

**Wilmslow Green Room Society
Charity No. 1153665**

Trustees' Report and Unaudited Accounts

1st August 2022 to 31 July 2023

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Trustees' Annual Report

The trustees' present their report with the unaudited financial statements of the charity for the year ended 31 July 2023.

REFERENCE AND ADMINISTRATIVE DETAILS

CIO - Association Registered 04 Sep 2013

Charity No. 1153665

Principal Office:

The Green Room Theatre
85 Chapel Lane
Wilmslow
Cheshire
SK9 5JH

Trustees:

The following Trustees served during the year:

David Reynolds -President
Al Fowkes – Chair (until 21 Sept 2022)
Paul Lewis – Chair (appointed 22 Sept 2022)
Mark Jephcott –Treasurer
Lorna Kong – Vice Chair
Denise Soussi – Secretary
John Chidgey – Registrar
Celia Bonner – Artistic Director
Bruce Williams – Theatre Director

Accountant:

Jean Lunt
Balanced Creations Ltd
50 Sandstone Drive
Whiston
Merseyside
L35 7NJ

Independent Examiner:

Mr Alastair Fowkes

Bankers:

Royal Bank of Scotland PLC
36 St Andrews Square
Edinburgh
EH2 2YB

The objective of the charity is to promote the advancement and improvement of general education in relation to all aspects of the art of drama and the development of public appreciation of such art. During the past year, the Society has fulfilled the following activities in pursuit of this objective:

· **Achievements and Performance**

The season for 2022-2023 continued to see an improvement in audience numbers, culminating in *The Hound of the Baskervilles*, which produced the best audience numbers of the season.

Two plays had to be replaced: *Hindle Wakes* due to illness and *The Happiest Days of Your Life* owing to difficulties related to managing the requirements of the large number young people in the cast of the play. However, the resilience of the Green Room shone through, with excellent replacements in *Ladies of Importance* (a double bill pairing Alan Bennett's 'Lady of Letters' with 'Lady Bracknell's Return' by Peter Harrison) and Steven Canny and John Nicholson's hilarious adaptation of Conan Doyle's *The Hound of the Baskervilles*.

The other productions in the season's superb range were *The River* (Jez Butterworth), *These Shining Lives* (Melanie Marnich) and *Harvey* (Mary Chase).

It is a very positive trend that we are gradually welcoming more people back through the Green Room doors after the hiatus of Covid, to enjoy local theatre at its best.

Our theatre has been able to work with a local group to encourage youngsters wanting acting experience, and LAMDA examinations have been held in the auditorium.

Social events have provided a good meeting ground for old and new members, and our open evening to introduce future plays was a real success.

Promoting our activity at community events has been achieved with the help of a number of committed members, who have given us a positive presence at the Coronation celebrations, the Wilmslow Community Show, and the Love the Lane event promoting Chapel Lane, home of our theatre.

The extension work continues slowly, however, the concrete base is now in place and the next step of starting the building will progress once the right contractor is found.

We look forward to another fantastic year of theatre for everyone in a wonderful space.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Trustees are the President, Chair, Vice Chair, Secretary, Treasurer, Registrar, Artistic Director, and theatre Director who are all members of the Committee. Trustees are elected by the Annual General Meeting. Full members of the Society are eligible to nominate and to be nominated as candidates for election as a trustee.

The Society is run by an Executive Committee which comprises the trustees plus the chairs of the Publicity and Social Committees

It is considered that all the trustees and any others who could be considered as managers within the charity are deemed to be fit and proper persons under the terms of the Finance Act 2010.

The contents and obligations of the Equality Act 2010 and GDPR 2018 are known and complied with to the best of the Trustees ability. The Trustees recognize that in respect of Risk Assessment they accept the term 'risk' includes any circumstances that may, or do, have an adverse effect, and is wider than financial matters.

They have been observing the advice given by the Charity Commission in respect of Public Benefit and are conscious of their responsibility regarding fire and accident safety. An accident book is maintained. There is a protection policy in place regarding children. Checks are made with the Disclosure and Barring Service in respect of persons dealing regularly with young people and vulnerable adults.

