

# **Theatre in the Quarter Trustees Annual Report 2022-23**

## **THEATRE IN THE QUARTER**

Charity Registration No: 1129316  
Company Registration Number: 5697760  
Address for correspondence:  
Theatre in The Quarter  
27 Cambrian Road  
Chester  
CH1 4HT

### **The Company address is:**

2 Vicars Lane  
Chester  
CH1 1QU  
[www.theatreinthequarter.co.uk](http://www.theatreinthequarter.co.uk)

## **TRUSTEES AND DIRECTORS OF THE COMPANY**

N. Dykes  
V.J Griffiths Pearson  
J. Fryett  
A.T Jones (Chair)

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Theatre in The Quarter is a charitable company limited by guarantee. It is governed by its Memorandum and Articles of Association, its purpose being:  
“To promote, maintain, improve and advance education, particularly by the production of plays and the encouragement of the arts of drama, music, singing and dance.”  
The directors of the company are also the trustees of the charity. The Board meets several times a year to oversee the charity’s work. The day to day management of the company is carried out by the Artistic Director, with the close involvement of board members. Trustees are appointed by the agreement of a meeting of the existing trustees. In appointing new trustees, we look for individuals with the requisite skills to help develop and sustain our work. The Chair holds an induction meeting with new trustees to familiarise them with the charity’s aims, activities and procedures, and they are given a copy of the Charity Commission’s leaflet ‘The Essential Trustee.’

## **THE COMPANY’S WORK AND AIMS**

Theatre in the Quarter is a professional and community theatre company based in Chester. It commissions and stages original music drama which draws inspiration from the lives and experiences of the people of Chester and surrounding areas. Cast members include young people, adult members of the community and professional

actors and musicians; the production team is always made up of professionals.

We have pioneered the use of non-theatrical spaces for our productions. Although this adds significantly to the practical problems we face, it has had the happy result of obliging us to take our work to audiences, rather than them having to come to us. We have been very successful in this, mounting shows in churches, community centres, school and village halls around Chester, Cheshire and beyond.

Through our productions and through creating formal and informal partnerships with other local groups and organisations (residents' associations, schools, churches, University of Chester, etc.) we make a significant contribution to creating and sustaining community cohesion and sense of identity and to building social capital. We aim to provide opportunities for the development of cross-cultural and inter-generational understanding and community cohesion through live theatre, involving people who might otherwise be unlikely to become involved in the arts. We provide opportunities for exchanging and sharing skills, both technical and social, a development route stretching from children's theatre, through to professional performance. Thus, not only will children and young people be able to develop skills in all aspects of musical theatre up to professional standards, but opportunities will be available for professionals to develop skills in youth and community theatre. Our activities are reliant on grants and charges for our performances. In setting these charges, we seek to ensure that our performances are accessible to those on low incomes. In planning our work, the trustees have paid due regard to the Charity Commission's guidance on public benefit, including the guidance on charging, in line with their duty under section 4 of the Charities Act 2006

## **OUR WORK THIS YEAR**

TIQ's intergenerational activity was considerable during the year to 31st March 2023 with various projects delivered around the Platinum Jubilee theme. The company built on its experience of creating community film work. With significant investment in audiovisual equipment based at St. Thomas's church the Company capitalised on its work with young people and enabled it to reach out to and engage with people with additional needs and Ukrainians. The main projects delivered were as follows:

1. Full delivery of an intergenerational project for the Platinum Jubilee involving teenagers meeting and engaging with an older generation in order to interview and share stories.
2. Children's musical jubilee project which engaged 600 children across Cheshire West.
3. Teenagers delivered two face to face theatre projects.
4. Younger children created and delivered two face to face theatre projects engaging several Ukrainian children.
5. Delivery of Easter and Summer theatre workshops in Blacon.
6. Patchwork created and delivered a live music performance project for Christmas 2022.

