



**MILLGATE ARTS CENTRE LIMITED**  
(Company Number 06126132 and Charity Number 1119394)

**REPORT OF THE BOARD OF DIRECTORS**  
**FOR THE YEAR ENDED JUNE 30<sup>th</sup>, 2024**

The Directors present their Annual Report and financial statements for the year ended June 30<sup>th</sup>, 2024.

**Reference and administrative details**

The company is a company limited by guarantee and as such has no share capital. The company was incorporated on the 23<sup>rd</sup> February 2007 and the charity was first registered on the 24<sup>th</sup> May 2007. The liability of the members of the company which is governed by its Memorandum and Articles of Association is limited to £10 per member in the event of the company being wound up while they are a member. Trustees/Directors represent the various groups who make up the work of Millgate Arts centre.

**Directors - June 2024**

We have 12 directors in total and currently have 3 vacancies moving forward.

Adrian Barass	<i>Saddleworth Film Society</i>
Sandy Hawkins OBE	
Roger Hinchliffe	<i>Saddleworth Concerts Society</i>
Duncan Jackson	
Miriam Lawton	
Andrew Mann	
Verity Mann	
Luke Settle	
Ian Shepherd	
David Shipp	
Phillida Shipp	<i>Delph Community Association</i>
John Tanner (Chair of MAC directors)	

Anne Wright MBE (Ex officio)    President

During 2023-2024 we lost one of our most valued directors. We remember Ken Wright MBE. He will be sorely missed.

**Officers**

Chair of MAC Directors	John Tanner
Company Secretary:	Sandy Hawkins
Company Treasurer:	Duncan Jackson

**Members**

- The register of Members maintained by the Membership List Coordinator, which includes
  - ✓ the Directors as listed above,
  - ✓ Life Members as listed below and
  - ✓ representatives from some or all of - the Delph Community Association; Saddleworth Concerts Society; Saddleworth Civic Trust, Saddleworth Film Society and the Saddleworth Parish Council



Current Life Members –

- Elizabeth Hardie; Margaret Hill; June Holmes; Tricia Kenworthy; Ian Perks; Patricia Redshaw; Edwina Rigby; Andrew Rigby; Ian Shepherd; David Shipp; Jill Smith; John Shore; John Tanner; Anne Wright, John Hankin

<b>Company Number</b>	06126132
<b>Charity Number</b>	1119394
<b>Principal and Registered Office Address</b>	The Millgate Arts Centre Stoneswood Road Delph Oldham OL3 5DY
<b>Bankers</b>	Santander Bank Bridle Road Bootle Merseyside L30 4GB
<b>Independent Examiner</b>	Phil Mushing, Ogden and Partington, Falcon Enterprise Centre, Victoria Street, Chadderton, Oldham OL9 0HB

### Principal objectives and policies

The **key objectives** of the charity are:-

- to advance public education in the Arts and to present plays of high quality and in a variety of periods and styles.
- to manage the Millgate Arts Centre, Delph as a cultural and social amenity for Saddleworth.
- to promote an interest in drama by any appropriate means.

To further these objectives, the Charity

- fosters the use of the Millgate Arts Centre as a cultural, social and educational amenity for all people in Saddleworth and as a community centre for all people in Delph and in Saddleworth in general.
- protects and preserves the Millgate Arts Centre as a building of architectural and historic importance.
- fosters and preserves the name of “Saddleworth Players” in the presentation of plays. The charity acquired the assets, but subject to the liabilities, of the charity known as Saddleworth Players. The new company has the same charitable objectives as Saddleworth Players and the name “Saddleworth Players” has been preserved for play productions.



## Background

The Millgate Arts Centre building is a prominent feature in the village of Delph. It houses a theatre, a bar, a bar lounge and a library. Part of the building was let by Oldham MBC to the former Saddleworth Players for use as a theatre. In 2005 when it became known that the library was to be closed, interested parties came together to form the “Millgate Centre Steering Group”, to consider the future of the whole building. As a result of this initiative and following detailed negotiations, all parties agreed that to secure the future of the building for the community of Delph, the only way forward was to establish a new charity and company known as the Millgate Arts Centre.

Oldham MBC, who currently owns the freehold of the building, granted a 30-year full repairing lease of the whole building, including the library, to the new company/charity at a peppercorn rent (this lease now expires in 2039). Under the auspices of the Millgate Arts Centre the Delph library is now separately managed and staffed by volunteers from the Delph Community Association.

