

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 December 2023  
for  
Hebden Bridge Little Theatre Limited

Enigma Accountants Ltd  
Office B5, Croft Myl  
West Parade  
Halifax  
West Yorkshire  
HX1 2EQ

Hebden Bridge Little Theatre Limited

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for the Year Ended 31 December 2023

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## Hebden Bridge Little Theatre Limited

### Report of the Trustees for the Year Ended 31 December 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2023. The trustees have adopted the provisions of 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

##### Objectives and aims

The object of the charity is to promote, maintain, improve and advance education by encouragement of the arts including without limitation, the arts of drama, mime, dance, singing and music.

The charity aims, objectives and activities are reviewed each year. The review looks at the activities undertaken in the previous year to ensure that benefits have been brought to those groups the charity was set up to help. The review also helps to ensure that our activities remain focused on our stated aims and objectives.

##### Public benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning the charity's future activities. In particular the trustees consider how planned activities will contribute to the aims and objectives they have set.

##### Volunteers

The charity is grateful for the assistance of around 40 volunteer workers during the year.

#### ACHIEVEMENT AND PERFORMANCE

As a registered charity the aim of Hebden Bridge Little Theatre is to provide opportunities for people of all race, gender and inclination to express themselves through all the activities in which a theatre is involved. The obvious things are acting and directing but there is a much wider range of activities such as set building, wardrobe props, lighting and other aspects of producing a play as well as the duties of house managing, refreshment serving, bar work and stewarding.

Outside of the roles involved in the direct production of a play there are many other areas where people can be involved such as the maintenance of a building, the organisation of outside events and other ways that can allow people to express themselves.

The theatre has had a busy year in 2023 as we have performed 5 varied plays and ticket sales have increased during the year.

We also continue to hire out the theatre to visiting companies such as light opera, comedy club, burlesque, schools and filmmakers, all of which give a wide variety of people the opportunity to express themselves.

The theatre has undertaken general building maintenance including entrance corridor refurbishment and new shed.

#### FINANCIAL REVIEW

##### Financial position

Income has increased this year across all activities to £54,306 (2022 £35,668).

Expenditure has also increased this year to £51,919 from £36,252 with the largest expense being production costs of £16,139 (2022 £10,738) and repairs of £16,158 (2022 £3,864).

During the year income has exceeded expenditure by £2,387 (2022 deficit of £584.)

The charity also spent £3,454 (2022 £5,325) on capital additions for improvements to property, equipment and fixtures and fittings.

At present the charity has no restricted funds.

## Hebden Bridge Little Theatre Limited

### Report of the Trustees for the Year Ended 31 December 2023

#### FINANCIAL REVIEW

##### Principal funding sources

The principal funding sources of income to the charity were production income of £32,171 (2022 £19,228); lettings of £6,702 (2022 £8,004), donations of £6334 (2022 £1318) and income from the bar of £6,637 (2022 £6,000).

These funds support the key objectives of the charity to promote, improve and advance the arts and maintain a varied programme of creative arts.

##### Reserves policy

At the year end the charity had total reserves of £596,634 (2022 £594,247), and free reserves of £39,553 (2022 £36,659). The trustees have established a level of reserves (that is those funds that are freely available) which will allow the charity to operate and meet its objectives and continue as a going concern.

##### Going concern

The trustees have considered the position regarding going concern.

The charity has sufficient liquid funds to meet its liabilities as they become due and expenditure will not be authorised unless sufficient funds are in place. For these reasons the trustees continue to adopt the going concern basis for preparing these financial statements.

#### FUTURE PLANS

2024 will be our Centenary year and we have plans for a number of events.

Our season of plays runs from January to December so we have 3 more plays planned for 2024. We will also be hosting several other events such as Hebden Bridge Light Opera, Riverside School End of Term plays in July and December, The Happy Valley Pride Festival, StoryMagic Christmas Panto and Hebden Bridge Arts. The Trades Club continues to hire our premises as a Green Room for their performers. We are planning five productions in 2024 as usual and are thinking of resurrecting our Playwrite! Festival which is a competition to encourage new writings for the stage. We will also continue to rent out our building to other professional shows.