## **FINANCE**

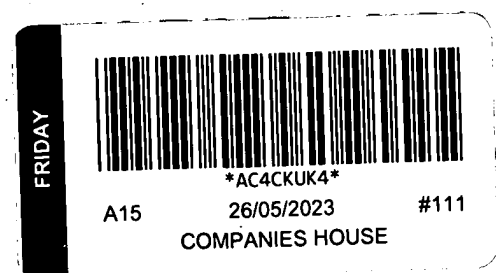
Reserves at the end of the year stood at £53847. In line with Arts Council England's guidance, the trustees aim to develop a reserve equivalent to 3 to 6 months' operating costs with a view to ensuring that the charity has a limited level of operating capital, principally to support cash flow. This would also allow the charity to invest in future product, for example commissioning a script for a new play, in advance of funding having been committed.

Alistair Jones, Chair, Theatre in the Quarter

Charity registration number 1129316

Company registration number 05697760 (England and Wales)

**THEATRE IN THE QUARTER LIMITED**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**



# **THEATRE IN THE QUARTER LIMITED**

## **LEGAL AND ADMINISTRATIVE INFORMATION**

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<b>Trustees</b>	N K Dykes Mr J R Fryett V J Griffiths Pearson A T Jones
<b>Secretary</b>	A T Jones
<b>Charity number</b>	1129316
<b>Company number</b>	05697760
<b>Registered office</b>	2 Vicars Lane Chester Cheshire CH1 1QU
<b>Independent examiner</b>	McLintocks (NW) Limited 2 Hilliards Court Chester Business Park Chester Cheshire CH4 9PX

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# **THEATRE IN THE QUARTER LIMITED**

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# **THEATRE IN THE QUARTER LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**

### **FOR THE YEAR ENDED 31 MARCH 2023**

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The trustees present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "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).

#### **Objectives and activities**

The charity's objects are to promote, maintain, improve and advance education particularly by the production of plays and the encouragement of the arts of drama, music, singing and dance.

In shaping its objectives for the year and planning its activities, the trustees have considered the Charity Commission's Guidance on public benefit, including the guidance on public benefit and fee charging. The theatre relies on grants and the income from fees and charges to cover its operating costs. In setting the level of fees, charges and concessions, the trustees give careful consideration to the accessibility of the theatre for those on low incomes.

The strategies employed to achieve the aims and objectives are to:

- present a broad range of theatre productions for the enjoyment and education of the local community;
- offer opportunities for a broad range of people to get involved in arts activity;
- provide facilities for artists to develop

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Significant Activities**

TIQ's intergenerational activity was considerable this year in the various projects delivered around the Platinum Jubilee theme. The company built on its experience of creating community film work. With significant investment in audio visual equipment based at St Thomas' Church, TIQ capitalised on this with its work with young people and adults with additional needs. TIQ also reached out to more marginalised communities including young people with additional needs and Ukrainians. The main projects which TIQ delivered were as follows:

- Full delivery of intergenerational project for the Platinum Jubilee - involving teenagers meeting and engaging with an older generation in order to interview and share stories
- Children's Musical Jubilee project which engaged 600 children across Cheshire West
- Teenagers delivered two face to face theatre and film projects
- Children created two face to face theatre projects - engaging several Ukrainian children
- Delivery of Easter and Summer theatre workshops in Blacon
- Patchwork created a live music performance project for Christmas 2022

#### **Charitable Activities**

All of the company's activities are in line with its charitable objects.

#### **Financial review**

The financial results for the year are shown in the Statement of Financial Activities. Income for the year has decreased from £81,991 to £39,722. Expenditure for the year amounted to £59,860 and this has resulted in net deficit for the year of £20,138. There are total unrestricted funds of £53,847 and total restricted funds of £16,321 at the year end.

# THEATRE IN THE QUARTER LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

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### Reserves policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

### Plans for the Future

In the year to come, Theatre in Quarter will focus on strengthening its work with young people, reaching out to more marginalised communities and finding ways to integrate the work of its young adults with additional needs into its mainstream activity.

