



# PHOENIX THEATRE BLYTH TRUSTEES' ANNUAL REPORT 2023/24



**Charity Number: 1149700**

**Company Number: 08113214**

# FOREWORD

The Trustees of the Phoenix Theatre Blyth are pleased to present their annual report for the year ending 31 March 2024, which is also prepared to meet the requirements for a directors' report and accounts for Companies House purposes.

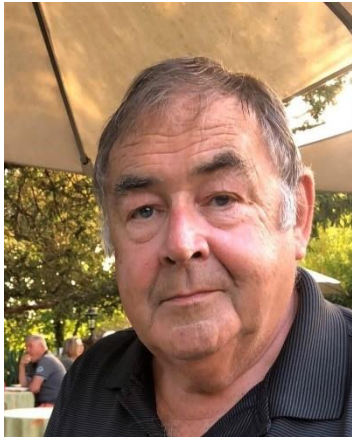
The Financial accounts (which have been submitted separately to this document) comply with the Charities Act 1993, the Companies Act 1985, the Memorandum and Articles of Association and the Statement of Recommended Practice – Accounting and Reporting Charities (SORP 2005).

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



Our Mission 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, regionally and nationally.”

## A MESSAGE FROM OUR CHIEF EXECUTIVE



I have the greatest pleasure in welcoming you to this Annual Report for the Phoenix Theatre, Blyth.

It has been a period of challenge but also achievement.

Continuing the process of recovery from the pandemic, the organisation is settling, once again, into a period of growth and development.

We continue working on short-term and longer-term goals, the objectives of which are to meet our aims as stated in our mission statement.

Work continues on the theatre programme development work with young people and reaching out to the community. I am particularly pleased with the in-roads we are making in the areas of arts and the quality of life and better health.

Development work is, of course, just as important in the material assets i.e. the building and its assets. Maintenance is essential with a 30 year old building and a programme of repair and replacement has been developed. Similarly, resources, such as technical equipment etc., are constantly updated and, where necessary, replaced. Stretching into next year we hope to continue our particularly important aim of reaching greater energy efficiency.

We are conscious of the development of a new county council arts and cinema complex currently under construction 1 mile away and, whilst it could be perceived to be a threat to our business, we sincerely hope that, in the future, we can work in harmony with the new project, providing for the people of Blyth a fuller and more comprehensive arts experience.

We continue to thrive and make progress in these challenging times and are confident that we shall increase our success over the coming months and years.

Details of our activities are included within the body of this report which I, unhesitatingly, commend to you.

David G Garrett  
Chief Executive – Phoenix Theatre (Blyth)

## A LOOK BACK AT THE YEAR 2023/24

It hardly seems like five minutes since we were preparing our last annual report and here we are, another year gone and another report being written – and what another great year it has been. We are always amazed and grateful to our loyal customers who return to us year after year and to the new ones who walk through our doors. It has been yet another successful year and, despite the economic climate and the potential threat from competitors on our doorstep (new local authority arts complex), we feel that we have again achieved what we set out to i.e. increasing ticket sales and audiences and a growing reputation and respect from our peers in both the professional and amateur world.

Our theatre programme continues to attract customers as we continue to bring new and diverse entertainment to Blyth. During the year we hosted music from 35 different tribute bands offering very different music genres, but we also welcomed a number of headline acts, such as Francis Rossi and Paul Young. The dominance of tribute bands within the programme seems to be reducing and we hope that we can continue to bring more named acts to the Phoenix in the future. Variety is still popular with our customers and this year, we introduced a new dimension to the programme with the inclusion of shows aimed at young people, which have proved to be very popular. We continue to support local groups to perform their annual productions, song and dance. Our commitment to the inclusion of plays within the programme is still strong, but our offer during this year has been minimal. We are still looking to source productions that we feel our play-going audiences would enjoy, whether it be in the auditorium or smaller scale in the Studio.

Cinema continues at the Phoenix Theatre, despite the impending opening of the new purpose-built Council-funded cinema in Blyth marketplace. We shall monitor the impact this has on our cinema offering, but, in the meantime, we shall continue to screen films. We decided last year to only screen blockbuster new releases and focus on screening special films, such as National Theatre and films for young people. That being said, we still managed to show 50 films over 137 screenings, which were seen by over 2.5k customers. Films included the new *Indiana Jones*, *Barbie*, *Allelujah* and *Wonka*. (See Cinema summary later in this report)

Finally, our round-up of our theatre programme would not be complete without a mention of our annual in-house pantomime. This year's offering was *Dick Whittington*. We have reported separately on pantomime later in this report, but suffice to say that major changes were enforced, but the result was an overriding success.

During the year, we have continued to look for opportunities to engage with the community and were pleased to see the commencement of some new groups within the theatre. Alex Oates led a writing group, specifically focusing on script-writing. We also welcomed the introduction of Little/Baby Movers, Sing and Be Happy (a Singing for the Brain group) and a seated dance class. We shall be monitoring attendances over the next few months and reporting on any potential outcomes in next year's report.

We have continued our commitment to offer provision for young people regarding theatre learning and education and, this year, we launched a series of monthly Saturday theatre workshops, together with a week long theatre summer school. Both were led by theatre professional, Brooke Havana-Fairly and proved to be very popular with young people and parents alike. All sessions were full to capacity with waiting lists. As a result of these



activities, we also made the decision to produce a young people's production and welcomed appreciative audiences to *Frozen Junior* in November.

We are aware that the building is aging and we shall continue to invest in repair and replacement, as well as review maintenance contracts. During this year, the following was completed/reviewed:

- We changed our security contractors to offer a more comprehensive maintenance and support contract, which should benefit us greatly
- We have increased our security camera provision for protection of the building and safety of our staff
- We have invested in technical equipment to improve communications within the team and have updated machinery on our box office system

Regarding our team, there have been no significant changes within the past year. We shall continue to monitor, however, as pressures increase within the theatre.

In conclusion, 2023/24 has been another very successful year, not just financially but artistically with the promise of many exciting developments to come. This could not have been achieved without the stalwart input of the whole team – staff, volunteers and trustees – together with the support of our customers, corporate sponsors and funders. We look optimistically to another great year for the Phoenix Theatre.



# THEATRE PROGRAMME

During this year, we presented **65** different shows over **116** performances covering 9 genre types i.e. tributes, headliners, variety, dance, childrens' shows, musicals, pantomime, plays and cinema. These were enjoyed by just over **26.5k** customers (30.2% increase from last year) and accounted for **£486,109** gross sales. **6** shows were rescheduled during the year by the agents, for various reasons outwith our control.

## TRIBUTE ACTS

Pop Princesses  
Jive Talkin'  
UK Rock Show  
History of Rock  
Rod Stewart Songbook  
Hotel California  
Gary and Robbie  
Celebrating George Michael  
10CCLO  
Floyd in the Flesh  
Lipstick on your Collar  
Under the Boardwalk  
Classic Clapton  
Counterfeit 60s  
Bon Jovi Forever  
Music of Lionel Richie  
One Night in Dublin  
Beatlemania  
Blue Flamingoes  
Barry Steele as Roy Orbison  
Dreams of Fleetwood Mac  
Ultimate Killers  
Best of Queen  
Counterfeit 70s  
Women in Rock  
Ultimate 70s Xmas Show  
Sounds of the Rat Pack  
The Carpenters Experience  
Spirit of Bad Company & Free  
Abba Forever  
Tom Jones Songbook  
Typically Tina  
Trexstasy  
Ben Thompson as Elvis  
Buddy Holly & the Cricketers

## HEADLINERS

Gareth Gates  
Dreamcoat Stars  
Roy 'Chubby' Brown  
Paul Young  
Francis Rossi  
Jeff Stelling  
Joe McElderry  
Lindisfarne  
Brian Downey  
The Three Degrees

