, the women fed in throughout the process from script to costume. In October 2021, Lasagna was screened at Everyman Cinema, Newcastle Upon Tyne to our co-creators. From the 28<sup>th</sup> of March – 29<sup>th</sup> April 2022, Lasagna was released online through TicketCo. For audiences to watch in the UK and USA.

**40 Women and Girls 2021 - 2022** Catrina McHugh met and interviewed 40 women and girls who have been instrumental in the community and history of West End Women and Girls Centre. Working alongside Phyliss Christopher (photographer), the exhibition celebrating 40 women and girls and 40 years of the West and Women and girls Centre, was unveiled on 8 March– International Women's Day 2022, to our community here in the west end of Newcastle. Alongside the exhibition, Baltic Centre for Contemporary Art projected the photographs of the women and girls celebrated on the building, and a book was created capturing the exhibition. The West End Women and Girls Centre then hosted a party, and hundreds attended; it included fairground rides, cake, music, and fireworks for the whole community.

**Rattle Snake 2021 – 2022** In May and June 2021, Open Clasp was commissioned by Durham County Council's Safeguarding Children's and Adult Partnership Board, to deliver training in Coercive Controlling behavior, in partnership with West End Women and Girls Centre, using the film Rattle Snake and developed online workshops. 239 staff from a range of organisations across children's services. Police, health, education, and the voluntary and community sector attended workshops and screenings.

## OPEN CLASP THEATRE COMPANY

(A company limited by guarantee)

### TRUSTEES ANNUAL REPORT

For the year ended 31 March 2022

---

**Cascavel (Rattle Snake in Brazil) 2021 – 2022** Originally meant to be performed live in Rio de Janeiro and Sao Paulo in 2020, the live productions were impacted by the pandemic. Following the global rise in domestic abuse, the team wanted to produce Cascavel (Rattle Snake) by whatever means possible. Produced by Moira **Produções** Artística, the production went live online in July and August of 2021 to an audience of 1,800 people. Producers and Actors, Carole and Fernanda had a live streamed panel with judges, prosecutors, and women who work in refuges to discuss the play and highlight the importance of discussing violence against women.

**Open Clasp – Open Archive, Newcastle University 2021 – 2022** Our archive at Newcastle University, Open Clasp: Open Archive, led by Director of Equality, Diversity and Inclusion, Professor Kate Chedgzoy situates the importance and role Open Clasp has played in the context of feminist theatre. Work began in 2019 to catalogue the archive with The Robinson Library. A collaborative PhD in partnership with Newcastle University will work to further highlight our distinctive contribution and evaluate our impact on the socially engaged arts.

## Achievements and Performance

### Summary of the main achievements of the charity during the year

#### Digital Culture Award 2022

Open Clasp received a Special Commendation Award for Content Creation and for the Impact of our Distribution Model at the 2022 Digital Culture Awards.

#### Sugar – BBC Arts / BBC iPlayer and Way-Out TV

This was a huge achievement for the creative producer, Carly McConnell, who found a way through building relationships with the producers at BBC Arts. Sugar was edited into 3 episodes and presented on BBC iPlayer as part of the BBC Arts Culture in Quarantine programme. The company received in-kind support and mentorship from The Space.

Sugar was created as a 'theatrical piece for screen', in partnership with Meerkat Films and directed by Laura Lindow. A strong female creative team created the 'capture' written by Catrina McHugh MBE. Two national distribution partners, Shelter and Women's Aid continue to support Sugar and use the themes to support their own national campaigns.

The company has had further success through Way Out TV. Sugar was broadcast to an estimated 45,000 prison cells in May and June 2021. This was delayed from being in Feb and March due to the pandemic. It was available to watch in HMP Low Newton where it was co-created.

#### Rattle Snake – Training and Cascavel

Rattle Snake remains a DTR (Digital Training Resource) it has been used by a number of organisations as part of their safeguarding training including Durham County Council, HMP

## **OPEN CLASP THEATRE COMPANY**

(A company limited by guarantee)

### **TRUSTEES ANNUAL REPORT**

For the year ended 31 March 2022

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Probation Service and the Safe for Life course at West End Women and Girls. The charity continues to look for opportunities to sell the digital version of the film for training.

In 2021, Rattle Snake was produced by Moira Produções Artísticas and translated into Brazilian Portuguese by Diego Teza. Open Clasp mentored their screen capture and distribution model (due to the pandemic) involving a public and specialist audience of 1,800 in response to a 431% spike in domestic violence cases in 2020 compared to 2019.

#### Choose to Challenge

In March 2022, #Choose to Challenge was used as the central campaign as part of National Careers Week, in which the film was shown to secondary school pupils across England, Wales and Northern Ireland – an estimated 2000 secondary schools, 350 Colleges and 80 Universities.

Farrah Cave who is a working class, British Iranian actor from Middlesbrough, performed the piece, and it was her first professional acting role. She was then nominated for 'Best Newcomer' at the Journal Culture Awards 2021.