## Structure, Governance and Management

### Directors of the Company

The Company currently has 12 directors (with 3 vacancies) who were appointed because of their wide range of considerable skills and experience in managing large scale organisations, and delivering projects and initiatives on time and on budget. They consist of people with experience in such areas as senior management, project coordination, arts and theatre management, architecture, engineering, building maintenance, IT, finance, law, administration, human resources, marketing and community consultation. There are representatives from Saddleworth players, the film society and the concert society and local government.

The directors are responsible for managing the business of the company and charity and making policy and main funding decisions, with the day-to-day management of the Centre being carried out by a **Management Committee**.

The powers and functions relating to the charity’s object of presenting plays and promoting drama is delegated to a **Saddleworth Players Operations Team**.

We also currently have a **Buildings Strategy Group** that meet to discuss the repairs that are needed to various parts of the structure. They need to find contractors, get estimates and plan repair dates.

Directors are kept fully informed of issues by reports from the committees and through directors who serve on these groups. The Management Committee meets every month to deal with the day-to-day affairs of the society and the Millgate Arts Centre building, and deals with issues such as finance, building maintenance, advertising, membership, lettings, health and safety etc. Our sincere appreciation is extended to the Committees/Groups for their advice and support throughout the year.

### Members of the Charity

Members include the people of the memorandum who were the first members of the charity, together with all persons who were members of Saddleworth Players at the date of incorporation and anyone on the list of Members/Subscribers at the time the AGM is called. New members are vetted and approved by the Management Committee on behalf of the directors. Furthermore, under the Articles the following local organisations are members of the charity – Delph Community Association, Saddleworth Concerts Society, Saddleworth Civic Trust, Saddleworth Film Society and Saddleworth Parish Council. There are currently **476** members of the charity. Oldham MBC also appoints an Officer to be a named contact, currently Councillor Kevin Dawson, to ensure that consultation and liaison is maintained as the Arts Centre develops.



## Staffing and Volunteers

We have currently three people who are currently employed part time by the charity as bar coordinators. A cleaning company is also brought in to ensure that the building is not only clean but Covid safe. The organisation and management of the company/charity and all the activities of the Centre are undertaken by a large team of volunteers. The directors are very grateful for the efforts and support of these volunteers which ensures that the full facilities of the Centre are made available to the local community.

## Achievement and Performance

### Business review

- The directors are responsible for ensuring that an effective risk assessment policy is in operation. Action is being taken to identify all potential risks and a formal policy and risk register has been produced and this is updated and reviewed every six months by both the Management Committee and directors.
- Financial controls and systems are regularly reviewed by the Treasurer and board of directors together with an annual budget and strategic plan. Ongoing reviews by the directors ensure that financial performance is in line with the approved budget.
- Insurances are regularly updated to ensure that risks are sufficiently covered. Public appeals are ongoing and other fundraising initiatives increase the level of funds needed for building projects and ongoing maintenance /running costs.
- MAC is a member of the Greater Manchester Centre for Voluntary Organisations (GMCVO).
- The centre provides a barrier free environment, including a ramp access to the theatre.
- We continue to raise monies for the ongoing development of the Centre.
- The Management Committee and Production Committee continue to operate effectively and deliver in their areas of responsibility. A newsletter is circulated to Members on a regular basis. Friends of Millgate Arts Centre are kept informed by letter or email as required of developments and progress.

### Responsibilities 2023-2024

Role	Leader	Support
Finance	Duncan Jackson	
Company secretary, Safeguarding coordinator, Subscriptions secretary	Sandy Hawkins	
Buildings Manager,	Ian Shepherd	
Publicity manager, Membership Coordinator, Data protection	Andrew Mann	Sam Al Hamdani, David Ebdon, Richard Wallis, Martin & Val Kavanagh
Saddleworth Players Operations team	Andrew Mann	Secretary: Alayne Whitworth Play Selection: Verity Mann, Carol Davies, Mark



		Rosenthal, Melvyn Bates, Pauline Walsh, Props: Siobhan Ebdon Technical: David Plowright Stage/Set: Chris Bannatyne Costumes: Verity Mann Stage Manager : vacant
Newsletter Coordinator	Verity Mann	
Bar manager	Luke Settle	
Technical Coordinator	David Plowright	
Stage/Set Coordinator	Chris Bannatyne	
Front of House Manager	Neil Bradbury	
Library Coordinator	Phillida Shipp	
Venue Hire	Sharon Bannatyne	Mike Clegg
Sponsorship Manager	Vacant	
Charities coordinator	Miriam Lawton	
Play Reading group	Maurice Reid	

## Officer's Reports 2023- 2024

**Reports have been received from officers/volunteers and the directors are pleased to present them as follows to give a flavour of our work.**

### **Chairman's report - John Tanner**

On reading back my report from last year, I started by announcing our 50th Anniversary, and what a year it has been, with successful shows, concerts, films, youth theatre, Panto, the list goes on, filling the building with growing audiences and more and more new faces to add to our already loyal but sometimes ageing cohorts!