## PLAYS

Doing the Dead  
The Canterville Ghost  
The Life of Reilly

## DANCE SHOWS

Harriet Dance  
Dance Stars  
Timestep  
Michelle Dance  
Strut

## CHILDRENS' SHOWS

The McDougalls  
Golden Pearl Pirates  
Top Secret – the Magic of  
Science

## VARIETY

Silver Bells  
Treasure Island (Easter panto)  
Adult panto  
Forbidden Nights

## MUSICALS

Tell Me on a Sunday  
Frozen Junior  
Chitty Chitty Bang Bang  
Curtains

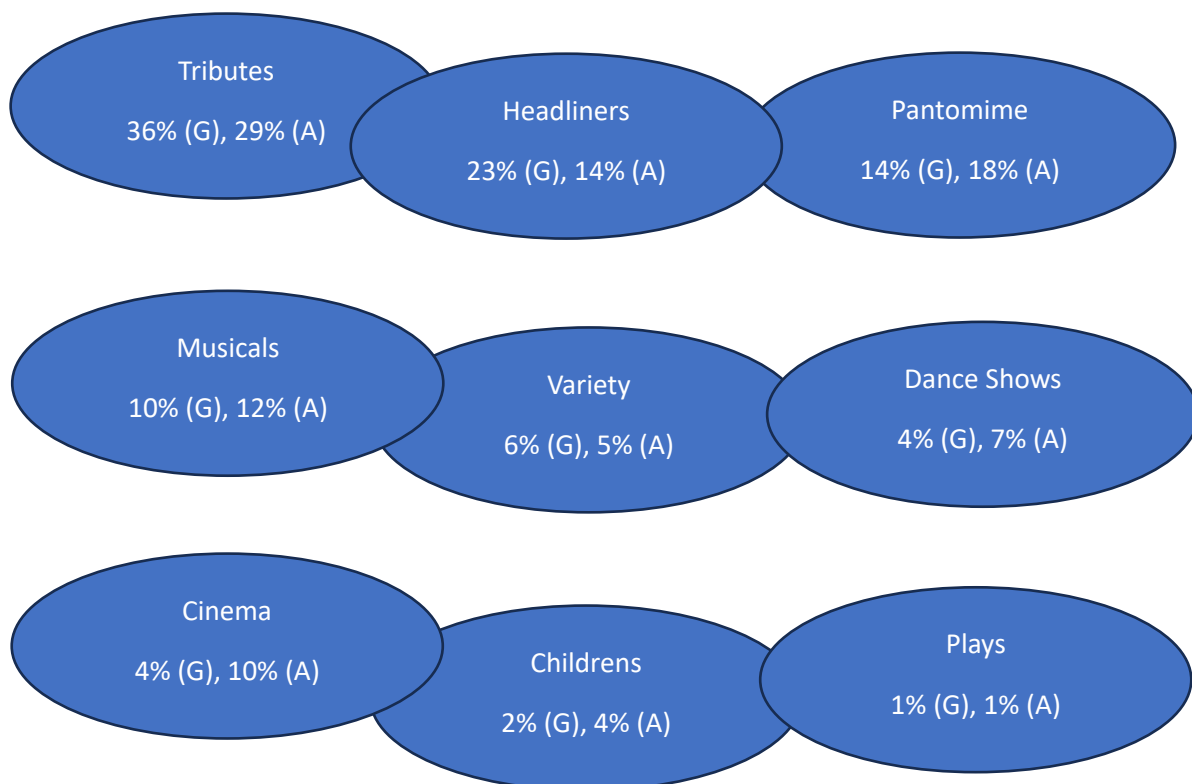
## PANTOMIME

Dick Whittington

As with previous years, tribute bands do, again, account for the highest attendances and gross ticket sales, but it is interesting to note that their dominance of the programme has reduced by 14% from last year, as we've introduced more headline acts, such as Francis Rossi and Paul Young. We do acknowledge, however, that our audiences do appreciate the quality and diversity of our tribute band programme - as can be seen from the list on the previous page, our tributes have covered the whole gamut of music from rock and roll to retro to modern pop, country to heavy metal, musical theatre to R & B - therefore we shall continue to promote this type of entertainment.

Pantomime, as always, is a mainstay of our programme and, as our biggest income generator (being an in-house production), we strive to ensure that it retains its allure. 2023 saw major, but positive, changes to our traditional offering, which is reported separately in this report. Variety remains a favourite and this year we introduced a number of shows aimed at young audiences. Scheduling these shows during school holidays and in afternoon slots has proved to be very popular with parents and children alike. Our musicals offer increased this year, as we made the decision to produce two in-house, *Tell Me On A Sunday* and a young people's production of *Frozen Junior*, the latter emerging as an outcome of the young people's workshops (see report). Figures for dance shows and plays remain on a par with last year.

The following diagram shows the percentage split by genre (G – Gross sales, A – Attendances) in descending order:



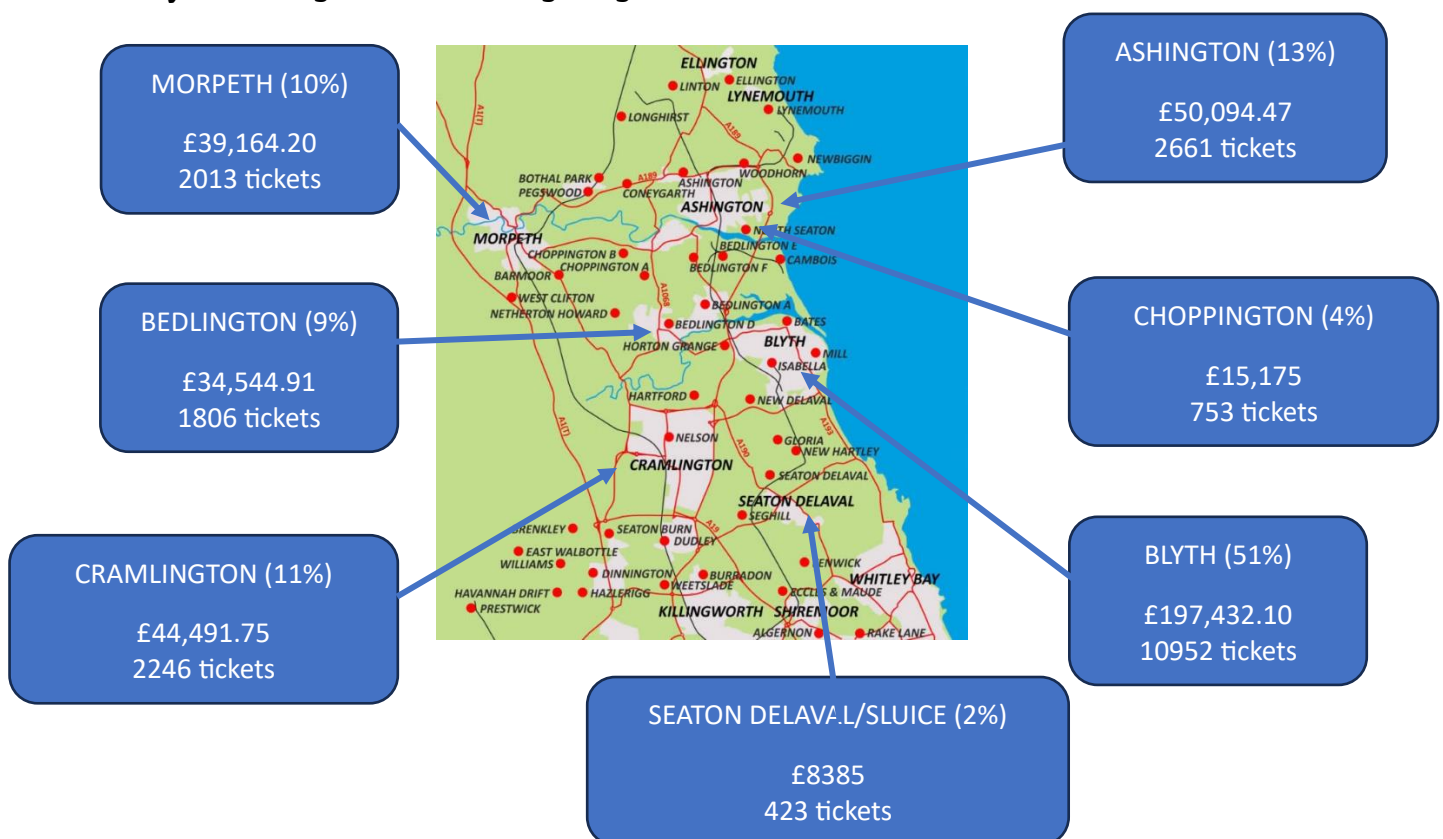
## TICKET SALES AND AUDIENCES

During this year, there was a total of **£503,462** in gross ticket sales – an 18.4% increase from last year – which accounted for **28,036** tickets (5.5% increase). These totals are encouraging, particularly given that the country is still recovering from Covid and the resultant cost-of-living crisis. Increase in gross ticket sales can, in part, be indicative of the increase in ticket prices (average prices for tribute bands are now £24 compared to last year's at £22), but our rising number of customers shows that business is continuing to thrive.

