

Minutes of the 13th Annual General Meeting of Northampton Musical Theatre Company,
November 25th 2024, held at Northampton Active.

AGM Attendees:

Mark Maryan	Rosie Walker	Megan Percival
Jo Pusey	Andrew Percival	Ian Hammond Stark
Jayne Minter Maryan	Megan Percival	Adam Monk
Janice Hilton	Mindy Robinson	Jamie Skiddy
Fiona Luck	Brett Hanson	Lee Croft
Jay Upton	Luke White	Hannah Taylor
Kathryn Farrar	David Routledge	

AGM Apologies:

Lottie Franks	Jo Rodger	Megan Fielding
Catherine Bruce	Stuart Evans	Christina Clucas
Mark Woodham	Samantha Dolby	Helen Kennedy
Becky Woodham	Serena Hall	Stephanie Appleton
Sue Roan	Faye Laurie	Lisa Neophitou
Blake Robinson	Alyx Walker	
Ell Barnes-Ward	Dawn King	

MINUTES

Jayne opened the meeting at 735pm and the minutes of the 2023 AGM were read and approved, no matters arising.

Janice welcomed all those present.

Chairmans report (Below)

Mindy thanked Janice for her hard work.

Treasurers report (Below). Jo expressed a need to increase show fees to cover increased costs of hiring Northampton Active to £90 for main show and £45 for May concert.

Jamie proposed this and Rosie seconded it.

Business managers report (Below)

To re elect Business Manager.....Kathryn willing to re stand.

Proposed by David, seconded by Mindy.

AOB

Katy Batchelor asked for general help with the youth production of Beauty and the Beast. Adam Monk offered his help from January onwards. There would also be an appeal for props emailed to members.

There was a general discussion re marketing for ongoing shows. We need to draw on skills from members and possibly employ a professional to help with this.

Mark mentioned that the council had objected to the posters around town to advertise Footloose. It was agreed that this would not happen in the future, but that we should save money on printing these and enquire about the dedicated screens in and around Northampton for our marketing.

Ian asked if money could be saved by removing the website, but Mark argued that to obtain grants we need this and we must appear professional. It was agreed that the website should stay.

Janice asked for anyone interested in shadowing committee members who may wish to stand down in future should make us aware.

The meeting concluded at 9pm.

CHAIRMAN'S REPORT 2024 – Janice Hilton - Chair

Run down of the year. Great production of Kinky Boots, something very different to what we are used to, and well supported even with all the restrictions at the Derngate. I just wonder how much more money we could have taken if more seats had been available to us.

Oliver a very creative use of stage and performance under the direction of Katy and her team.

Fabulous concert directed by David and lovely to be at the Royal even though we had restrictions there too.

Singers are still going strong, and I understand have some new members.

Thank you to all the committee members for their hard work. Fund raising. This has now become a business as so much money is now involved.

As a company moving forward we must come together as one, all under one umbrella, not 4 separate entities of main company, singers, youth and concert.

It is time that each and everyone of us support each of these arms of this company.

Thank you to the boy's school and particular Phil Cave for his continued support of the youth society. The youth team is now smaller and there is so much to do, therefore additional support is required from anyone willing and able. With the singers we ask that you support them by buying tickets to their concerts, and for any fundraising that they are doing. Thank you to Paul for his work with the singers.

Thanks to David for his professional and organised way he steered the rehearsals which I believe everyone enjoyed.

TREASURER'S REPORT - Jo Pusey - NMTC Treasurer

FOR THE PERIOD 1 APRIL 2023 – 31 MARCH 2024

This report covers the period 1 April 2023 - 31 March 2024 and includes a detailed breakdown of “Kinky Boots” (KB) which was performed at the Derngate in October 2023 as well as The Youth Society’s shows, “Sister Act” (SA) which was performed at the Cripps in April 2023 and Oliver (O) which was also performed at the Cripps in February 2024.