My personal highlight was watching 'In My Shoes' performing 'The Boy, the Mole and the Fox'. Long may they have continued success.

Well surprise, surprise! We are now looking forward towards our 100th anniversary of Saddleworth Players and in celebration we have launched a new appeal, Our 'Centenary Appeal'!

More on that as the season progresses.

As we all know the building is feeling its age (1871) and as custodians of this fine Community Centre we must endeavour to raise as much funds as possible to not only stop the building from falling down! but to improve our already excellent facilities.



Ian Shepherd will report in more detail where we are up to with our dialogue with the OMBC, in particular, funding and lease arrangements going forward.

As a Society we have always been ambitious and with the team we now have I am sure we will meet our aims. So, a huge thanks to those who put in all the work (the list is too long to mention everyone) but we need that list of names to be even longer so to all members please, please volunteer!

- ✓ I am delighted to say that 2 new Directors have been appointed since our last AGM, namely Andrew and Verity Mann.
- ✓ Phillida Shipp -What can you say! she IS 'Delph Library'! We owe her a huge thanks although I am glad to say that she is staying on as a Director of MAC in her role for the 'Delph Community'.
- ✓ David Shipp on the other hand will be stepping down as a director this year – David was our treasurer for a great many years, very well known to us all and a Life Member and we must thank him for all that he has helped us with over the years.
- ✓ Sadly, we lost 3 very well known members since our last AGM.  
Ken Wright - The very backbone of our society and in too many roles to mention.  
Eileen Southard - A great actress and Director.  
Peter Hodgson - A great actor and supporter of our society.  
We will miss them enormously.
- ✓ Lastly, I just want to say a big thank you to Sandy and Duncan.  
As Secretary and Treasurer they quietly get on dealing with our endless meetings and keeping our finances in check – in my mind unsung heroes.

## Financial review 2023-24 - Duncan Jackson

The 2023/24 season provided trading income of £115,443. This included subscriptions of £11,048, income from Saddleworth Players of £37,255, income from Pantomime of £13,641, income from the Box Office of £7,905 and income from the Bar of £38,775. This was an excellent performance and demonstrates the continued importance of the theatre to the local community and beyond.

Total operating costs for the year were £93,493. This included gas, electricity, and water costs of £13,742, bar expenses of £20,182 (made up of bar supplies and wages), plus the annual insurance renewal of £7,270. Other significant overheads included cleaning (£5,200) and marketing (£6,304). There was expenditure of £24,997 on continued investigations into and preliminary work on the structural repairs required to the theatre building. OMBC refunded the cost of the asbestos removal (£7,150) in September 2024.

The surplus from operating activities in 2023/24 was £8,830. At the end of June 2024, there was £137,931 in the Millgate bank accounts.

The main financial risk to the theatre remains the cost of the structural repairs, with the first phase planned to start in summer 2025. This will significantly deplete the existing financial reserves. Fund raising activities are planned to help meet the cost of the repairs, discussions continue with OMBC around their obligations under the lease, and the potential for grants to help meet the cost is under investigation.

The Annual Reports and Balance Sheet for the financial year ended 30<sup>th</sup> June 2024 and an audit exemption statement have been prepared and are attached to this Report as **Appendix A**.





## **Saddleworth Players – Andrew Mann**

We've just had a really successful season with five Saddleworth Players plays that audiences loved. I'd like to thank everyone involved in each of those shows for the time and effort they put into them (over 100 Saddleworth Players). It's a lot of fun... but still thank you.