We continue to staff the theatre with unpaid volunteers although much of the maintenance work is now carried out by paid trades people.

We have no plans to build any extensions in the near future but we are looking to upgrade our lighting in the auditorium.

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The charity is a company limited by guarantee which was incorporated on 29 December 2004 and registered as a charity on 16 August 2010. The registered company number is 5321715 and the registered charity number is 1137500.

##### Charity constitution

The charity is governed by its Memorandum and Articles of Association as amended on 18 June 2010.

##### Recruitment and appointment of new trustees

To become a trustee of the charity you must be a member of the charity and be approved by the existing trustees. There are currently 7 trustees. The minimum number of trustees is 3 and the maximum is 15. The liability of each member in the event of winding up is limited to £10.

##### Organisational structure

The charity is managed and overseen by the trustees.

Hebden Bridge Little Theatre Limited

Report of the Trustees  
for the Year Ended 31 December 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Decision making

The trustees make decisions regarding strategic matters, all expenditure and the day to day running of the charity.

Induction and training of new trustees

The policy for inducting new trustees has been agreed and training will be given to new trustees to familiarise themselves with the charity and their obligations.

Related parties

The only related parties are the trustees and Mr R Hirst who is the son of Mr S Hirst (trustee) who has been paid for some work undertaken for the charity. The notes to the accounts include details of the transactions.

Risk management

The trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks.

Internal risks are minimised by the implementation of procedures for the authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company.

External risks relate largely to funding as a result of the economic climate resulting in difficulties in the charity supporting its projects. The risks are minimised by the reserves the charity has and that the charity will not commit to funding projects unless sufficient resources are in place and will also look to diversify funding if required.

The procedures are periodically reviewed to ensure they still meet the needs of the charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05321715 (England and Wales)

Registered Charity number

1137500

Registered office

Holme Street

Hebden Bridge

Halifax

West Yorkshire

HX7 8EE

Trustees

Mrs A Duffy

Ms J Gore

S Hirst

M A Peel (resigned 26.3.2024)

Mrs S Riches

T S Smith

Ms H Stow

Mrs G M Walker

Company Secretary

Mrs S Riches

Hebden Bridge Little Theatre Limited

Report of the Trustees  
for the Year Ended 31 December 2023

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner  
Tracy A Kelliher ACA  
Enigma Accountants Ltd  
Office B5, Croft Myl  
West Parade  
Halifax  
West Yorkshire  
HX1 2EQ

Bankers  
Lloyds TSB

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 7 June 2024 and signed on its behalf by:

Mrs G M Walker - Trustee

Independent Examiner's Report to the Trustees of  
Hebden Bridge Little Theatre Limited

Independent examiner's report to the trustees of Hebden Bridge Little Theatre Limited ('the Company')  
I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2023.

**Responsibilities and basis of report**

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

Having satisfied myself that the accounts of the Company 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 your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the 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:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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 accounts to be reached.

Tracy A Kelliher ACA

Enigma Accountants Ltd  
Office B5, Croft Myl  
West Parade  
Halifax  
West Yorkshire  
HX1 2EQ

Date: .....

