



# PHOENIX THEATRE (BLYTH) Trustees' Annual Report 2021/22

Charity Number: 1149700  
Company Number: 08113214

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## Foreword

The Trustees of the Phoenix Theatre Blyth are pleased to present their annual report for the year ending 31 March 2022, which is also prepared to meet the requirements for a directors' report and accounts for Companies House purposes.

The Financial accounts (which have been submitted separately to this document) comply with the Charities Act 1993, the Companies Act 1985, the Memorandum and Articles of Association and the Statement of Recommended Practice – Accounting and Reporting Charities (SORP 2005).



The Phoenix Theatre (Blyth) is owned by an incorporated charitable trust and managed by a Board of Directors.

## Risk Management

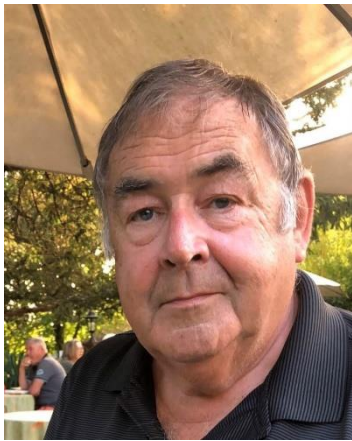
The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

A risk register has been established and is updated annually. Actions, systems and procedures have been enacted and put in place to mitigate those risks.

Management accounts are prepared monthly and the performance of the trust is monitored by the entire board of trustees. Potential risks and threats are monitored constantly and any necessary action taken.

# Message from the Chief Executive

As always, it gives me great pleasure to present this annual report, but especially this year, coming to the realisation of how businesses such



as ours really suffered during the dreadful pandemic and of what it has taken to get back to some degree of normality – and that against a new problem of a growing cost of living crisis.

Happily, and as a great credit to the strengths of our staff and volunteers, I am ecstatic to report an encouraging climb back to a degree of normality. Audiences are returning and response by patrons to other community-based activities – notably cinema – has been more than encouraging.

I am grateful to all – patrons, staff, volunteers alike – for their unstinting enthusiasm, which has ensured our return.

I hope you enjoy reading this report and are able to appreciate the road back we have taken.

David G. Garrett  
Chief Executive

Our Vision Statement is “to provide a top class, affordable, entertainment, educational and social events venue that is inclusive, for all residents of and visitors to Blyth and South-East Northumberland, that is recognised as such, both locally and regionally

# Highlights of the year

Last year's report could only reflect on an unprecedented year during which the Phoenix Theatre experienced an enforced closure of 18 months, due to the global pandemic. It was a time of turmoil, frustration and fear, which we thankfully survived, despite some financial losses, and we were grateful to open our doors again on 24 July 2021, albeit with caution and somewhat slight trepidation, to a full capacity audience!

It has not been an easy year by any means - not knowing if our audiences would return, still adhering to Covid safety precautions and preparing for a potential third wave of the virus, which threatened to close us again. We also experienced a number of last minute cancellations in our programme. In addition, in November 2021, we faced another force majeure, when the terrifying Storm Arwen swept through the country, causing destruction and untold damage. Thankfully, the Phoenix Theatre just about survived this onslaught, apart from some extensive water ingress.

At the time of writing this report, we appear to have weathered the storms of the last 18 months (no pun intended), but now, like the rest of the country, face another extreme challenge i.e. how to survive the current economic climate, particularly the impact of rising inflation and energy costs. We need to keep a greater eye on our expenditure than ever before, which will mean that we're going to have to make some changes to the way we operate and make some difficult decisions, which may impact on our hirers and customers, but we shall endeavour to keep upheaval to a minimum.

Despite these challenges, this year, albeit shorter than usual, has proved to be surprisingly successful and this report demonstrates our conviction that our pledge to continue to be South-East Northumberland's premier entertainment venue remains. We can report on a year of return, regrowth, renewal and resilience and look forward to continuing success in the years to come.

## Theatre Programme

- After the 18 months closure, we welcomed a full capacity audience to our opening show - Roy 'Chubby' Brown. It is fair to say that the majority of our shows this year were mainly rescheduled from the pandemic closure. We had anticipated major losses from these shows, but we were thrilled that the majority of our customers were happy to transfer their tickets to the rescheduled dates. Many customers attended shows in this year with tickets that were originally purchased in 2019!
- Despite an anticipated slow start to the season, we welcomed back thousands of returning customers over the year. We did find that numbers were initially lower for those shows traditionally attracting an older audience, but we have seen these increase over the months as people have regained confidence and venture out of their homes again. We thank everyone for their support and kind wishes.
- During this year, we have managed to present **37 shows, totalling 65 performances** which were attended by just over 14.5k customers. This is only 6k less than 2019/20, which is favourably comparable, given the 5 months of inactivity this year. Ticket sales for this year were **£315,103**, which is only a 12.5% decrease on the previous full active year, which is amazing, given the circumstances.
- We continued to support local dance companies and groups, enabling them to perform again after a long hiatus.

## Building and Facilities

- The major investment over the last year has been the purchase of new state-of-the-art cinema screen and projector, the funding of which was possible through generous donations from the council and an anonymous benefactor, for which we are extremely grateful. Cinema was launched on 18 April 2022 and has attracted a number of customers, but not without a few teething problems along the way, more of which will be reported on in the next annual report.
- The launch of the new website has resulted in a higher footfall, customers finding it more user-friendly and easier to navigate, particularly our online booking system. Having control of the website has made it operationally easier to make changes in a more timely and economical way, which has benefited communication.

- The impact of Storm Arwen in November resulted in substantial water ingress and damage to the upper level of the building, mainly the staircase and technical cabin, and almost caused the cancellation of some performances of our pantomime. Thankfully, with help from some of our volunteers, we managed to halt the flow, dry it out and mitigate any further damage or danger to the public.
- We reviewed the activity of box office sales and re-opened in July with reduced box office hours. Previously we had opened 6 mornings per week, but we reduced to 3 mornings per week. We have found that the majority of customers buy their tickets online, so the reduced hours has not appeared to have had a major impact on customer service.

## **Volunteers, Staff and Trustees**

A very special thanks to all of our volunteers, staff and trustees, who helped the Phoenix Theatre get back onto its feet again, following the 18 month closure. We couldn't have done it without their support, dedication and hard work, particularly during the period from September – December 2021.

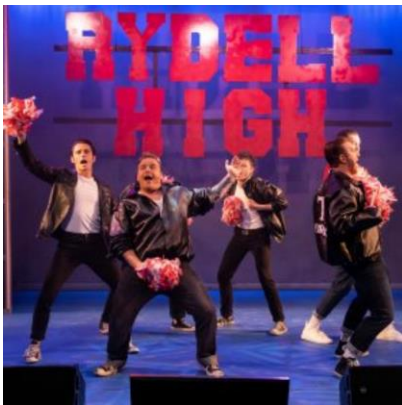
Sadly, although the theatre is getting back to some kind of normality, the pandemic has impacted on our workforce numbers, both volunteer and paid employees.

- We lost a number of our volunteer team during lockdown, due to their vulnerability and, unfortunately, they have not felt able to return. In addition, we tragically lost one of our most hard-working members of the team, Charlie Grigg, who died in 2021, as a result of catching Covid. Not only was Charlie a dedicated front of house usher, he also managed our theatre meals and afternoon teas provision. This has been a great blow to the team, who regarded Charlie as one of "the family". We have, however, recruited a number of new volunteers during the year, who have fitted into the team well. As the theatre programme continues to grow, we do need to recruit more, particularly if we want to increase our daytime offer and expand our activities.
- During the 18 months of lockdown, we also lost our three paid staff members (theatre manager, technician and cleaner). Despite the government extending the furlough scheme, they all secured alternative employment, partly due to the precarious future and partly due to the fact that there was no actual work to do in the



theatre. We were able to recruit a new cleaner, who also took on the new role of box office assistant, in July 2021, but we operated without a theatre manager until January 2022. We were delighted to recruit Kyle Crook, who had previously worked with us as a technical apprentice, but who had left to hone his skills elsewhere. Kyle brings a fresh new approach, as well as a wealth of technical skills, which have already benefited the organisation and we look forward to the future years, expanding and enhancing the theatre.

