

FREEWHEELERS THEATRE AND MEDIA LIMITED

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

30 April 2022

Charity Registration No. 1142638

Company Registration No. 7607883 (England and Wales)

FREEWHEELERS THEATRE AND MEDIA LIMITED

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FREEWHEELERS THEATRE AND MEDIA LIMITED

Legal and Administrative Information

Trustees and Directors as at 30 April 2022

Miss O Bieri
Mr M James
Mrs F Raines
Mr S Saaidah
Mrs S Harries
Mr P Russell
Mrs P J Steers (Chair)

Principal and Registered Office

2 Moths Grace
Basingstoke
Hampshire
RG24 9FY

Independent Examiner

Jason Foxwell
independent-examiner.net
39 Enfield Road
Poole
Dorset
BH15 3LJ

Bankers

Lloyds Bank
83 High Street
Walton on Thames
KT12 1DU

CAF Bank
25 Kings Hill Avenue
Kings Hill
West Malling
Kent, ME19 4JQ

Virgin Money
Jubilee House
Gosforth
Newcastle, NE3 4PL

Report of the trustees for the year ended 30 April 2022

The Trustees and Directors present their report and accounts for the year ended 30th April 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006, the Charities Act 2011 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 published on 16th July 2015.

Structure, governance and management

The Organisation is a Charitable Company limited by Guarantee. It was established under a Memorandum of Association and is governed under its Articles of Association which set out the objects and powers of the Charitable Company. (See "Objectives and Activities" below)

The Trustees and Directors, who are also the directors for the purpose of company law, and who are also charity Trustees for the purposes of charitable law, and who served during the year were:

Miss O Bieri – Appointed 6 July 2021

Mr M James

Mrs F Raines

Mr S Saaidah

Mrs S Harries – Appointed 9 October 2021

Mr P Russell – Appointed 29 March 2022

Mr PN Messer – Resigned 22 January 2022

Mrs P J Steers (Chair)

We were very sorry that Mr PN Messer had to step down from the Board for personal reasons, but delighted to welcome Mrs S Harries and Mr P Russell to the Board.

None of the Trustees and Directors has any beneficial interest in the company. All of the Directors are members of the company and in the event of the company being wound up, each member would be required to contribute an amount not exceeding £10.

In order to adequately represent the disabled community, who are the principal beneficiaries of the charity, two Trustees are disabled members of the workshops funded by the charity. Traditional business skills, fundraising skills and experience in the field of public provision in the arts are well represented on the board. There is constant monitoring of the range of skills which feeds into the recruitment of new members. Trustees are required to read the Commission's guide "The Essential Trustee" which is distributed to all new Trustees along with the Memorandum and Articles and the latest financial statements.

All Trustees give their time as Trustees voluntarily and receive no benefits from the charity for their work as Trustees. They normally meet four times a year but have met more frequently during the Coronavirus Emergency and subsequently. Trustees may be paid for their professional services, but only at a commercial rate and not in connection with their role as Trustees.

The charity has no subsidiaries or other related parties.

Report of the Trustees for the Year Ended 30 April 2022 (cont/d)

The Trustees and Directors have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate these exposures.

Company procedures ensure compliance with legislation on the health and safety of staff, volunteers, clients and visitors to the workshops. Staff, volunteers and clients are also informed of our policies regarding protection of vulnerable people, equality and diversity, and confidentiality. All Trustees, staff and volunteers who carry out regulated activities are DBS checked, as are our senior company members who sometimes mentor workshops in schools.

Objectives and activities

Our purposes as set out in the Objects are contained in the company's Memorandum and Articles of Association. The policies adopted in furtherance of these objects are:

- The advancement of education for the public benefit by the promotion of the arts and in particular but not exclusively, the art of theatre.
- The advancement of the arts, culture and heritage for the public benefit.
- The relief of those in need by reason of disability.

These objects have not changed during the year.