The accounts before you include the Company’s Balance Sheet, the receipts and expenditure for KB, SA and O (Profit and Loss Account) and the Revenue Account.

When reading the accounts, please bear in mind that whilst The Youth Society are responsible for their own budgets, they do not have their own bank account. As such, all payments in and out should pass through the Company’s only bank account.

Balance Sheet

You will note from the Balance Sheet that the bank account showed a closing balance as at 31 March 2024 of £57,120.80 which is down by £13,878.81 from the same date in the previous year.

Profit & Loss Account

On paper, the three shows appear to have made a collective loss of £12,348.81 with £7,160.11 being allocated to SA, £3,213.00 being allocated to KB and £1,975.70 being allocated to O.

Sister Act

The Youth Society sold £4,114.84 worth of tickets which was supported by programme advertising of £110.00, a random payment of £3.50 for a programme, £506.80 for the sale of some of the costumes, £488.90 raised from fundraising and £130.00 for t shirts / hoodies etc.

You may recall from the previous year’s accounts that as the show straddled two financial years, payments were made in 2022/23 for the following:

Room hire: £535.00

Musical Director: £1,000.00

Costumes: £261.06

They also received an additional £455.00 in 2022/23 from the sale of t shirts / hoodies.

This means that SA actually made a slightly higher overall loss of £8,501.17 which I have broken down for you on the Revenue Account.

Oliver

The Youth Society sold £6,805.60 worth of tickets which was supported by a net profit of £1,016.73 (£1,292.73 – £276.00) from the sale of the programme, £631.91 raised from fundraising and £688.77 for t shirts / hoodies etc.

This show also straddled two financial years and a payment was made in 2023/24 for the rights in the sum of £500.00. Payments were also received in the 2024/25 financial year however these are only mentioned now to help you to understand the total net loss and will be discussed in more detail at next year's AGM as they do not relate to the financial year in question. These receipts include the following:

Costumes: £361.23

Late games night ticket: £20.00

Grant: £2,000.00

We also had to pay out £99.00 for the hire of the hall for the Games Night.

This means that O actually made a slightly lower overall loss of £193.47 which I have broken down for you on the Revenue Account.

For both Youth Shows, a membership fee is charged which raised a total of £4,130.00 across both Youth Shows for this financial year. As the structure of the membership fee was changed on 1 April 2024 to break it down as to a membership fee, a show fee and / or the NMTC Singers fee, next year's accounts will be the first set of accounts that show the membership fees allocated to the relevant show.

Kinky Boots

Ticket sales were much higher for this show at £75,872.99 compared to £42,917.20 for Calendar Girls. We returned to our usual half term slot for this show.

I have set out below some of the major expenses for KB as compared to Shrek and Calendar Girls:

	SHREK (2021)	CG (2022)	KB (2023)
SOUND	£7,586.26	£7,763.22	£8,492.02
COSTUMES & WIGS	£3,827.57	£123.23	£2,949.80
PROPS	£1,381.81	£929.31	£126.07
ORCHESTRA	£5,250.00	£2,100.00	£4,250.00
SCENERY	£4,404.00	£3,900.00	£5,612.40

The programme cost £1,692.00 to print and raised £1,889.00 in sales. In addition, Kathryn and Mark raised £2,375.00 in programme sponsorship and we received a donation of £400.00 from Judy Maloney. Jay's fundraising and Andrew's raffle raised a further £1,145.36 and Mark's t shirts / hoodies raised £170.57.

In the payments section you'll see that we had to pay £30,348.25 for the hire of the Derngate and £16,010.01 for royalties, as well as various payments to the backstage team.

Unfortunately, whilst the Profit & Loss Account shows a loss of £3,213.00, we did also pay £1,800.00 for scenery and £800.00 for costumes in 2022/23 which means that KB sadly made an overall loss of £5,813.00 which I have broken down for you on the Revenue Account.

Revenue Account

The revenue Account sets out the Company's other income and expenditure.