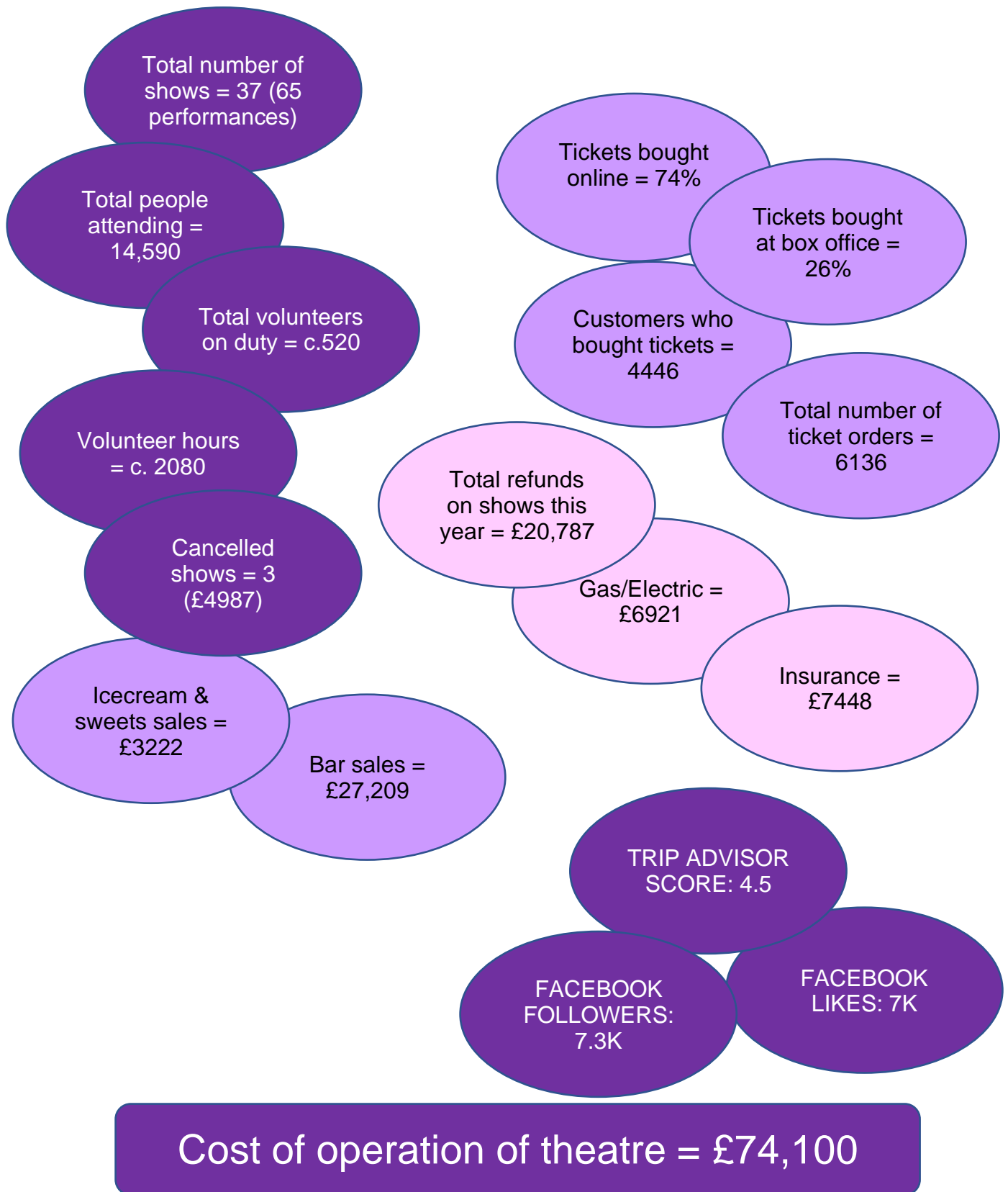
- As regards our technical support, we have been able to manage all our shows this year through freelance technicians, supplemented by in-house expertise. This is an area, however, that we must monitor and review as it may not be sustainable in the long term.
- Lockdown has also had a major impact on the Trustees, who have had to manage every single operation of the theatre, as well as strategically dealing with almost daily decisions, regarding the theatre's future. It has been one of the most challenging times in the theatre's history, even more challenging than when the theatre's foundations were rocked in 1989. They are proud, however, that they have been instrumental in bringing the theatre through the difficult months and are very optimistic of a bright future.



## A Year in Numbers

Ticket revenue  
= £315,103





# Theatre Programme

During this shortened year, we presented a total of **37** shows, both amateur and professional, over **65** performances, which were enjoyed by **14,590** customers. Given the fact that we lost almost 5 months of operation, these figures are only 12.5% less than pre-Covid operations. The majority were rescheduled shows from the lockdown period and only 3 shows were cancelled, equating to almost £5k ticket refunds.

Of the 37 shows, 65% were split deals, 19% were hires, 11% were fees and the remainder were in-house productions.

## HEADLINERS

Big Country  
Joe McElderry  
Showaddywaddy

## SPECIALITY ACTS

Forbidden Nights  
Roy 'Chubby' Brown  
Silver Bells

## DANCE

Michelle School of Dance  
Dance Stars  
Fusion Dance Company

## DRAMA/PLAY

Carrying David  
Dirty Dusting  
Importance of Being Earnest  
Cinder Path  
The Invisible Man  
Wor Bella

## MUSICAL THEATRE

The Addams Family

## TRIBUTE ACTS

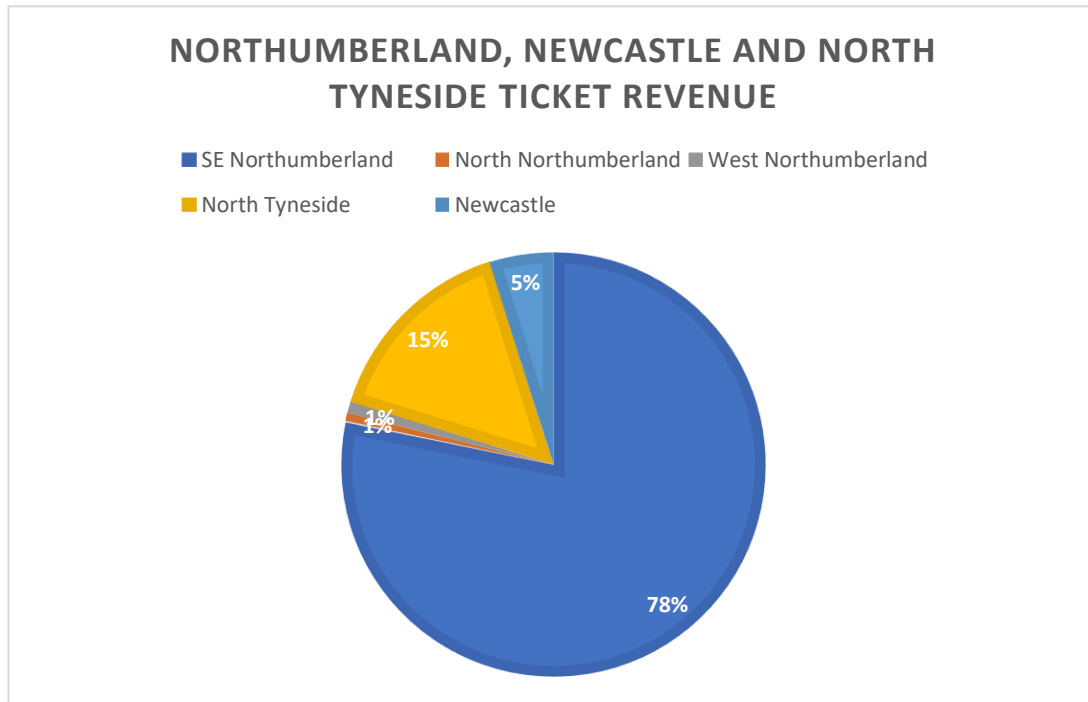
Jive Talkin  
Navi – King of Pop  
Under the Boardwalk  
80s Mania  
One Night of Queen  
Best of Frankie Valli  
Take That Experience  
History of Rock  
George Michael Story  
Ben Thompson as Elvis  
One Night in Dublin  
Trexstasy  
Abba Forever  
Barry Steele as Roy Orbison  
Adele Songbook  
American Four Tops Show  
The Music of Lionel Richie  
Twist and Shout

## PHOENIX THEATRE COMPANY

Grease  
Aladdin (pantomime)

# Our Audiences

Our current active mailing list i.e. those who have opted to receive mail-out brochures, stands at **3000**. During this financial year, **4446** customers bought tickets with the majority (90%), living, as expected, within Northumberland, Newcastle and North Tyneside.

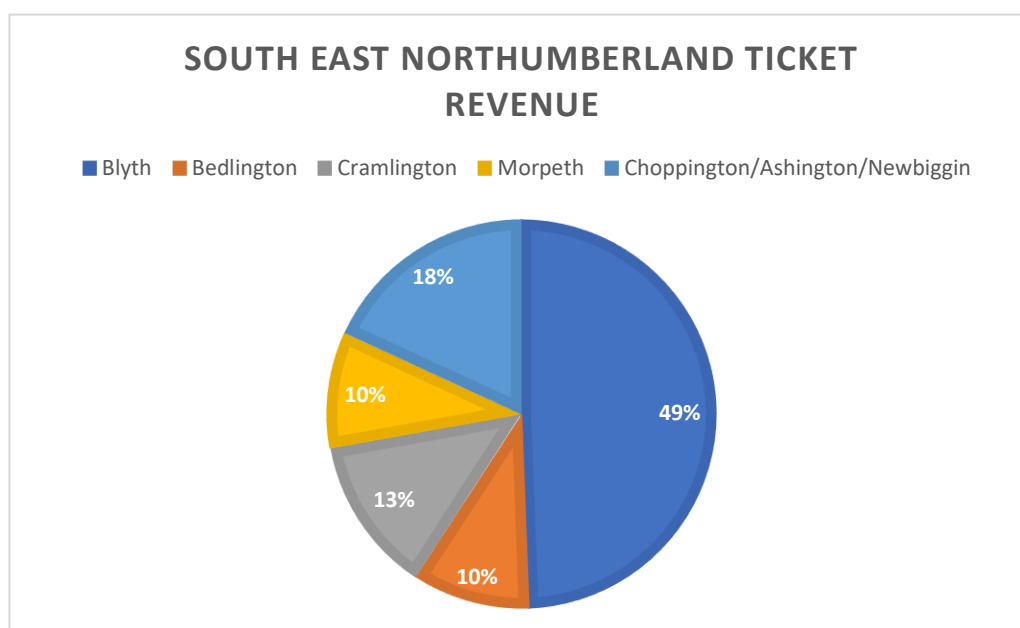


859 customers came from other areas of the country (and beyond!), accounting for over £9230 in ticket revenue, as follows:

Area	Number of customers
Other North-East & Yorkshire	317
North West England	17
Midlands	12
East England	10
South East England	8
London	5
South West England	7
Scotland	22
Northern Ireland	1
USA & Canada	2
Wales	2

# Our Audiences

As expected, **South-East Northumberland** accounted for the majority of the ticket revenue for this year - £165,909 – 2587 customers purchasing 9651 tickets – with almost 50% of those being bought within Blyth.