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

The policies adopted in furtherance of these objectives are:

- The provision of education workshops, particularly for disabled but also for non-disabled actors, dancers, musicians and film-makers, enabling them to learn the skills of theatre, media, dance and music.
- The provision of opportunities for our students to take part in both live and filmed performances in front of audiences.

Activities undertaken for the public benefit

The trustees have given due consideration to the Charity Commission's published guidance on the public benefit requirement under the Charities Act 2011. The main activities undertaken for the public benefit in relation to these objects are contained within the attached supplement.

Achievements and performance

Our objectives and how we have fulfilled them.

1. To increasingly stand on our own feet by generating our own income

In terms of workshop places we have delivered 125 filled workshop places per week. 73 members have worked with us on-line.

Due to the corona virus pandemic, our creative team worked tirelessly from March 2020 to deliver our workshops online via Zoom and this continued until June 2021. All online workshops were well attended. Fees continued to be charged at the same rate as for face-to-face workshops. Our Zoom workshops continued until June 2021 when we returned to The Bridge. However, the outcome of a thorough COVID_19 risk assessment determined that we should only have a maximum of 16 people in the building at any one time. Therefore we implemented a blended approach with half of

Report of the Trustees for the Year Ended 30 April 2022 (cont/d)

the workshop members participating face-to-face and the other half on Zoom. This was worked on a three week rota so that all members were able to have at least 2 face-to-face sessions before the end of term on the 30th July.

The Visual Arts workshops we introduced in 2020 have proven to be both popular and valuable. We currently have 10 members participating, of whom half pay full fees, and the rest reduced fees (supported by bursaries). We have received grant support for this initiative and the Visual Arts workshops have become part of our ongoing offer. We will require further grant support to be able to continue these very successful workshops during the next financial year.

The year in numbers:

Total Workshop Hours – 844

Singalong hours – 15 (concluded at the end of the 2021 summer term)

Total Volunteer Hours for Workshop support – 1,565

Total Volunteer Hours for Chatline – 516 (concluded at the end of the 2021 summer term)

Additional Volunteer Hours for Quizzes, Social Events and Singalongs – 36

2. To provide value for money to funders, donors and fee-payers

We achieve a high level of efficiency at very low cost. Our workshop and rehearsal spaces at the Bridge are provided at low rates by Surrey Clubs for Young People who have tenure of the Bridge until March 2026). We are also able to make use of local church and village halls at low cost.

Much work at Freewheelers is done by volunteers who give their time, skills and other resources for free. During the part of the year where Covid restrictions still applied, our regular workshop volunteers all continued to work online with us, and two also worked to support Freewheeler members at The Grange Centre when the Grange was unable to offer full support during Covid restrictions for the large number of their residents who work with us.

During the year, we have continued to offer free social activities to our members. In addition to fortnightly quizzes with the questions chosen by members, we have added a monthly ‘social’ meeting called Wednesday Wheelers. We have run a poetry evening, enjoyed two-minute speeches by Members on a variety of topics, reviewed a film and run an improvisation evening.

3. To increase the skills, health and well-being of our students and give them opportunities to realise their ambitions

We carry out regular monitoring of our members’ ambitions and their sense of progress and wellbeing with a system called Spokes (similar to Outcome Stars). We are continuing our work to make this operational via our Database. This is the initial part of our work towards an Impact Assessment system which will enable us to report more efficiently on the work of individuals, their well-being, and the wider impact of our company.

We ensure that every student, no matter how profound their disability, can take part in all our activities.

As in 2021-22, the public visibility of our work this year has been curtailed considerably. Music Tutor Jay Bristow continued to fly the flag for Freewheelers each Friday on Facebook Live, leading a Singalong and responding to a lively chatline and requests from members until the end of the 2021 Summer term.

