

FREEWHEELERS THEATRE AND MEDIA LIMITED

**REPORT AND FINANCIAL STATEMENTS
FOR THE PERIOD ENDED
31 MARCH 2023**

Charity Registration No. 1142638

Company registration No. 07607883 (England and Wales)

FREEWHEELERS THEATRE AND MEDIA LIMITED

Period Ended 31 March 2023

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FREEWHEELERS THEATRE AND MEDIA LIMITED

Period Ended 31 March 2023

Legal and Administrative Information

Trustees and Directors as at 31 March 2023

Mr M James
Mrs F Raines
Mr S Saaidah
Mrs S Harries
Mr P Russell (Chair)
Mrs Victoria Balaam

Principal and registered Office

2 Moths Grace
Basingstoke
Hampshire
RG24 9FY

Independent Examiner

Jason Foxwell
independent-examiner.net
39 Enfield Road
Poole
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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 period ended 31 March 2023

The Trustees and Directors present their report and accounts for the period ended 31 March 2023.

The accounting reference date has changed from 30 April 2022 to 31 March 2023, therefore the comparative figures represent a year and the current period represents 11 month period.

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
- Mr M James
- Mrs F Raines
- Mr S Saaidah
- Mrs S Harries
- Mrs P J Steers (Chair until 31 December 2022)
- Mr P Russell (Chair from 1 January 2023)
- Ms V Balaam

We were very sorry that Miss O Bieri had to step down from the Board for personal reasons, but we are delighted to welcome Ms V Balaam and Mr P Russell to the Board.

None of the Trustees and Directors have 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. The Board meets four times a year. Trustees may be paid for their professional services, but only at a commercial rate and not in connection with their role as Trustees.

Report of the Trustees for the Period Ended 31 March 2023 (cont/d)

The charity has no subsidiaries or other related parties.

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.

Volunteers

The company benefits from input from volunteers. We have 14 regular volunteers and many others who give their support on a one-off basis. Between them, our regular volunteers have donated over 2,000 hours of their time over the past year.

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 art, 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,
- The provision of opportunities for our students to take part in both live and filmed performances in front of audiences.

Achievements and performance

Our objectives and how we have fulfilled them.

1. To maintain and where possible increase student numbers

We run 11 regular weekly workshops throughout the year – a total of 41 weeks = 451 workshops. We currently have 120 regular weekly workshop attendees.

FREEWHEELERS THEATRE AND MEDIA LIMITED

Our current timetable is as follows:

Day	Venue	Workshop	Time
Monday	The Bridge, Leatherhead	Monday Company	10.00 – 3.00pm
Monday	The Bridge, Leatherhead	Youth Company	5.30 – 7.30pm
Tuesday	The Bridge, Leatherhead	Media	10.00 – 4.00pm
Tuesday	The Bridge, Leatherhead	Song-writing	10.00 – 12.00 noon
Tuesday	The Bridge, Leatherhead	Dance	10.00 – 12.00 noon
Tuesday	The Bridge, Leatherhead	Drama	1.00 – 3.00pm
Thursday	Mencap Hall, Leatherhead	Dance	10.00 – 11.30am
Thursday	Cobham Village Hall	Dance	1.00 – 3.00pm
Friday	The Bridge, Leatherhead	Music	10.00 – 12.00 noon
Friday	Online	Visual Arts	1.00 – 3.00pm

The Visual Arts workshops we introduced in 2020 have proven to be both popular and valuable. We currently have 10 members participating. We have continued to run these workshops online but the remainder of our workshops are run in person.

The period in numbers:

Total Annual Workshop Hours:	1,004.50
Total Number of Workshop Participants	125
Number of Regular Volunteers	14
Total Annual Volunteers Hours	2,091
Number of staff on PAYE contracts	6
Total weekly staff hours	164.5

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.

Much of our work is supported through donations and grant funding. Throughout May and June we focussed on applying to the Arts Council to become an NPO (National Portfolio Organisation). We were told in November that our application was successful. This ensures that from April 2023 – 2026 we will receive core annual core funding, which will provide further value for money to our investors and company member fee-payers.