- Curtain Up by Peter Quilter-directed by Mike Lawlor. A fast-paced and very funny comedy, with new and established actors on the stage
- Alice by Laura Wade, Based on the novel by Lewis Carroll. Alice breathes fresh life into a much-loved story about rabbit holes, pocket watches and talking caterpillars, directed by Carol Davies. I still have memories of the lobster quadrille and SPY as Tweedle Dee and Tweedle Dum
- Glorious by Peter Quilter directed by Pauline Walsh. A glittering comedy with a heart & soul. Memories of the singing will stay with me forever!
- Murder Margaret & Me directed by Sue Borg. Knit one, bash two. Genteel ladies involved with violent murder makes a fine theme for comedy drama. A cast of three ladies taking us through the drama of Margaret Rutherford and Agatha Christie's relationship
- Lizzy Darcy & Jane by Joanna Norland directed by Verity Mann. Jane Austen pits her wits and will against her greatest adversary and ally-Elizabeth Bennett. A young and new to the stage at Delph cast of actors that gave us truly memorable Austin nights with amazing period costumes and Bridgerton meets Austin music

## **Working more effectively**

We've also changed the way we work to develop the capability to deliver even better shows setting up SPOT our Saddleworth Players Operations Team

- We have a play selection team
- We have leads for all the technical teams (stage, sound & lighting, costumes, props, stage manager, publicity etc)
- We now audition shows to encourage and develop new talent- our last show Lizzie Darcy & Jane had 6/8 actors new to the Millgate Stage
- We have training sessions on Monday of show week for stage manager, props and we are looking to develop sound & lighting training
- Investing in the right equipment- we have just bought a new MAC for sound (last one was from 2012). You may have heard better sound in Lizzy Darcy and Jane and will be invaluable for 2024/25 season This means we can encourage a range of people to be involved and put on better shows for you.

## **Get Involved on stage or behind stage- it's fun**

If you'd like to get involved more actively in Saddleworth Players shows

- Please contact [saddleworthplayers@millgateartscentre.co.uk](mailto:saddleworthplayers@millgateartscentre.co.uk)
- Ensure your membership details are up to date.
- Ask for a SPOT member in the bar.
- Come along to an audition or training session when advertised



## **A great season is planned for 2024/25**

We have a balanced season of farce, thriller, dramas, tense comedy and another farce.

- Clue directed by Mark Rosenthal
- Haunting Julia directed by Pauline Walsh
- The Children directed by Carol Davies
- The Rise & Fall of Little Voice directed by Phil McCarthy
- Bleak Expectations directed by Verity Mann

We have also had a successful season with Saddleworth Players Youth Theatre (SPY) who meet every Monday during term time,

## **Buildings report - Adrian Barass**

We have made some good progress this year in addressing some of the items that arose as a consequence of the structural report we received in 2022.

In 2023- 2024, the management team supported by Directors agreed to progress with specific work this year and plan for a substantial amount of the remaining work to be completed in Summer 2025. This will mean modifying our performance plans for early summer 2025 to allow the theatre (and library probably) to be closed to allow the major work to complete.

Following a survey and proposal of cost, the MAC management team and Directors in November 2023 supported the first phase of repairs to ensure structural integrity of Millgate Arts Centre.

The overall scope of the work was summarised into three main areas of work.

1. Repairs to the ring beam – this supports the external wall above the library windows and entrance – approved by Directors and planned for delivery in Summer 2025.
2. Repairs to joists and replacement of the stage flooring. – approved by Directors and planned for delivery in Summer 2025.
3. Repairs to the wall and roof structure above the stage – This was completed in January 2024.

Other work has included -

Backstage improvements to improve the heating, insulation and electrical supplies

We recognise that there is also a baseload of ongoing maintenance work required, such as recent electrical inspections and upgrades.

Post completion of the wall and roof repairs in January 2024, other scope areas were developed and, in some cases addressed but there remains a list of improvements that could be considered, as well as a longer list of future upgrades.

We have been working to:-

- Understand the current financial position so we can be confident we have the cash (and reserves) to support an agreed scope of work for summer 2025.
- Confirm a team with roles and responsibilities to 'lead' on the summer 2025 work, allowing that team to focus on delivery what we agree and in the right time.
- Scope out future improvements; understanding the user needs and ways of meeting that requirement, as well as building a phased plan of progressive improvements with costs.
- Pursue the wider questions on OMBC and building ownership which are key elements prior to making some of these commitments





## Membership – Andrew Mann

*We need you to get involved.*

We need members to be actively engaged in the running of all elements of Millgate Arts Centre, either on stage, backstage or in the bar or front of house

*What skills do you have?*

We have several roles that we'll be advertising as part of the management team, and we always welcome volunteers to support the running of the theatre. Please ask at the box office or bar to offer your support on [saddleworthplayers@millgateartscentre.co.uk](mailto:saddleworthplayers@millgateartscentre.co.uk)

*Keep in contact*

We have maintained an update through SPNews regularly on email as PDF or as paper copy to those members without email access. Please give us feedback on what you think.

Follow us on Facebook or Instagram and join [Saddleworth Players at Millgate Arts Centre](https://www.facebook.com/groups/523728151642709) group on Facebook.