As always it is interesting to ascertain where our audiences come from as this enables us to not only feel we are meeting the needs of our local community, but also assists with marketing strategies aimed at attracting audiences from further afield. Postcode analysis from our Ticketsolve booking system is a vital source of information, which enables us to breakdown our ticket sales by region right down to ward. Unfortunately we are unable to analyse our total record base, as 2.5% of the records have unknown postcodes, accounting for £12,675 of sales. (These unknown postcodes are mostly cinema attendances, where customers either attend on the day of performance, or groups/parties). However, we can still extrapolate interesting analysis from the records for which we do have accurate postcodes. Not surprisingly, these reveal that **77.3%** of our gross ticket sales were bought by customers living in South East Northumberland (accounting for £389,288 ticket sales) with **51%** living in Blyth (£197,432.10)

### SOUTH-EAST NORTHUMBERLAND BREAKDOWN (77.3% of sales)

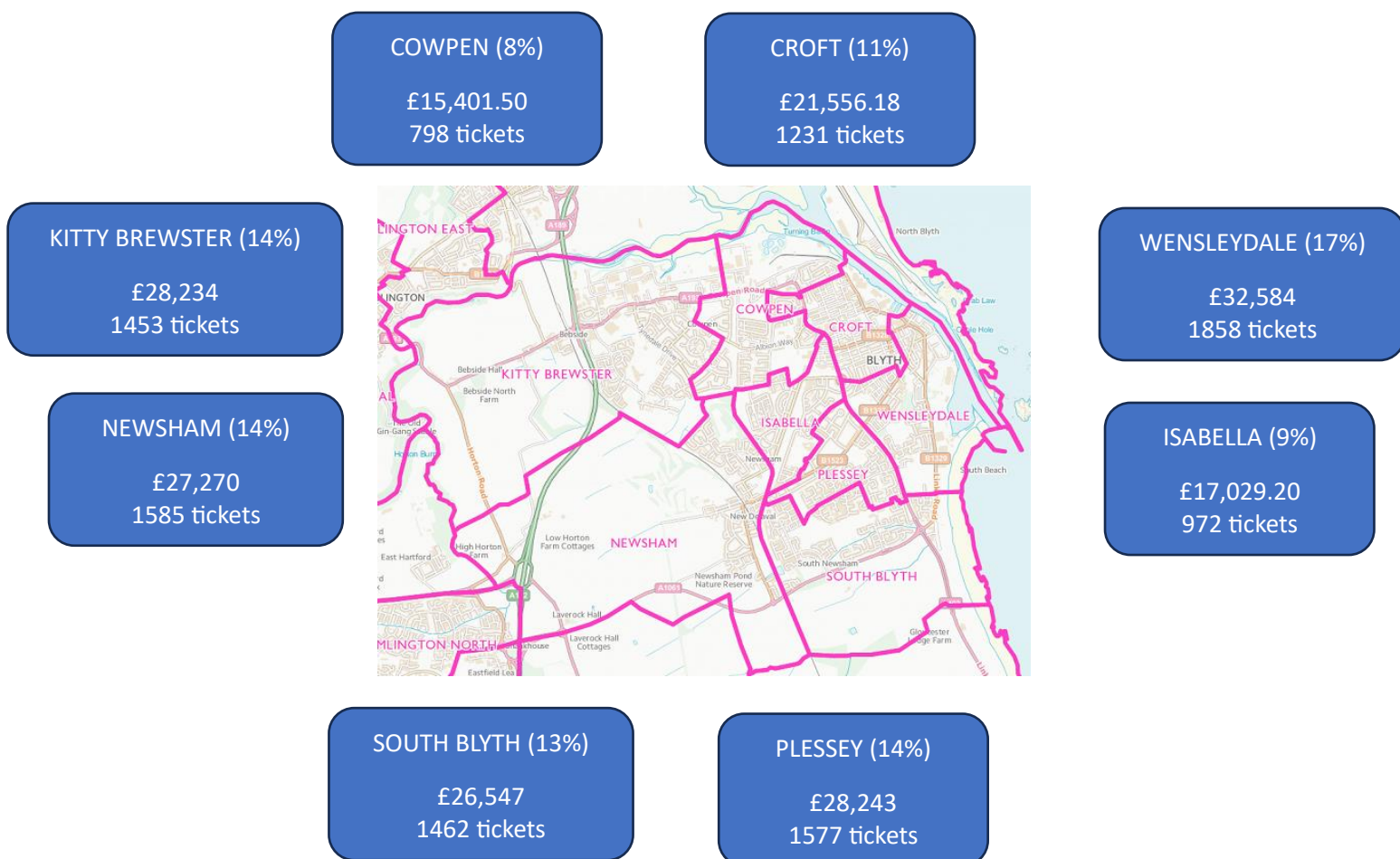
This year's sales figures within South-East Northumberland are comparative with last year's – only the Ashington area showing a slight increase of 2%.





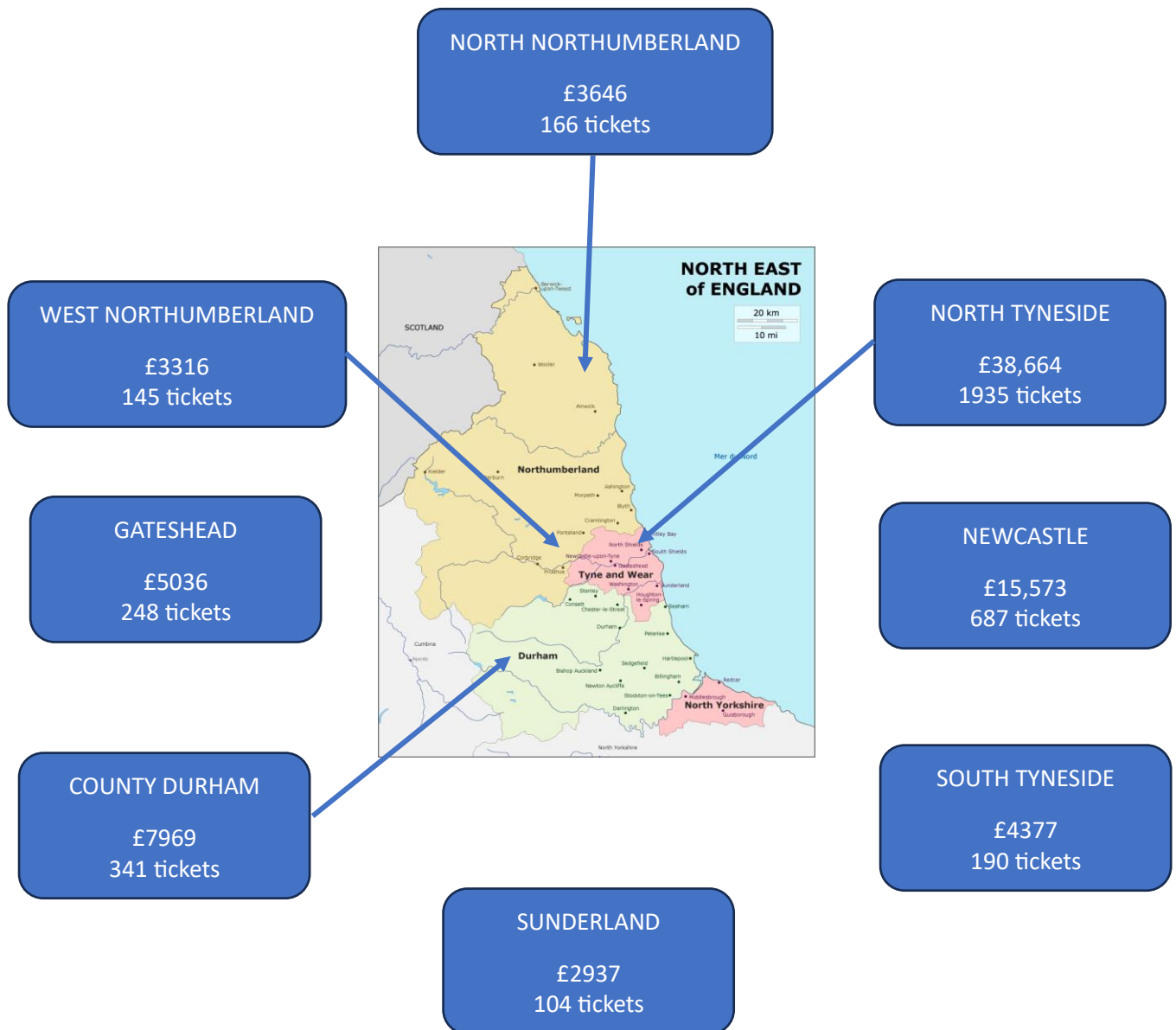
## BLYTH WARD BREAKDOWN

The following diagram shows the breakdown of gross annual sales by customers living within Blyth. Again figures are comparative with last year's i.e. Wensleydale ward having most sales/attendances and Cowpen having least sales/attendances. However there has been a significant increase of sales within Kitty Brewster ward this year, jumping from fourth to second place, plus a marked increase in sales/attendances within Newsham ward, which may be as a result of new housing developments in that area.