#### Lasagna (Pause Project)

From the 28<sup>th</sup> of March – 29<sup>th</sup> of April 2022, Lasagna was released online through TicketCo. To an estimated audience of over 300. Lasagna has also received some excellent feedback from audience members, including,

“The play was insightful if distressing to watch but managed to maintain an element of hope and faith in our inherent goodness. With gut-wrenching honesty and heart-warming kindness, Lasagna portrayed difficulties that are played out with characters on 'both sides' of the care system. The lives of women like Sally are not just a series of boxes to be ticked, and most social workers are not 'child snatchers'. Both are 'victims' of an overstretched and underfunded system, and both are often misunderstood and inadequately supported. Lasagna provides much food for thought”. Online audience member

#### Arts Award

Eight young women from West End Women & Girls Centre successfully achieved their Bronze Arts Award over 8 weekly sessions, delivered by Christina Berriman-Dawson with a focus on our play, Rattle Snake. The young women are Gender Equality Peer Educators. Their work and achievements were celebrated at a certificate ceremony at the Centre in mid-September.

“It was quite inspirational finding out about the back routes behind all the female artists and how they have challenged ‘the status quo’. Arts Award Graduate

## OPEN CLASP THEATRE COMPANY

(A company limited by guarantee)

### TRUSTEES ANNUAL REPORT

For the year ended 31 March 2022

---

#### Pedal Against Patriarchy

In September 2021, #PedalAgainstPatriarchy celebrated the partnership between us and West End Women and Girls Centre. It was made fully accessible to any women from our community who wanted to take part. Many were new to cycling so chose to do a small section of the route or support as crew members. We cycled 135 miles from Whitehaven to Tynemouth and raised £4,861 for future projects working with women and in solidarity with communities, building power, fighting for social justice and driving social change. With six decades of activism between us we wanted to inspire and support the next generation of women and girls, their talent, leadership, and activism. We carried that message over 4000m of ascent and descent and 135 miles of tarmac, gravel, grass, track and sand. We appeared on local BBC radio in Newcastle and the North-West and in local press.

#### Scran4theFam – West End Women and Girls Centre

Over the course of the pandemic, 23,000 portions of soup were delivered across the west end between March '20 – June 21. Over three national lockdowns and local tier systems, we directly addressed social inclusion by engaging and supporting our local community through Scran4theFam, delivering 500 hot meals a week as part of West End Women and Girls Centre's 'soup run'. To capture the impact; we documented our activism, through films, to share with our supporters, funders, and audiences.

*"We were all frightened but new the right thing to do was to be brave and stand with, and we feel extremely proud of all our staff and freelancers who stepped up, volunteering their time, and to have been a part of such a special project."* Artistic Director, Catrina McHugh MBE

#### Principal Funding Sources

Open Clasp has a robust funding model with its Arts Council NPO funding making up 48%, other trusts and foundation bringing in 37% of core funding (as detailed in the accounts) and 15% coming from commissions, ticket sales and sales from assets and the delivery of training. The company is constantly developing and maintaining ways it can earn non-grant income whilst working towards its charitable objectives, as well as pursuing as wide a variety of funders as possible and seeking to encourage gifts and donations.

The decision of Arts Council England to award Open Clasp with a 77% increase in funding from April 2018 to March 2023 provides the company with greater financial security and provide opportunities to grow and develop.

#### **Plans for Future Periods**

When planning future activities and projects the Trustees take into account the Charity Commission's guidance on public benefit.



## OPEN CLASP THEATRE COMPANY

(A company limited by guarantee)

### TRUSTEES ANNUAL REPORT

For the year ended 31 March 2022

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Open Clasp starts the 2022-23 financial year in a good position, COVID-19 has changed the way we live, make and consume theatre. We are hugely grateful to the Arts Council and our funders who have honoured and extended our funding agreements. The trustees have committed funds from company reserves towards the creation of Two Camps, our international project about the rights of those involved in sex work, will launch in Spring 2023.

#### Projects for 2022/2023

**Arts Award (2022 - 2023):** Arts Award will be delivered to young women attending West End Women and Girls Centre following the success of the 2021 Arts Award.

**HMP Askham Grange (2022 – 2023):** Open Clasp will deliver their methodology, led by Artistic Director Catrina McHugh, over 8 weekly workshops to a group of women with the aim of co-creating a new script for theatre as part of “Inspiring Futures Footprint”, a research project in partnership with the National Criminal Justice Arts Alliance and Cambridge University Criminology Research team.

**US TOO (2022 – 2023):** Open Clasp will develop and deliver drama and theatre-based training to inform practitioners working with women with learning disabilities and/or autism who have experienced rape/ sexual assault. A new piece of theatre for screen and training package developed throughout 2022 and funded by Durham ESRC-IAA, Research England Participatory Action Fund and Sunderland University, will be piloted with Northumbria police in November 2022. This is a collaborative participatory project between Open Clasp Theatre Company, Durham/ Sunderland Universities and ARC England - Us Too - a group of women with learning disabilities and/or autism who have experience Sexual Violence /Domestic Violence.