<https://www.facebook.com/groups/523728151642709>

We have made good use of our membership database to keep members connected: please let us know if you have moved or changed contact details. If we don't know we can't keep in touch.

New members have joined over the last year, using the online sign-up link on the website, as well as coming along to see shows and asking to sign up in the bar or box office. Unfortunately, we've also lost members passing away or with ill health, or just not returning to active participation at Millgate

Membership on database	Sept 2024
Regular members	469
SPY members	7
TOTAL MEMBERS	476
Friends	41
Friends of Auditorium	101
Acting Active	119
Sound & Lighting Active	10
Costume team	11
Publicity Team	21
Play Reviewers	4
Bar active	43
FOH active	50

## Front of House - Neil Bradbury

FOH has had a good year and has successfully recruited a number of new volunteers who are doing an excellent job.

As the theatre gets busier we will though need more.

Come on Players, you can't tread the floor if we don't open the door.



### **Publicity - Andrew Mann**

Publicity ran for the 23-24 season and set up for 24/25 season across Saddleworth Players, Saddleworth Concerts Society, Saddleworth Film Society ( & NT Live) SPY, The Panto and external venue hire events. We use external posters, internal posters and leaflets, as well as email and social media. We have built a strong relationship with Saddleworth Independent, Saddleworth Monthly, Oldham Chronicle and Oldham Times.

We are also building the history of shows on the website and created Windback Wednesday. If you have old programmes or photos please send details to [saddleworthplayers@millgateartscentre.co.uk](mailto:saddleworthplayers@millgateartscentre.co.uk)

Big thanks you to everyone involved: Sam Al-Handani, David Ebdon, Michael Powis, Jude Gidney, Alan Gorst, Val & Martin Kavanagh, Andrew Mann, Richard Wallis, Adrian and Caitlin Barrass, Gemma and the team at Saddleworth Independent, Mary Booth at Saddleworth Monthly.

Also, a thank you to our team of play reviewers: Helen Rigby, John Rigby, Jude Gidney, Martin Roche. If you are interested in becoming part of the reviewing team ( free tickets to performances) please let me know on [saddleworthplayers@millgateartscentre.co.uk](mailto:saddleworthplayers@millgateartscentre.co.uk)

### **Saddleworth Film Society – Adrian Barass**

Saddleworth Film Society had a successful season with a mixture of films which provided interest, entertainment, and curiosity but perhaps not in equal measure!

A special thanks goes to all our new and long serving ‘committee members’. Without the support from everyone who helps out, these events would not happen.

With the mixture of existing subscribers and regular one-off sales our income covered our costs, and we were able to replenish our cash reserves slightly after using much of our funds to buy the new projector in the previous year.

The film season was chosen like previous seasons to show ‘new’ films that provide challenge, interest and interval conversation. Our 2024 season had films presented in 7 foreign languages and only 2 in English. The availability of films through streaming services means that we work hard to find films that are not free to air through the main streaming services, they may be available to buy or indeed may not be available at all. Our intention was to screen films which provide entertainment but also challenge, we recognize we are not trying to attract people to watch ‘blockbusters’, but at the same time we need to make the films attractive enough to maintain our subscriber base and ticket sales.

In July 2024 Film Society arrange the screening of a local film Wild Water, which told the story of wild swimmers at Gaddings Dam near Todmorden. Through Film Soc connections we were able to invite the producer of the film who took a Q&A session afterwards. The evening was well supported with all proceeds going to the MAC general fund to support MAC refurbishment.

Following on from the success of Wild Water, Film Soc alongside other MAC team members negotiated the opportunity to start screening National Theatre Live. The first screening Prima Facie in September was sold out quickly allowing us to arrange a second performance, all of which brought valued income into MAC. We look forward to leading on the projection and technical set up for future events this year.



Our ticket prices are unchanged from last year and early indications suggest our subscriber numbers have increased for this year. Our first film of the 2024 / 2025 season *Zone of Interest* was a virtual sellout. From this year all screenings will be at 7.30pm

### **Saddleworth Events - Sharon Bannatyne**

Sharon Bannatyne and Mike Clegg became outside events coordinators in February 2024. We have had many enquiries with regards to booking the centre. Due to the excellent scheduling of Saddleworth Players, Concert Society, Film Society and the great addition of National Theatre Live, we have not been able to accommodate all of them.

Events so far included *Stax of Soul*, and a new play by Martin Roche. Feedback from the audience was excellent.