### Structure, governance and management

The charity is a company limited by guarantee, the charity is controlled by its governing document, a deed of trust.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

N K Dykes

Mr J R Fryett

V J Griffiths Pearson

A T Jones

### Recruitment and appointment of new trustees

Trustees are appointed by the members at a general meeting as and when new or replacement skills are required. During the year two trustees stood down at the Annual General Meeting and were re-elected.

### Organisational structure

The board of trustees is elected by the annual general meeting. The board meets four to six times a year and more frequently as required. The board carries full responsibility for the organisation delegating day to day management of activities to its artistic director and business manager.

The trustees' report was approved by the Board of Trustees.



A T Jones

Trustee

Dated: 19 May 2023

# **THEATRE IN THE QUARTER LIMITED**

## **INDEPENDENT EXAMINER'S REPORT**

### **TO THE TRUSTEES OF THEATRE IN THE QUARTER LIMITED**

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I report to the trustees on my examination of the financial statements of Theatre In The Quarter Limited (the charity) for the year ended 31 March 2023.

#### **Responsibilities and basis of report**

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

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

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

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

Caroline Blake FCCA  
McLintocks (NW) Limited  
2 Hilliards Court  
Chester Business Park  
Chester  
Cheshire  
CH4 9PX

Dated: 19 May 2023



# THEATRE IN THE QUARTER LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
<b>Income from:</b>							
Donations and legacies	2	1,390	2,400	3,790	-	63,709	63,709
Charitable activities	3	10,000	25,932	35,932	1,722	16,548	18,270
Investments	4	-	-	-	12	-	12
<b>Total income</b>		<b>11,390</b>	<b>28,332</b>	<b>39,722</b>	<b>1,734</b>	<b>80,257</b>	<b>81,991</b>
<b>Expenditure on:</b>							
Charitable activities	5	11,174	48,686	59,860	11,750	17,961	29,711
<b>Net incoming/(outgoing) resources before transfers</b>		<b>216</b>	<b>(20,354)</b>	<b>(20,138)</b>	<b>(10,016)</b>	<b>62,296</b>	<b>52,280</b>
Gross transfers between funds		1,938	(1,938)	-	39,000	(39,000)	-
<b>Net income/(expenditure) for the year/</b>							
<b>Net movement in funds</b>		<b>2,154</b>	<b>(22,292)</b>	<b>(20,138)</b>	<b>28,984</b>	<b>23,296</b>	<b>52,280</b>
Fund balances at 1 April 2022		51,693	38,613	90,306	22,709	15,317	38,026
<b>Fund balances at 31 March 2023</b>		<b>53,847</b>	<b>16,321</b>	<b>70,168</b>	<b>51,693</b>	<b>38,613</b>	<b>90,306</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# THEATRE IN THE QUARTER LIMITED

## BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
<b>Fixed assets</b>					
Tangible assets	10		22,811		31,201
<b>Current assets</b>					
Cash at bank and in hand		48,197		59,831	
<b>Creditors: amounts falling due within one year</b>	11	(840)		(726)	
Net current assets			47,357		59,105
<b>Total assets less current liabilities</b>			70,168		90,306
<b>Income funds</b>					
Restricted funds	12		16,321		38,613
Unrestricted funds			53,847		51,693
			70,168		90,306

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 19 May 2023

  
A T Jones  
Trustee

Company registration number 05697760

# THEATRE IN THE QUARTER LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2023

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#### 1 Accounting policies

##### Charity information

Theatre In The Quarter Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 2 Vicars Lane, Chester, Cheshire, CH1 1QU.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

#### 1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

# THEATRE IN THE QUARTER LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

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#### 1 Accounting policies

(Continued)

##### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and equipment	20% on cost
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##### 1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

##### *Basic financial assets*

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### *Basic financial liabilities*

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### *Derecognition of financial liabilities*

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

##### 1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

# THEATRE IN THE QUARTER LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 2 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Restricted funds
	2023 £	2023 £	2023 £	2022 £
Donations and gifts	1,390	2,400	3,790	63,709