**Lasagna (Pause) (2022-2023):** Lasagna was launched online from 28<sup>th</sup> March 2022 – 29 April 2022, and in collaboration with Pause women, we will continue to take the work to policy and law makers to ensure that the women’s voices are heard.

**Two Camps (2022 - 2023):** Open Clasp will continue to collaborate with our international partners, which include 40 women and 10 organisations in New Zealand, Ireland, Northern Ireland, and UK (Wolverhampton, Manchester, and Newcastle). It is a pan global project, now in its fourth year and will be a site-specific digital/live installation taking place simultaneously with each ‘country’ partner in March ‘23. Its success will be measured by how it provides an account of the social powers around sex work in the context of capitalism, law, policing, human rights, and borders. This production will allow those at the heart of debates to step into the shoes of the sex workers themselves. The theme of migration is key to this debate with the increase in movement of people on the planet being driven by both economics and changes to the climate.

## OPEN CLASP THEATRE COMPANY

(A company limited by guarantee)

### TRUSTEES ANNUAL REPORT

For the year ended 31 March 2022

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**Workforce Development Programme (2022 – 2023):** On the 9<sup>th</sup> of June 2022, the resulting scripts and work from the company's first ever Workforce Development programme will be showcased to Open Clasp family, supporters, and members at our 2022 AGM.

**Archive (2022-2023):** Our archive at Newcastle University "Open Clasp: Open Archive" will move to location at The Robinson Library and West End Women and Girls Centre Women's library. As well as the archive, a collaborative PhD in partnership with Newcastle University will work to further highlight the distinctive contribution and evaluate impact of Open Clasp on the socially engaged arts.

### Reference and Administrative Details

**Company registration number**      05137687

**Registered office**                      The Stephenson Building, 173 Elswick Road,  
Newcastle upon Tyne, NE4 6SQ

### Trustees

For the purposes of the Companies Act 2006, the Board of Trustees is the Board of Directors of the charitable company and is referred to as the Trustees throughout this report.

The Trustees of Open Clasp during the period and to the date of signing this report are as follows:

Jo Cundall (Chair)	Resigned 23 November 2021
Helen Ferguson (Chair)	Appointed Chair 23 November 2021
Gillian Robson	
Anna Disley	
Mandy Barker	Resigned 16 February 2022
Rebecca Dixon	Resigned 23 November 2021
Lara Jonah	
Francesca Cross	
Fiona O'Connor	Appointed Vice Chair 23 November 2021.
Jacqueline Kell	Appointed 25 April 2022
Hayley Calvert	Appointed 29 April 2022

## OPEN CLASP THEATRE COMPANY

(A company limited by guarantee)

### TRUSTEES ANNUAL REPORT

For the year ended 31 March 2022

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#### **Independent Examiner**

Jim Dodds, Connected Voice Business Services Ltd  
Higham House, Higham Place, Newcastle upon Tyne,  
NE1 8AF

#### **Bankers**

Unity Trust Bank, Nine Brindleyplace, 4 Oozells  
Square, Birmingham B1 2HB

Charity Bank, Fosse House, 182 High Street,  
Tonbridge, TN9 1BE

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Governing Documents

Open Clasp Theatre Company is a charitable company limited by guarantee, incorporated on 25 May 2004.

It was registered as a charity on 8 February 2005. It was established under the Memorandum of Association that established its objects and powers and is governed under its Articles of Association, as amended by a special resolution dated 31 January 2005 and 15 October 2020.

Eligibility for membership of the charity and membership of the Board of Trustees is governed by the Memorandum and Articles of Association. There are no restrictions in the governing document on the operation of the charity other than those imposed by general charity law.

### Structure and Governance

The Board of Trustees of Open Clasp Theatre Company are the charity Trustees and company Directors.

The charity currently has a Board of 8 non-executive Trustees who bring significant skills to the support of Open Clasp's activities. The Board meets a minimum of four times per year and conducts an Annual General Meeting annually.

The Trustees are elected from the membership at the Annual General Meeting (AGM). The Trustees can co-opt additional Trustees between AGMs as required, but co-opted Trustees must stand for election at the next AGM.

Officers are elected by the Trustees at the first meeting following the AGM. The company appoints a Chair and a Vice Chair.

The Trustees meet quarterly, plus additional review and strategy meetings at least once a year and more often if deemed necessary.

Detailed written Board reports and an agenda are prepared and circulated in advance of meetings.

## OPEN CLASP THEATRE COMPANY

(A company limited by guarantee)

### TRUSTEES ANNUAL REPORT

For the year ended 31 March 2022

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Two Board sub-groups meet as and when needed, covering financial, staffing and artistic matters. Other working groups are set up to support specific work as required.