### Blyth ward breakdown

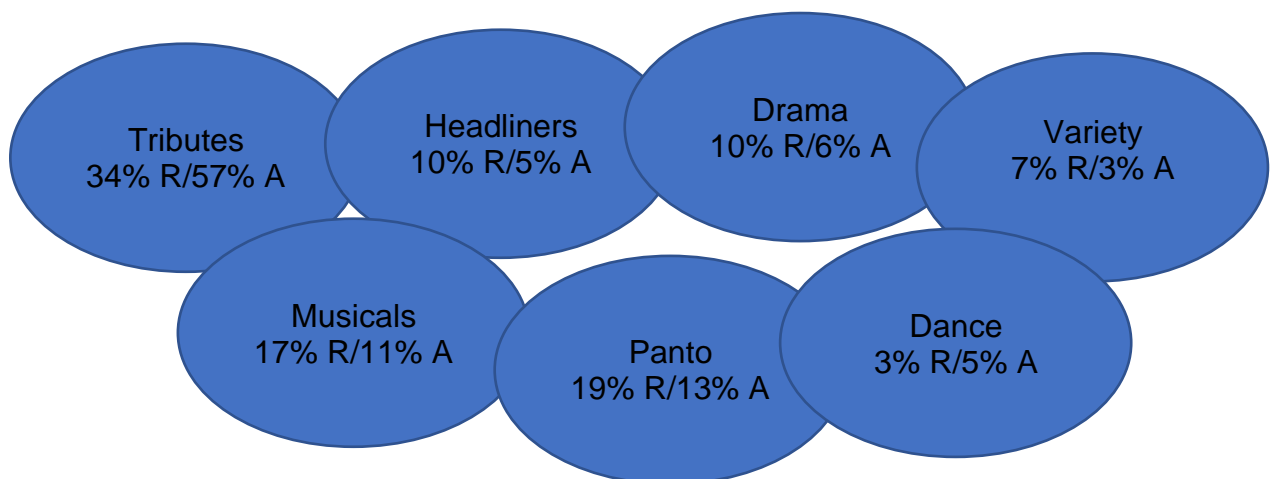
Ward	Total revenue	Total tickets	Total customers
Wensleydale	£18,249.50	1125	264
South Blyth	£14,444.00	826	220
Kitty Brewster	£13,802.00	864	206
Plessey	£12,951.00	756	214
Croft	£12,640.00	748	182
Newsham	£10,652.50	635	159
Cowpen	£9608.00	520	146
Isabella	£7757.00	422	125
<b>TOTAL</b>	<b>£100,104.00</b>	<b>5896</b>	<b>1516</b>

# Our Audiences

## Genre

As mentioned previously, the majority of our programme this year was dedicated to rescheduled shows from lockdown. Of the 37 shows we presented, **15% of the tickets were bought pre-lockdown and 10% during lockdown.**

These were, as anticipated, mostly tribute acts and accounted for the highest revenue (34%) and attendances (57%) during the year. The following diagram shows the percentage split by genre (R = Revenue, A = Attendances):



## Capacity

The following table indicates the average capacity of shows by genre:

Show type	Number of shows	Average capacity	Range
Tributes	18	72.6%	44.5% – 99.6%
Headliners	3	79%	73% – 84%
Plays	7	44.5%	14% – 95%
Variety	3	71.3%	35% - 96%
Musicals	2	86%	74.5% - 97%
Pantomime	1	93%	
Dance	3	85.5%	85% - 86.5%

## Contributors

During this year, we welcomed back regular hirers, such as Blyth Music and Theatre Company, as well as local dance companies, but, sadly, had to reschedule our highly anticipated ballets, Sleeping Beauty and The Nutcracker, as the company were unable to travel, due to Covid restrictions.

We were thrilled, however, to be able to present our own in-house musical and pantomime this year and many thanks to our company and volunteers for rehearsing, performing and supporting the productions, despite the continuing adherence to Covid regulations.

We were also pleased to be able to bring new and innovative drama to the Phoenix Theatre as we welcomed Northumberland Theatre Company and two premieres, Carrying David and Wor Bella.

## Purchasing patterns

During this year, we have seen another **15% increase in online sales**, as the percentage of online customers stands at 75%. We recognize that the impact of Covid has meant that more customers are buying online, but we are mindful that this is the direction of travel. This has also resulted in a reduction in postage, as more customers print or download their tickets at home. During this year 480 customers opted for their tickets to be posted, which amounted to £720.

Of the 25% of customers who continued to utilise box office, **15.5% attended in person** with the remaining **9.5% contacting us by phone**. These trends have been a major factor in our decision to reduce our box office hours from 6 mornings to 3 mornings per week.

We are also mindful of methods of payment at the box office, for example, during this year, 62% of box office customers used card payment, with 27% using cash and the remainder using cheques or vouchers. This, together with rising bank charges for dealing with cash, has prompted us to consider a potential move to card only payments in future.



# Community Engagement

Integral to our mission statement and vision is engagement with our local communities and organisations and to provide a central hub for arts and entertainment within South-East Northumberland.

Owing to the pandemic, our contribution to this agenda during this year has been limited, but we were thrilled to welcome back some of our regular local amateur hirers, namely Blyth Music & Theatre Company, Dance Stars, Michelle School of Dance and Fusion Dance Company. They were all able to present their annual shows, albeit slightly belated, for which we provided a venue, facilities and operational support at a reduced local hire rate.

We were also pleased to provide a venue for a premiere of “Wor Bella”, written by local playwright, Ed Waugh and based on the celebrated Blyth-born lady footballer, Bella Reay. As part of this project, we welcomed over 200 schoolchildren from Bede & Blyth Academies for an interactive Q & A workshop, which proved to be a great success, as well as host an exhibition of Blyth Spartan memorabilia.

We were unable to facilitate other events for local organisations during this year, but we are confident that they will return during the next few months.

Sadly, due to the health concerns and vulnerabilities of attendees, it is unlikely that the monthly “Singing for the Brain” group, which was hosted by the Alzheimers Society, will reconvene, but we shall monitor and keep in touch, in the hope that they may regroup at a future date.

As to our own in-house groups and events i.e. weekly coffee mornings, monthly pie and pea evenings, Tea and Tours events, Young Phoenix and Try Out Acting groups, we are currently reviewing and are hopeful that we can start most, if not all, at some point in the coming year.

## Corporate Sponsors

We have built up good working relationship with businesses in the area and, where possible, source goods and business from them, contributing to both daytime and night-time economy. We are committed to meeting our business objectives and endeavour to seek more corporate sponsors over the next few years and to work in partnership for mutual impact.

We extend our particular thanks to the following organisations who have supported us over the past year:



**Platten Family Fund at the Foundation**



**Blyth Town Council**

## The Team

The Phoenix Theatre is owned by an incorporated charitable trust and managed by a Board of Directors, who are its Trustees for the purposes of charity law. The Trustees are currently supported by a team of 2 employed staff and a team of c.35 volunteers.

### BOARD OF DIRECTORS & TRUSTEES

David Garrett (Chief Executive)	Paul Worth (Finance)
Alison Thoburn (Administration)	Claire Khass
Robert Nixon	

### EMPLOYED STAFF

Kyle Crook (Theatre Manager)	Tracy Crook (Cleaner)
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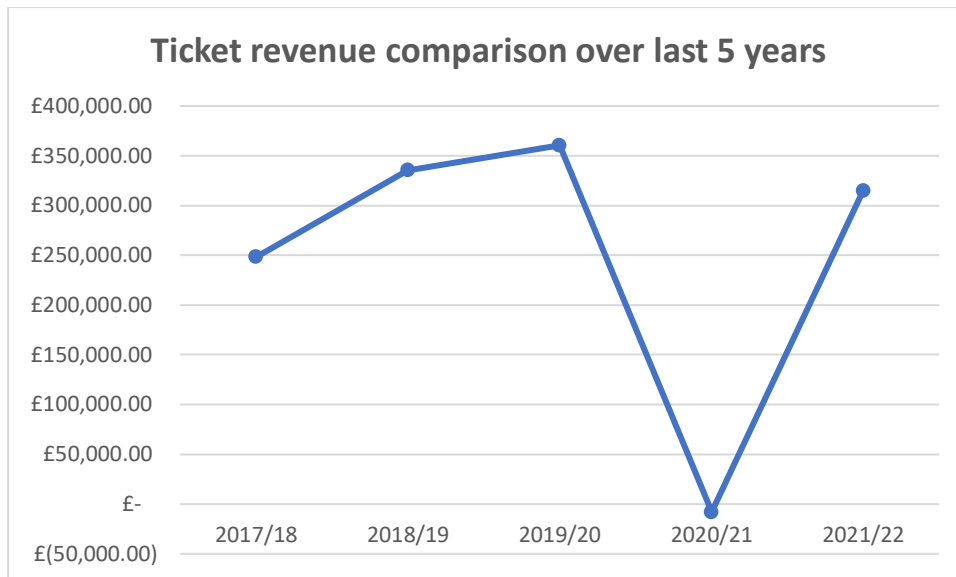
### VOLUNTEERS

