



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month January	Year 2024		Day 31	Month December	Year 2024

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				
6				
7				
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9				
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15				
16				
17				
18				
19				
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 29 March 2023.
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)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none">• 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.	<p>None – A small charity run by the trustees.</p>
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Objectives and activities

Summary of the objects of the charity set out in its governing document	<p>Educate the public in the dramatic and operatic arts. Further the development of public appreciation and taste in the said arts. To promote Musical, Dramatic and Operatic works.</p> <p>.</p>
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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

With the Harlequin theatre closed throughout 2024 (see trustees report 2023), this was a complex year for the society.

In Spring we performed the musical Parade, that had been postponed in 2023. While the quality of performance was very strong, we had to use a very small local theatre (Nomad theatre), which severely restricted ticket sales. We significantly tightened our budget, and were pleased only to lose c. £ 2,400 on the show.

Our drama group was unaffected by the Harlequin closure. It performed two shows at its regular venue (Ifield Barn) and made a combined profit of c. £ 2,300, balancing the loss on Parade.

Summer saw our annual youth theatre performance. For 2024, we performed School of Rock. We moved to the Chequer Mead theatre in East Grinstead for the show. This was more similarly sized to the Harlequin theatre (c. 300 seats compared to the c. 400 seats at the Harlequin. However, it did mean that we were asking our performers, the backstage staff and our audience to travel 15 miles from our home in Redhill / Reigate. Despite this, and also increased costs (especially a much greater levy on ticket sales), the show turned in a small profit (c. £ 700).

Our final show was an experiment using a 24 hour format. This involves the cast arriving and finding out what the show is, and then having 24 hours to rehearse before the performance. Because of the risk we chose a small, village hall style venue. The show was thoroughly enjoyed by

Achievements and performance

cast and audience alike. By limiting our costs we made a small profit (c. £ 500). Overall, by adjusting to the change in circumstance, by using a variety of venues and formats, the society had a much better financial year than expected.

Financial review

Brief statement of the charity's policy on reserves

At the end of the year we had a total of c. £ 57,000 in the bank. This is considerably higher than expected. We cannot be complacent though. Without the major shows in large venues, the society will lose its historic identity. This will involve more costs for theatre hire (other theatres are charging a greater hire cost for fewer seats). We have also seen that performing at theatres away from our heartland has had a negative impact on ticket sales. We have some hope that the Harlequin might re-open in 2026, but this is far from certain. On a brighter note, Reigate and Banstead Borough Council are funding grants to help societies like ours which will, to some extent, mitigate the financial issues described above. That, together with our reserves being stronger than they have been in decades gives us confidence for our financial position moving forward.

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 always, 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. This, combined with a smaller percentage income from our ticket sales will not help the society's finances over the next few years.


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	01/09/2025	




Charity Name East Surrey Performing Arts		No (if any) 1122724	CC16a
Receipts and payments accounts			
For the period from	Period start date 01/01/2024	To	Period end date 31/12/2024

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	36,166	-	-	36,166	80,659
Performances - programme sales	1,544	-	-	1,544	1,209
Performances - advertising	4,060	-	-	4,060	3,195
Performance - music & rehearse tape sales	138	-	-	138	133
Performances - donations & sponsorship	5,251	-	-	5,251	6,962
Membership subscriptions	19,598	-	-	19,598	18,492
General donations, sponsorship & gift aid	12,730	-	-	12,730	5,302
Social events	-	-	-	-	75
Bank interest	939	-	-	939	745
Fund raising events	659	-	-	659	1,479
Sub total	81,086	-	-	81,086	118,250
A2 Asset and investment sales, etc.	-	-	-	-	-
Total receipts	81,086	-	-	81,086	118,250
A3 Payments					
Performances - rehearsal room hire	4,706	-	-	4,706	7,520
Performances - theatre hire	17,160	-	-	17,160	30,865
Performances - production staff costs	8,943	-	-	8,943	8,100
Performances - band, accompanist & music	7,354	-	-	7,354	10,777
Performances - costume, props & make-up	1,404	-	-	1,404	1,596
Performances - scenery, sound & lighting	11,891	-	-	11,891	9,112
Performances - printing & publicity	1,757	-	-	1,757	1,892
Performances - royalties	13,098	-	-	13,098	8,521
Performances - insurance	1,205	-	-	1,205	1,029
Performances - misc	4,357	-	-	4,357	6,968
Printing, stationery, postage & web site	-	-	-	-	-
Grants, subs and donations	355	-	-	355	365
Social event expenses	-	-	-	-	-
Fund raising expenses	2,021	-	-	2,021	1,529
Corporation tax	-	-	-	-	-
Sub total	74,251	-	-	74,251	88,274
A4 Asset and investment purchases, etc.	-	-	-	-	-
Total payments	74,251	-	-	74,251	88,274
Net of receipts/(payments)	6,835	-	-	6,835	29,976
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	49,918	-	-	49,918	19,943
Cash funds this year end	56,753	-	-	56,753	49,918

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	1,363	-	-
	Notice account	55,390	-	-
		-	-	-
	Total cash funds	56,753	-	-
	(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 Bond	01/09/2025



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**

31/12/2024

**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:

23/08/2024

Name:

DAVID POND

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

Address:

5 Claremont Road

Redhill

Surrey, RH1 2JT