

# **BROMLEY LITTLE THEATRE LIMITED**

**REPORT AND ACCOUNTS**

**31 DECEMBER 2020**

**CHARITY REG. NO. 1132561**

## **BROMLEY LITTLE THEATRE LIMITED**

### **Report and Accounts for the Year Ended 31<sup>st</sup> December 2020**

**Status:** Registered Charity and a Company Limited by Guarantee  
Charity Registration no. 1132561  
Company Registration no. 06118807

**Registered Office:** Bromley Little Theatre Limited  
North Street  
Kent  
BR1 1SB

<b>Board:</b>	Keith Jeremiah	Chair	Trustee and Director
	Pauline Armour		Trustee and Director
	Dave Armour		Trustee and Director
	Jacqui Nelson		Trustee and Director
	Richard Gissing		Trustee and Director
	Patricia Jones		Trustee and Director
	Bruce Wallace		Trustee and Director
	Alison Green		Trustee and Director

**Company Secretary:** Richard Cornwell

**Treasurer:** Colin Martin

**Bankers:** Santander Bank Limited  
Customer Service Centre  
Bootle  
Merseyside  
GIR 0AA

## **BROMLEY LITTLE THEATRE LIMITED**

### **Directors' and Trustees' Report for the year ended to 31 December 2020**

#### **Structure, Governance and Management**

Bromley Little Theatre was established in 1938 - it is a Registered Charity and a company limited by guarantee. It is governed by its' Memorandum and Articles of Association where the objectives are to promote, maintain, improve and advance education in relation to all aspects of dramatic art and the encouragement of the Arts.

The Trustees of the charity are also Directors of the company and are referred to as Trustees throughout this report. They are appointed for a 3 year term, under the terms of the Articles of Association, but may stand for re-election at the next Annual General Meeting. The Board of Trustees has the power to co-opt new Trustees either to fill casual vacancies or as an addition to the existing Board but the total number of Board members shall not exceed the maximum allowed by the Articles of Association.

The Board of Trustees has the overall responsibility for the management of the Charity, there are no paid employees and the Charity operates with the help and assistance of many volunteers drawn from its membership.

#### **Principal Activities and Objectives**

The Charity's main activity is the promotion and presentation of public performances of dramatic art. It aims to provide opportunities for newly emerging actors, directors and designers to demonstrate and develop their talents at an early stage in their career.

#### **Activities and Developments in the year**

The year 2020 has been very challenging due to the COVID-19 pandemic. The Charities' activities has been severely curtailed since the outbreak of the virus by UK Government guidelines for gatherings in particular for all indoor and outdoor entertainment that included theatres. From March to December the theatre went 'dark' and was closed for all performances.

The Charity hopes for better news for 2021.

#### **Future Developments**

Planning Application for the theatres' re-development was approved by the local Authority Planning Department in 2020.

With the theatres' activities affected by COVID, funding applications for the re-development plan were put 'on hold' by prospective funders. The pandemic was viewed by the Charity as a possible and severe disruptive influence to the Charities'

efforts for funding success. The Charity has started to assess phasing of the works involved to hopefully provide a more agreeable funding stream.

## **Financial Review**

Despite the first 3 months of productions in the year, the effect of the COVID pandemic has seriously affected the Charities income for the year.

The receipt of Government funding for all theatres and funding grants from the local Bromley Council during the year has been gratefully received by the Charity. In addition, the theatres' landlord reduced the lease payments due each quarter. For 2020, the Charity made a loss of £10163 compared to a loss of £23642 for 2019. If it was not for the financial 'help' received the theatre would have had to use more of the Charities reserves than was expected.

A considerable amount of its' funds and investments are set aside for the purchase, or long lease, and development of the theatre. The Trustees consider these funds are adequate at the current time to maintain the financial viability of the charity and that the charity's finances remain in a sound position, and are sufficient to carry out any improvements and renovations which may be considered necessary for the theatres' security and to maintain the theatre in a proper useable condition. The impact of funding large re-development costs is uppermost in the Charity's mind, the success rate of its fundraising efforts will need careful management with costs as they occur.

The Trustees acknowledge the leased nature of the financial regime under which the Charity operates and unless, at the lease expiry, circumstances are very different to those anticipated by the Trustees, it is not expected at this moment that there will be any particular financial impact on the Charity's operations.

## **Reserves Policy**

The Charity's policy on financial reserves is to ensure they are adequate to meet its obligations year-on under the current lease terms of the theatres' premises, to provide any improvements it may consider necessary and to hold sufficient contingency against risk of security of tenure as well as maintenance risk.

