



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	January	2023		31	December	2023

Reference and administration details

Charity name	East Surrey Performing Arts
Other names charity is known by	ESPA
Registered charity number (if any)	1122724
Charity's principal address	17 Russells Cresc. Horley Surrey Postcode RH6 7DJ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Amelia Hulbert	Vice-Chair		
2	Terry Foster	Secretary		
3	Julian Bond	Treasurer		
4	Julia Stevens	Chair		
5	Alison Bond		01/01/2023 – 04/04.2023	
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18				
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20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
None	

Names and addresses of advisers (Optional information)

Type of advisor	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Revised constitution dated 13 February 2019.
How the charity is constituted (eg. trust, association, company)	A charitable association
Trustee selection methods (eg. appointed by, elected by)	All re-elected annually by the current membership at the AGM in April

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- Policies and procedures adopted for the induction and training of trustees.
- The charity's organisational structure and any wider network with which the charity works.
- Relationship with any related parties.
- Trustees' consideration of major risks and the system and procedures to manage them.

None – A small charity run by the trustees.

Objectives and activities

Summary of the objects of the charity set out in its governing document

Educate the public in the dramatic and operatic arts.
Further the development of public appreciation and taste in the said arts.
To work to ensure that the Borough of Reigate & Redhill continues to have a theatre available for use by all residents.
To promote Musical, Dramatic and Operatic works.

Summary of the main activities in relation to these objects

To give Amateur performances of: Musicals, Operas, Dramas, Concerts and the like, as well as organising specific Fund Raising events.

To purchase, acquire and obtain interests in the copyright of or the right to perform or show any such dramatic or operatic works.

To purchase or otherwise acquire plant, machinery, furniture, fixtures, fittings, scenery and all other necessary effects.

To raise funds and invite and receive contributions from any person or persons whatsoever by way of subscription, donation and otherwise, provided that in raising funds the Charity shall not undertake any substantial permanent trading activities.

Subject to any consents required by law, to sell, lease or dispose of all or any part of the property of the Charity.

To co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the objects or similar charitable purposes and to exchange information and advice with them.

To assist and further such charitable institutions and charitable purposes as the Trustees shall from time to time determine.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- Policy on grantmaking
- Policy programme related investment
- Contribution made by Volunteers

Achievements and performance

Summary of the main achievements of the charity during the year

2023 ended up being one of the darkest years for the society since it was founded over 100 years ago.

The year started well, with our play performed at Ifield Barn. It was well received and although it lost a small amount of money, the deficit was under £ 500.

This was followed by our Spring musical, Bonnie & Clyde. The show was extremely well received. Although ticket sales were up on our previous Spring production, they were a bit below what we had hoped for. However, tight budget control and strong fund-raising activity limited the overall loss on the show to under £ 3,000.

Summer saw our annual youth theatre performance. For 2023, Wind in the Willows was selected. This was a vibrant production of the classic book, and a good audience and strong cast meant that the show turned in a profit that matched the loss on Bonnie & Clyde.

We were in the middle of rehearsals for our autumn show (Parade) when we received the news that RAAC had been discovered at the Harlequin theatre, our home base and the only theatre of sufficient size for our requirements within a 15 mile radius.

Our insurance meant that we did not lose out on our sunk costs and so, together with the fact that we were not waiting for payment of ticket sales at the end of the year (but received our 2022 payment), the figures show a net profit for the year of c. £ 30,000. However, with the council not appearing to have a great interest in sorting the Harlequin RAAC problem in the near future (10 months on and they have not even conducted a full

Achievements and performance

survey) we face a fight for survival. This is discussed further in the next section.

Financial review

Brief statement of the charity’s policy on reserves

At the end of the year we had a total of c. £ 50,000 in the bank. This is our strongest figure for many years. We do though face an existential problem in terms of a lack of theatre. Apart from the obvious issue of having to try and find another theatre for every show, we are not seeing any benefit from the negotiations we undertook last year to reduce our theatre hire costs. In fact, other theatres that we have looked at are charging more, even though they have a smaller capacity.

