



Charity registration number

1141080

Trustee Annual Report and accounts  
For the period

1<sup>st</sup> June 2024 – 31<sup>st</sup> May 2025

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## **STAGE THEATRE SOCIETY ANNUAL REPORT OF THE TRUSTEES**

The Trustees are pleased to present their report together with the Financial Statements of the charity for the period 1<sup>st</sup> June 2024 – 31<sup>st</sup> May 2025.

### **ADMINISTRATIVE DETAILS**

Charity registration number	1141080
Charity name	Stage Theatre Society
Other names charity is known by	STS
Principal address	9 Maritime Court Dock Road Chatham Kent ME4 4FH
Website address	<a href="http://www.stagetheatresociety.co.uk">www.stagetheatresociety.co.uk</a>
Current trustees	Daniel Richard More Richard Martin Hillier Rachael Cordell Julie Clayton
Accounting verification	David M Coleman 44 Thorndale Close Chatham Kent ME5 9SW

It is noted that the trustees have a legal duty under the Charities Act 2011 to appoint an independent person who is reasonably believed by the trustees to have the requisite ability and practical experience to carry out a competent examination of the accounts.' The trustees are satisfied that this person meets such requirement.

Bank	HSBC Rainham Shopping Centre Rainham Kent ME8 7HW
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## **STAGE THEATRE SOCIETY REPORT OF THE TRUSTEES**

### **GOVERNANCE**

#### **GOVERNING DOCUMENT**

The charity is a voluntary organisation governed by its constitution adopted 10 June 2006, amended in November 2009 and October 2010 to take into account becoming a charity. The constitution was then reviewed in 2018 to introduce a governing body format instead of a yearly elected committee.

#### **METHOD OF APPOINTMENT OF TRUSTEES**

The trustees of the society shall consist of parents and friends of STS and will include the following as a minimum - Chairperson, Treasurer, Vice-Chairperson and Secretary

Richard Hillier and Daniel More are co-founding permanent trustees of the charity.

#### **ORGANISATION AND DECISIONS**

The Society shall be managed by the Governing Body of not more than ten members which will include the Chairperson, Vice-Chairperson, Secretary and Treasurer. The remainder shall be elected to office from parents and friends of STS willing to give dedication to the society. Each member elected will serve a term of office for four years.

The Governing Body are responsible for adopting and implementing new policies, codes of conduct, health and safety and duty of care, responsibilities and rules that effect the organisation and management of society affairs.

## **STAGE THEATRE SOCIETY REPORT OF THE TRUSTEES**

The Governing Body are, in addition to the above, responsible for the day-to-day managing and organisation of Stage Theatre Society and hold regular meetings, as necessary, to the effect.

Duties include but are not limited to:

- Monitoring of accounts
- Planning events
- Running events
- Safeguarding
- Membership
- Operation of the Tuck Shop
- Helping at rehearsals
- Involvement in performances

### **AIMS AND OBJECTIVES OF THE CHARITY**

The Governing Body is responsible for the management and organisation of Stage Theatre Society and hold regular meetings to that effect. Duties include but are not limited to: -

- To improve quality of life for all members of the society.
- To increase performing and technical abilities of its members.
- FOR EVERYONE TO HAVE FUN
- To encourage discipline and learning in the activities we carry out.
- To have a balance of social and learning activities in the society.
- For all of our members to succeed in what they do with us at all times.
- To always encourage the best in our members.
- To progress with the show according to the rehearsal programme.
- To teach and offer new talents to our members.
- To make people want to be part of our society.
- To enable our members to bond socially with others.
- To always encourage commitment to the show from all members of the society.
- To distribute all show betterments to charitable organisations, or to be used to subsidise the next production if needed.
- To always keep within the proposed budgets for our shows.
- To increase community involvement and spirit within the society.
- To be able to fill our auditoriums with lively audiences.
- To have the audience always wanting more.
- To demonstrate to our audiences a different culture.