### 3 Charitable activities

	Theatre production 2023 £	Theatre production 2022 £
Tickets and programmes	11,932	9,348
Grants	24,000	7,200
Sales of services by beneficiaries	-	1,722
	35,932	18,270
Analysis by fund		
Unrestricted funds	10,000	1,722
Restricted funds	25,932	16,548
	35,932	18,270
For the year ended 31 March 2022		
Unrestricted funds	1,722	
Restricted funds	16,548	
	18,270	

### 4 Investments

	Total Unrestricted funds	
	2023 £	2022 £
Interest receivable	-	12

# THEATRE IN THE QUARTER LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

#### 5 Charitable activities

	Theatre production 2023 £	Theatre production 2022 £
Depreciation and impairment	8,390	7,800
Insurance	1,079	1,079
Advertising	450	-
Production team fees	48,236	19,996
	<u>58,155</u>	<u>28,875</u>
Share of support costs (see note 6)	55	110
Share of governance costs (see note 6)	1,650	726
	<u>59,860</u>	<u>29,711</u>
<b>Analysis by fund</b>		
Unrestricted funds	11,174	11,750
Restricted funds	48,686	17,961
	<u>59,860</u>	<u>29,711</u>
<b>For the year ended 31 March 2022</b>		
Unrestricted funds	11,750	
Restricted funds	17,961	
	<u>29,711</u>	

#### 6 Support costs

	Support costs £	Governance costs £	2023 £	2022 £
Website Costs	55	-	55	110
Accountancy	-	1,650	1,650	726
	<u>55</u>	<u>1,650</u>	<u>1,705</u>	<u>836</u>
Analysed between Charitable activities	55	1,650	1,705	836
	<u>55</u>	<u>1,650</u>	<u>1,705</u>	<u>836</u>

Governance costs includes payments to the independent examiners of £810 (2022- £726).

# THEATRE IN THE QUARTER LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

### 7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 8 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Total	-	-

There were no employees whose annual remuneration was more than £60,000.

### 9 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 objects.

### 10 Tangible fixed assets

	Plant and equipment £
<b>Cost</b>	
At 1 April 2022	41,950
At 31 March 2023	41,950
<b>Depreciation and impairment</b>	
At 1 April 2022	10,749
Depreciation charged in the year	8,390
At 31 March 2023	19,139
<b>Carrying amount</b>	
At 31 March 2023	22,811
At 31 March 2022	31,201

### 11 Creditors: amounts falling due within one year

	2023 £	2022 £
Accruals and deferred income	840	726

## THEATRE IN THE QUARTER LIMITED

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

#### 12 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Balance at 1 April 2022	Movement in funds				Balance at 31 March 2023
	Balance at 1 April 2021	Income	Expenditure	Transfers		Income	Expenditure	Transfers		
	£	£	£	£		£	£	£	£	
Jigsaw music theatre	3,155	9,348	(8,811)	-	3,692	11,932	(13,865)	-	1,759	
Restricted grants	9,162	-	-	-	9,162	-	-	-	9,162	
Music Society	1,000	-	-	-	1,000	-	-	-	1,000	
Earl of Chester	2,000	-	-	-	2,000	-	-	-	2,000	
BBC CIN	-	39,450	-	(39,000)	-	-	-	-	-	
Arts Council Jubilee Project	-	26,759	(4,450)	-	22,309	2,100	(22,471)	(1,938)	-	
Rewind Project	-	4,700	(4,700)	-	-	-	-	-	-	
Arts Council capital	-	-	-	-	450	-	(450)	-	-	
Arches project	-	-	-	-	-	3,200	(3,200)	-	-	
Beacon project	-	-	-	-	-	8,100	(8,100)	-	-	
Ukrainian Refugee Workshop	-	-	-	-	-	2,400	-	-	2,400	
HAZ Project	-	-	-	-	-	250	(250)	-	-	
Eccleston Primary School	-	-	-	-	-	350	(350)	-	-	
	<u>15,317</u>	<u>80,257</u>	<u>(17,961)</u>	<u>(39,000)</u>	<u>38,613</u>	<u>28,332</u>	<u>(48,686)</u>	<u>(1,938)</u>	<u>16,321</u>	