Astrid Adams	Martin Amies	Kevin Bradley
Ann Clasper	Catherine Coates	Dennis Crook
Tracy Crook	Debbie Cankaya	Rebecca Dennis
Elle Gibson	Martin Gibson	Robbie Gibson
Shirley Gibson	Rachel Grundy	Cath Howard
Rhianna Liddle	Sarah Mattocks	Helen McGowan
Dave McSparron	Lynne Miller	Joyce Mills
Mark Robinson	Maureen Rolf	Christina Smith
Vi Waite	Evelyn Williamson	Helen Wilson
Vicky Wilson	Neil Younger	

### OBITUARY

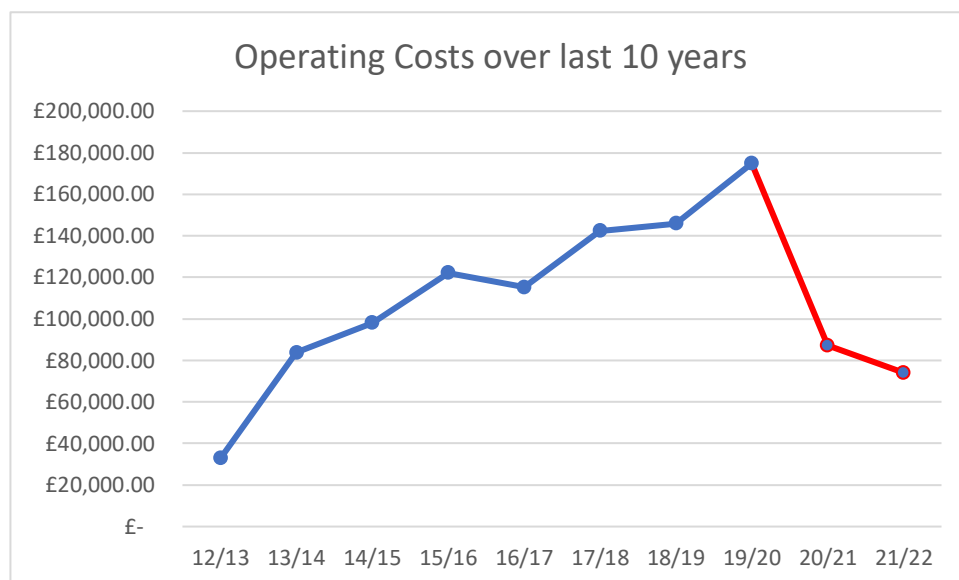
In September 2022, we learned of the sad death of Michael Jackson, a former committee member and secretary of B.A.C.A. Michael was a stalwart supporter of the Phoenix Theatre in the late 1970s/early 80s and contributed to the laying of principles and foundations by which we still stand. His passing has been a huge blow to those who knew him well and condolences have been sent to his wife Wendy and family.

## Financial Highlights



Despite the calamitous downturn seen in the last financial year, we are overwhelmed by the positive response from our loyal customers, following the re-opening of our doors, resulting in a steady upturn, bringing us almost to pre-Covid revenue heights.

As expected, our operating costs for this financial year were not as high as previous years, due to theatre closure. (Data chart-lines in red indicate Covid lockdown).



This is an area, however, that we know we shall have to closely monitor and regularly review, as we anticipate huge rises in expenditure

over the coming months, particularly utilities, due to the current economic climate. We shall also need to monitor income and expenditure, as we launch our new cinema provision.

## **FUNDING & DONATIONS**

We are grateful for the continued support grant funding of £40,829 from Northumberland County Council, which was, this year, supplemented with two further grants of £27,970 (Cinema support) and £10,667 (Covid support). We also received additional furlough payments totalling £547.

We also continue to be overwhelmed by the generosity of our customers who regularly donate to our **Theatre Development Fund**. During this year, 784 customers have donated £1188 – 75% of which has been signed up to Gift Aid, for which we claim another welcome stream of funding.



# Looking forward to 2022/23

It is true to say that the majority of this year has been involved in operationally managing the re-opening of the theatre, ensuring that all of our visitors, staff and volunteers are safe and ensuring that our rescheduled programme of events took place with the minimum of disruption. However, the Board of Directors, together with the newly appointed Theatre Manager can look to the year ahead and start to make strategic plans again.

## **To-do list**

- The main priority in the programming calendar is the the launch of cinema, which, at the time of writing, launched successfully on Easter Monday (18 April 2022). We are currently trialling screenings on Sundays and Wednesdays (3 on each day), together with a monthly Saturday morning children's screening, but this is being monitored and reviewed regularly. We need to ensure that it is sustainable and available to all. A more in-depth analysis will appear in our 2022/23 annual report.
- The theatre programme for 2022/23 is now fully scheduled with a number of new and different shows, including the return of Crown Ballet in October, as well as some exciting named artistes, including Francis Rossi and Paul Young
- We have been approached by a number of organisations, who want to utilise our facilities, but we still need to market our services and look for other opportunities for partnership working
- At the time of writing, our box office assistant and cleaner, handed in her notice, but we are happy to welcome Tracy Crook, as our new cleaner. We are also reviewing the box office position and are hopeful that we can advertise and recruit by January 2023
- The pandemic resulted in a national dearth of skilled technicians, therefore we need to continue to review the provision of technical support for our shows to ensure that we can provide the best service.
- We shall also be reviewing the support to the Theatre Operational Manager, in the first instance, by launching an active volunteer recruitment campaign. However, it may be, as



the theatre programme expands, that we may need to supplement support in other ways, such as recruiting assistant duty managers.

- We need to continue to review Board membership and look at a sustainability plan for the future
- We need to utilise the learning gained by one of our directors, Claire Khass, to explore funding opportunities and secure regular funding
- We need to firm up relationships with local partners and organisations to ensure that we have representation and a voice in planning and decision-making relating to arts in the area
- We need to closely monitor our energy costs (particularly in the current economic climate) and ensure that we utilise our lighting and heating in the most efficient and cost-effective way. As part of this, we need to look at replacing all of our lighting with LED equivalent
- We need to look to upgrade/improve the heating system to ensure cost effectiveness and compliance with the carbon footprint
- We need to look at improving the front fascia of the building, including the replacement of the advertising banners with external digital noticeboards
- We need to finalise our Business Plan, of which we have a first draft
- We need to review our in-house groups i.e. Young Phoenix and Try Out Acting with a view to recommencing activities in Spring 2023
- We need to look for opportunities to engage with the community again and build on day-time usage



# Structure, Governance & Management

*In the next few pages we present details of this organisation's formal structure, how we are administrated and by whom and information relating to our underpinning governance*

## REFERENCE & ADMINISTRATION DETAILS

Company Registration Number: 08113214  
Charity Registration Number: 1149700  
VAT Registration Number: 804 2178 55

The directors of the charitable company (the charity) are its trustees for the purposes of charity law. The trustees serving during this year and since the year end are as follows:

David Garrett (Chair)	Trustee
Paul Worth	Trustee
Alison Thoburn	Trustee
Robert Nixon	Trustee
Claire Khass	Trustee

## REGISTERED OFFICE:

The Phoenix Theatre, 37a Beaconsfield Street, BLYTH, NE24 3DS

## SOLICITORS:

Dickinson Dees, St Annes Wharf, 112 Quayside, Newcastle upon Tyne, NE1 3DX

## AUDITORS:

Albert Gurney, Chartered Accountant, 4 West Terrace, Seaton Sluice, NE26 4RE

## BANKERS:

HSBC, 26 Bamburgh House, Manor Walks, Cramlington, NE23 6QE

## GOVERNING DOCUMENT

The Phoenix Theatre (Blyth) is a company limited by guarantee, governed by its Memorandum and Articles of Association dated 31 December 2012. It was established following the dissolution of the previous company Phoenix Theatre Blyth Limited and the charity Blyth Arts and Community Association (B.A.C.A.)

## ORGANISATION OF THE CHARITY

The company is administered by the Board of Directors (Trustees & Officers), who meet formally on a monthly basis to discuss all matters (operational and strategic). The company has no shareholders, but does have a trading company with two shares, owned by the Phoenix Theatre (Blyth).

## TRUSTEES

The number of Directors/Trustees shall not be less than three nor more than eight. On the incorporation of the Company, the first Trustees were designated as those who had previously been Directors/Trustees in the dissolved Company/Charity. Subsequent Directors/Trustees shall be appointed by the Board from time to time and at any time throughout the year. Directors/Trustees retire by rotation every 3 years at the first Board meeting of every calendar year, but can be reappointed. No Director/Trustee can serve for more than nine consecutive years (except in the event of exceptional circumstances).