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

One of our ambitions for the next three years is to support the development of leadership from among our company members. To this end, this year we established a Freewheelers 'Ambassadors Group', which comprises representatives from each of our workshops. The Ambassadors Group report to our board on the progress of each workshop. They also make recommendations for improvements.

We have also established subgroups with representatives from our company, staff and board, based on the Arts Council England's four Investment Principles:

- Ambition & Quality,
- Dynamism,
- Environmental Responsibility and
- Inclusivity & Relevance.

The subgroups report to the board.

We are committed to ensuring that every student, no matter how profound their disability, can take part in all our activities.

Our company members performed live or on film in the following public on-line events:

Charlotte – Kings and Queens Event – 24th May 2022 – This was hosted by a local charity, B@titude. It was a truly wonderful event and the marquee on the recreation ground on Kingston Road looked amazing. The 110 guests enjoyed a superb sit-down meal, and an afternoon of entertainment, with Charlotte performing 4 songs from classic theatre productions.

Degas – live performance – 10 June, 2022. Harlequin Theatre, Redhill.

Seeds of Hope (Harvest Event Box Hill) – 17th September 2022 Box Hill – We took part in the making of the dome. Artist Diana Burch worked with us to create our own willow-woven 'seeds'. Our work was showcased alongside others as part of an installation at the top of Box Hill for an open air event called Harvest. Our music group also performed as part of the choir.

Out of Sight, Out of Mind – January 2023. Dr Alana Harris from Kings College London brought us her Out of Sight, Out of Mind workshop in which we made ceramic flowers for an installation to go to Horton Arts in October 2023 and which is based on the 9,000 people buried in the Horton Cemetery, which was used by the Epsom Cluster of hospitals and asylums. This project has since led to a Freewheelers-led project called Us & Them.

DAiSY Exhibition. Degas film screening – Woking Lightbox – 23rd September 2022

Degas film screening – Dorking Halls 5th October 2022

Freewheelers Has Talent – December 2022

Hartfield House – 9th December. Our music group performed Christmas songs and carols to the residents at nearby Hartfield House.

Christmas at The Hub – 10th December Our Music Group performed Christmas Carols and festive songs for the local Leatherhead residents.

Freewheelers Festive fun – This is an end of year celebration for all our members! This is a chance for them to express themselves, socialise and reward all the hard work.

Dance-A-Thon – 21st March 2023 – 6 Hour Dance-A-Thon completed by the whole company to support movement, wellbeing, physical achievement, and personal goals! We also held this on International World Down Syndrome Day.

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 some of our students.

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

During this financial year we have made it a priority to reach out to our local Leatherhead community and to build closer working relationships with the Leatherhead Community Hub. We regularly hold meeting in the hub café and have taken part in various community events including the Kings & Queens event on the Recreation ground and we performed Christmas songs at their Christmas Fair. We have also begun to work together on joint funding bids.

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.

We are closely associated with DAiSY (Disability Arts in Surrey) and were very pleased to screen our film Degas at the Woking Lightbox as part of the DAiSY exhibition in September 2022.

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

Degas

We started working on Degas before the covid pandemic and we had to halt the development due to lock down restrictions. Completion of the production took us longer than anticipated, but all involved in the project showed pure determination, resilience and perseverance. It is a testament to everyone's dedication that they have created a new, colourful, informative, beautiful and different piece of movement art for everyone to enjoy. This has empowered all our members, giving them confidence and self-belief that anything is possible against any odds. When we work as a team, we can achieve our goals! The feedback we have had from the performance has changed perceptions and confirmed that Freewheelers is continuing to produce thought provoking art. "The evening gave us a calm gentle feeling. It had sweet notes that were so well choreographed, moving smoothly as if on ice from scene to scene. Every, and we do mean every, actor on stage held their own."

"So well-choreographed and professionally executed."

"It gives real focus and purpose to these actors' wellbeing and direction in life."