## **THEATRE IN THE QUARTER LIMITED**

### **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

#### **FOR THE YEAR ENDED 31 MARCH 2023**

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#### **12 Restricted funds**

**(Continued)**

The sum of £11,932 was received in connection with the Jigsaw Music Theatre. Of the sum of money received £1,502 is carried forward

The restricted income received in 2017 from New Homes Bonus administered by Cheshire West and Cheshire Council was for seating and lighting at St Marys Creative space . Of the sum of money received £9,162 is carried forward .

The restricted income received in 2018 from the Music Society was for improvements to St Mary's. Of the sum of money received £1000 is carried forward.

The sum of £2,000 was received from The Earl of Chester for Seating and Lighting for St Mary's, this amount is carried forward.

The sum of £2,100 was received from the Arts Council in connection with the Jubilee Project. Upon completion of the charitable objectives, the remaining balance of £1,938 was transferred to unrestricted funds.

The sum of £8,100 was received from the Arts Council in connection with the Beacon Project, Of the sum of money received £0 is carried forward.

The sum of £3,200 was received from the Arts Council in connection with the Arches Projects. Of the sum of money received £0 is carried forward.

The sum of £2,400 was received from the Cheshire Community Council in connection with the Ukrainian Refugee Workshop Project. Of the sum of money received £2,400 is carried forward.

The sum of £250 was received from the Arts Council in connection with the HAZ Project. Of the sum of money received £0 is carried forward.

The sum of £350 was received from the Eccleston Primary School in connection with the the Eccleston Primary School Workshop. Of the sum of money received £0 is carried forward.

# THEATRE IN THE QUARTER LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

#### 13 Analysis of net assets between funds

	Unrestricted	Restricted	Total Unrestricted		Restricted	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Fund balances at 31 March 2023 are represented by:						
Tangible assets	22,811	-	22,811	31,201	-	31,201
Current assets/(liabilities)	31,036	16,321	47,357	20,492	38,613	59,105
	<u>53,847</u>	<u>16,321</u>	<u>70,168</u>	<u>51,693</u>	<u>38,613</u>	<u>90,306</u>

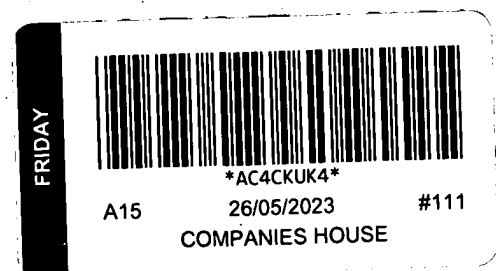
#### 14 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

Charity registration number 1129316

Company registration number 05697760 (England and Wales)

**THEATRE IN THE QUARTER LIMITED**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**



# **THEATRE IN THE QUARTER LIMITED**

## **LEGAL AND ADMINISTRATIVE INFORMATION**

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<b>Trustees</b>	N K Dykes Mr J R Fryett V J Griffiths Pearson A T Jones
<b>Secretary</b>	A T Jones
<b>Charity number</b>	1129316
<b>Company number</b>	05697760
<b>Registered office</b>	2 Vicars Lane Chester Cheshire CH1 1QU
<b>Independent examiner</b>	McLintocks (NW) Limited 2 Hilliards Court Chester Business Park Chester Cheshire CH4 9PX

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# THEATRE IN THE QUARTER LIMITED

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# **THEATRE IN THE QUARTER LIMITED**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**

### **FOR THE YEAR ENDED 31 MARCH 2023**

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The trustees present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "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).

#### **Objectives and activities**

The charity's objects are to promote, maintain, improve and advance education particularly by the production of plays and the encouragement of the arts of drama, music, singing and dance.

In shaping its objectives for the year and planning its activities, the trustees have considered the Charity Commission's Guidance on public benefit, including the guidance on public benefit and fee charging. The theatre relies on grants and the income from fees and charges to cover its operating costs. In setting the level of fees, charges and concessions, the trustees give careful consideration to the accessibility of the theatre for those on low incomes.