## **STAGE THEATRE SOCIETY REPORT OF THE TRUSTEES**

### **CHARITY SUCESES AND ACHIEVEMENTS THIS YEAR**

For the 2024-25- year, Stage Theatre Society moved to the model of doing one production per annum. It was considered in the previous year from volunteers, that the group should look to ease the pressure that comes from staging two productions per year. Now that this is in place, this has been well received by all involved with helping for the productions. This has also reduced both the time and storage pressures that were being experienced.

Now that this is in-place it has allowed to group to turn some focus to bringing back more of the extra-curricular activities that the group used to enjoy.

Following the success of Matilda the Musical, and moving to the one show per year model, the show this year was Our House the Musical. Over the years Stage Theatre Society has enjoyed performing such a wide variety of productions – and Our House was produced by us way back in 2011 – So, for many of the volunteers that have been with the group for years, this was a real blast from the past.

The show was a great success and further raised the bar from the 2011 production. The cast and crew enjoyed being part of the production and the audience gave rave reviews.

## **STAGE THEATRE SOCIETY REPORT OF THE TRUSTEES**

### **FINANCIAL REVIEW**

#### **RESERVES POLICY**

Although a move to one production per annum has been put in place, Stage Theatre Society aims to keep reserves of £4000. With general costs increasing over the years, this has been assessed as an amount that can meet the charity's needs by the Governing Body. This will meet one year's minimum expenditure should there be a substantial reduction of income to STS.

#### **PRINCIPAL FUNDING SOURCES**

Stage Theatre Society principally generates funding from Ticket Sales / Donations for productions and membership subscriptions. These will continue to be the principal sources of income to the group for the foreseeable future.

#### **TRUSTEE RESPONSIBILITIES**

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing these Financial Statements the Trustees followed best practice and:

- Work in accordance with the Stage Theatre Societies governing document on accounting.
- Make judgments and estimates that are reasonable and prudent.
- Prepare the Financial Statements on the going concern basis unless it is inappropriate to assume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy, the financial position of the charity, and which enable them to both ascertain the financial position of the charity and ensure that the financial statements comply with the applicable law. They are also responsible for safeguarding the assets of the charity and is hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

**STAGE THEATRE SOCIETY- RECEIPTS AND PAYMENT ACCOUNT**  
**YEAR ENDED MAY 31<sup>ST</sup> 2025**

<b>RECEIPTS INTO STS</b>	<b>UNRESTRICTED FUNDS</b>	<b>RESTRICTED FUNDS</b>	<b>ENDOWMENT FUNDS</b>	<b>TOTAL FUNDS</b>	<b>ROUNDED</b>
<b>MEMBERSHIP SUBSCRIPTIONS</b>	£8,250.00	£ -	£ -	£8,250.00	£8,250
<b>TICKET SALES</b>	£15,574.54	£ -	£ -	£15,574.54	£15,575
<b>UNIFORM PURCHASES</b>	£264.00	£ -	£ -	£264.00	£264
<b>PROGRAMME SALES</b>	£404.24	£ -	£ -	£404.24	£404
<b>EVENT INCOMES</b>	£2,087.45	£ -	£ -	£2,087.45	£2,087
<b>REFUNDS</b>	£400.45	£ -	£ -	£400.45	£400
	<b>£26,980.68</b>	<b>£ -</b>	<b>£ -</b>	<b>£26,980.68</b>	<b>£26,981</b>

**EXPENDITURE FROM STS**

Charitable expenditure	£31,102.04
Excess (deficit) of Income over expenditure	(£4,121.36)
Balances bought forward	£12,512.48
Balances carried forward	£8,391.12