We acknowledge that these figures pose no particular surprise to us, as there is an expectation that the majority of our customers would live within South-East Northumberland and specifically Blyth. It is always interesting, however, to see how the remaining 22.7% of sales are spread across the rest of the northern region, not to mention the rest of the country (and beyond!).

## NORTH-EAST REGION BREAKDOWN

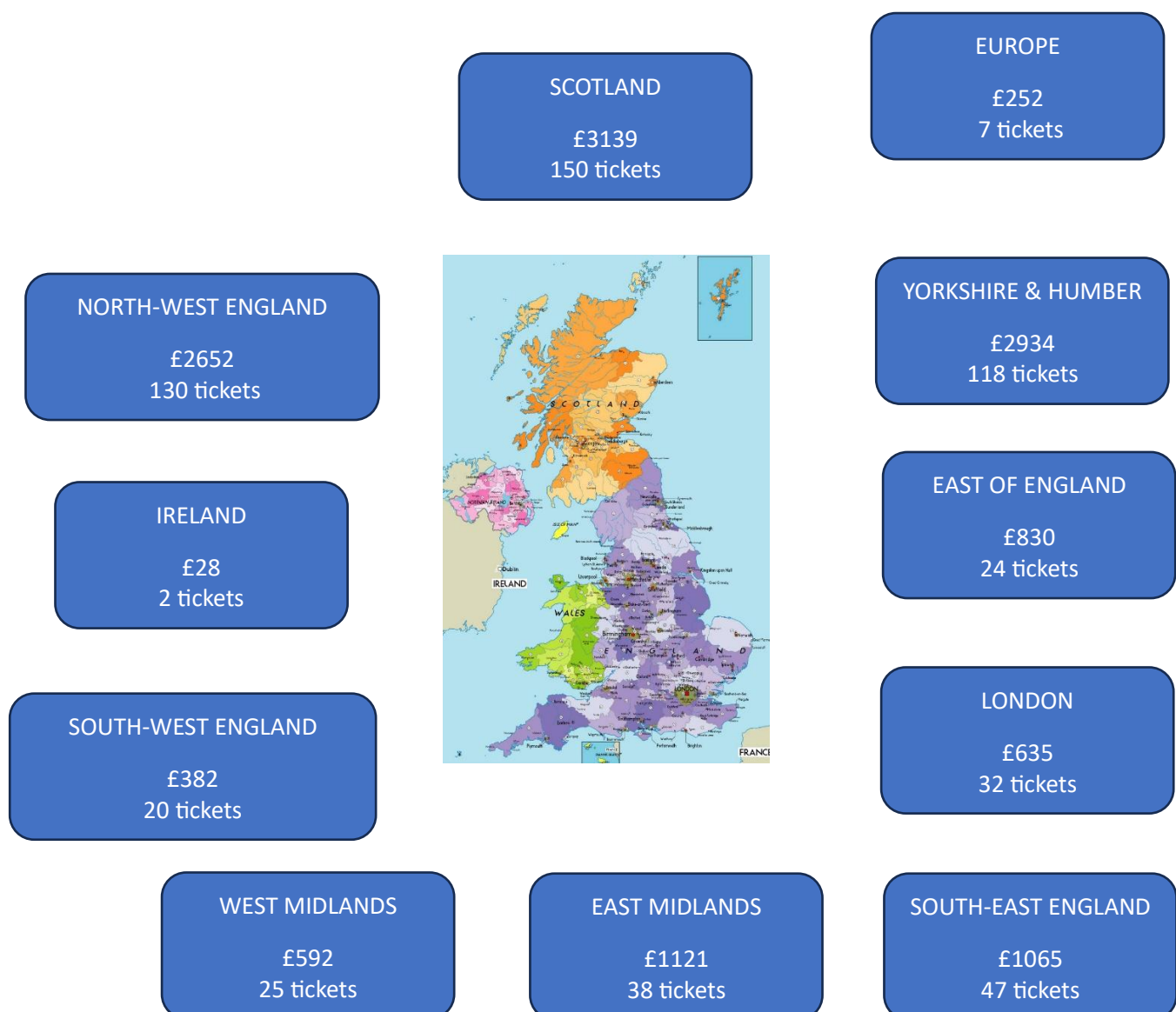


Statistics show marked differences in customer footfall within the North-East area from last year. This year we have seen an increase in customers from West & North Northumberland, plus a significant increase in customers from Newcastle upon Tyne and Durham. Other areas remain on a par with last year.

## REST OF THE COUNTRY BREAKDOWN

It surprises and delights us that 2.7% of this year's audiences have travelled great distances to see our shows. This could be that they're on holiday in the area, visiting family or following a particular favourite act of theirs. We believe this may also be as a result of our increased advertising in shopping centres and information centres throughout the region. We know that, this year, a number of our pantomime cast hailed from different parts of the country, accounting for some of the following numbers, but whatever the reason, we welcome them all from all corners of the country and beyond!

Interestingly, during this year, there has been a marked increase in visitors from both Scotland and North-West England



## **Purchasing patterns**

As always, we monitor purchasing patterns to ensure that we are giving our customers the best quality of service to meet their needs. Do they book tickets online or prefer the more personal approach booking through our box office, either in person or by phone? Two years ago, we reported an increase in online usage, but last year it appeared that direction of travel was slightly moving back to the traditional box office service. This shift has continued this year with 70% opting to book online and 30% using the box office (as opposed to 75/25% split last year). It could possibly be that customers opt not to pay the online booking fee or it could be that they prefer the personal touch. Of the customers who used the box office, 27% booked over the phone, which is a slight decrease from last year.

Last year we made the decision to remove the postage option from the ticketing system, which has resulted in savings. The majority of our customers prefer to print or download their tickets at home. We have retained the facility to print hard copy tickets as a number of our customers either don't have the required technology or actually prefer to have "proper tickets".

Another area that we constantly monitor is how our customers pay for their tickets when they use the box office. There is a national debate relating to this and a number of establishments have moved to cashless transactions. This is something that we have considered, but, at this point in time, we don't feel the time is right to change. This decision is backed by the figures, which show that cash transactions have increased – during this year 6.5% of customers opted to pay with cash, compared with 5.78% last year. Cheque payments are minimal and are restricted to block bookings, but many of the latter are now utilizing bank transfer payments, which is easier to administrate.

Phoenix Theatre vouchers are still proving to be popular and this year we sold 137 vouchers, totalling £2695 (24% increase). Vouchers accounted for 0.93% of the payment type for this year as we saw £4698 being redeemed for ticket sales.

## **Marketing and Advertising**

Although we advertise on our website, we still find that a number of our customers prefer having a physical brochure, which we produce twice a year and mail out to just over 2500 addresses. Copies are also available at the theatre as well as a number of public venues in the area, such as libraries and hotels. The new external LED screen has proved to be popular and a useful source of advertising, but, as with previous years, our most effective method of advertising is on social media, in particular Facebook, which generates most impact.