The full-length dance production 'Degas', funded by Arts Council England was performed to 300 people at the Harlequin Theatre in Redhill in June 2022. Additionally, a filmed version was made and has been screened at five different venues, including: Watford Palace - audience 50, Woking Lightbox - audience 70, Dorking Halls - audience 120, Surrey University - audience 50 - 60, The Hive in Leatherhead - audience 12.

Do Not Disturb

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. We worked 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 was curtailed due to coronavirus. It recommenced in November 2022. We expect the final edit to be ready for screening at the Mole Valley Arts Alive Festival in October 2023. After that we hope to tour the film widely, including to several hospitals. The NHS has shown a lot of interest in the project and Surrey hospitals are interested in screening the film for their staff.

Over the past year, we have built a good working relationship with the NHS through the Surrey Heartlands Community Engagement Officer and some of our company members took part in a filmed survey conducted by the NHS, which investigated the experiences of disabled people who engage with NHS services.

We have worked with great professional musicians and film makers such as Thomas Gray and Greta Zabulyte to produce a piece of work that showcases the talent and development of our members across the company intriguing those interested in art, dance and the extraordinary work of disabled people. We now have a film that allows us to promote the wonderful offerings we have, attracting a wider audience in the surrounding community.

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 three 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.

However, 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, filmmaking and theatre performances. Fundraising is challenging as there is considerable competition for funds. However, we are pleased to report that our application to the Arts Council to become a National Portfolio Organisation (NPO) was successful. This ensures core funding for the next three years, 2023 – 2026. In addition, 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:

- **Lululemon**
- **Awards for all**
- **Ian Steers Trust** and
- **Arts Council England**

Organisational News

Our General Manager, Katie Gentry, returned from maternity leave in February. Her job role has changed a little and expanded to include a financial dimension. Bonnie Capocciana, who was Acting General Manager is now appointed to a new role as Business Development Manager within a new company structure with Karl Newman as CEO and a management team of Brandon McGuire, Artistic Director, Katie Gentry, General Manager and Bonnie as Business Development Manager.

Freewheelers co-founder Andrea Atkinson left Freewheelers at the end of July 2022 after 32 years with the company. We celebrated her life with us together at the end of term. Andrea devised and directed our stage production Degas, which we performed at the Harlequin Theatre in Redhill in June. Andrea remained involved in the filming and editing of the filmed version of both Degas and Do Not Disturb after she left.

In line with our updating of processes and procedures within the Company, six company members work under PAYE contracts. Two staff members, Jacqui Everington and Pete Higson are full time employees.

On behalf of the board of trustees and directors

Mr Phillip Russell
Chair of Trustees
Dated 25 March 2024



INDEPENDENT EXAMINER'S REPORT TO THE DIRECTORS OF FREEWHEELERS THEATRE AND MEDIA LIMITED (the 'Charitable Company')

I report to the trustees on my examination of the accounts of the Charitable Company for the period ended 31 March 2023.

Responsibilities and basis of report

As the trustees of the Charitable 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 Charitable 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 Charitable Company'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 that:

- 1 accounting records were not kept in respect of the Charitable 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.

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, BH15 3LJ



Date:

FREEWHEELERS THEATRE AND MEDIA LIMITED

Statement of Financial Activities For the Period Ended 31 March 2023

	Note	Unrestricted Funds	Restricted Funds	Total Funds 11 months 2023	Total Funds Year end 2022
		£	£	£	£
Income from:					
Donations					
Donations and Legacies		36,604		36,604	12,110
Income from Charitable Activities	3	116,527	42,390	158,917	153,694
Total income		153,131	42,390	195,521	165,804
Expenditure on:					
Charitable activities		193,700	40,840	234,540	232,756
Total expenditure		193,700	40,840	234,540	232,756
Net gains/(losses) on investments					
Net movement in funds		(40,569)	1,550	(39,019)	(66,952)
Reconciliation of funds:					
Total funds brought forward		107,412	40,124	147,536	214,488
Total funds carried forward		66,843	41,674	108,517	147,536