The strategies employed to achieve the aims and objectives are to:

- present a broad range of theatre productions for the enjoyment and education of the local community;
- offer opportunities for a broad range of people to get involved in arts activity;
- provide facilities for artists to develop

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Significant Activities**

TIQ's intergenerational activity was considerable this year in the various projects delivered around the Platinum Jubilee theme. The company built on its experience of creating community film work. With significant investment in audio visual equipment based at St Thomas' Church, TIQ capitalised on this with its work with young people and adults with additional needs. TIQ also reached out to more marginalised communities including young people with additional needs and Ukrainians. The main projects which TIQ delivered were as follows:

- Full delivery of intergenerational project for the Platinum Jubilee - involving teenagers meeting and engaging with an older generation in order to interview and share stories
- Children's Musical Jubilee project which engaged 600 children across Cheshire West
- Teenagers delivered two face to face theatre and film projects
- Children created two face to face theatre projects - engaging several Ukrainian children
- Delivery of Easter and Summer theatre workshops in Blacon
- Patchwork created a live music performance project for Christmas 2022

#### **Charitable Activities**

All of the company's activities are in line with its charitable objects.

#### **Financial review**

The financial results for the year are shown in the Statement of Financial Activities. Income for the year has decreased from £81,991 to £39,722. Expenditure for the year amounted to £59,860 and this has resulted in net deficit for the year of £20,138. There are total unrestricted funds of £53,847 and total restricted funds of £16,321 at the year end.

# THEATRE IN THE QUARTER LIMITED

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

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### Reserves policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

### Plans for the Future

In the year to come, Theatre in Quarter will focus on strengthening its work with young people, reaching out to more marginalised communities and finding ways to integrate the work of its young adults with additional needs into its mainstream activity.

### Structure, governance and management

The charity is a company limited by guarantee, the charity is controlled by its governing document, a deed of trust.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

N K Dykes

Mr J R Fryett

V J Griffiths Pearson

A T Jones

### Recruitment and appointment of new trustees

Trustees are appointed by the members at a general meeting as and when new or replacement skills are required. During the year two trustees stood down at the Annual General Meeting and were re-elected.

### Organisational structure

The board of trustees is elected by the annual general meeting. The board meets four to six times a year and more frequently as required. The board carries full responsibility for the organisation delegating day to day management of activities to its artistic director and business manager.

The trustees' report was approved by the Board of Trustees.



A T Jones

Trustee

Dated: 19 May 2023

# **THEATRE IN THE QUARTER LIMITED**

## **INDEPENDENT EXAMINER'S REPORT**

### **TO THE TRUSTEES OF THEATRE IN THE QUARTER LIMITED**

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I report to the trustees on my examination of the financial statements of Theatre In The Quarter Limited (the charity) for the year ended 31 March 2023.

#### **Responsibilities and basis of report**

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

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

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

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

Caroline Blake FCCA  
McLintocks (NW) Limited  
2 Hilliards Court  
Chester Business Park  
Chester  
Cheshire  
CH4 9PX

Dated: 19 May 2023



# THEATRE IN THE QUARTER LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
<b>Income from:</b>							
Donations and legacies	2	1,390	2,400	3,790	-	63,709	63,709
Charitable activities	3	10,000	25,932	35,932	1,722	16,548	18,270
Investments	4	-	-	-	12	-	12
<b>Total income</b>		<b>11,390</b>	<b>28,332</b>	<b>39,722</b>	<b>1,734</b>	<b>80,257</b>	<b>81,991</b>
<b>Expenditure on:</b>							
Charitable activities	5	11,174	48,686	59,860	11,750	17,961	29,711
<b>Net incoming/(outgoing) resources before transfers</b>		<b>216</b>	<b>(20,354)</b>	<b>(20,138)</b>	<b>(10,016)</b>	<b>62,296</b>	<b>52,280</b>
Gross transfers between funds		1,938	(1,938)	-	39,000	(39,000)	-
<b>Net income/(expenditure) for the year/</b>							
<b>Net movement in funds</b>		<b>2,154</b>	<b>(22,292)</b>	<b>(20,138)</b>	<b>28,984</b>	<b>23,296</b>	<b>52,280</b>
Fund balances at 1 April 2022		51,693	38,613	90,306	22,709	15,317	38,026
<b>Fund balances at 31 March 2023</b>		<b>53,847</b>	<b>16,321</b>	<b>70,168</b>	<b>51,693</b>	<b>38,613</b>	<b>90,306</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# THEATRE IN THE QUARTER LIMITED

## BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
<b>Fixed assets</b>					
Tangible assets	10		22,811		31,201
<b>Current assets</b>					
Cash at bank and in hand		48,197		59,831	
<b>Creditors: amounts falling due within one year</b>	11	(840)		(726)	
Net current assets			47,357		59,105
<b>Total assets less current liabilities</b>			70,168		90,306
<b>Income funds</b>					
Restricted funds	12		16,321		38,613
Unrestricted funds			53,847		51,693
			70,168		90,306

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 19 May 2023

  
A T Jones  
Trustee

Company registration number 05697760

# THEATRE IN THE QUARTER LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

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### 1 Accounting policies

#### Charity information

Theatre In The Quarter Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 2 Vicars Lane, Chester, Cheshire, CH1 1QU.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

#### 1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

# THEATRE IN THE QUARTER LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

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#### 1 Accounting policies

(Continued)

##### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and equipment	20% on cost
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##### 1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

##### *Basic financial assets*

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### *Basic financial liabilities*

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### *Derecognition of financial liabilities*

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

##### 1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

# THEATRE IN THE QUARTER LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 2 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Restricted funds
	2023 £	2023 £	2023 £	2022 £
Donations and gifts	1,390	2,400	3,790	63,709

### 3 Charitable activities

	Theatre production 2023 £	Theatre production 2022 £
Tickets and programmes	11,932	9,348
Grants	24,000	7,200
Sales of services by beneficiaries	-	1,722
	35,932	18,270
Analysis by fund		
Unrestricted funds	10,000	1,722
Restricted funds	25,932	16,548
	35,932	18,270
For the year ended 31 March 2022		
Unrestricted funds	1,722	
Restricted funds	16,548	
	18,270	

### 4 Investments

	Total Unrestricted funds	
	2023 £	2022 £
Interest receivable	-	12

# THEATRE IN THE QUARTER LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

#### 5 Charitable activities

	Theatre production 2023 £	Theatre production 2022 £
Depreciation and impairment	8,390	7,800
Insurance	1,079	1,079
Advertising	450	-
Production team fees	48,236	19,996
	<u>58,155</u>	<u>28,875</u>
Share of support costs (see note 6)	55	110
Share of governance costs (see note 6)	1,650	726
	<u>59,860</u>	<u>29,711</u>
<b>Analysis by fund</b>		
Unrestricted funds	11,174	11,750
Restricted funds	48,686	17,961
	<u>59,860</u>	<u>29,711</u>
<b>For the year ended 31 March 2022</b>		
Unrestricted funds	11,750	
Restricted funds	17,961	
	<u>29,711</u>	

#### 6 Support costs

	Support costs £	Governance costs £	2023 £	2022 £
Website Costs	55	-	55	110
Accountancy	-	1,650	1,650	726
	<u>55</u>	<u>1,650</u>	<u>1,705</u>	<u>836</u>
Analysed between Charitable activities	55	1,650	1,705	836

Governance costs includes payments to the independent examiners of £810 (2022- £726).

# THEATRE IN THE QUARTER LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

### 7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 8 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Total	-	-

There were no employees whose annual remuneration was more than £60,000.