Hebden Bridge Little Theatre Limited

Statement of Financial Activities  
for the Year Ended 31 December 2023

		31.12.23 Unrestricted fund £	31.12.22 Total funds £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies		7,283	2,408
Charitable activities			
Production Income			
		32,171	19,228
Other Income			
		1,513	28
Lettings			
		6,702	8,004
Other trading activities	2	6,637	6,000
Total		<u>54,306</u>	<u>35,668</u>
EXPENDITURE ON			
Charitable activities			
Production and Lettings Expenditure		<u>51,919</u>	<u>36,252</u>
NET INCOME/(EXPENDITURE)		2,387	(584)
RECONCILIATION OF FUNDS			
Total funds brought forward		594,247	594,831
TOTAL FUNDS CARRIED FORWARD		<u><u>596,634</u></u>	<u><u>594,247</u></u>

The notes form part of these financial statements



Hebden Bridge Little Theatre Limited

Balance Sheet  
31 December 2023

		31.12.23 Unrestricted fund £	31.12.22 Total funds £
	Notes		
FIXED ASSETS			
Tangible assets	6	557,081	557,588
CURRENT ASSETS			
Prepayments and accrued income		1,476	923
Cash at bank and in hand		39,649	38,361
		<hr/> 41,125	<hr/> 39,284
NET CURRENT ASSETS		<hr/> 41,125	<hr/> 39,284
TOTAL ASSETS LESS CURRENT LIABILITIES		598,206	596,872
ACCRUALS AND DEFERRED INCOME	7	(1,572)	(2,625)
NET ASSETS		<hr/> 596,634	<hr/> 594,247
FUNDS	8		
Unrestricted funds		<hr/> 596,634	<hr/> 594,247
TOTAL FUNDS		<hr/> <hr/> 596,634	<hr/> <hr/> 594,247

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on 7 June 2024 and were signed on its behalf by:

S Hirst - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

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.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property	- 15% on reducing balance
Plant and machinery	- 15% on reducing balance
Fixtures and fittings	- 15% on reducing balance

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

At present, the charity has no restricted funds.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hebden Bridge Little Theatre Limited

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2023

2. OTHER TRADING ACTIVITIES

	31.12.23	31.12.22
	£	£
Bar Income	<u>6,637</u>	<u>6,000</u>

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.12.23	31.12.22
	£	£
Depreciation - owned assets	<u>3,961</u>	<u>4,053</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

Trustees' expenses

Expenses of £157 (2022: Nil) were paid to the trustees during the year.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	2,408
Charitable activities	
Production Income	
	19,228
Other Income	
	28
Lettings	
	8,004
Other trading activities	<u>6,000</u>
Total	<u>35,668</u>
EXPENDITURE ON	
Charitable activities	
Production and Lettings Expenditure	<u>36,252</u>
NET INCOME/(EXPENDITURE)	(584)

Hebden Bridge Little Theatre Limited

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2023

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £
RECONCILIATION OF FUNDS	
Total funds brought forward	594,831
TOTAL FUNDS CARRIED FORWARD	<u>594,247</u>

6. TANGIBLE FIXED ASSETS

	Freehold property £	Improvements to property £	Plant and machinery £	Fixtures and fittings £	Totals £
COST					
At 1 January 2023	534,627	8,090	13,577	52,242	608,536
Additions	-	2,740	423	291	3,454
At 31 December 2023	<u>534,627</u>	<u>10,830</u>	<u>14,000</u>	<u>52,533</u>	<u>611,990</u>
DEPRECIATION					
At 1 January 2023	-	5,766	4,481	40,701	50,948
Charge for year	-	760	1,427	1,774	3,961
At 31 December 2023	<u>-</u>	<u>6,526</u>	<u>5,908</u>	<u>42,475</u>	<u>54,909</u>
NET BOOK VALUE					
At 31 December 2023	<u>534,627</u>	<u>4,304</u>	<u>8,092</u>	<u>10,058</u>	<u>557,081</u>
At 31 December 2022	<u>534,627</u>	<u>2,324</u>	<u>9,096</u>	<u>11,541</u>	<u>557,588</u>

The freehold land and property is included in the accounts at its cost value. The trustees are of the opinion that this is a fair reflection of its market value at both 31st December 2022 and 2023. Accordingly no depreciation has been provided in the financial statements.