Coming up, we have a varied programme including *A Celebration of Simon and Garfunkel*, *Pauline Montgomery*, *International Medium* and *Hancock's Half Hour The Lost TV Episode* (coming straight from London).

We have been very fortunate to secure film showings of plays from National Theatre Live during this new season. We are looking forward to each production.

### **Delph Library - Phillida Shipp**

Delph Library is run as a partnership between Oldham Libraries, Delph Community Association (DCA) and Millgate Arts Centre (MAC). The library is staffed by volunteers, and a Senior Library Assistant is available for advice and support. DCA pays for the running costs of the library but receives an annual grant from Oldham Libraries to help with this. The Library occupies part of the MAC building and is responsible for the internal maintenance of this area.

The library is open for fifteen hours a week: on Tuesday, Wednesday and Thursday afternoons and Friday and Saturday mornings.

We had a total of 2809 visitors between the beginning of September 2023 and the beginning of September 2024. This included two class visits from Delph Primary School.

We hold Bounce and Rhyme sessions for under-fives on Friday mornings from 10.30 – 11.30, followed by a quieter session for those who enjoy knitting from 11.30 – 1.00pm.

We took part in the Summer Reading Challenge along with all Oldham Libraries. This year the theme was “*Marvellous Makers*”. Primary aged children have been encouraged to read six books during the summer holidays and receive a medal and certificate if they do.

We organise craft afternoons for primary children during each school holiday and encourage those who attend to also borrow books.

Delph Library Reading Group meets on the third Monday of the month from 5.00 – 6.00pm. We read books selected from Oldham Libraries stock. Anyone who would like to join is welcome to come along.

At present there are 22 volunteers, but we really need more. Anyone interested in volunteering should contact Helena Tinker on 07836 284493

I have recently handed over the role of coordinator to a small group of volunteers, including Caitlin Barrass, who will liaise with MAC on behalf of Delph Library.



### **Safeguarding – Sandy Hawkins**

Our youth group SPY is thriving for young actors aged 11-21.

All safeguarding along with Health and Safety procedures are in place.

All members who are responsible for working with children, young people and vulnerable adults are subject to enhanced Criminal Record Bureau disclosures. Saddleworth Players and the MAC review the comprehensive child protection policy on a regular basis.

Copies of the policy are available on request.

### **Bar report - Luke Settle**

- Income from the bar is really important and helps our theatre finances balance the books.
- We have had changes through the year with our recruited staff.  
We now have two people sharing a bar leader role – Sarah and Elizabeth – who were successfully recruited through our Facebook adverts. An assistant bar leader has also been employed – Bernadette. All employees are currently taking their bar license.
- However, we really rely on volunteers to help out on the bar, alongside our leaders. If you can help, please get in touch.

### **Play reading group - Maurice Reid**

The play reading group carries on as ever thanks to the Inter library Lending Service and we have borrowed from libraries as far apart as Wiltshire and Blackburn with Darwen. When there have been problems, we have been expertly bailed out by Carol Davies and Verity Mann who have given us access to the Millgate's own library of playsets.

We read anything that's published and last year this ranged from '4 Plays for Coarse Actors' to 'The Tempest'. We have established a tradition of making Shakespeare our final reading of the season in June and we prepare parts for this one. Otherwise all our readings are 'blind' and the group shows great skill in quickly sizing up an unseen part and reading appropriately - no mean task.

I guess the only change this year is that we have established a rota for refreshments and I think the coffee and biscuit break has been appreciated.

## **Directors Appreciation**

We are extremely grateful for the commitment given and shown by individuals and organisations involved with the Millgate Arts Centre and for the initiatives and support that is given in so many ways. We could not survive without this enthusiasm and commitment

### **Policy regarding financial risks and reserves**

Box office revenue, bar income and extra income received from events and lettings covers all annual outgoings and provides a surplus which can be utilised by the Arts Centre to further enhance and develop activities. The directors continue to explore other avenues of funding to carry out further refurbishment works and enhance activities even more for the benefit of the community. It is also vital to ensure that adequate funding is obtained to ensure that the library can continue to operate. The directors have a policy on both financial risks and reserves.

## **Statement of Board of Directors' responsibilities for the financial statements**



- Company law requires the board of directors to prepare financial statements for each financial year which give a true and fair view of money matters of the charitable company, and of the excess of income over expenditure of the charitable company for that period. In preparing those financial statements the board of directors are required to:
  - a)select suitable accounting policies and apply them consistently.
  - b)make judgements and estimates that are reasonable and prudent.
  - c)state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
  - d)prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.
- They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charitable company and to prevent and detect fraud and other irregularities.
- The board of directors is responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985 and Statement of Recommended Practice: Accounting and Reporting by Charities.