## **TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

The Charity Trustees (who are also the Board of Directors for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements, in accordance with applicable law and United Kingdom's Accounting Standards (United Kingdom Generally Accepted Accounting Practice). These financial statements must give a true and fair view of the state of affairs of the charitable company and the theatre and of the incoming resources and application of resources, including the income and expenditure of the charitable company for that period.

In preparing the financial statements, the Directors/Trustees are required to select suitable accounting policies and apply them consistently, observe the methods and principles of the Charities SORP, make judgements and estimates that are reasonable and prudent, state whether applicable accounting standards have been followed and prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the charity will continue in business.

The Directors/Trustees are responsible for keeping proper accounting records that disclose, with reasonable accuracy at any time, the financial position of the charity and to ensure that the financial statements comply with the Companies Act 1985, the Charities Act 1993, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence take reasonable steps for the prevention and detection of fraud and other irregularities.

## **RISK MANAGEMENT**

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. A risk register has been established and is update annually. Management accounts are prepared monthly and the performance of the charity is monitored by the entire board of trustees. Potential risks and threats are monitored constantly and any necessary action taken.

## **ACCOUNTS**

The Board of Directors/Trustees fulfil their responsibility for maintaining proper accounting records and safeguarding the assets of the charity and have

appointed Albert Gurney, Chartered Accountant, as the Phoenix Theatre's Independent Examiner. Details of the 2021/22 accounts, together with supporting information have been submitted to the Charities Commission in a separate document.

## **AUDIT**

For the period ending 31 March 2022, the company was entitled to exemption from audit under Section 477 of the Companies Act 2006, relating to small companies.

## **BY ORDER OF THE BOARD/TRUSTEES**

Registered Office:  
The Phoenix Theatre  
37 Beaconsfield Street  
Blyth  
Northumberland  
NE24 2DS

David G Garrett  
(Chair and Chief Executive of the Board of Directors/Trustees)

**PHOENIX THEATRE (BLYTH)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**PERIOD ENDED 31st MARCH 2022**



**PHOENIX THEATRE (BLYTH)**

**PERIOD ENDED 31st MARCH 2022**

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**PHOENIX THEATRE (BLYTH)**

**TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

**PERIOD ENDED 31st MARCH 2022**

**LEGAL AND ADMINISTRATIVE INFORMATION**

**CONSTITUTION**

PHOENIX THEATRE (BLYTH) is a registered charity number 1149700 and a company limited by guarantee registered with Companies House, Company number 08113214.

**TRUSTEES**

The trustees serving during the year and since the year end were as follows:

**Chairman**

D G Garrett

**TREASURER**

P B Worth

**SECRETARY**

Ms A Thoburn

**OTHER**

C Khass

R V Nixon

**REGISTERED OFFICE**

The Phoenix Theatre, Beaconsfield Street, Blyth, Northumberland, NE24 2DS.

**INDEPENDENT EXAMINER**

A Gurney, Chartered Accountant, 4 West Terrace, Seaton Sluice, Northumberland, NE26 4RE.

**BANKERS**

HSBC, 31 Bridge Street, Blyth, Northumberland, NE24 2AB.

**SOLICITORS**

Bond Dickinson LLP, St Annes Wharf, 112 Quayside, Newcastle upon Tyne, NE1 3DX

## **PHOENIX THEATRE (BLYTH)**

### **REPORT OF THE TRUSTEES**

#### **PERIOD ENDED 31st MARCH 2022**

The trustees are pleased to present their report together with the financial statements of the charity for the period ended 31st March 2022

Legal and administration information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, and the Statements of Recommended Practice - Accounting and Reporting by Charities.

#### **OBJECTS OF THE CHARITY**

The purpose of the Charity are to promote and advance interest and education in the arts for the benefit of the public, and in particular for the benefit of the residents of Blyth Valley, by managing and maintaining a theatre known as "The Phoenix Theatre" and in particular by the production, promotion, presentation and management of plays, musical theatre, signing and dramatic and musical performances and by the provision or production any other artistic works.

To further provide facilities for the interest of social welfare for the recreation and leisure time occupation with the aim of improving the conditions of life of those residing in the said area and elsewhere.

#### **ORGANISATION**

A board of trustees who meet on a regular basis administer the charity. There is a management committee elected by the members to carry out the day to day running of the Association.

#### **REVIEW OF ACTIVITIES AND FUTURE DEVELOPMENTS**

PHOENIX THEATRE (BLYTH) a new charitable company limited by guarantee was incorporated and registered with the Charity Commission, for the purpose of taking over the operation of the Blyth Arts and Community Association including its assets and liabilities with effect from 31st December 2012 liabilities.

The effect of the transfer is that PHOENIX THEATRE (BLYTH) (Trading) Limited has now acquired all the assets and undertaking of the Association, including the premises, with effect from 31st December 2012

Similarly the Company acquired the assets and liabilities of PHOENIX THEATRE (BLYTH) Trading Limited on the same date, with the Company now being a wholly owned subsidiary.

The trading position is as outlined on pages 5 and following to these financial statements.

## **PHOENIX THEATRE (BLYTH)**

**PERIOD ENDED 31st MARCH 2022**

### **TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

The Trustees have adopted the following reserves policy

That will ensure that at all times the level of reserves is appropriate to the level of the Charity's activities. The Trustees will review annually the nature of the income and expenditure streams, the need to match variable income with fixed commitments and the nature of the reserves in order to decide on the level of reserves required for the Charity to be managed efficiently and to enable the future services to remain uninterrupted.

Use of Reserves are to be used to protect the long term delivery and continuity of services. Ensure the upkeep of the property and to help fund any major repairs / alterations required. Level / form reserves. Trustees decide on the reserves required. The current aim of the Charity is to hold reserves of at least £130,000. This figure will be kept under review as the cost base of the Theatre increases.

Decisions on the use of the reserves will be made by the Board. This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

### **TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

The Charities Act 2011 requires the trustees to prepare financial statements that give a true and fair view of the state of the affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to :

- select suitable accounting policies and apply them consistently

- make judgments that are reasonable and prudent : and

- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with statutory requirement. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **INDEPENDENT EXAMINER**

A Gurney, Chartered Accountant was appointed to undertake an independent examination of the accounts in accordance with the Charities Act 2011.

By order of the trustees

**P B Worth**  
**Director**

**Date : 22nd November 2022**

**PHOENIX THEATRE (BLYTH)**

**PERIOD ENDED 31st MARCH 2022**

**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE PHOENIX THEATRE (BLYTH)**

I report to the trustees on my examination of the accounts of the above Charity for the period ended 31st March 2022

As the Charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements under section 144 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.

The Charity's gross income exceeded £250,000 and I am qualified to undertake the examination being a member of the Institute of Chartered Accountants in England and Wales.

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)

The charity does not provide for depreciation of its land and buildings, which are included at historic costs. In this respect the accounts do not comply with the accounting requirements of the Act.

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.

**A GURNEY**

**Chartered Accountant**

**Date : 22nd November 2022**

**PHOENIX THEATRE (BLYTH)**

**STATEMENT OF FINANCIAL ACTIVITIES**

**PERIOD ENDED 31st MARCH 2022**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<b>Incoming resources</b>					
Activities for generating funds					
Commercial Activities	4	282,338	0	282,338	32
Operation of theatre and community association					
Fund raising and donations		11,600	0	11,600	2,181
Grants received	5	80,013	0	80,013	94,758
Interest		68	0	68	162
Subscriptions		170	0	170	0
Other		0	0	0	0
<b>Total incoming resources available for charitable application</b>		<b>374,189</b>		<b>374,189</b>	<b>97,133</b>
Less cost of generating funds					
Commercial Activities	4	142,796	0	142,796	10,612
<b>Net incoming resources available for charitable application</b>		<b>231,393</b>	<b>0</b>	<b>231,393</b>	<b>86,521</b>
<b>Charitable expenditure</b>					
Cost of operation of theatre and community association	4	74,100	0	74,100	87,210
<b>Total charitable expenditure</b>		<b>74,100</b>	<b>0</b>	<b>74,100</b>	<b>87,210</b>
<b>Movement in total funds for the period</b>		<b>157,293</b>	<b>0</b>	<b>157,293</b>	<b>-689</b>
<b>Total funds brought forward</b>		<b>380,794</b>	<b>1,277,300</b>	<b>1,658,094</b>	<b>1,658,783</b>
<b>Total funds carried forward</b>		<b>538,087</b>	<b>1,277,300</b>	<b>1,815,387</b>	<b>1,658,094</b>

All amounts relate to continuing operations.

The charity has no recognised gains or losses other than the surplus for the year.



**PHOENIX THEATRE (BLYTH)****BALANCE SHEET****AS AT 31st MARCH 2022**

	Notes	2022 £	2022 £	2021 £	2021 £
<b>FIXED ASSETS</b>					
Tangible Assets	6		1,447,001		1,379,574
<b>CURRENT ASSETS</b>					
Investments	7	6		6	
Stocks	8	5,445		1,221	
Debtors	9	6,341		800	
Cash in hand and at bank		<u>524,438</u>		<u>375,547</u>	
		536,230		377,574	
<b>CREDITORS</b>					
Amounts falling due within one year	10	<u>167,844</u>		<u>99,054</u>	
<b>NET CURRENT ASSETS</b>			368,386		278,520
<b>TOTAL ASSETS LESS</b>					
<b>CURRENT LIABILITIES</b>			1,815,387		1,658,094
<b>CREDITORS</b>					
Amounts falling due after more than one year	10		0		0
<b>NET ASSETS</b>			<u>1,815,387</u>		<u>1,658,094</u>
<b>RESERVES</b>	<b>Page 5</b>		<u>1,815,387</u>		<u>1,658,094</u>

For the period ended 31st March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

The members have not required the company to obtain an audit of its accounts for the period in question in accordance with section 476.