Day to day management of the company is delegated to the following staff team:

Artistic Director	Catrina McHugh
Executive Director	Ellie Turner
Creative Producer	Carly McConnell
Finance and Office Manager	Rachel Errington
Project Coordinator	Colette Conlin (Appointed 8 June 2021)

#### Recruitment and Appointment of Board of Trustees

The Company's Trustees are either appointed by election at the AGM or co-opted to the Board between AGMs on the basis of nominations received from the membership or on recommendation from a member based on specialist skills, availability and commitment to the aims and objectives of the company.

#### Trustee Induction and Training

Trustees are inducted into the workings of the Company at a special meeting, held with individual appointees when they agree to be co-opted or are successfully elected. Trustees receive information on their legal roles and responsibilities and the Company's policies and procedures. Where the Board of Trustees feel specific training is needed, (for example, in safeguarding), it nominates specific Trustees to attend. Annually (usually in September) the Trustees' meeting includes a session where Trustees are reminded of their duties and obligations and are updated with any relevant changes in legislation or guidance relating to their role.

#### Company Limited by Guarantee

The charity is incorporated under the Companies Act 1985 and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding £1 as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter.

There are currently 143 members of the company (2021- 141 members)

## **OPEN CLASP THEATRE COMPANY**

(A company limited by guarantee)

### **TRUSTEES ANNUAL REPORT**

For the year ended 31 March 2022

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#### Pay policy for senior staff

The Board reviews the Artistic Director's and Executive Director's salary annually and is responsible for making any decisions about remuneration. Remuneration is benchmarked against similar roles within voluntary and community sector organisations of similar size in the North East.

Open Clasp Theatre Company has a Remuneration Policy which covers all staff. Senior staff are not treated differently to other staff and all benefits (including pension contributions) are applied equally across all staff groups.

#### Risk management

The Trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks including the implementation of procedures for authorisation of all transactions and projects and for ensuring the consistent quality of the delivery of all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

#### Related parties and co-operation with other organisations

None of the trustees receive remuneration or other benefit from their work with the charity. Any connection between trustees or senior managers of the charity with suppliers must be disclosed to the full Board of trustees. In the current year no such related party transactions were reported. Trustees are asked to declare their interests before each board meeting and there is a Register of Interests.

### **Financial Review**

The total income for the period was £385,374 (2021: £242,046). This income is allocated across respective funds on the Statement of Financial Activities in accordance with the Statement of Recommended Practice.

The Statement of Financial Activities for the period shows a net income across all funds of £61,258 (2021: net income £14,951).

The balance sheet indicates that at 31 March 2020 the total funds of the charity are £205,974 (2021: £144,716). Unrestricted funds of £203,108 (2021: £144,716) represent the reserves available to the organisation to fulfil its many existing commitments over the long term.

## OPEN CLASP THEATRE COMPANY

(A company limited by guarantee)

### TRUSTEES ANNUAL REPORT

For the year ended 31 March 2022

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#### Reserves Policy

The Trustees aim to firstly hold a level of any unrestricted reserves which enables the charity to have sufficient financial resources to meet liabilities if Open Clasp's funding were to be withdrawn and/or it were unable to continue operating.

At present, the Trustees estimate that the Unrestricted Reserves required for such purposes amount to £79,121. The Trustees then aspire to retain an additional allowance of £45,000 to enable the charity to respond flexibly to issues or appropriate initiatives which might be indemnified outside of its annual budgeting process (Future Projects Fund).

The optimum level of unrestricted Reserves held is £124,121. However, this has been an exceptional year impacted by the pandemic and ill health of our Artistic Director.

The charity's unrestricted Reserves on 31 March 2022 are £203,108. We have budgeted to return to pre-pandemic optimum reserves by March 2025.

Unrestricted Reserves	£79,121
Future Projects Fund	£86,591
Project budget deferred to 22/23	£37,396

This policy will be reviewed by the Trustees on an annual basis as part of the charity's budgeting processes.

#### Principal funding sources

Arts Council England, Newcastle Cultural Investment Fund, Arts Council England: Culture Recovery Fund Round Two, Garfield Western Foundation, Community Foundation – Covid Response Fund, Northumbria Police and Crime Commissioner – Supporting Victims First North Fund, Community Foundation – Margaret and Dorothy Gordon Memorial Fund, Community Foundation – Linden Family and Curtin PARP Fund, Sir James Knott Trust and Northumbria Police and Crime Commissioner – Operation Payback Fund.

#### Preparation of the accounts on a going concern basis

The financial statements have been prepared on a going concern basis. The Trustees have reviewed and considered relevant information, including the annual budget and future cash flows in making their assessment. In particular, in response to the COVID-19 pandemic, the Trustees have revised their forecasts to take into account the impact on the business of possible scenarios brought on by the impact of COVID-19, alongside the measures that they can take to mitigate the impact. Based on these assessments, given the measures that could be undertaken to mitigate the current adverse conditions, and the current resources available, the Trustees have concluded that they can continue to adopt the going concern basis in preparing the annual report and accounts.