As far as membership fees are concerned, we received £9,192.99 from the adult members and £4,130.00 from the youth.

Excluding the cost of the Musical Director, the pianist, and the rehearsal room, the NMTC Singers' Christmas Concerts at Brixworth Church and Moulton Church made a profit of £820.00 which included donations of £250.00 to each church.

As a reminder, tickets are available now for this year's Christmas Concert at Great Houghton Village Hall on Saturday 7 December 2024. Please see Jayne before you leave to secure yours!

In relation to the Expenditure, I would comment as follows:

- Our usual expenses include our insurance (£520.09), website and email addresses (£643.84) and the Companies House fees (£26.00).
- Our NODA membership was twice as much as usual since last year's fee was not taken in that financial period.
- We made a number of payments towards the Footloose scenery, rights, score hire and logo pack.
- Payments of £500.00 were made for the rights for Beauty and the Beast, Charlie and the Chocolate Factory and Avenue Q although as we did not go ahead with Avenue Q, that fee is being held for us to be used against a different show.
- We made a net loss of £3,470.79 on Guys and Dolls which was performed at The Royal in May 2023. This loss does not include the cost of the Musical Director, the pianist or the hire of the rehearsal room however most rehearsals did take place on a Wednesday which is the NMTC Singer's usual rehearsal.
- A total of £4,925.00 was spent on the NMTC Singers' Musical Director and pianist which covers the NMTC Singers, the Christmas Concerts and Guys & Dolls.
- We spent £505.60 on food for the Calendar Girls Quiz which shows on this year's accounts because it was paid for on the company credit card and this takes a couple of months to process so the amount we raised for "Quiz and raffle" for Calendar Girls in the sum of £1,094.00 in 2022/23 should bear this in mind.
- We spent £888.38 on West End Now however as the show didn't take place until the 2024/25 financial year, I will report on this in more detail in next year's accounts however the breakdown on the Revenue Account suggests that we actually made a profit of £4,272.58.

Membership Fees

At last year's AGM, we made a change to the way our membership fees were paid to make them fairer for everyone. WebCollect was cancelled and all members were asked to pay an annual membership fee of £40.00 in April in addition to fees of £80.00 for NMTC Singers and the October show and £40.00 for the May production. This seemed to work quite well.

Since implementing those changes, we have been hit with a significant increase in our rehearsal room hire costs which are due to increase from £675.00 per month for 3 sessions a week to £750.00. They have told us that this is as a result of an increase in their utility costs which they need to pass on to us. To soften the blow they have included the use of this smaller room at no extra cost and were happy for us to use the changing rooms during the Footloose costume call and dress rehearsal.

In order to try and offset some of the cost of this, we are proposing to increase the fee for the May production from £40.00 to £45.00 and the October show from £80.00 to £90.00. We will continue to allow this to be paid in instalments as before. The show fee for the Youth Society would also increase to £90 plus their show fee.

Please let me know if you have any queries on the accounts I have presented to you.

BUSINESS MANAGERS REPORT 2024 – Kathryn Farrar – Business Manager

Since the last set of minutes, our shows have included a fantastic production of 'OLIVER' (Cripps Theatre) performed by the Youth Society and directed by Katy Batchelor, the annual concert 'WEST END NOW' (Royal Theatre) under the helm of David Routledge and the show 'FOOTLOOSE' directed by Martyn Knight (Derngate).

We have lots to continue to look forward to, not just in terms of performing, but also with social events. We maintain a very strong and growing membership to the Company across our 3 different groups. Our plans are coming together for the future and we already have a great set of shows - Beauty and The Beast (Youth Society), Jesus Christ Superstar and Jet Away all booked into theatres for 2025. The contract for Jesus Christ Superstar is through, and this will be on sale before Christmas. Jet Away auditions will be in held in January with tickets on sale as well. We hope to hold the prices again the same for these shows.

We do have a show pencilled in for 2026, but this will need to be monitored in terms of financial viability. The NMTC Singers section have several concerts booked into their calendars – all advertised on our Facebook page – so lots to support, attend and get involved with.