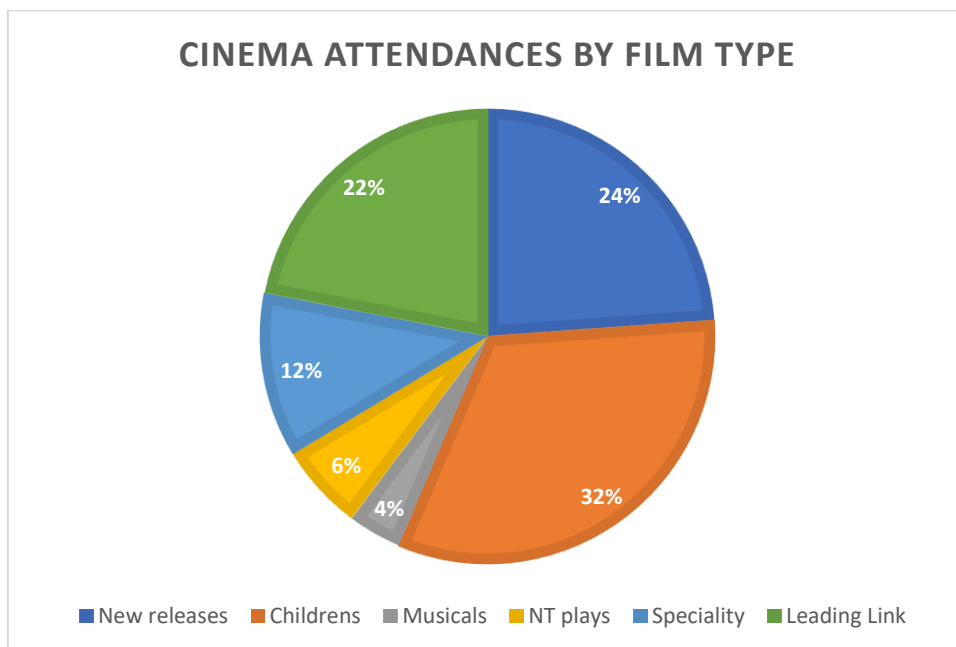


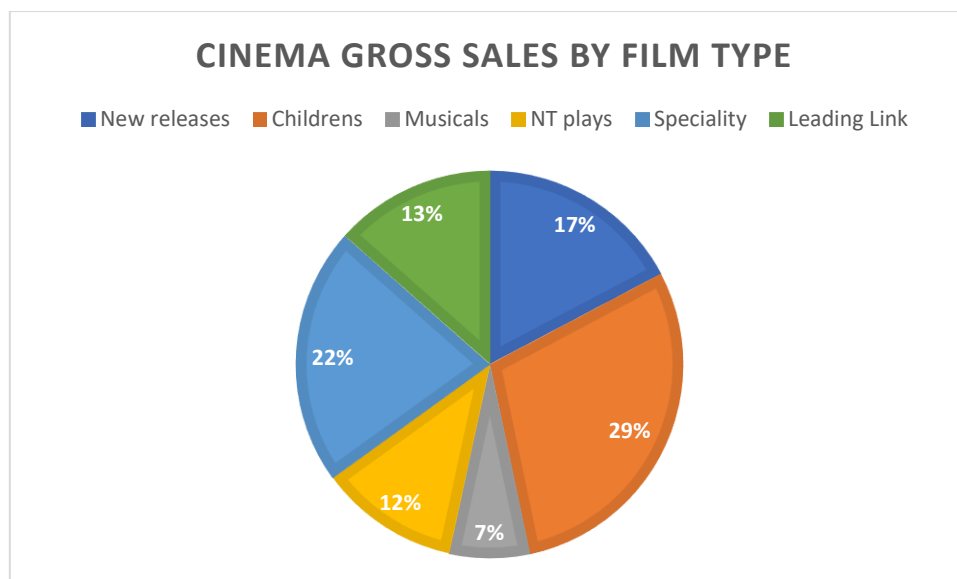
## CINEMA

Following our launch in April last year, attracting audiences to cinema has been challenging and has been the cause of great debate. Having other theatre commitments precludes us from being able to show films as they are newly released, therefore we have found that audiences have been minimal for mainstream films. The decision to source films independently has been a wise one and has resulted in efficiencies. The national and international scene in cinema production reveals that the industry is facing difficulties.

That having been said, however, we have managed our cinema programme with careful thought during this year, focusing more on attracting audiences to speciality screenings, such as Andre Rieu, and working with local organisations, such as Leading Link, to bring in groups of young people at weekends and school holidays.

Cinema has accounted for 2% of our gross ticket sales this year (**just over £21K**) and 4% of our total attendances. We have shown 50 different films over 137 screenings and welcomed **2593** people. Although these figures, sadly, show a 35% decrease in attendances from last year, ticket sales themselves have actually increased by almost £1k. This is most likely due to the fact that a number of our audiences are paying £15.50 for the speciality screenings. This can demonstrated by the following charts show the analysis of attendances and ticket sales by screening type:

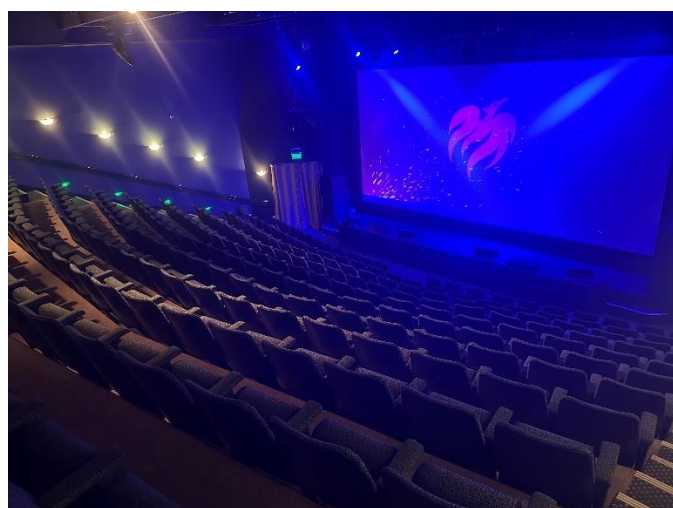




The most popular new release films during this year were, in order of attendance, *Indiana Jones and the Dial of Destiny*, *Allelujah*, *Wonka* and *Barbie*. Audiences for the National Theatre one-night screenings have been small, but have been highly appreciated by audiences. During the year we have shown 8 National Theatre plays with the highest attendance being for *Dear England*. We have also introduced staged musical screenings this year, such as *Kinky Boots* and *Titanic* and two of Matthew Bourne's ballets (*Swan Lake* and *Sleeping Beauty*, which have attracted, on average, about 20-25 people per screening.

The highest attendances, however, have been the films aimed at young people and screenings of Andre Rieu concerts. For the second year in a row, we completely sold out two Christmas Eve screenings of *Polar Express*, complete with hot chocolate and Tom Hanks look-alike. We are hoping to retain this as an annual tradition.

It is our firm intention to continue with cinema, despite the threat of a three-screen cinema arts complex being built in the town. We shall, hopefully, be able to work in conjunction without an impact on both venues.



# PANTOMIME

Pantomime has always been our flagship production of the year. Not only has it always been the show that attracts the highest numbers of attendances, it also yields the theatre its highest gross ticket sales – income that sustains the remainder of the year.

Preparations for pantomime basically start as soon as the last piece of set from the previous year is dismantled as we look towards bigger and better entertainment and value for money. We have always produced traditional family pantomime welcoming hundreds of returning customers over the years.



This year, in an attempt to improve the standards of our offer, we employed professional artists for pantomime. Moving towards the professional production enabled us to condense the rehearsal schedule, freeing up more time and increasing the run. Over 28 performances, we welcomed almost 5000 visitors and accrued ticket sales in the region of almost £70k – it was our most successful pantomime to date, despite an increased expenditure.

Pantomime has certainly been a learning curve in 2023 and we look forward to learning from this experience by producing an even bigger and better *Cinderella* in December 2024.



# COMMUNITY ENGAGEMENT

In line with our mission statement, we are committed to working with local organisations and groups, to engage with the community and provide a venue for them to showcase their work and interact with people of similar interests. During this year, we have, yet again, been proactive in liaising with a number of groups and organisations, fostering new working relationships.

Venue hire is a major part of our business and we strive to provide the best facilities to any groups or organisations that require them. We continue to support our two local amateur operatic societies, Beaconsfield Operatics and Blyth Music & Theatre Company, as well as five dance companies by providing a venue and facilities for their annual productions. As with previous years, we offer them a comprehensive contracted hire package at reduced community rates. In June we welcomed back Blyth Town Football Club who utilised the theatre for a full day's awards celebrations and then in February, Blyth Town Council hired the venue.

Following on from the success of last year's young people's summer school, this year we embarked on an ambitious programme of theatre events over 9 months, which were attended by over 60 young people aged between 10 to 18. We started the year with monthly Saturday workshops, run by a theatre professional, who also oversaw another week long summer school in August. Many of the participants of these events then auditioned and successfully took part in a November production of *Frozen Junior*. We are grateful to the Ridley Trust who granted us £5000 last year, specifically to assist with work with young people.

During this year, we saw the commencement of a number of community activities, which also contributed to our daytime usage. Using ring-fenced monies, we developed a local writing programme with a professional artist to work with a group of people interested in script writing.

We were approached by a group called Baby Movers/Little Movers, who provide music & dance sessions for babies and toddlers. They started using our facilities later in the year, so we shall be monitoring uptake. In September, we also started a Seated Dance Class, for anyone who has mobility issues.