The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

**Approved by the board on 22nd November 2022**

**P B Worth**

**director**

## **PHOENIX THEATRE (BLYTH)**

### **NOTES TO FINANCIAL STATEMENTS**

#### **PERIOD ENDED 31st MARCH 2022**

#### **1 ACCOUNTING POLICIES**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP FRS 102) and comply with the Charities (Accounts and Reports) Regulations 2008 issued under the Charities Act 2011. There were no material departures from the standard.

The financial statements set out on pages 1 to 11 are prepared under the historical cost convention.

The financial statements are prepared in sterling, which is the functional currency of the Company. Monetary amounts in these financial statements are rounded to the nearest £.

The following accounting policies have been used consistently in dealing with items which are considered material to the Charity's affairs.

##### **(a) Commercial trading activities**

Income from commercial activities is included in the period in which the Charity is entitled to receive the income

##### **(b) Donations and grants**

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows:

when donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.

when donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions of use have been met.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in restricted funds when receivable.

##### **(c) Interest receivable**

Interest is included when receivable by the charity.

##### **(d) Resources expended**

Resources expended are included in the statement of financial activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Certain expenditure is directly attributable to specific activities and has been included in those cost categories.

## **PHOENIX THEATRE (BLYTH)**

### **NOTES TO FINANCIAL STATEMENTS**

**PERIOD ENDED 31st MARCH 2022**

#### **(e) Fixed Assets**

Individual fixed assets are capitalised at net cost. Land and Buildings represent the gross cost to the charity. In previous years this has been shown after the deduction of grants receivable.

Other tangible fixed assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment costs.

Depreciation is calculated so as to write-off the cost or valuation of an asset, less its residual value over the useful economic life of the asset on a straight-line basis as follows:

Land and Buildings    0 % per annum

Plant and Machinery   20 % per annum

Fixtures and fittings   20 % per annum

#### **(f) Stocks**

Stocks are stated at the lower of cost and net realisable value. cost as determined on a first in first out basis.

#### **(g) Financial Instruments**

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the entity after deducting all of its financial liabilities.

## **2 REVENUE RECOGNITION**

Turnover is recognised at the fair value of the consideration received or receivable and represents amounts receivable for services supplied, stated net of discounts and of Value Added Tax. Turnover is recognised at the point the goods are sold or services provided.

## **3 LEGAL STATUS OF CHARITY**

PHOENIX THEATRE (BLYTH) is a registered charity number 1149700 and a company limited by guarantee registered with Companies House, Company number 08113214.

**PHOENIX THEATRE (BLYTH)**

**NOTES TO FINANCIAL STATEMENTS**

**PERIOD ENDED 31st MARCH 2022**

**4 OPERATION OF CHARITY**

	<b>2022</b>	<b>2022</b>	<b>2021</b>	<b>2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>INCOME</b>				
Bar	27,209		32	
Productions	160,186		0	
Third party income	84,681		0	
Catering etc	1,298		0	
Other income	754		0	
Programmes	216		0	
Rental charges	4,772		0	
Sweets and Ice Creams	3,222		0	
		282,338		32
<b>COST OF SALES</b>				
Bar	11,765		2,136	
Productions	24,570		8,476	
Productions - Third party contributions	84,681		0	
Hirer costs	12,870		0	
Ticketing costs	8,910		0	
		142,796		10,612
<b>OPERATING PROFIT</b>		139,542		-10,580
<b>COST OF OPERATION OF THEATRE</b>				
<b>Wages and Freelance Costs</b>	15,086		34,231	
<b>Pension Contributions</b>	48		1,836	
Advertising, printing, postage and stationery	7,996		1,218	
Cleaning, maintenance and equipment hire	10,739		4,920	
Covid safe costs	164		7,666	
Entertaining	150		0	
Heat, light and water	6,921		3,120	
Insurance	7,448		8,009	
I T costs	4,152		1,250	
Licences and performing rights	4,097		1,680	
Telephones and internet	1,017		622	
Training	0		1,200	
Travelling	37		47	
Accountancy	1,553		1,353	
Bank and credit charges	402		434	
Credit card charges	6,310		0	
Depreciation	7,492		19,325	
Other expenses	488		299	
		74,100		87,210
<b>Net operating profit / (loss)</b>		<b>65,442</b>		<b>-97,790</b>

**PHOENIX THEATRE (BLYTH)**

**NOTES TO FINANCIAL STATEMENTS**

**PERIOD ENDED 31st MARCH 2022**

<b>5</b>	<b>GRANTS RECEIVED</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
	<b>Comprised :</b>		
	Blyth Town Council Community Grant	0	7,500
	HMRC - Furlough Support	547	19,346
	NCC	40,829	42,000
	NCC Covid Business Rates Support Grant	0	10,000
	NCC Cinema Support Grant	27,970	0
	NCC Covid Business Support Grants	10,667	12,638
	Theatre Trust	0	3,274
		<hr/>	<hr/>
		80,013	94,758

<b>6</b>	<b>FIXED ASSETS</b>				
	The movement on these during the year				
		Freehold Property	Plant & Equipment	Fixtures & Fittings	Total
	<b>Cost</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	As at 1st April 2021	1,379,572	100,751	32,451	1,512,774
	Additions	0	74,919	0	74,919
	Grants received	0	0	0	0
	Disposals	0	0	0	0
		<hr/>	<hr/>	<hr/>	<hr/>
		0			
	As at 31st March 2022	1,379,572	175,670	32,451	1,587,693
	<b>Depreciation</b>				
	As at 1st April 2021	0	100,750	32,450	133,200
	Additions	0	7,492	0	7,492
	Disposals	0	0	0	0
		<hr/>	<hr/>	<hr/>	<hr/>
	As at 31st March 2022	0	108,242	32,450	140,692
	<b>Net Book Value</b>				
	As at 31st March 2022	1,379,572	67,428	1	1,447,001
		<hr/>	<hr/>	<hr/>	<hr/>
	As at 31st March 2021	1,379,572	1	1	1,379,574

**PHOENIX THEATRE (BLYTH)****PROFIT AND LOSS ACCOUNT****PERIOD ENDED 31st MARCH 2022**

<b>7</b>	<b>INVESTMENTS</b>			<b>2022</b>	<b>2021</b>
				<b>£</b>	<b>£</b>
	Represents the issued share capital of PHOENIX THEATRE (BLYTH) (Trading) Limited a wholly owned subsidiary.			6	6
<b>8</b>	<b>STOCKS</b>			<b>2022</b>	<b>2021</b>
	Stocks comprised:			<b>£</b>	<b>£</b>
	Bar stocks			5,445	1,221
<b>9</b>	<b>DEBTORS</b>			<b>2022</b>	<b>2021</b>
	Debtors comprised:			<b>£</b>	<b>£</b>
	Other debtors and prepayments			6,341	800
<b>10</b>	<b>CREDITORS</b>	<b>Amounts due within one year</b>	<b>Amounts due due after one year</b>		
		<b>March</b>	<b>March</b>	<b>March</b>	<b>March</b>
		<b>2022</b>	<b>2021</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	Creditors comprised:				
	Barclaycard	3,001	143		
	Trade creditors	4,955	0		
	Amounts due to the Phoenix Theatre Blyth (Trading) Limited	39,096	39,096		
	Advanced bookings	73,274	58,705		
	Advanced grants	40,829	0		
	Other taxes and social security	4,349	-230		
	Other creditors	2,340	1,340		
		167,844	99,054	0	0

**PHOENIX THEATRE (BLYTH)**

**PERIOD ENDED 31st MARCH 2022**

**ANALYSIS OF ACCOUNTS**

	<b>Reference</b>	<b>Production Sales £</b>	
Nominal Ledger	1001003	257,867	Box Office Sales
Advanced sales - 2022		-14,569	Balance (£87,928.00 * 100/120)
Bank Balance W/Off		1,475	
Ticket Receipt Payments to Hires		0	
Paid to Artists		-84,681	** As advised
<b>Income and Expenditure</b>		<b>160,092</b>	
		<b>Third Party Income £</b>	
Ticket Receipt Payments to Hires			
Paid to Artists		84,681	** See above
<b>Income and Expenditure</b>		<b>84,681</b>	
		<b>Production Costs £</b>	
Nominal Ledger	5002001	116,433	Production Costs
Other Income	3001001	-974	Refund - Calendar Girls
Transfer		-5,541	Payments in advance
Transfer		-1,750	Maintenance
<b>Income and Expenditure</b>		<b>108,168</b>	
		<b>Hire Ticket Costs £</b>	
Nominal Ledger	5002002	9,337	Hire Ticket Sales
Nominal Ledger	5002004	4,616	Hire Charges
<b>Income and Expenditure</b>		<b>13,953</b>	