### Approval

This report was approved by the Directors on the 23rd of October 2024 and signed on their behalf by

John Tanner  
Chair and Director

Sandy Hawkins  
Company Secretary

**MILLGATE ARTS CENTRE LIMITED**  
**CHARITY COMMISSION NUMBER 1119394; COMPANY NUMBER 6126132**  
**SUMMARY RECEIPTS AND PAYMENTS ACCOUNT**  
**FINANCIAL YEAR TO 30 JUNE 2024**

**1. RECEIPTS**

<b>TRADING ACTIVITIES</b>	<b>2023/24</b>	<b>2022/23</b>
Subscribers for 2023/24 season	11,048	7,258
Plays income	35,265	31,949
Play sponsorship	1,990	1,320
Bar	38,775	37,801
Box Office	7,905	5,607
SFS/SCS/Lettings	5,349	4,916
Saddleworth Player Youth Theatre	185	1,487
Saddleworth Live and Pantomime	13,641	15,765
	<b>114,159</b>	<b>106,102</b>
Other Trading Income	1,285	466
<b>INCOME FROM ASSETS</b>	<b>115,443</b>	<b>106,569</b>
Interest and Dividends	4,174	1,878
<b>Total Receipts</b>	<b>119,617</b>	<b>108,447</b>

**2. PAYMENTS**

**DIRECT EXPENDITURE IN SUPPORT OF CHARITY'S OBJECTS**

Play expenses	17,294	12,096
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**OTHER EXPENDITURE**

Bar Wages	1,217	4,960
Bar Expenses	18,965	20,037
Ice cream/sweets	3,368	2,141
Marketing	6,304	4,715
Cleaning	5,200	5,194
Utilities	13,742	17,427
Card Fees	1,887	1,269
Insurance	7,270	5,897
Accountants	419	436
Bank Charges	280	271
Building maintenance	6,346	1,408
Building structural repairs	24,997	17,099
Miscellaneous	3,499	3,588
	<b>93,493</b>	<b>84,442</b>

<b>Total Payments</b>	<b>110,788</b>	<b>96,538</b>
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<b>SURPLUS FROM OPERATIONS</b>	<b>8,830</b>	<b>11,909</b>
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Add Donations / Income from Friends	1,152	11,726
<b>Subtotal</b>	<b>9,982</b>	<b>23,635</b>

Less Write Off:

Building Improvement Works from Previous Years	2,419	13,671
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<b>SURPLUS (LOSS) FOR THE YEAR</b>	<b>7,563</b>	<b>9,964</b>
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Check total

0



**MILLGATE ARTS CENTRE LIMITED**  
**CHARITY COMMISSION NUMBER 1119394; COMPANY NUMBER 6126132**  
**BALANCE SHEET**

	2023/24	2022/23
Building Improvements (see note 1)	2,419	4,838
Investments (see note 2)	15,000	15,000
<b>Fixed Assets</b>	<b>17,419</b>	<b>19,838</b>
 <b>Current Assets (see note 4)</b>	 <b>137,931</b>	 <b>128,247</b>
<b>Total Assets</b>	<b>155,350</b>	<b>148,085</b>
 Subs paid in advance	(1,465)	(1,320)
Accruals	(40)	(482)
<b>Current Liabilities</b>	<b>(1,505)</b>	<b>(1,802)</b>
 <b>Net Assets</b>	 <b>153,845</b>	 <b>146,283</b>
 <b>Represented by</b>		
Balance b/f	146,283	136,319
Surplus (Loss) for year	7,563	9,964
<b>Total</b>	<b>153,845</b>	<b>146,283</b>
	0	0

MILLGATE ARTS CENTRE LIMITED  
CHARITY COMMISSION NUMBER 1119394; COMPANY NUMBER 6126132  
NOTES TO ACCOUNTS

Write Off in Year

2,419      Remaining half CAPEX incurred in 2022/23

1. Building Improvements	2023/24	2022/23
Brought Forward	4,838	13,671
Write Off in Year	(2,419)	(13,671)
<b>Sub Total</b>	<b>2,419</b>	<b>0</b>
Building Improvements In Year	0	4,838
<b>Total</b>	<b>2,419</b>	<b>4,838</b>

In 2016/17 it was decided that future building improvement works should be written off over two years.  
In 2022/23 £4,838 was capitalised for new windows in the Theatre bar area  
In 2023/24 £2,419 has been written off, representing half the balance  
Building improvement works will continue to be written off over two years.