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The students in our workshops performed live or on film in the following public on-line events:

May 2021	“Picture of Health” film for opening of the new Medical Research Council (MRC) London Institute of Medical Sciences (LMS) building - Andrea & the original Degas cast	Live public event
June 2021	“Return to Freewheelers” film	Social media platforms
June 2021	Freewheelers Radio, Episode 1	Social media platforms
Sept 2021	Freewheelers Radio, Episode 2	Social media platforms
Oct 2021	Freewheelers Film Festival	Social media platforms
Oct 2021	“Zoom Cubed” trailer - Monday Company	Social media platforms
Nov 2021	Freewheelers Radio, Episode 3	Social media platforms
Nov 2021	“You Can’t Stop The Beat” film - Full Company	Social media platforms
Dec 2021	“Coronavirus Heroes” film - Junior Youth Theatre	Social media platforms
Dec 2021	Visual Arts Gallery sharing	Social media platforms
Dec 2021	The Advent Calendar	Social media platforms
Jan 2022	“Environments” exhibition at The Riverhouse Barn Gallery - Visual Arts Group	Live public event
Jan 2022	PHAB online event - Freewheelers & Wellbeing Session - Andrea, Jacqui, Richard Watson	Online for external participants from PHAB
March 2022	“Shooting Star” film - Monday Company	Social media platforms
March 2022	“The Other Side Of Me” film - Matthew James	Social media platforms
April 2022	Nick’s Leg Waxing Fundraiser - Nick Walewski	Social media platforms
April 2022	“The Alternative Cinderella” film - Junior Youth Theatre	Social media platforms
April 2022	Freewheelers Radio, Easter Special	Social media platforms

4. To be accessible to people on low incomes

Many of the disabled people who attend our workshops and participate in these activities would not have been able to do so without the support of the charity and its funders. Our policy is not to exclude any student, and therefore we partially or fully subsidise 45 students. About 40% of our members receive bursaries or fee discounts currently, which come directly from private or corporate donors.

5. To expand our links with the local community and the range of activities we provide

During this financial year the charity has provided educational workshops in theatre, youth theatre, dance, music, film-making and visual arts for disabled people in Leatherhead and surrounding areas on Mondays, Monday evenings, Tuesdays and Fridays. Most of our workshops continued online until June 2021 when we returned to the Bridge to run blended workshops (see above).

We are closely associated with DAiSY (Disability Arts in Surrey) and have worked with them to enhance our Visual Arts workshops. During the year staff and Trustees received Equality training via DAiSY.

We have continued our involvement with other local Leatherhead groups. Part of the Leatherhead Community Hub has now moved into the North Leatherhead Community Association building, and has made the building more accessible. We are hoping to use their Hive (an arts studio).

We continue with our efforts to improve the facilities of The Bridge Centre in Leatherhead. As the major users of the building for many years, we are continually working towards better adapting the facilities to our purposes while ensuring that young people can also work in the building.

6. To achieve artistic excellence and bring our work to a wider audience, changing perceptions of disability

Although our Amandla! production has now run its course, a film has been made of the performance and consideration will be given to showing this at a better time.

The Monday Company has now presented the premiere of a very ambitious new production involving music, dance, puppeteering and binaural sound. This is called 'Do Not Disturb'. It is based on the true story of one of our members, and incorporates many ideas from the other Monday members, working with Puppet Maker Nick Barnes, Playwright Anita Sullivan and Musician Thomas Gray. Its premiere at Leatherhead Theatre in February 2020 was an enormous success. Given Covid, the Arts Council for England permitted us to change our application from 'touring', to 'making a film'. Filming commenced in March 2022 but had to be curtailed due to coronavirus. It will recommence in November 2022. We hope to tour the film widely, including to medical schools (an interest has already been expressed by St Georges Hospital, London).

The full-length dance production 'Degas', for which funding was being sought when coronavirus struck, was revived and re-rehearsed during the year. The production will be rehearsed and performed at the Harlequin Theatre in Redhill in May 2022. Additionally, a short film (approximately 1 hour) will be made of the production in order to promote positive perceptions of disability and the work of Freewheelers. To accompany screenings, several members will perform excerpts from the production and conduct Q&As. The film will be toured later in 2022 and into 2023.