Year ended 31st March 2021		Nominal Ledger	Profit & Loss A/c		Balance Sheet		
			DR	CR	DR	CR	
<b>Loss per draft accounts</b>							<b>-38,029</b>
DR	Depreciation - Plant and Equipment		<b>19,325</b>				
DR	Depreciation - Plant and Equipment					<b>19,325</b>	
DR	Advanced Bookings				<b>55,163</b>		
CR	Profit and Loss Account			<b>55,163</b>			
Dr	Trade Debtors				<b>63</b>		
Cr	Profit and Loss Account			<b>63</b>			
Dr	Profit and Loss Account		<b>1,301</b>				
Cr	Stocks					<b>1,301</b>	
DR	Accruals				<b>844</b>		
CR	Profit and Loss Account			<b>844</b>			
Dr	Bank Current Account				<b>2,724</b>		
CR	Profit and Loss Account			<b>2,724</b>			
DR	Profit and Loss Account		<b>1,888</b>				
CR	Barclaycard					<b>1,888</b>	
DR	Profit and Loss Account		<b>1,884</b>				
CR	Prepayments					<b>1,884</b>	
DR	Deferred Revenue				<b>987</b>		
CR	Profit and Loss Account			<b>987</b>			
DR	Paul Worth Expenses				<b>1,957</b>		
CR	Profit and Loss Account			<b>1,957</b>			
<b>Net Adjustments / Revised Profit</b>			<b>24,398</b>	<b>61,738</b>	<b>0</b>	<b>61,738</b>	<b>24,398</b>
			<b>24,398</b>	<b>61,738</b>	<b>61,738</b>	<b>24,398</b>	



**PHOENIX THEATRE (BLYTH)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**PERIOD ENDED 31st MARCH 2022**

**PHOENIX THEATRE (BLYTH)**

**PERIOD ENDED 31st MARCH 2022**

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## **PHOENIX THEATRE (BLYTH)**

### **TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

**PERIOD ENDED 31st MARCH 2022**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

#### **CONSTITUTION**

PHOENIX THEATRE (BLYTH) is a registered charity number 1149700 and a company limited by guarantee registered with Companies House, Company number 08113214.

#### **TRUSTEES**

The trustees serving during the year and since the year end were as follows:

##### **Chairman**

D G Garrett

##### **TREASURER**

P B Worth

##### **SECRETARY**

Ms A Thoburn

##### **OTHER**

C Khass

R V Nixon

##### **REGISTERED OFFICE**

The Phoenix Theatre, Beaconsfield Street, Blyth, Northumberland, NE24 2DS.

##### **INDEPENDENT EXAMINER**

A Gurney, Chartered Accountant, 4 West Terrace, Seaton Sluice, Northumberland, NE26 4RE.

##### **BANKERS**

HSBC, 31 Bridge Street, Blyth, Northumberland, NE24 2AB.

##### **SOLICITORS**

Bond Dickinson LLP, St Annes Wharf, 112 Quayside, Newcastle upon Tyne, NE1 3DX

## **PHOENIX THEATRE (BLYTH)**

### **REPORT OF THE TRUSTEES**

#### **PERIOD ENDED 31st MARCH 2022**

The trustees are pleased to present their report together with the financial statements of the charity for the period ended 31st March 2022

Legal and administration information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, and the Statements of Recommended Practice - Accounting and Reporting by Charities.

#### **OBJECTS OF THE CHARITY**

The purpose of the Charity are to promote and advance interest and education in the arts for the benefit of the public, and in particular for the benefit of the residents of Blyth Valley, by managing and maintaining a theatre known as "The Phoenix Theatre" and in particular by the production, promotion, presentation and management of plays, musical theatre, signing and dramatic and musical performances and by the provision or production any other artistic works.

To further provide facilities for the interest of social welfare for the recreation and leisure time occupation with the aim of improving the conditions of life of those residing in the said area and elsewhere.

#### **ORGANISATION**

A board of trustees who meet on a regular basis administer the charity. There is a management committee elected by the members to carry out the day to day running of the Association.

#### **REVIEW OF ACTIVITIES AND FUTURE DEVELOPMENTS**

PHOENIX THEATRE (BLYTH) a new charitable company limited by guarantee was incorporated and registered with the Charity Commission, for the purpose of taking over the operation of the Blyth Arts and Community Association including its assets and liabilities with effect from 31st December 2012 liabilities.

The effect of the transfer is that PHOENIX THEATRE (BLYTH) (Trading) Limited has now acquired all the assets and undertaking of the Association, including the premises, with effect from 31st December 2012

Similarly the Company acquired the assets and liabilities of PHOENIX THEATRE (BLYTH) Trading Limited on the same date, with the Company now being a wholly owned subsidiary.

The trading position is as outlined on pages 5 and following to these financial statements.

## **PHOENIX THEATRE (BLYTH)**

**PERIOD ENDED 31st MARCH 2022**

### **TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

The Trustees have adopted the following reserves policy

That will ensure that at all times the level of reserves is appropriate to the level of the Charity's activities. The Trustees will review annually the nature of the income and expenditure streams, the need to match variable income with fixed commitments and the nature of the reserves in order to decide on the level of reserves required for the Charity to be managed efficiently and to enable the future services to remain uninterrupted.

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- make judgments that are reasonable and prudent : and

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### **INDEPENDENT EXAMINER**

A Gurney, Chartered Accountant was appointed to undertake an independent examination of the accounts in accordance with the Charities Act 2011.

By order of the trustees

**P B Worth**  
**Director**

**Date : 22nd November 2022**

**PHOENIX THEATRE (BLYTH)**

**PERIOD ENDED 31st MARCH 2022**

**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE PHOENIX THEATRE (BLYTH)**

I report to the trustees on my examination of the accounts of the above Charity for the period ended 31st March 2022

As the Charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements under section 144 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.

The Charity's gross income exceeded £250,000 and I am qualified to undertake the examination being a member of the Institute of Chartered Accountants in England and Wales.

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)

The charity does not provide for depreciation of its land and buildings, which are included at historic costs. In this respect the accounts do not comply with the accounting requirements of the Act.

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.

**A GURNEY**

**Chartered Accountant**

**Date : 22nd November 2022**

**PHOENIX THEATRE (BLYTH)**

**STATEMENT OF FINANCIAL ACTIVITIES**

**PERIOD ENDED 31st MARCH 2022**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<b>Incoming resources</b>					
Activities for generating funds					
Commercial Activities	4	282,338	0	282,338	32
Operation of theatre and community association					
Fund raising and donations		11,600	0	11,600	2,181
Grants received	5	80,013	0	80,013	94,758
Interest		68	0	68	162
Subscriptions		170	0	170	0
Other		0	0	0	0
<b>Total incoming resources available for charitable application</b>		374,189		374,189	97,133
Less cost of generating funds					
Commercial Activities	4	142,796	0	142,796	10,612
<b>Net incoming resources available for charitable application</b>		231,393	0	231,393	86,521
<b>Charitable expenditure</b>					
Cost of operation of theatre and community association	4	74,100	0	74,100	87,210
<b>Total charitable expenditure</b>		74,100	0	74,100	87,210
<b>Movement in total funds for the period</b>		157,293	0	157,293	-689
<b>Total funds brought forward</b>		380,794	1,277,300	1,658,094	1,658,783
<b>Total funds carried forward</b>		538,087	1,277,300	1,815,387	1,658,094

All amounts relate to continuing operations.

The charity has no recognised gains or losses other than the surplus for the year.

**PHOENIX THEATRE (BLYTH)****BALANCE SHEET****AS AT 31st MARCH 2022**

	Notes	2022 £	2022 £	2021 £	2021 £
<b>FIXED ASSETS</b>					
Tangible Assets	6		1,447,001		1,379,574
<b>CURRENT ASSETS</b>					
Investments	7	6		6	
Stocks	8	5,445		1,221	
Debtors	9	6,341		800	
Cash in hand and at bank		<u>524,438</u>		<u>375,547</u>	
		536,230		377,574	
<b>CREDITORS</b>					
Amounts falling due within one year	10	<u>167,844</u>		<u>99,054</u>	
<b>NET CURRENT ASSETS</b>			368,386		278,520
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>1,815,387</u>		<u>1,658,094</u>
<b>CREDITORS</b>					
Amounts falling due after more than one year	10		0		0
<b>NET ASSETS</b>			<u>1,815,387</u>		<u>1,658,094</u>
<b>RESERVES</b>	<b>Page 5</b>		<u>1,815,387</u>		<u>1,658,094</u>

For the period ended 31st March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

The members have not required the company to obtain an audit of its accounts for the period in question in accordance with section 476.

The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

**Approved by the board on 22nd November 2022**

**P B Worth**

**director**



## **PHOENIX THEATRE (BLYTH)**

### **NOTES TO FINANCIAL STATEMENTS**

#### **PERIOD ENDED 31st MARCH 2022**

#### **1 ACCOUNTING POLICIES**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP FRS 102) and comply with the Charities (Accounts and Reports) Regulations 2008 issued under the Charities Act 2011. There were no material departures from the standard.

The financial statements set out on pages 1 to 11 are prepared under the historical cost convention.

The financial statements are prepared in sterling, which is the functional currency of the Company. Monetary amounts in these financial statements are rounded to the nearest £.

The following accounting policies have been used consistently in dealing with items which are considered material to the Charity's affairs.

##### **(a) Commercial trading activities**

Income from commercial activities is included in the period in which the Charity is entitled to receive the income

##### **(b) Donations and grants**

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows:

when donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.

when donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions of use have been met.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in restricted funds when receivable.