**STAGE THEATRE SOCIETY- EXPENDITURE  
YEAR ENDED MAY 31<sup>ST</sup> 2025**

<b>EXPENDITURE FROM STS</b>	<b>UNRESTRICTED FUNDS</b>	<b>RESTRICTED FUNDS</b>	<b>ENDOWMENT FUNDS</b>	<b>TOTAL FUNDS</b>	<b>ROUNDED</b>
HALL HIRE	£2,309.77	£ -	£ -	£2,309.77	£2,310
LIGHTING / SOUND HIRE	£2,078.40	£ -	£ -	£2,078.40	£2,078
GARAGE HIRE	£654.81	£ -	£ -	£654.81	£655
ADVERTISING	£375.32	£ -	£ -	£375.32	£375
SHOW RIGHTS	£4,303.07	£ -	£ -	£4,303.07	£4,303
EQUIPMENT PURCHASES	£8,140.22	£ -	£ -	£8,140.22	£8,140
SET CONSTRUCTION	£5,138.81	£ -	£ -	£5,138.81	£5,139
PRINTING	£1,260.80	£ -	£ -	£1,260.80	£1,261
COSTUMES	£1,800.00	£ -	£ -	£1,800.00	£1,800
PROPS	£400.00	£ -	£ -	£400.00	£400
UNIFORM PURCHASES	£498.50	£ -	£ -	£498.50	£499
THEATRE HIRE	£20.00	£ -	£ -	£20.00	£20
INSURANCE	£368.83	£ -	£ -	£368.83	£369
LIABILITY PAYMENTS	£177.04	£ -	£ -	£177.04	£177
THANKYOU CARDS	£100.00	£ -	£ -	£100.00	£100
EVENT EXPENSES	£3,426.47	£ -	£ -	£3,426.47	£3,426
REFUNDS	£50.00	£ -	£ -	£50.00	£50
	<b>£31,102.04</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 31,102.04</b>	<b>£31,102</b>



**STAGE THEATRE SOCIETY  
STATEMENT OF ASSETS AND LIABILITIES  
AS AT 31<sup>st</sup> MAY 2025**

**2024/2025**

Cash at bank	£ 8,063.77
Cash in hand	£ 327.35
Physical assets	£ 7,658
Plus debtors	£ 0
Minus creditors	£ 0
Nett assets	£ 16,049.12

**SUMMARY OF PHYSICAL ASSETTS HELD BY THE CHARITY**

Lighting equipment	£ 1,355
Sound equipment	£ 2,823
Tools	£ 1,880
Other assets	£ 1,600
	£ 7,658

## **STAGE THEATRE SOCIETY NOTES TO THE STATEMENTS**

### **ACCOUNTING POLICIES**

- Financial Statements have been prepared on the income and expenditure to the society in accordance with the applicable U.K. Accounting Standards.
- The Charity Trustees were not paid or reimbursed during the year and no Charity Trustees received any emolument or payment for professional or other services.
- It is noted that the trustees have a legal duty under the Charities Act 2011 to appoint 'an independent person who is reasonably believed by the trustees to have the requisite ability and practical experience to carry out a competent examination of the accounts.' The trustees are satisfied that the person that has carried out the independent examination meets such requirement.

### **RESTRICTED VS UNRESTRICTED FUNDS**


As a charity we may receive donations from people or organisations that are intended for a specific purpose. At present Stage Theatre Society does not have any funds that fall into such category. Our funds are currently unrestricted.

## STAGE THEATRE SOCIETY TRUSTEE DECLARATION

The trustees declare that they have approved the report above.

Signed on behalf of the charity's trustees.

Full Name: DANIEL RICHARD MORE

Signature: 

Position: Trustee

Dated: 1<sup>st</sup> March 2026



Section A

Independent Examiner's Report

Report to the trustees	Stage Theatre Society		
On accounts for the year ended	31st May 2025	Charity no (if any)	1141080
Set out on pages	7,8,9 <small>(remember to include the page numbers of additional sheets)</small>		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/05/2025.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

*\* Please delete the words in the brackets if they do not apply.*

Signed:  Date: 17/03/2026

Name: David Coleman

Relevant professional qualification(s) or body (if any): N/A

Address: 44 Thorndale Close, Chatham, Kent, ME5 9SW

**Section B****Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

None