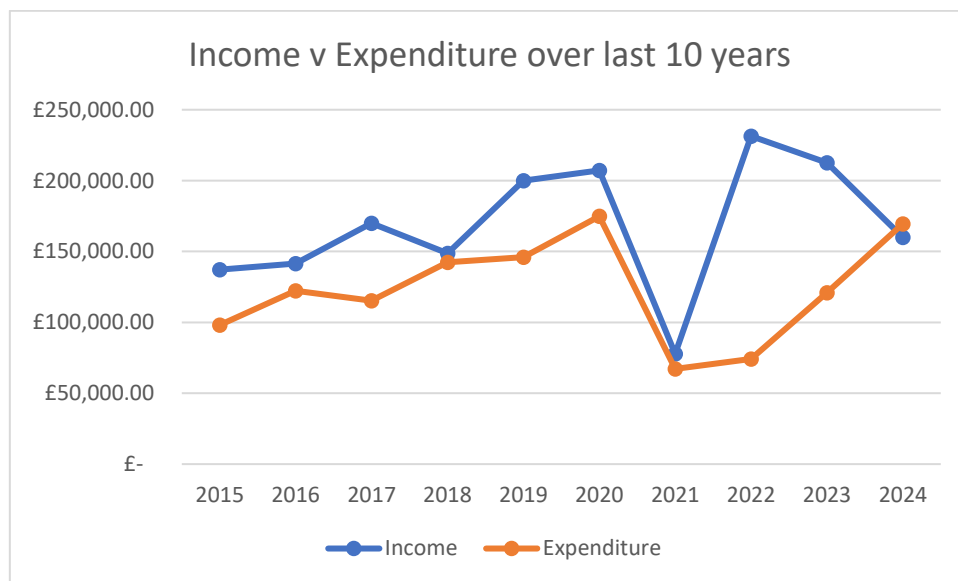
In August, we also saw the return of the Singing for the Brain. Entitled *Sing and be happy*, the group started out on a monthly basis, but has proved so popular that it now runs fortnightly. The group welcomes not only persons suffering from or affected by Alzheimer's, but also persons with learning difficulties. We report on a monthly basis to the Alzheimer's Society and local GP practices are now referring to the group.



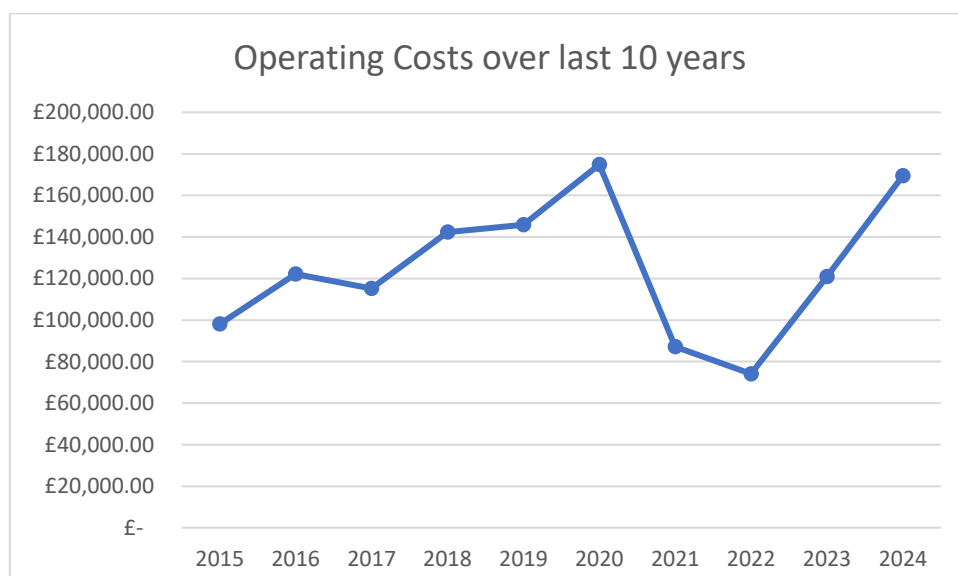
# FINANCIAL HIGHLIGHTS

Despite the national cost of living crisis, the Phoenix Theatre has experienced another successful year with optimistic pre-sales for the next year. We cannot, however, become complacent for, as predicted in last year's report, we find that this year's expenditure has outweighed the income. This is mainly as a result of escalating utility costs, which have been greatly inflated due to issues with a change of supplier contract. We must continue to look towards ways of reducing those costs.

As the following charts demonstrate, we have faced significant rising costs, which have now returned to pre-Covid levels.



These trends are also mirrored in our overall theatre operating costs, as can be seen from the following chart:



## **VAT Review**

During the past year, we have embarked on a comprehensive review of our VAT procedures, working with an independent consultant, Deeks VAT Consultancy Limited. As a charitable organization managed by volunteers, the review highlighted that we qualified for exemption from VAT for all ticket sales, expenditure and associated activities.

The review helped us get a better grasp on the whole VAT process and we are now able to identify all exempt and non-exempt activity. As a result of our endeavours, we were able to reclaim £13.5k of overpaid VAT. We have agreed to retain the service of Deeks consultants for the foreseeable future to review our quarterly VAT returns prior to submission. We shall monitor this arrangement in the coming months.

## **Funding and Donations**

We are continually grateful for the financial support we received from funding, grants and donations and would like to express thanks to Northumberland County Council who have honoured their annual grant funding.

Our thanks would not be complete without reference to the generosity of our customers, who continue to regularly donate to our Theatre Development Fund. During this year, we can report a 1.4% increase in donations from last year with a total of £1406 raised from 873 individuals – this total then generates further income, as 63.3% of donators have signed up to Gift Aid, meaning that we can claim a further 25%.



## Looking forward to 2024/25

As each year passes, we reflect on what we have achieved, but must always keep an eye on the future, make provision for what is to come and what is required. Not only do we have to continually refresh our theatre programme and look towards new and innovative entertainment, we have the pressure of maintaining the building. It is fair to say that the majority of our aims for the next year are continuations from last year, but one of the main areas for consideration is sustainability.

The following to-do-list is not exhaustive, but an indication of the year ahead:

- Our theatre programme is currently fully scheduled up till 2025, but we shall continue to be looking for new and diverse entertainment
- We shall continue to develop work with young people, building upon the work already achieved during this year. We shall review the content of the workshops and summer school and consider what are the next steps
- We need to continue to review our cinema provision, always mindful of the potential threat created by the building of the new cinema in Blyth marketplace
- We shall continue to support a programme that includes provision of entertainment for young people on weekends and school holidays. We shall also be liaising closer with local schools to ascertain the possibility of school bookings e.g pantomime
- We shall monitor the new groups within the buildings and look at ways to retain them, as well as deriving outcomes
- We shall continue to monitor our technical support contracts to ensure seamless and professional quality in lighting and sound for all of our productions and events
- We need to review our volunteer provision and roles, particularly bar and front of house
- We need to continue to review our Board membership and develop sustainability plans
- We need to continue to build 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 continue to closely monitor energy costs and complete the replacement of all lighting with LED equivalent
- We need to actively explore funding sources relating to our heating system, whether that be replacement or making it more efficient
- We need to review how we can improve technical equipment to reduce the workload on backstage crew
- We shall look towards improving the look of the outside of the building, repair the stonework and front porch, as well as replace the front door
- We shall continue to maintain the building and work through a rolling programme of repairs and enhancements

## ACKNOWLEDGEMENTS

In conclusion, as we bring this annual report to a close, we must acknowledge the contribution and support from everyone involved with the Phoenix Theatre - our hard-working staff, volunteers, trustees and freelance personnel, our customers, together with the businesses and organisations who work with us. Thank you!

# **Appendices**

## **STRUCTURE, GOVERNANCE & MANAGEMENT**

*In the next couple of 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)  
Paul Worth  
Alison Thoburn  
Robert Nixon  
David McSparron

### **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 2023/24 accounts, together with supporting information have been submitted to the Charities Commission in a separate document.

## **AUDIT**

For the period ending 31 March 2024, 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 2024**

**PHOENIX THEATRE (BLYTH)**

**PERIOD ENDED 31st MARCH 2024**

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## **PHOENIX THEATRE (BLYTH)**

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

**PERIOD ENDED 31st MARCH 2024**

### **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 and directors serving during the year and since the year end were as follows:

##### **CEO**

D G Garrett

##### **FINANCE DIRECTOR**

P B Worth

##### **SECRETARY AND ADMINISTRATIVE AND GOVERNANCE DIRECTOR**

Ms A Thoburn

##### **OTHER**

D A McSparron (appointed 7th June 2023)

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 2024**

The trustees are pleased to present their report together with the financial statements of the charity for the period ended 31st March 2024

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. Potential members are invited for interview before being offered a place on the Board.