## OPEN CLASP THEATRE COMPANY

(A company limited by guarantee)

### TRUSTEES ANNUAL REPORT

For the year ended 31 March 2022

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#### Trustees responsibilities in relation to the financial statement

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

By order of the board of trustees

Helen Ferguson, *Chair of the Board of Trustees*.  .....

Date: 13/05/2022 .....

## **OPEN CLASP THEATRE COMPANY**

(A company limited by guarantee)

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

For the year ended 31 March 2022

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I report on the financial statements of Open Clasp Theatre Company for the year ended 31 March 2022, which are set out on pages 16 to 27.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees (who are also directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a Fellow of the Association of Charity Independent Examiners.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

#### **Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- 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 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.

Jim Dodds  
Connected Voice Business Services Ltd  
Higham House  
Higham Place  
Newcastle upon Tyne  
NE1 8AF  
Date: 13/05/2022





**OPEN CLASP THEATRE COMPANY**

(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES**

(INCLUDING SUMMARY INCOME &amp; EXPENDITURE ACCOUNT)

For the year ended 31 March 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<b><u>Income from:</u></b>					
Donations and legacies	6	6,564	-	<b>6,564</b>	4,096
Charitable activities					
Grants and contracts	7	321,421	48,866	<b>370,287</b>	221,551
Other trading activities	8	4,208	-	<b>4,208</b>	6,953
Investments	9	355	-	<b>355</b>	441
Other income	10	4,000	-	<b>4,000</b>	9,005
<b>Total income</b>		<b>336,548</b>	<b>48,866</b>	<b>385,414</b>	<b>242,046</b>
<b><u>Expenditure on:</u></b>					
Raising funds	11	3,590	-	<b>3,590</b>	-
Charitable activities					
Operation of the charity	12	277,404	43,122	<b>320,526</b>	227,095
<b>Total expenditure</b>		<b>280,994</b>	<b>43,122</b>	<b>324,116</b>	<b>227,095</b>
<b>Net income/(expenditure)</b>		<b>55,554</b>	<b>5,744</b>	<b>61,298</b>	<b>14,951</b>
Transfers between funds		2,878	( 2,878 )	-	-
<b>Net income/(expenditure) and net movement of funds</b>		<b>58,432</b>	<b>2,866</b>	<b>61,298</b>	<b>14,951</b>
<b><u>Reconciliation of funds</u></b>					
Total funds brought forward		144,716	-	<b>144,716</b>	129,765
<b>Total funds carried forward</b>		<b>203,148</b>	<b>2,866</b>	<b>206,014</b>	<b>144,716</b>

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 18 to 27 form an integral part of these accounts.

**OPEN CLASP THEATRE COMPANY**

(A company limited by guarantee)

Charity Number 1108000  
Company Number 05137687**BALANCE SHEET**

As at 31 March 2022

	Notes	£	Total 2022 £	£	Total 2021 £
<b><u>Fixed assets</u></b>					
Tangible assets	19		1,948		-
<b>Total fixed assets</b>			<b>1,948</b>		<b>-</b>
<b><u>Current assets</u></b>					
Debtors	20	3,447		3,564	
Cash at bank and in hand	21	244,874		232,553	
<b>Total current assets</b>		<b>248,321</b>		<b>236,117</b>	
<b>Creditors: amounts falling due within one year</b>	22	<b>( 44,255 )</b>		<b>( 91,401 )</b>	
<b>Net current assets</b>			<b>204,066</b>		<b>144,716</b>
<b>Total assets less current liabilities</b>			<b>206,014</b>		<b>144,716</b>
<b>Total net assets or liabilities</b>			<b>206,014</b>		<b>144,716</b>
<b><u>Funds of the charity</u></b>					
Unrestricted income funds			203,148		144,716
Restricted income funds			2,866		-
<b>Total funds</b>			<b>206,014</b>		<b>144,716</b>

The company was entitled to an exemption from audit under s477 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 Companies Act with the respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

The notes on pages 18 to 27 form an integral part of these accounts.

These financial statements were approved by the Board on: 13/05/2022

and are signed on its behalf by:

Helen Ferguson

Chair of Board of Trustees

# **OPEN CLASP THEATRE COMPANY**

(A company limited by guarantee)

## **NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 March 2022

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### **1 Accounting Policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

### **2 Basis of accounting**

#### **2.1 Basis of preparation**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: 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 (FRS 102) (effective 1 January 2019) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Open Clasp Theatre Company meets the definition of a public benefit entity under FRS 102.

#### **2.2 Preparation of the accounts on a going concern basis**

The financial statements have been prepared on a going concern basis. In making their assessment the trustees have reviewed and considered relevant information, including their annual budget and future cash flows. In response to the COVID-19 pandemic, the trustees have revised their forecasts to take into account measures that they can take with the current resources available to mitigate the impact of the current adverse conditions. The trustees are of the view that the immediate future of the charity for the next 12 months is secure and that on this basis the charity is a going concern.