2. Investments	2023/24	2022/23
COIF	15,000	15,000

£15000 has been invested in COIF Charities Global Equity Income Fund.  
The investment is held in the balance sheet at cost

### 3. Leasehold property

This has no value since in the event of the company winding up it reverts to Oldham Council at nil value.

4. Current Assets	2023/24	2022/23
Current accounts	19,817	60,672
Business Deposit	54,537	11,862
Business Savings	62,123	55,113
Other assets	1,456	600
<b>Total</b>	<b>137,931</b>	<b>128,247</b>

**CHARTERED CERTIFIED ACCOUNTANTS REPORT**

**TO THE BOARD OF DIRECTORS OF MILLGATE ARTS CENTRE LIMITED**

**ON THE UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> JUNE 2024**

It is the responsibility of the directors to ensure that Millgate Arts Centre Limited has kept adequate accounting records, and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit or loss of Millgate Arts Centre Limited. You consider that Millgate Arts Centre Limited is exempt from the statutory audit requirement for the year.

It is our responsibility to examine the accounts and to state whether any matters have come to our attention.

An examination includes a review of the accounting records kept by the company 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 directors 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.

In connection with our examination, no material matters have come to our attention which gives us cause to believe that in any material respect:

- adequate accounting records were not kept
- the accounts do not accord with the accounting records
- the accounts do not comply with the applicable requirements concerning the form and content of accounts 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.

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

This report is made solely to the board of directors. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the board of directors for our work or for this report.

*Ogden & Partington*

**OGDEN & PARTINGTON**

Chartered Certified Accountants

Office 3, Falcon Business Centre,  
Victoria Street,  
Chadderton,  
Oldham,  
OL9 0HB.

14<sup>th</sup> October 2024

**MILLGATE ARTS CENTRE LIMITED**  
**CHARITY COMMISSION NUMBER 1119394; COMPANY NUMBER 6126132**  
**SUMMARY RECEIPTS AND PAYMENTS ACCOUNT**  
**FINANCIAL YEAR TO 30 JUNE 2024**

**1. RECEIPTS**

<b>TRADING ACTIVITIES</b>	<b>2023/24</b>	<b>2022/23</b>
Subscribers for 2023/24 season	11,048	7,258
Plays income	35,265	31,949
Play sponsorship	1,990	1,320
Bar	38,775	37,801
Box Office	7,905	5,607
SFS/SCS/Lettings	5,349	4,916
Saddleworth Player Youth Theatre	185	1,487
Saddleworth Live and Pantomime	13,641	15,765
	<b>114,159</b>	<b>106,102</b>
Other Trading Income	1,285	466
<b>INCOME FROM ASSETS</b>	<b>115,443</b>	<b>106,569</b>
Interest and Dividends	4,174	1,878
<b>Total Receipts</b>	<b>119,617</b>	<b>108,447</b>

**2. PAYMENTS**

**DIRECT EXPENDITURE IN SUPPORT OF CHARITY'S OBJECTS**

Play expenses	17,294	12,096
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**OTHER EXPENDITURE**

Bar Wages	1,217	4,960
Bar Expenses	18,965	20,037
Ice cream/sweets	3,368	2,141
Marketing	6,304	4,715
Cleaning	5,200	5,194
Utilities	13,742	17,427
Card Fees	1,887	1,269
Insurance	7,270	5,897
Accountants	419	436
Bank Charges	280	271
Building maintenance	6,346	1,408
Building structural repairs	24,997	17,099
Miscellaneous	3,499	3,588
	<b>93,493</b>	<b>84,442</b>

<b>Total Payments</b>	<b>110,788</b>	<b>96,538</b>
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<b>SURPLUS FROM OPERATIONS</b>	<b>8,830</b>	<b>11,909</b>
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Check total

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**MILLGATE ARTS CENTRE LIMITED**  
**CHARITY COMMISSION NUMBER 1119394; COMPANY NUMBER 6126132**  
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**CHARTERED CERTIFIED ACCOUNTANTS REPORT**

**TO THE BOARD OF DIRECTORS OF MILLGATE ARTS CENTRE LIMITED**

**ON THE UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30<sup>th</sup> JUNE 2024**

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*Ogden & Partington*

**OGDEN & PARTINGTON**

Chartered Certified Accountants

Office 3, Falcon Business Centre,  
Victoria Street,  
Chadderton,  
Oldham,  
OL9 0HB.

14<sup>th</sup> October 2024