#### **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 2024**

### **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**  
**FinanceDirector**

**Date : 1st November 2024**

**PHOENIX THEATRE (BLYTH)**

**PERIOD ENDED 31st MARCH 2024**

**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 2024.

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 : 1st November 2024**

**PHOENIX THEATRE (BLYTH)**

**STATEMENT OF FINANCIAL ACTIVITIES**

**PERIOD ENDED 31st MARCH 2024**

	<b>Notes</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2024 £</b>	<b>Total 2023 £</b>
<b>Incoming resources</b>					
Activities for generating funds					
Commercial Activities	<b>4</b>	522,236	0	522,236	444,119
Operation of theatre and community association					
Fund raising and donations		309	0	309	838
Grants received	<b>5</b>	18,373	5,000	23,373	45,829
Community practitioners			-3,825		
Interest		10,533	0	10,533	2,628
Subscriptions		1,224	0	1,224	175
Other		0	0	0	0
<b>Total incoming resources available for charitable application</b>		<b>552,675</b>	<b>1,175</b>	<b>557,675</b>	<b>493,589</b>
Less cost of generating funds					
Commercial Activities	<b>4</b>	397,683	0	397,683	271,100
<b>Net incoming resources available for charitable application</b>		<b>154,992</b>	<b>1,175</b>	<b>159,992</b>	<b>222,489</b>
<b>Charitable expenditure</b>					
Cost of operation of theatre and community association	<b>4</b>	169,486	0	169,486	130,869
<b>Total charitable expenditure</b>		<b>169,486</b>	<b>0</b>	<b>169,486</b>	<b>130,869</b>
<b>Movement in total funds for the period</b>		<b>-14,494</b>	<b>1,175</b>	<b>-13,319</b>	<b>91,620</b>
<b>Funds brought forward</b>		<b>499,707</b>	<b>0</b>	<b>499,707</b>	<b>408,087</b>
<b>Movement in designated funds</b>					
Transferred on re-organisation		1,277,300	0	1,277,300	1,277,300
Property dilapidations		130,000	0	130,000	130,000
<b>Total funds carried forward</b>		<b>1,892,513</b>	<b>1,175</b>	<b>1,893,688</b>	<b>1,907,007</b>

All amounts relate to continuing operations.

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

**PHOENIX THEATRE (BLYTH)****BALANCE SHEET****AS AT 31st MARCH 2024**

	<b>Notes</b>	<b>2024 £</b>	<b>2024 £</b>	<b>2023 £</b>	<b>2023 £</b>
<b>FIXED ASSETS</b>					
<b>Tangible Assets</b>	<b>6</b>		1,434,683		1,439,206
<b>CURRENT ASSETS</b>					
<b>Investments</b>	<b>7</b>	6		6	
<b>Stocks</b>	<b>8</b>	1,373		2,781	
<b>Debtors</b>	<b>9</b>	1,214		8,064	
<b>Cash in hand and at bank</b>		<u>664,182</u>		<u>580,467</u>	
		666,775		591,318	
<b>CREDITORS</b>					
<b>Amounts falling due within one year</b>	<b>10</b>	<u>207,770</u>		<u>123,517</u>	
<b>NET CURRENT ASSETS</b>			459,005		467,801
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>1,893,688</u>		<u>1,907,007</u>
<b>CREDITORS</b>					
<b>Amounts falling due after more than one year</b>	<b>10</b>		0		0
<b>NET ASSETS</b>			<u>1,893,688</u>		<u>1,907,007</u>
<b>RESERVES</b>	<b>Page 5</b>		<u>1,893,688</u>		<u>1,907,007</u>

For the period ended 31st March 2024 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 1st November 2024**

**P B Worth**

**director**



# PHOENIX THEATRE (BLYTH)

## NOTES TO FINANCIAL STATEMENTS

PERIOD ENDED 31st MARCH 2023

### 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 2024

##### **(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) Taxation**

The Company is a charity within the meaning of Paragraph 1 Schedule 6 Finance Act 2010. Accordingly, the Company is potentially exempt from taxation in respect of income or capital gains within categories covered by Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

##### **(h) Trade Creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the Association does not have unconditional rights, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date.

Trade creditors are recognised initially at the transaction price and subsequently measured at the amortised cost using the effective interest method.

## **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 2024**

**4 OPERATION OF CHARITY**

	<b>2024</b>	<b>2024</b>	<b>2023</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>INCOME</b>				
Bar	55,865		47,186	
Productions	201,992		245,757	
Third party income	222,213		115,907	
Catering etc	5,444		3,168	
Other income	1,829		7,997	
Programmes	133		137	
Rental charges	25,226		17,379	
Sweets and Ice Creams	9,534		6,588	
		522,236		444,119
<b>COST OF SALES</b>				
Bar	31,974		29,763	
Cinema costs	7,614		15,507	
Productions	278,380		176,321	
Hirer costs	63,018		34,488	
Ticket fees	16,697		15,021	
		397,683		271,100
<b>OPERATING PROFIT</b>		124,553		173,019
<b>COST OF OPERATION OF THEATRE</b>				
<b>Wages and Freelance Costs</b>	40,603		36,255	
<b>Pension Contributions</b>	2,356		1,644	
Advertising, printing, postage and stationery	12,958		11,190	
Cleaning, maintenance and equipment hire	25,639		14,351	
Entertaining	339		285	
Heat, light and water	21,499		12,502	
Insurance	9,019		10,284	
I T costs	3,927		469	
Licences and performing rights	10,057		9,527	
Telephones and internet	627		1,278	
Training	1,037		35	
Travelling	74		430	
Accountancy	2,260		1,880	
Professional fees	6,993		3,000	
Bank and credit charges	12,009		10,980	
Depreciation	18,829		15,664	
Other expenses	1,260		1,095	
		169,486		130,869
<b>Net operating (loss) / profit</b>		<b>-44,933</b>		<b>42,150</b>

**PHOENIX THEATRE (BLYTH)**

**NOTES TO FINANCIAL STATEMENTS**

**PERIOD ENDED 31st MARCH 2024**

<b>5</b>	<b>GRANTS RECEIVED</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
	<b>Comprised :</b>		
	NCC	18,373	45,829
	Ridley Charity Grant                      Restricted	5,000	0
		<hr/>	<hr/>
		<b>23,373</b>	<b>45,829</b>

**6                      FIXED ASSETS**

The movement on these during the period was as follows:

<b>Cost</b>	<b>Freehold Property £</b>	<b>Plant &amp; Equipment £</b>	<b>Fixtures &amp; Fittings £</b>	<b>Total £</b>
As at 1st April 2023	1,379,572	175,670	40,320	1,595,562
Additions	0	14,306	0	14,306
Grants received	0	0	0	0
Disposals	0	0	0	0
	<hr/>	<hr/>	<hr/>	<hr/>
	0			
As at 31st March 2024	<hr/> 1,379,572	<hr/> 189,976	<hr/> 40,320	<hr/> 1,609,868
<b>Depreciation</b>				
As at 1st April 2023	0	123,226	33,130	156,356
Additions	0	17,255	1,574	18,829
Disposals	0	0	0	0
	<hr/>	<hr/>	<hr/>	<hr/>
	0			
As at 31st March 2024	<hr/> 0	<hr/> 140,481	<hr/> 34,704	<hr/> 175,185
<b>Net Book Value</b>				
As at 31st March 2024	<hr/> 1,379,572	<hr/> 49,495	<hr/> 5,616	<hr/> 1,434,683
As at 31st March 2023	<hr/> 1,379,572	<hr/> 52,444	<hr/> 7,190	<hr/> 1,439,206

**PHOENIX THEATRE (BLYTH)****PROFIT AND LOSS ACCOUNT****PERIOD ENDED 31st MARCH 2024**

<b>7</b>	<b>INVESTMENTS</b>			<b>2024</b>	<b>2023</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>2024</b>	<b>2023</b>
	Stocks comprised:			<b>£</b>	<b>£</b>
	Bar stocks			1,373	2,781
<b>9</b>	<b>DEBTORS</b>			<b>2024</b>	<b>2023</b>
	Debtors comprised:			<b>£</b>	<b>£</b>
	Other debtors and prepayments			1,214	8,064
<b>10</b>	<b>CREDITORS</b>	<b>Amounts due within one year</b>	<b>Amounts due after one year</b>		
		<b>March 2024</b>	<b>March 2023</b>	<b>March 2024</b>	<b>March 2023</b>
	Creditors comprised:	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	Barclaycard	1,889	2,031		
	Trade creditors	20,028	1,224		
	Amounts due to the Phoenix Theatre Blyth (Trading) Limited	39,096	39,096		
	Advanced bookings	140,760	69,267		
	Other taxes and social security	1,881	9,299		
	Other creditors	4,116	2,600		
		<b>207,770</b>	<b>123,517</b>	<b>0</b>	<b>0</b>





**PHOENIX THEATRE (BLYTH)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**PERIOD ENDED 31st MARCH 2024**

**PHOENIX THEATRE (BLYTH)**

**PERIOD ENDED 31st MARCH 2024**

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## **PHOENIX THEATRE (BLYTH)**

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

**PERIOD ENDED 31st MARCH 2024**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

#### **CONSTITUTION**

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##### **CEO**

D G Garrett

##### **FINANCE DIRECTOR**

P B Worth

##### **SECRETARY AND ADMINISTRATIVE AND GOVERNANCE DIRECTOR**

Ms A Thoburn

##### **OTHER**

D A McSparron (appointed 7th June 2023)

R V Nixon

##### **REGISTERED OFFICE**

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

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

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##### **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 2024**

The trustees are pleased to present their report together with the financial statements of the charity for the period ended 31st March 2024

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. Potential members are invited for interview before being offered a place on the Board.