### **3 Income**

#### **3.1 Recognition of income**

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability

#### **3.2 Offsetting**

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

#### **3.3 Grants and donations**

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria of income recognition are met.

## **OPEN CLASP THEATRE COMPANY**

(A company limited by guarantee)

### **NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 March 2022

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#### **3.4 Donated goods and services**

Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.

Donated services and facilities are included in the SoFA when received at the value of the gift to the charity provided that the value of the gift can be measured reliably. Donated services and facilities that are consumed immediately are recognised as income with the equivalent amount recognised as an expense under the appropriate heading in the SoFA.

#### **3.5 Volunteer help**

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

#### **3.6 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

#### **3.7 Income from membership subscriptions**

Membership subscriptions received in the nature of a gift are recognised in donations and legacies.

Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.

#### **3.8 Investment gains and losses**

This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

#### **3.9 Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the

### **4 Expenditure and liabilities**

#### **4.1 Liability recognition**

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

#### **4.2 Charitable activities**

Expenditure on charitable activities includes the costs of creating professional theatre and other activities undertaken to further the purposes of the charity and their associated support costs.

## **OPEN CLASP THEATRE COMPANY**

(A company limited by guarantee)

### **NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 March 2022

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#### **4.3 Governance and support costs**

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

#### **4.4 Irrecoverable VAT**

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### **4.5 Creditors**

The charity has creditors which are measured at settlement amounts less any trade discounts.

#### **4.6 Provisions for liabilities**

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

### **5 Assets**

#### **5.1 Tangible fixed assets for use by the charity**

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis, a full years depreciation charge is applied in the year of acquisition and no charge is made in the year of disposal:

Fixtures & fittings	Straight line over five years
IT and office equipment	Straight line over three years

**OPEN CLASP THEATRE COMPANY**

(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 March 2022

**Analysis of income**

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<b>6 Donations and legacies</b>				
Donations and Gift Aid	6,564	-	<b>6,564</b>	4,096
	<u>6,564</u>	<u>-</u>	<u><b>6,564</b></u>	<u>4,096</u>
<b>7 Charitable activities</b>				
<u>Income from grants and contracts</u>				
Arts Council England - NPO	180,301	-	<b>180,301</b>	180,301
Arts Council England - CRF2	-	36,000	<b>36,000</b>	-
Newcastle Cultural Investment Fund	30,000	-	<b>30,000</b>	26,000
Garfield Weston Foundation	25,000	-	<b>25,000</b>	-
Sir James Knott Trust	9,000	-	<b>9,000</b>	-
Hadrian Trust	-	-	-	1,000
Community Foundation - Margaret and Dorothy Gordon Memorial Fund	750	-	<b>750</b>	750
Community Foundation - Covid 19 Response Fund	20,000	-	<b>20,000</b>	-
Northumbria Police and Crime Commissioner – Supporting Victims Fund North	-	5,000	<b>5,000</b>	-
Northumbria Police and Crime Commissioner – Operation Payback Fund	-	1,666	<b>1,666</b>	-
Community Foundation - Linden Family and Curtin PARP Fund	7,000	3,000	<b>10,000</b>	-
Regional Theatre Young Directors Scheme Grant	-	3,200	<b>3,200</b>	-
<u>Income from contracts</u>				
Durham City Council	13,714	-	<b>13,714</b>	-
Pause Commission	35,656	-	<b>35,656</b>	-
NCJAA - Inspiring Futures	-	-	-	13,500
	<u>321,421</u>	<u>48,866</u>	<u><b>370,287</b></u>	<u>221,551</u>
<b>8 Other trading activities</b>				
Earned income - conferences, training workshops & touring income	4,208	-	<b>4,208</b>	6,953
	<u>4,208</u>	<u>-</u>	<u><b>4,208</b></u>	<u>6,953</u>
<b>9 Income from investments</b>				
Bank interest	355	-	<b>355</b>	<b>441</b>
	<u>355</u>	<u>-</u>	<u><b>355</b></u>	<u>441</u>

**OPEN CLASP THEATRE COMPANY**

(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 March 2022

<b>Analysis of income</b> continued	Unrestricted Funds £	Restricted Funds £	<b>Total 2022 £</b>	Total 2021 £
<b>10 Other income</b>				
Other income	4,000	-	<b>4,000</b>	4,092
Re-imbursement of Travel Expenses	-	-	-	3,333
Film Tax Relief	-	-	-	1,580
	<u>4,000</u>	<u>-</u>	<u><b>4,000</b></u>	<u>9,005</u>

Income was £385,414 (2021: £242,046) of which £336,548 was unrestricted or designated (2021: £232,046) and £48,866 was restricted (2021: £10,000)

**Analysis of expenditure on charitable activities**

	Unrestricted Funds £	Restricted Funds £	<b>Total 2022 £</b>	Total 2021 £
<b>11 Raising funds</b>				
Staging fundraising events	3,590	-	<b>3,590</b>	-
	<u>3,590</u>	<u>-</u>	<u><b>3,590</b></u>	<u>-</u>