## **Statement of Trustees' Responsibilities**

The Trustees are responsible for the preparation of financial statements for each financial year that give a true and fair view of the state affairs of the Charitable company and the results for that period. In preparing those financial statements the Trustees are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent

- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue to operate

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charitable company. They are also responsible for safeguarding the assets of the Charitable company and hence for taking reasonable steps for prevention and detection of fraud and other irregularities. The Trustees confirm that the financial statements comply with current statutory requirements, the requirements of the Charitable company's governing documents and the requirements of the SORP.

**Richard Cornwell**  
**Secretary**

**BROMLEY LITTLE THEATRE LIMITED**

**Independent Accountant's Report**

We report on the accounts for Bromley Little Theatre Ltd, for the year ended 31 December 2020, which are set out on the pages 7 & 8.

**Basis of Independent Accountant's Report**

Our 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 explanation from you as the directors concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

**Independent Accountant's Statement**

We confirm that, without performing an audit, the accounts are in agreement with the company's books and accounting records as presented to us.

Derek Dobson & Co  
10 Sturges Field  
Chislehurst  
Kent BR7 6LG

Signed



Date

23.3.21.

# BROMLEY LITTLE THEATRE LIMITED

## BALANCE SHEET AS AT 31 DECEMBER 2020

Fixed Assets	Note	2020		2019	
		Unrestricted	Restricted	Unrestricted	Restricted
Fixtures, Fittings etc at Cost	2	48,720		46,224	
Additions during Year		4,950		2,496	
less Depreciation		( 44,601 )		( 41,720 )	
		9,069		7,000	
<b>Current Assets</b>					
National Savings Investment Account		19,358		19,220	
Santander Deposit Account No 1		89,982	43,453	93,701	29,442
Santander Deposit Account No 2			28,173		24,484
Cash					
Gilt Holdings			8,681		9,253
Allied Irish 1 year bond			81,778		80,248
CCLA Fixed Interest Account			76,117		73,590
Debtors and Prepayments	3	10,913		14,682	
VATowed by HM Customs & Excise		7,040		5,952	
Girobank Current Account		2,844		8,967	
<b>Current Liabilities</b>					
Creditors (due within one year)	4	( 1,248 )		( 1,401 )	
<b>Net Current Assets</b>		128,889	238,202	141,121	217,017
<b>Net Assets</b>		137,958	238,202	148,121	217,017
<b>Represented by:-</b>					
Accumulated Surplus b/f		148,121		171,764	
Jo Stone Legacy Fund	5		25,014		24,454
Trading Surplus for Year	6	( 10,163 )		( 23,643 )	
 Theatre Development Fund	7		213,188		192,562
		137,958	238,202	148,121	217,017

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

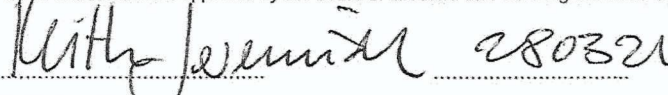
The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring the company keeps accounting records which comply with Section 386 of the companies Act 2006
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit and loss for each financial year in accordance with the requirements of section 396 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to companies subject to the small companies regime and with the Financial reporting Standard for Smaller Entities (effective April 2008).

These accounts were approved by the board of directors and were signed on its behalf by

  
 Keith Jeremiah  
 Director

Date

# BROMLEY LITTLE THEATRE LIMITED

## DETAILED PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2020

Income	2020	2019
Sale of Seats	18,297	67,692
Interest Received	429	632
Donation from Playgoers Club	6,600	12,100
Donation from Bar	5,000	19,000
Youth Theatre	3,079	3,489
Miscellaneous Income	30,242	404
Programme Sales	685	2,091
	<u>64,332</u>	<u>105,408</u>
Expenditure		
Production Costs	4,899	27,197
Rent, Rates, Insurance	20,576	27,069
Building Maintenance, Cleaning	8,085	11,578
Stage Maintenance	1,983	1,921
Light and Heat	5,343	4,116
Telephone	941	969
Advertising	413	8,390
Printing, Postage, Stationery	339	804
O&S	0	840
Audit Fee	300	275
Sundry Expenses	4,604	3,650
Legal Fees	0	0
Theatre Development Costs	24,130	40,354
Depreciation on Fixed assets	0 2,882	1,886
	<u>74,495</u>	<u>129,050</u>
Surplus (Loss) for Year	( <u>10,163</u> )	( <u>23,642</u> )