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Financial Review

It is the policy of the charity that unrestricted funds (i.e. funds which have not been designated for a specific use) should be maintained at a level equivalent to approximately six months' expenditure. The Trustees and Directors consider that reserves at this level will ensure that in the event of a significant drop in funding, the Company will be able to continue its current activities while consideration is given to ways in which additional funds may be raised. On 30 April, 2022 our unrestricted reserves were £107,412.

However, in order to operate successfully, we need to be able to raise considerable amounts of money in excess of fee income, both to maintain our unrestricted reserves and for specific activities including workshop sponsorship, materials, film-making and theatre performances. Fundraising during the year has been challenging as there has been considerable competition for funds due to the impact of Covid 19 on many charitable organisations. We recognise the need for a long-term funding strategy to address this issue and we are currently in the process of making an application to the Arts Council to become a National Portfolio Organisation (NPO). If we are successful, we would receive substantial funding over a three-year period from 2023-2026. Additionally we are in the process of making targeted funding applications to a range of other potential funders with a view to enhancing our short and long-term funding.

Sources of Funding: Restricted Funds

We are very grateful to all our funders, without whom Freewheelers would not exist. This year we received grants from the following organisations, for particular projects associated with our work:

May-21	CFS Coronavirus
Jul-21	Arts Council, England
Jan-22	No Fear Bridge

Sources of Funding: unrestricted funds

This year 75.5% of our funding came from student fees and commissioned projects. This year we have received generous donations from individuals and organisations

Our Silver Appeal for regular giving, launched in November 2014 to celebrate our 25th anniversary, now raises annually £4,286

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Organisational News

The retirement of our CEO Viv Colvill in July necessitated a review of our organisational structure and a great deal of time and consideration was devoted to this. In April, we were delighted to be able to appoint Karl Newman as CEO. Karl has an extensive background in disability arts and is a former Freewheelers Trustee.

Our General Manager, Katie Gentry, went on maternity leave in March and we appointed Bonnie Capocciana Acting General Manager. Bonnie very quickly learned the complexities of our operations and has established excellent relationships with our members and our team. She has proven to be very effective in this interim role.

In line with our updating of processes and procedures within the Company, we are in the process of moving some of our staff from a freelance to salaried basis.

On behalf of the board of trustees and directors

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Mrs Pip Steers
Director and Trustee

Dated 9. 11. 22

Independent Examiner's Report to the Directors of the Freewheelers Theatre and Media Limited

I report on the accounts of the Company for the year ended 30 April 2022 which are set out on pages 10 to 14.

Responsibilities and basis of report

As the trustees of the Charity, 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 Charity'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 matters have come to my attention in connection with the examination giving me cause to believe:

- accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- 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;

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.



Jason Foxwell
independent-examiner.net
39 Enfield Road
Poole
Dorset
BH15 3LJ

Date: 31 January 2023

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Statement of Financial Activities For the Year Ended 30 April 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Income from:					
Donations					
Donations and Legacies		12,110	-	12,110	17,987
Investment Income		-	-	-	566
Income from Charitable Activities	3	125,187	28,507	153,694	272,577
Other income		-	-	-	4,412
Total income		137,297	28,507	165,804	295,542
Expenditure on:					
Charitable activities		181,526	51,230	232,756	213,408
Bursaries Awarded by Freewheelers		-	-	-	22,374
Total expenditure		181,526	51,230	232,756	235,782
Net gains/(losses) on investments		-	-	-	-
Net movement in funds		(44,229)	(22,723)	(66,952)	59,760
Reconciliation of funds:					
Total funds brought forward		151,641	62,847	214,488	154,728
Total funds carried forward		107,412	40,124	147,536	214,488

The Statement of Financial Activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

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Balance Sheet as at 30 April 2022

	Notes	2022 £	2021 £
Fixed Assets			
Tangible assets	6	<u>3,469</u>	<u>4,625</u>
Current Assets			
Debtors		59,995	53,342
Cash at bank		<u>100,098</u>	<u>178,846</u>
		160,093	232,188
Liabilities:			
Creditors: amounts falling due within one year	7	<u>(16,026)</u>	<u>(22,325)</u>
Net current assets		144,067	209,863
Net assets		<u>147,536</u>	<u>214,488</u>
The funds of the charity:	8		
Unrestricted funds		107,412	151,641
Restricted income funds		<u>40,124</u>	<u>62,847</u>
		147,536	214,488

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 April 2022. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.