**12 Charitable activities**Direct costs

don't forget the birds	-	1,890	<b>1,890</b>	4,842
DCC Coercive Control Training	-	7,055	<b>7,055</b>	-
Sugar	-	8,360	<b>8,360</b>	5,593
Two camps	1,712	-	<b>1,712</b>	1,786
Workplace Development Programme	5,610	3,000	<b>8,610</b>	-
Pause / Lasagne Project	12,892	-	<b>12,892</b>	-
One off projects including digital development	3,219	3,872	<b>7,091</b>	3,807
Staff costs	177,960	11,091	<b>189,051</b>	157,475
Project staff costs	40,045	6,275	<b>46,320</b>	22,196
PR & marketing costs	6,471	250	<b>6,721</b>	5,370

Support costs

Staff support costs	2,772	-	<b>2,772</b>	1,567
Depreciation	930	-	<b>930</b>	-
Office administration & running costs	18,122	1,329	<b>19,451</b>	20,014
Subscriptions & publications	1,615	-	<b>1,615</b>	1,388

Governance costs

Independent examiner's fees for reporting on the accounts	1,290	-	<b>1,290</b>	1,080
Independent examiner's fees other services	-	-	-	-
Legal and professional fees	1,984	-	<b>1,984</b>	944
Trustees meeting costs	321	-	<b>321</b>	-
Annual review and AGM costs	2,461	-	<b>2,461</b>	1,033
	<u>277,404</u>	<u>43,122</u>	<u><b>320,526</b></u>	<u>227,095</u>

## OPEN CLASP THEATRE COMPANY

(A company limited by guarantee)

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

#### Analysis of expenditure on charitable activities continued

Expenditure on charitable activities was £324,116 (2021: £227,095) of which £280,994 was unrestricted or designated (2021: £217,095) and £43,122 was restricted (2021: £10,000)

#### 13 Fees for examination of the accounts

	2022 £	2021 £
Independent examiner's fees for reporting on the accounts	1,188	1,080
Other accountancy services paid to the examiner	688	665
	<b>1,876</b>	<b>1,745</b>

#### 14 Analysis of staff costs and the cost of key management personnel

	2022 £	2021 £
Salaries and wages	165,601	159,241
Social security costs	16,751	14,970
Pension costs (defined contribution pension plan)	6,699	5,460
	<b>189,051</b>	<b>179,671</b>

No employee received remuneration above £60,000 (2021: nil)

The key management personnel of the charity, comprise the Trustees and the Artistic Director. The total employee benefits of the key management personnel of the charity were £48,115. (2021: £46,805)

#### 15 Staff numbers

The average monthly head count was 5 staff (2021: 4 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

	2022 Number	2021 Number
The parts of the charity in which the employee's work		
Artistic production and support	5.0	4.0
	<b>5.0</b>	<b>4.0</b>

Sessional staff are hired on a project by project basis and are included within charitable activities as direct project costs as they typically relate to specific production or projects.

#### 16 Transactions with trustees

The following trustee has received payments for providing professional services to the charity

	Professional Services	Expenses	Travel	Total 2022	Total 2021
Name	£	£	£	£	£
Francesca Cross	2,360	50	28	<b>2,438</b>	-

The charity undertook an arm's length process to ensure they chose the best provider, Francesca Cross was not part of the decision making process.



## OPEN CLASP THEATRE COMPANY

(A company limited by guarantee)

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

#### 16 Transactions with trustees continued

##### Trustees' expenses

The following detail the expenses incurred by the two trustees.

	2022 £	2021 £
Travel	8	14
Postage and refreshments	27	-
	<b>35</b>	<b>14</b>

##### Transaction(s) with related parties

There have been no related party transactions in the reporting period.

#### 17 Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £6,699 (2021: £5,460). There was £1,027 outstanding as at 31 March 2022 (2021: £0)

#### 18 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

#### 19 Tangible fixed assets

	Fixtures & fittings £	IT & office equipment £	Total £
<b>Cost</b>			
Balance brought forward	3,947	6,305	<b>10,252</b>
Additions	-	2,878	<b>2,878</b>
Disposals	-	-	-
<b>Balance carried forward</b>	<b>3,947</b>	<b>9,183</b>	<b>13,130</b>
<b>Depreciation</b>			
Basis	SL	SL	
Rate	20%	33%	
Balance brought forward	3,947	6,305	<b>10,252</b>
Depreciation charge for year	-	930	<b>930</b>
Disposals	-	-	-
<b>Balance carried forward</b>	<b>3,947</b>	<b>7,235</b>	<b>11,182</b>
<b>Net book value</b>			
<b>Brought forward</b>	-	-	-
<b>Carried forward</b>	-	1,948	<b>1,948</b>