#### **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 2024**

### **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**  
**FinanceDirector**

**Date : 1st November 2024**

**PHOENIX THEATRE (BLYTH)**

**PERIOD ENDED 31st MARCH 2024**

**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 2024.

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 : 1st November 2024**



**PHOENIX THEATRE (BLYTH)**

**STATEMENT OF FINANCIAL ACTIVITIES**

**PERIOD ENDED 31st MARCH 2024**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>Incoming resources</b>					
Activities for generating funds					
Commercial Activities	4	522,236	0	522,236	444,119
Operation of theatre and community association					
Fund raising and donations		309	0	309	838
Grants received	5	18,373	5,000	23,373	45,829
Community practitioners			-3,825		
Interest		10,533	0	10,533	2,628
Subscriptions		1,224	0	1,224	175
Other		0	0	0	0
<b>Total incoming resources available for charitable application</b>		<b>552,675</b>	<b>1,175</b>	<b>557,675</b>	<b>493,589</b>
Less cost of generating funds					
Commercial Activities	4	397,683	0	397,683	271,100
<b>Net incoming resources available for charitable application</b>		<b>154,992</b>	<b>1,175</b>	<b>159,992</b>	<b>222,489</b>
<b>Charitable expenditure</b>					
Cost of operation of theatre and community association	4	169,486	0	169,486	130,869
<b>Total charitable expenditure</b>		<b>169,486</b>	<b>0</b>	<b>169,486</b>	<b>130,869</b>
<b>Movement in total funds for the period</b>		<b>-14,494</b>	<b>1,175</b>	<b>-13,319</b>	<b>91,620</b>
<b>Funds brought forward</b>		<b>499,707</b>	<b>0</b>	<b>499,707</b>	<b>408,087</b>
<b>Movement in designated funds</b>					
Transferred on re-organisation		1,277,300	0	1,277,300	1,277,300
Property dilapidations		130,000	0	130,000	130,000
<b>Total funds carried forward</b>		<b>1,892,513</b>	<b>1,175</b>	<b>1,893,688</b>	<b>1,907,007</b>

All amounts relate to continuing operations.

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

**PHOENIX THEATRE (BLYTH)****BALANCE SHEET****AS AT 31st MARCH 2024**

	<b>Notes</b>	<b>2024 £</b>	<b>2024 £</b>	<b>2023 £</b>	<b>2023 £</b>
<b>FIXED ASSETS</b>					
<b>Tangible Assets</b>	<b>6</b>		1,434,683		1,439,206
<b>CURRENT ASSETS</b>					
<b>Investments</b>	<b>7</b>	6		6	
<b>Stocks</b>	<b>8</b>	1,373		2,781	
<b>Debtors</b>	<b>9</b>	1,214		8,064	
<b>Cash in hand and at bank</b>		<u>664,182</u>		<u>580,467</u>	
		666,775		591,318	
<b>CREDITORS</b>					
<b>Amounts falling due within one year</b>	<b>10</b>	<u>207,770</u>		<u>123,517</u>	
<b>NET CURRENT ASSETS</b>			459,005		467,801
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>1,893,688</u>		<u>1,907,007</u>
<b>CREDITORS</b>					
<b>Amounts falling due after more than one year</b>	<b>10</b>		0		0
<b>NET ASSETS</b>			<u>1,893,688</u>		<u>1,907,007</u>
<b>RESERVES</b>	<b>Page 5</b>		<u>1,893,688</u>		<u>1,907,007</u>

For the period ended 31st March 2024 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 1st November 2024**

**P B Worth**

**director**

# PHOENIX THEATRE (BLYTH)

## NOTES TO FINANCIAL STATEMENTS

PERIOD ENDED 31st MARCH 2023

### 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 2024

##### **(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) Taxation**

The Company is a charity within the meaning of Paragraph 1 Schedule 6 Finance Act 2010. Accordingly, the Company is potentially exempt from taxation in respect of income or capital gains within categories covered by Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

##### **(h) Trade Creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the Association does not have unconditional rights, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date.

Trade creditors are recognised initially at the transaction price and subsequently measured at the amortised cost using the effective interest method.

## **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 2024**

**4 OPERATION OF CHARITY**

	<b>2024</b>	<b>2024</b>	<b>2023</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>INCOME</b>				
Bar	55,865		47,186	
Productions	201,992		245,757	
Third party income	222,213		115,907	
Catering etc	5,444		3,168	
Other income	1,829		7,997	
Programmes	133		137	
Rental charges	25,226		17,379	
Sweets and Ice Creams	9,534		6,588	
		522,236		444,119
<b>COST OF SALES</b>				
Bar	31,974		29,763	
Cinema costs	7,614		15,507	
Productions	278,380		176,321	
Hirer costs	63,018		34,488	
Ticket fees	16,697		15,021	
		397,683		271,100
<b>OPERATING PROFIT</b>		124,553		173,019
<b>COST OF OPERATION OF THEATRE</b>				
<b>Wages and Freelance Costs</b>	40,603		36,255	
<b>Pension Contributions</b>	2,356		1,644	
Advertising, printing, postage and stationery	12,958		11,190	
Cleaning, maintenance and equipment hire	25,639		14,351	
Entertaining	339		285	
Heat, light and water	21,499		12,502	
Insurance	9,019		10,284	
I T costs	3,927		469	
Licences and performing rights	10,057		9,527	
Telephones and internet	627		1,278	
Training	1,037		35	
Travelling	74		430	
Accountancy	2,260		1,880	
Professional fees	6,993		3,000	
Bank and credit charges	12,009		10,980	
Depreciation	18,829		15,664	
Other expenses	1,260		1,095	
		169,486		130,869
<b>Net operating (loss) / profit</b>		<b>-44,933</b>		<b>42,150</b>

**PHOENIX THEATRE (BLYTH)**

**NOTES TO FINANCIAL STATEMENTS**

**PERIOD ENDED 31st MARCH 2024**

<b>5</b>	<b>GRANTS RECEIVED</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
	<b>Comprised :</b>		
	NCC	18,373	45,829
	Ridley Charity Grant                      Restricted	5,000	0
		<hr/>	<hr/>
		<b>23,373</b>	<b>45,829</b>

**6                      FIXED ASSETS**

The movement on these during the period was as follows:

<b>Cost</b>	<b>Freehold Property £</b>	<b>Plant &amp; Equipment £</b>	<b>Fixtures &amp; Fittings £</b>	<b>Total £</b>
As at 1st April 2023	1,379,572	175,670	40,320	1,595,562
Additions	0	14,306	0	14,306
Grants received	0	0	0	0
Disposals	0	0	0	0
	<hr/>	<hr/>	<hr/>	<hr/>
	0			
As at 31st March 2024	<hr/> 1,379,572	<hr/> 189,976	<hr/> 40,320	<hr/> 1,609,868
<b>Depreciation</b>				
As at 1st April 2023	0	123,226	33,130	156,356
Additions	0	17,255	1,574	18,829
Disposals	0	0	0	0
	<hr/>	<hr/>	<hr/>	<hr/>
	0			
As at 31st March 2024	<hr/> 0	<hr/> 140,481	<hr/> 34,704	<hr/> 175,185
<b>Net Book Value</b>				
As at 31st March 2024	<hr/> 1,379,572	<hr/> 49,495	<hr/> 5,616	<hr/> 1,434,683
As at 31st March 2023	<hr/> 1,379,572	<hr/> 52,444	<hr/> 7,190	<hr/> 1,439,206

**PHOENIX THEATRE (BLYTH)**

**PROFIT AND LOSS ACCOUNT**

**PERIOD ENDED 31st MARCH 2024**

<b>7</b>	<b>INVESTMENTS</b>			<b>2024</b>	<b>2023</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>2024</b>	<b>2023</b>
	Stocks comprised:			<b>£</b>	<b>£</b>
	Bar stocks			1,373	2,781
<b>9</b>	<b>DEBTORS</b>			<b>2024</b>	<b>2023</b>
	Debtors comprised:			<b>£</b>	<b>£</b>
	Other debtors and prepayments			1,214	8,064
<b>10</b>	<b>CREDITORS</b>	<b>Amounts due within one year</b>	<b>Amounts due after one year</b>		
		<b>March</b>	<b>March</b>	<b>March</b>	<b>March</b>
	Creditors comprised:	<b>2024</b>	<b>2023</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	Barclaycard	1,889	2,031		
	Trade creditors	20,028	1,224		
	Amounts due to the Phoenix Theatre Blyth (Trading) Limited	39,096	39,096		
	Advanced bookings	140,760	69,267		
	Other taxes and social security	1,881	9,299		
	Other creditors	4,116	2,600		
		207,770	123,517	0	0