The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the 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 accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The accounts were approved by the Board on 9.11.2022

Mrs P Steers

Director and Trustee



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Notes to the Financial Statements Year Ended 30 April 2022

1 Accounting policies

(a) Accounting Convention

The financial statements have been prepared under the historical cost convention, with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16th July 2015 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

(b) Reconciliation with previous Generally Accepted Accounting Practice (GAAP)

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed. No restatements were required.

(c) Fixed Assets and Depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Plant and Machinery	25% per annum
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(d) Income

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 accounts.

General funds represent the funds of the company that are not subject to any restrictions regarding their use and are available for application of the general purposes of the company. Funds designated for a particular purpose by the company are also unrestricted.

Donations and collections given for use by the charity are recognised when received.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

(e) 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 settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis. All expenses are allocated or apportioned to the applicable expenditure headings.

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2 Related party transactions and trustees' expenses and remuneration

None of the Trustees and directors received any remuneration or expenses for the year.
(2020/2021 - £21,333)

3 Income from Charitable Activities

	Unrestricted funds	Restricted funds	2022 £	2021 £
	£	£		
Student Fees	125,187	-	125,187	108,384
Bursary – Student Fees	-	-	-	22,374
Grants	-	28,507	28,507	141,819
	125,187	28,507	153,694	272,577

4 Employees

The number of employees during the year was 1 (2021: 1). No employees had employee benefits in excess of £60,000 (2021: none).

	2022 £	2021 £
Social security costs	3,867	3,922
Pension contributions	774	353
	4,641	4,275

5 Independent Examiner's Remuneration

The independent examiner's remuneration constituted an examination fee of £625.

6 Tangible Fixed Assets

	Plant and Machinery
Cost	
At 1 May 2021	24,235
Additions	-
At 30 April 2022	24,235
Depreciation	
At 1 May 2021	19,610
Charge for year	1,156
At 30 April 2022	20,766
Net Book Value	
At 30 April 2022	3,469
At 30 April 2021	4,625

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7 Creditors: amounts falling due within one year

	Total funds 2022 £	Total funds 2021 £
Trade Creditors	15,401	21,700
Accruals	625	625
Other creditors	-	-
	<hr/> 16,026	<hr/> 22,325

8 Analysis of Net Assets between Funds

	Unrestricted funds £	Restricted funds £	Total funds £
Tangible fixed assets	3,469	-	3,469
Current assets	119,969	40,124	160,093
Current liabilities	(16,026)	-	(16,026)
	<hr/> 107,412	<hr/> 40,124	<hr/> 147,536

9. Related Party Transactions

There are no related party transactions.

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10. Restricted Funds

	Total funds 2022 £	Movement in year £	Total funds 2021 £
Ace Cultural Recovery Fund	1,274	(12,595)	13,869
Ace Touring - Do Not Disturb	14,710	(7,589)	22,299
Arts Council	16,051	0	16,051
CFS Burnett Music Fund for Degas	1,587	(913)	2,500
CFS/DCMS Coronavirus Response Fund	1,478	(3108)	4,586
MVDC - Arts fund for DND Access	0	495	(495)
MVDC For Zoom Cubed	232	(56)	288
No Fear Bridge	0	(550)	550
Surbiton Masonic Lodge	741	0	741
Surrey Short Breaks	4,051	1593	2,458
	<hr/> 40,124	<hr/> (22,723)	<hr/> 62,847