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

FREEWHEELERS THEATRE AND MEDIA LIMITED

Balance Sheet as at 31 March 2023

		2023 31.03.2023 £	2022 30.04.2022 £
	Notes		
Fixed Assets			
Tangible assets	6	<u>2,674</u>	<u>3,469</u>
Current Assets			
Debtors		44,211	59,995
Cash at bank		<u>88,642</u>	<u>100,098</u>
		132,853	160,093
Liabilities:			
Creditors: amounts falling due within one year	7	<u>27,010</u>	<u>16,026</u>
Net current assets		<u>105,843</u>	<u>144,067</u>
Net assets		<u>108,517</u>	<u>147,536</u>
The funds of the charity:	8		
Unrestricted funds		66,843	107,412
Restricted income funds		<u>41,674</u>	<u>40,124</u>
		<u>108,517</u>	<u>147,536</u>

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



Mr P Russell
Director and Trustee

**Notes to the Financial Statements
Period Ended 31 March 2023**

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 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 Charitys 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% reducing balance
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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 doantion.

(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.

FREEWHEELERS THEATRE AND MEDIA LIMITED

Period Ended 31 March 2023**2 Related party transactions and trustees' expenses and remuneration**

None of the Trustees and directors received any remuneration or expenses for the year.
(2021/2022-£nil)

3 Income from Charitable Activities

	Unrestricted funds	Restricted funds	2023 £	2022 £
	£	£		
Student Fees	116,527		116,527	125,187
Bursary - Student Fees				
Grants		42,390	42,390	28,507
	<u>116,527</u>	<u>42,390</u>	<u>158,917</u>	<u>153,694</u>

4 Employees

The number of employees during the year was 6 (2022: 1). No employees had employee benefits in excess of £60,000 (2022: £nil)

	2023 £	2022 £
Social security costs	5,025	3,867
Pension contributions	2,622	774
	<u>7,647</u>	<u>4,641</u>

5 Independent Examiners Remuneration

The independent examiners Remuneration constituted an examination fee of £625.

6 Tangible Fixed Assets

	Plant and Machinery
Cost	
At 1 May 2022	24,235
Additions	
At 31 March 2023	<u>24,235</u>
Depreciation	
At 1 May 2022	20,766
Charge for year	795
At 31 March 2023	<u>21,561</u>
Net Book Value	
At 30 April 2022	<u>3,469</u>
At 31 March 2023	<u>2,674</u>

FREEWHEELERS THEATRE AND MEDIA LIMITED

Period Ended 31 March 2023**7 Creditors: amounts falling due within one year**

	Total funds 2023 £	Total funds 2022 £
Trade Creditors	15,401	15,401
Accruals	1,521	625
Social security and taxes	8,998	
Other creditors	1,090	
	<u>27,010</u>	<u>16,026</u>

8 Analysis of Net Assets between Funds

	Unrestricted funds £	Restricted funds £	Total funds £
Tangible fixed assets	2,674		2,674
Current assets	91,179	41,674	132,853
Current liabilities	(27,010)		(27,010)
	<u>66,843</u>	<u>41,674</u>	<u>108,517</u>







FREEWHEELERS THEATRE AND MEDIA LIMITED**Period Ended 31 March 2023**

9 Restricted Funds

	Total funds 2022 £	Movement in year £	Total funds 2023 £
Ace Cultural Recovery Fund	1,274	12,669	13,943
Ace Touring - Do Not Disturb	14,710	(11,546)	3,164
Arts Council	16,051	(11,970)	4,081
Awards for All Income		9,596	9,596
CFS Burnett Music Fund For Degas	1,587	(1,587)	-
CFS/DCMS Coronavirus Response Fund	1,478	(1,478)	-
Lulu Lemon		10,890	10,890
MVDC For Zoom Cubed	232	(232)	-
Surbiton Masonic Lodge	741	(741)	-
Surrey Short Breaks	4,051	(4,051)	-
	<hr/> 40,124	<hr/> 1,550	<hr/> 41,674

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