7. ACCRUALS AND DEFERRED INCOME

	31.12.23 £	31.12.22 £
Accruals and deferred income	<u>1,572</u>	<u>2,625</u>

Hebden Bridge Little Theatre Limited

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2023

8. MOVEMENT IN FUNDS

	At 1.1.23 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	594,247	2,387	596,634
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>594,247</u>	<u>2,387</u>	<u>596,634</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	54,306	(51,919)	2,387
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>54,306</u>	<u>(51,919)</u>	<u>2,387</u>

Comparatives for movement in funds

	At 1.1.22 £	Net movement in funds £	At 31.12.22 £
Unrestricted funds			
General fund	594,831	(584)	594,247
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>594,831</u>	<u>(584)</u>	<u>594,247</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	35,668	(36,252)	(584)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>35,668</u>	<u>(36,252)</u>	<u>(584)</u>

Hebden Bridge Little Theatre Limited

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2023

8. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.22 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	594,831	1,803	596,634
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>594,831</u>	<u>1,803</u>	<u>596,634</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	89,974	(88,171)	1,803
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>89,974</u>	<u>(88,171)</u>	<u>1,803</u>

9. RELATED PARTY DISCLOSURES

There are related party transactions in 2023 related to work undertaken by Mr R Hirst (son of Mr S Hirst-trustee). This amounted to £10,892 (2022 £2,777) and related to repair work, window cleaning etc charged at normal market rates. The amounts invoiced had all been paid and there was nothing outstanding at the year end.

There was also a payment of £Nil (2022 £50) to Ms H Stow relating to theatre management. This was also charged at normal market rates.

10. COMPANY STATUS

The company is registered in England and is limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £10.

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2023

11. INDEPENDENT EXAMINERS REMUNERATION

Fees payable for the independent examination are £340 (2022 £300).  
Fees payable for accountancy services are £830 (2022 £780).

12. NON INDEPENDENT EXAMINERS SERVICES

In common with many other charities of our size and nature, we use our independent examiners to prepare and submit returns to the tax authorities and assist us with the preparation of the financial statements.

Hebden Bridge Little Theatre Limited

Detailed Statement of Financial Activities  
for the Year Ended 31 December 2023

	31.12.23 £	31.12.22 £
<b>INCOME AND ENDOWMENTS</b>		
Donations and legacies		
Donations	6,334	1,318
Membership Income	949	1,090
	<hr/> 7,283	<hr/> 2,408
Other trading activities		
Bar Income	6,637	6,000
Charitable activities		
Production Income	32,171	19,228
Lettings	6,702	8,004
Other income	63	28
Centenary book sales	1,450	-
	<hr/> 40,386	<hr/> 27,260
Total incoming resources	54,306	35,668
<b>EXPENDITURE</b>		
Charitable activities		
Rates and water	480	661
Insurance	1,181	1,970
Light and heat	4,033	4,091
Telephone	576	589
Postage and stationery	138	281
Sundries	616	989
Production costs	16,139	10,738
Ice cream and refreshments	1,722	1,331
Licenses	687	1,036
Repairs and renewals	16,158	3,864
Cleaning and washroom	2,652	1,527
Bank charges	181	158
Website costs	330	480
Centenary book printing	1,893	-
Event management	-	3,405
Improvements to property	760	410
Plant and machinery	1,428	1,605
Fixtures and fittings	1,775	2,037
	<hr/> 50,749	<hr/> 35,172
Support costs		

This page does not form part of the statutory financial statements



Hebden Bridge Little Theatre Limited

Detailed Statement of Financial Activities  
for the Year Ended 31 December 2023

	31.12.23 £	31.12.22 £
Support costs		
Governance costs		
Accountancy fees	830	780
Independent examination	340	300
	<hr/>	<hr/>
	1,170	1,080
	<hr/>	<hr/>
Total resources expended	51,919	36,252
	<hr/>	<hr/>
Net income/(expenditure)	2,387	(584)
	<hr/> <hr/>	<hr/> <hr/>

This page does not form part of the statutory financial statements