It is also unlikely that many of our (older) regular audience members will be able to travel over 15 miles to see our shows, and so it is likely that audiences will dwindle. To maintain the society’s existence however, we need to continue to perform – even though the number of productions might reduce. The trustees therefore have agreed that we can use some of our surplus to support loss making shows until (we hope) the Harlequin is rebuilt. We have set tight budget parameters so that these losses can be minimised, but we are expecting to lose c. £ 5,000 a year for the next two or three years.

Details of any funds materially in deficit

None.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- The charity’s principal sources of funds (including any fundraising).
- How expenditure has supported the key objectives of the charity.
- Investment policy and objectives including any ethical investment policy adopted.

The charity is funded mainly by income from the shows it puts on. Given these generally run at a loss the shortfall is made up from:

- Individual subscriptions and donations.
- Fund raising social events (e.g. quiz nights.)
- Sponsorship from companies and other organisations

As before, our biggest issue is the balance between ticket prices and the cost of the production. With recent high inflation, our production costs have significantly increased. Hopefully, with an increase in stability in the economy, things will start to settle. Our ticket prices have increased – although below inflation. This has helped our figures, together with strong fund-raising activities and a wider search for grants. Given the theatre situation described above though, the next two or three years will be very tough.


Other optional information

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Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Julian Richard Paul Bond	
Position (eg secretary, chair, etc)	Treasurer	
Date	11/08/2024	



Charity Name East Surrey Performing Arts	No (if any) 1122724
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Receipts and payments accounts

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For the period from	Period start date 01/01/2023	To	Period end date 31/12/2023
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Performances - ticket sales	80,659	-	-	80,659	61,220
Performances - programme sales	1,209	-	-	1,209	1,792
Performances - advertising	3,195	-	-	3,195	3,000
Performance - music & rehearse tape sales	133	-	-	133	1,026
Performances - donations & sponsorship	6,962	-	-	6,962	4,469
Membership subscriptions	18,492	-	-	18,492	18,718
General donations, sponsorship & gift aid	5,302	-	-	5,302	4,353
Social events	75	-	-	75	502
Bank interest	745	-	-	745	108
Fund raising events	1,479	-	-	1,479	622
Sub total	118,250	-	-	118,250	95,809
A2 Asset and investment sales, etc.	-	-	-	-	-
Total receipts	118,250	-	-	118,250	95,809
A3 Payments					
Performances - rehearsal room hire	7,520	-	-	7,520	7,228
Performances - theatre hire	30,865	-	-	30,865	28,254
Performances - production staff costs	8,100	-	-	8,100	12,650
Performances - band, accompanist & music	10,777	-	-	10,777	14,446
Performances - costume, props & make-up	1,596	-	-	1,596	6,311
Performances - scenery, sound & lighting	9,112	-	-	9,112	13,173
Performances - printing & publicity	1,892	-	-	1,892	3,989
Performances - royalties	8,521	-	-	8,521	13,139
Performances - insurance	1,029	-	-	1,029	827
Performances - misc	6,968	-	-	6,968	4,323
Printing, stationery, postage & web site	-	-	-	-	-
Grants, subs and donations	365	-	-	365	360
Social event expenses	-	-	-	-	806
Fund raising expenses	1,529	-	-	1,529	2,075
Corporation tax	-	-	-	-	-
Sub total	88,274	-	-	88,274	107,581
A4 Asset and investment purchases, etc.	-	-	-	-	-
Total payments	88,274	-	-	88,274	107,581
Net of receipts/(payments)	29,976	-	-	29,976	- 11,772
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	19,943	-	-	19,943	31,715
Cash funds this year end	49,918	-	-	49,918	19,943

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current account	1,553	-	-
	Notice account	48,366	-	-
		-	-	-
	Total cash funds	49,918	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Julian Richard Paul Bond	01/08/2024



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
East Surrey Performing Arts

**On accounts for the year
ended**

31/12/2023

**Charity no
(if any)**

1122724

Set out on pages

1

(remember to include the page numbers of additional sheets)

**Respective
responsibilities of
trustees and examiner**

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed. It is my responsibility to:

- examine the accounts (under section 43 of the Act, as amended),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), 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 I do not express an audit opinion on the accounts.

**Independent
examiner's statement**

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 41 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

01/08/2024

Name:

DAVID POND

**Relevant professional
qualif(s) or body (if any):**

Address:

5 Claremont Road

Redhill

Surrey, RH1 2JT