**OPEN CLASP THEATRE COMPANY**

(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 March 2022

**20 Debtors and prepayments (receivable within 1 year)**

	<b>2022</b>	2021
	<b>£</b>	£
Trade debtors	<b>120</b>	50
Prepayments & accrued income	<b>3,327</b>	3,514
	<b>3,447</b>	3,564

**21 Cash at bank and in hand**

	<b>2022</b>	2021
	<b>£</b>	£
Short term deposits	<b>186,304</b>	89,949
Cash at bank and in hand	<b>58,570</b>	142,604
	<b>244,874</b>	232,553

**22 Creditors and accruals (payable within 1 year)**

	<b>2022</b>	2021
	<b>£</b>	£
Taxation and social security	<b>4,531</b>	3,640
Accruals		
Independent examination of accounts	<b>1,290</b>	1,080
Other accruals	<b>6,064</b>	2,993
Deferred income	<b>31,342</b>	83,656
Other creditors	<b>1,028</b>	32
	<b>44,255</b>	91,401

**23 Deferred income**

Deferred income comprises of advance payments from grants that relate to future periods

	<b>2022</b>
	<b>£</b>
Balance brought forward	<b>84,256</b>
Amount released to income earned from charitable activities	<b>( 76,256 )</b>
Amount deferred in year	<b>23,342</b>
Balance carried forward	<b>31,342</b>

**24 Events after the end of the reporting period**

No events (not requiring adjustment to the accounts) have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the reporting period.

**OPEN CLASP THEATRE COMPANY**

(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 March 2022

**25 Analysis of charitable funds****Analysis of movements in unrestricted funds**

	<b>Fund balances brought forward £</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Transfers £</b>	<b>Fund balances carried forward £</b>
<b>Unrestricted funds</b>					
General unrestricted fund	124,716	336,548	( 280,994 )	2,878	<b>183,148</b>
Designated funds					
Future projects	20,000	-	-	-	<b>20,000</b>
<b>Totals</b>	<b>144,716</b>	<b>336,548</b>	<b>( 280,994 )</b>	<b>2,878</b>	<b>203,148</b>

**25 Analysis of charitable funds continued****Purpose of unrestricted funds**

General unrestricted fund	The 'free reserves' after allowing for designated funds
Designated funds	Fund set aside for developing future projects

**Analysis of movement in restricted funds**

	<b>Fund balances brought forward £</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Transfers £</b>	<b>Fund balances carried forward £</b>
<b>Restricted funds</b>					
Arts Council England - CRF2	-	36,000	( 33,122 )	( 2,878 )	-
Community Foundation - Curtin PARP Fund	-	3,000	( 3,000 )	-	-
Northumbria Police and Crime Commissioner – Supporting Victims Fund North	-	5,000	( 5,000 )	-	-
Northumbria Police and Crime Commissioner – Operation Payback Fund		1,666	-	-	<b>1,666</b>
Regional Theatre Young Directors Scheme Grant		3,200	( 2,000 )	-	<b>1,200</b>
<b>Totals</b>	<b>-</b>	<b>48,866</b>	<b>( 43,122 )</b>	<b>( 2,878 )</b>	<b>2,866</b>

## OPEN CLASP THEATRE COMPANY

(A company limited by guarantee)

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2022

#### 25 Analysis of charitable funds continued

##### Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

Arts Council England - CRF2	To support cultural organisations to adapt to different ways of working during the covid19 pandemic. This fund supported Open Clasp in expanding our digital reach, through recruitment of creative staff and also a freelance project coordinator, and the development of our digital assets and training.
Community Foundation - Curtin PARP Fund	To support Open Clasp in developing our Workplace Development Programme, which trained 10 women and Open Clasp methodology, to go on and deliver in the community and across the UK.
Northumbria Police and Crime Commissioner – Supporting Victims Fund North	To support in the development of a new piece of theatre directly informed by women who identify as sex workers, specifically escorts and women in commercial sex work, but also women who sell sex for survival. We will create a beautiful, raw and unforgettable piece of theatre that will contribute to and inform UK policy concerning the prevention of violence against women in the sex industry.
Northumbria Police and Crime Commissioner – Operation Payback Fund	To support production costs for a participatory theatre-based training course for police officers and related service providers working with women with learning disabilities/ autism who report rape/ sexual assault.
Regional Theatre Young Directors Scheme Grant	To support early career theatre directors and assistant Directors, who have come to the arts through non-traditional routes and enable them to access opportunities that they may not be able to without financial remuneration.

##### Transfers between funds

	Reason for transfer	Amount £
Between unrestricted and restricted funds	Value of fixed assets (IT Equipment ) purchased by restricted funds transferred to unrestricted funds to be depreciated over future years.	2,878

#### 26 Capital commitments

As at 31 March 2022, the charity had no capital commitments (2021 -£nil)

#### 27 Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Cash at bank and in hand	242,008	2,866	244,874	232,553
Other net current assets/(liabilities)	( 40,808 )	-	( 40,808 )	( 87,837 )
	203,148	2,866	206,014	144,716