##### **(c) Interest receivable**

Interest is included when receivable by the charity.

##### **(d) Resources expended**

Resources expended are included in the statement of financial activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Certain expenditure is directly attributable to specific activities and has been included in those cost categories.

## **PHOENIX THEATRE (BLYTH)**

### **NOTES TO FINANCIAL STATEMENTS**

#### **PERIOD ENDED 31st MARCH 2022**

##### **(e) Fixed Assets**

Individual fixed assets are capitalised at net cost. Land and Buildings represent the gross cost to the charity. In previous years this has been shown after the deduction of grants receivable.

Other tangible fixed assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment costs.

Depreciation is calculated so as to write-off the cost or valuation of an asset, less its residual value over the useful economic life of the asset on a straight-line basis as follows:

Land and Buildings     0 % per annum

Plant and Machinery   20 % per annum

Fixtures and fittings   20 % per annum

##### **(f) Stocks**

Stocks are stated at the lower of cost and net realisable value. cost as determined on a first in first out basis.

##### **(g) Financial Instruments**

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the entity after deducting all of its financial liabilities.

## **2 REVENUE RECOGNITION**

Turnover is recognised at the fair value of the consideration received or receivable and represents amounts receivable for services supplied, stated net of discounts and of Value Added Tax. Turnover is recognised at the point the goods are sold or services provided.

## **3 LEGAL STATUS OF CHARITY**

PHOENIX THEATRE (BLYTH) is a registered charity number 1149700 and a company limited by guarantee registered with Companies House, Company number 08113214.

**PHOENIX THEATRE (BLYTH)**

**NOTES TO FINANCIAL STATEMENTS**

**PERIOD ENDED 31st MARCH 2022**

**4 OPERATION OF CHARITY**

	<b>2022</b>	<b>2022</b>	<b>2021</b>	<b>2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>INCOME</b>				
Bar	27,209		32	
Productions	160,186		0	
Third party income	84,681		0	
Catering etc	1,298		0	
Other income	754		0	
Programmes	216		0	
Rental charges	4,772		0	
Sweets and Ice Creams	3,222		0	
		282,338		32
<b>COST OF SALES</b>				
Bar	11,765		2,136	
Productions	24,570		8,476	
Productions - Third party contributions	84,681		0	
Hirer costs	12,870		0	
Ticketing costs	8,910		0	
		142,796		10,612
<b>OPERATING PROFIT</b>		139,542		-10,580
<b>COST OF OPERATION OF THEATRE</b>				
<b>Wages and Freelance Costs</b>	15,086		34,231	
<b>Pension Contributions</b>	48		1,836	
Advertising, printing, postage and stationery	7,996		1,218	
Cleaning, maintenance and equipment hire	10,739		4,920	
Covid safe costs	164		7,666	
Entertaining	150		0	
Heat, light and water	6,921		3,120	
Insurance	7,448		8,009	
I T costs	4,152		1,250	
Licences and performing rights	4,097		1,680	
Telephones and internet	1,017		622	
Training	0		1,200	
Travelling	37		47	
Accountancy	1,553		1,353	
Bank and credit charges	402		434	
Credit card charges	6,310		0	
Depreciation	7,492		19,325	
Other expenses	488		299	
		74,100		87,210
<b>Net operating profit / (loss)</b>		<b>65,442</b>		<b>-97,790</b>

**PHOENIX THEATRE (BLYTH)**

**NOTES TO FINANCIAL STATEMENTS**

**PERIOD ENDED 31st MARCH 2022**

<b>5</b>	<b>GRANTS RECEIVED</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
	<b>Comprised :</b>		
	Blyth Town Council Community Grant	0	7,500
	HMRC - Furlough Support	547	19,346
	NCC	40,829	42,000
	NCC Covid Business Rates Support Grant	0	10,000
	NCC Cinema Support Grant	27,970	0
	NCC Covid Business Support Grants	10,667	12,638
	Theatre Trust	0	3,274
		<hr/>	<hr/>
		80,013	94,758

<b>6</b>	<b>FIXED ASSETS</b>				
	The movement on these during the year				
		Freehold Property	Plant & Equipment	Fixtures & Fittings	Total
	<b>Cost</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	As at 1st April 2021	1,379,572	100,751	32,451	1,512,774
	Additions	0	74,919	0	74,919
	Grants received	0	0	0	0
	Disposals	0	0	0	0
		<hr/>	<hr/>	<hr/>	<hr/>
		0			
	As at 31st March 2022	1,379,572	175,670	32,451	1,587,693
	<b>Depreciation</b>				
	As at 1st April 2021	0	100,750	32,450	133,200
	Additions	0	7,492	0	7,492
	Disposals	0	0	0	0
		<hr/>	<hr/>	<hr/>	<hr/>
	As at 31st March 2022	0	108,242	32,450	140,692
	<b>Net Book Value</b>				
	As at 31st March 2022	1,379,572	67,428	1	1,447,001
		<hr/>	<hr/>	<hr/>	<hr/>
	As at 31st March 2021	1,379,572	1	1	1,379,574

**PHOENIX THEATRE (BLYTH)****PROFIT AND LOSS ACCOUNT****PERIOD ENDED 31st MARCH 2022**

<b>7</b>	<b>INVESTMENTS</b>			<b>2022</b>	<b>2021</b>
				<b>£</b>	<b>£</b>
	Represents the issued share capital of PHOENIX THEATRE (BLYTH) (Trading) Limited a wholly owned subsidiary.			6	6
<b>8</b>	<b>STOCKS</b>			<b>2022</b>	<b>2021</b>
	Stocks comprised:			<b>£</b>	<b>£</b>
	Bar stocks			5,445	1,221
<b>9</b>	<b>DEBTORS</b>			<b>2022</b>	<b>2021</b>
	Debtors comprised:			<b>£</b>	<b>£</b>
	Other debtors and prepayments			6,341	800
<b>10</b>	<b>CREDITORS</b>	<b>Amounts due within one year</b>	<b>Amounts due due after one year</b>		
		<b>March</b>	<b>March</b>	<b>March</b>	<b>March</b>
		<b>2022</b>	<b>2021</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	Creditors comprised:				
	Barclaycard	3,001	143		
	Trade creditors	4,955	0		
	Amounts due to the Phoenix Theatre Blyth (Trading) Limited	39,096	39,096		
	Advanced bookings	73,274	58,705		
	Advanced grants	40,829	0		
	Other taxes and social security	4,349	-230		
	Other creditors	2,340	1,340		
		167,844	99,054	0	0

**PHOENIX THEATRE (BLYTH)**

**PERIOD ENDED 31st MARCH 2022**

**ANALYSIS OF ACCOUNTS**

	<b>Reference</b>	<b>Production Sales £</b>	
Nominal Ledger	1001003	257,867	Box Office Sales
Advanced sales - 2022		-14,569	Balance (£87,928.00 * 100/120)
Bank Balance W/Off		1,475	
Ticket Receipt Payments to Hires		0	
Paid to Artists		-84,681	** As advised
<b>Income and Expenditure</b>		<b>160,092</b>	
		<b>Third Party Income £</b>	
Ticket Receipt Payments to Hires			
Paid to Artists		84,681	** See above
<b>Income and Expenditure</b>		<b>84,681</b>	
		<b>Production Costs £</b>	
Nominal Ledger	5002001	116,433	Production Costs
Other Income	3001001	-974	Refund - Calendar Girls
Transfer		-5,541	Payments in advance
Transfer		-1,750	Maintenance
<b>Income and Expenditure</b>		<b>108,168</b>	
		<b>Hire Ticket Costs £</b>	
Nominal Ledger	5002002	9,337	Hire Ticket Sales
Nominal Ledger	5002004	4,616	Hire Charges
<b>Income and Expenditure</b>		<b>13,953</b>	

Year ended 31st March 2021		Nominal Ledger	Profit & Loss A/c		Balance Sheet		
			DR	CR	DR	CR	
	<b>Loss per draft accounts</b>						<b>-38,029</b>
DR	Depreciation - Plant and Equipment		<b>19,325</b>				
DR	Depreciation - Plant and Equipment					<b>19,325</b>	
DR	Advanced Bookings				<b>55,163</b>		
CR	Profit and Loss Account			<b>55,163</b>			
Dr	Trade Debtors				<b>63</b>		
Cr	Profit and Loss Account			<b>63</b>			
Dr	Profit and Loss Account		<b>1,301</b>				
Cr	Stocks					<b>1,301</b>	
DR	Accruals				<b>844</b>		
CR	Profit and Loss Account			<b>844</b>			
Dr	Bank Current Account				<b>2,724</b>		
CR	Profit and Loss Account			<b>2,724</b>			
DR	Profit and Loss Account		<b>1,888</b>				
CR	Barclaycard					<b>1,888</b>	
DR	Profit and Loss Account		<b>1,884</b>				
CR	Prepayments					<b>1,884</b>	
DR	Deferred Revenue				<b>987</b>		
CR	Profit and Loss Account			<b>987</b>			
DR	Paul Worth Expenses				<b>1,957</b>		
CR	Profit and Loss Account			<b>1,957</b>			
	<b>Net Adjustments / Revised Profit</b>		<b>24,398</b>	<b>61,738</b>	<b>0</b>	<b>61,738</b>	<b>24,398</b>
			<b>24,398</b>	<b>61,738</b>	<b>61,738</b>	<b>24,398</b>	