We have begun to look at the way monies are deposited into the NMTC Accounts and card readers seem to be the way forward. We have recently purchased two of these for Company use and these will be used for a range of needs, including for fundraising, tickets and purchasing programmes. Subs will remain in the usual way though, paying direct into the company account.

We have looked over the use and costs of printing for poster design, programmes and advertising and have made the move to use a different local company to print these. This has meant we have already saved over £1000 for design and print. We shall continue to monitor each aspect of the budget and where possible investigate ways we can save money.

Our thanks must go to a few people who have kindly supported us this year: those who have given up time to volunteer front of house at our performances helping to sell programmes and raffle tickets.

Mark Maryan for his work in generating income through sponsorship channels and for liaising with programme advertisers. He also manages to secure the NMTC community grant which is a huge amount of work. Judy Maloney - who always gives us a generous cash donation. Luke White, for his dedication to get social media posts, adverts etc moving across the social media platforms and to Katie Proctor for her support with designing and creating artwork. Oscar Myles for the photography and the numerous backstage teams. Andrew Percival and Jay Upton for organising fundraising socials and events,

Finally, look out for tickets to JCS which are on sale imminently and for the Singers concert on December 7th 2025.

Once again, many thanks for all your support again this year.

**THE NORTHAMPTON MUSICAL THEATRE COMPANY
LTD**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

**THE NORTHAMPTON MUSICAL THEATRE COMPANY
LTD (REGISTERED NUMBER: 07681043)**

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

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**THE NORTHAMPTON MUSICAL THEATRE COMPANY
LTD**

**COMPANY INFORMATION
FOR THE YEAR ENDED 31 MARCH 2024**

DIRECTORS: Ms J Hilton
Mrs J Minter-Maryan

SECRETARY: Mrs J Minter-Maryan

REGISTERED OFFICE: 22-24 Harborough Road
Kingsthorpe
Northampton
NN2 7AZ

REGISTERED NUMBER: 07681043 (England and Wales)

ACCOUNTANTS: Phipps Henson McAllister
Chartered Accountants
22-24 Harborough Road
Kingsthorpe
Northampton
NN2 7AZ

**THE NORTHAMPTON MUSICAL THEATRE COMPANY
LTD (REGISTERED NUMBER: 07681043)**

**BALANCE SHEET
31 MARCH 2024**

	2024	2023
	£	£
CURRENT ASSETS		
Cash at bank	<u>57,121</u>	<u>71,000</u>
TOTAL ASSETS LESS CURRENT LIABILITIES	<u>57,121</u>	<u>71,000</u>
 RESERVES		
Income and expenditure account	<u>57,121</u>	<u>71,000</u>
	<u>57,121</u>	<u>71,000</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which 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 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 company.

The financial statements have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

In accordance with Section 444 of the Companies Act 2006, the Statement of Comprehensive Income has not been delivered.

The financial statements were approved by the Board of Directors and authorised for issue on 17 December 2024 and were signed on its behalf by:

Ms J Hilton - Director

The notes on page 3 form part of these financial statements

**THE NORTHAMPTON MUSICAL THEATRE COMPANY
LTD (REGISTERED NUMBER: 07681043)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

1. STATUTORY INFORMATION

The Northampton Musical Theatre Company Ltd is a private company, limited by guarantee, registered in England and Wales. The company's registered number and registered office address can be found on the Company Information page.

The presentation currency of the financial statements is the Pound Sterling (£).

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

These financial statements have been prepared in accordance with Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" including the provisions of Section 1A "Small Entities" and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Turnover

Turnover represents net invoiced sales of services, excluding value added tax.

Debtors and creditors

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in the profit and loss account in other administrative expenses.

3. EMPLOYEES AND DIRECTORS

The average number of employees during the year was NIL (2023 - NIL).

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.

REGISTERED NUMBER: 07681043 (England and Wales)

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