### 9 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 objects.

### 10 Tangible fixed assets

	Plant and equipment £
<b>Cost</b>	
At 1 April 2022	41,950
At 31 March 2023	41,950
<b>Depreciation and impairment</b>	
At 1 April 2022	10,749
Depreciation charged in the year	8,390
At 31 March 2023	19,139
<b>Carrying amount</b>	
At 31 March 2023	22,811
At 31 March 2022	31,201

### 11 Creditors: amounts falling due within one year

	2023 £	2022 £
Accruals and deferred income	840	726

## THEATRE IN THE QUARTER LIMITED

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

#### 12 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Movement in funds				Balance at 31 March 2023
	Balance at 1 April 2021	Income	Expenditure	Transfers	Balance at 1 April 2022	Income	Expenditure	Transfers	
	£	£	£	£	£	£	£	£	£
Jigsaw music theatre	3,155	9,348	(8,811)	-	3,692	11,932	(13,865)	-	1,759
Restricted grants	9,162	-	-	-	9,162	-	-	-	9,162
Music Society	1,000	-	-	-	1,000	-	-	-	1,000
Earl of Chester	2,000	-	-	-	2,000	-	-	-	2,000
BBC CIN	-	39,450	-	(39,000)	-	-	-	-	-
Arts Council Jubilee Project	-	26,759	(4,450)	-	22,309	2,100	(22,471)	(1,938)	-
Rewind Project	-	4,700	(4,700)	-	-	-	-	-	-
Arts Council capital	-	-	-	-	450	-	(450)	-	-
Arches project	-	-	-	-	-	3,200	(3,200)	-	-
Beacon project	-	-	-	-	-	8,100	(8,100)	-	-
Ukrainian Refugee Workshop	-	-	-	-	-	2,400	-	-	2,400
HAZ Project	-	-	-	-	-	250	(250)	-	-
Eccleston Primary School	-	-	-	-	-	350	(350)	-	-
	<u>15,317</u>	<u>80,257</u>	<u>(17,961)</u>	<u>(39,000)</u>	<u>38,613</u>	<u>28,332</u>	<u>(48,686)</u>	<u>(1,938)</u>	<u>16,321</u>



## THEATRE IN THE QUARTER LIMITED

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2023

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#### 12 Restricted funds

(Continued)

The sum of £11,932 was received in connection with the Jigsaw Music Theatre. Of the sum of money received £1,502 is carried forward

The restricted income received in 2017 from New Homes Bonus administered by Cheshire West and Cheshire Council was for seating and lighting at St Marys Creative space . Of the sum of money received £9,162 is carried forward .

The restricted income received in 2018 from the Music Society was for improvements to St Mary's. Of the sum of money received £1000 is carried forward.

The sum of £2,000 was received from The Earl of Chester for Seating and Lighting for St Mary's, this amount is carried forward.

The sum of £2,100 was received from the Arts Council in connection with the Jubilee Project. Upon completion of the charitable objectives, the remaining balance of £1,938 was transferred to unrestricted funds.

The sum of £8,100 was received from the Arts Council in connection with the Beacon Project, Of the sum of money received £0 is carried forward.

The sum of £3,200 was received from the Arts Council in connection with the Arches Projects. Of the sum of money received £0 is carried forward.

The sum of £2,400 was received from the Cheshire Community Council in connection with the Ukrainian Refugee Workshop Project. Of the sum of money received £2,400 is carried forward.

The sum of £250 was received from the Arts Council in connection with the HAZ Project. Of the sum of money received £0 is carried forward.

The sum of £350 was received from the Eccleston Primary School in connection with the the Eccleston Primary School Workshop. Of the sum of money received £0 is carried forward.

# THEATRE IN THE QUARTER LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

#### 13 Analysis of net assets between funds

	Unrestricted	Restricted	Total Unrestricted		Restricted	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Fund balances at 31 March 2023 are represented by:						
Tangible assets	22,811	-	22,811	31,201	-	31,201
Current assets/(liabilities)	31,036	16,321	47,357	20,492	38,613	59,105
	<u>53,847</u>	<u>16,321</u>	<u>70,168</u>	<u>51,693</u>	<u>38,613</u>	<u>90,306</u>

#### 14 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).