FINANCIAL REVIEW

The financial results of the Charity are presented on pages 8 to 10.

RESERVES POLICY

Reserves: The Society aims to maintain sufficient working capital for the purposes of the daily running of the Society and this is equivalent to three months of income. Any funds above this amount effectively constitute a reserve which is held against future requirements for capital investment. All funds are unrestricted income funds.

FUTURE PLANS

The Theatre is starting to get back into its routine of Play Selection, casting and performances.

The Trustees are confident that the Society will generate sufficient future cash flows to both meet existing liabilities as and when they fall due and to continue with ongoing plans to enhance the theatre. This will be done by restricting all discretionary spend protecting existing reserves.

This report was approved by the Trustees on 28 November 2023 and signed on their behalf by Paul Lewis (Chairman).

Independent Examiner's Report Charities Act 2011

Independent Examiner's Report to the Trustees of Wilmslow Green Room Theatre, No. 1153665. I report on the accounts of the charity for the year ended 31st July 2023 which are set out on pages 7 to 10.

Responsibilities and basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts conducted under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Alastair Fowkes
4, Linley Road,
Cheadle Hulme,
Cheadle,
SK8 7HP

Date: 28 November 2023

Receipts and Payments **for the period 1 August 2022 to 31 July 2023**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	2023 Total funds to the nearest £	2022 Total Funds to the nearest £
Receipts					
Membership Subscriptions	4,465	-	-	4,465	3,819
Plays / Productions	29,495	-	-	29,495	23,644
Social Evening	305	-	-	305	-
Room Hire	610	-	-	610	650
Wardrobe Hire	373	-	-	373	286
Bar, Hot Drinks, Ice creams	9,063	-	-	9,063	6,525
Bar Sales	7,384	-	-	-	-
Hot Drinks	671	-	-	-	-
Ice Creams	1,008	-	-	-	-
Merchandise	805	-	-	805	-
Donations And Grants	1,989	-	-	1,989	1,829
Fundraising	-	-	-	-	170
100 Club	520	-	-	520	650
Bank Interest received	1,824	-	-	1,824	144
Other Income	-	-	-	-	58
Sub total	49,449	-	-	49,449	37,775
Asset and investment sales, (see table).					
		-	-	-	-
		-	-	-	-
		-	-	-	-
Sub total		-	-	-	-
Total receipts	49,449	-	-	49,449	37,775

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	2023 Total funds to the nearest £	2022 Total funds to the nearest £
Payments					
Plays And Productions	6,758	-	-	6,758	11,629
Stage expenses	3,475	-	-	-	-
Scripts	789	-	-	-	-
Adjudication	600	-	-	-	-
Printing & Publicity	719	-	-	-	-
Program Printing	677	-	-	-	-
Licenses	498	-	-	-	-
Bar, Hot Drinks Ice Creams Purchases	4,185	-	-	4,185	2,171
Bar	3654	-	-	-	-
Ice cream	463	-	-	-	-
Tea and Coffee	68	-	-	-	-
Merchandise	1,088	-	-	1,088	-
Theatre Administration Costs	26,784	-	-	26,784	24,779
Utilities	1,554	-	-	-	-
Insurance	2,550	-	-	-	-
Electricity	2,417	-	-	-	-
Gas	4,629	-	-	-	-
Cleaning	888	-	-	-	-
IT / Software	1,232	-	-	-	-
Telephone	839	-	-	-	-
Maintenance	3,556	-	-	-	-
Building Project	550	-	-	-	-
General Equipment	1,478	-	-	-	-
Subscriptions / Licences	826	-	-	-	-
Card Payment fees	642	-	-	-	-
Publicity	1,055	-	-	-	-
Office / General Administration	1,174	-	-	-	-
Accountancy	1,850	-	-	-	-
HMRC	1,544	-	-	-	-
Sundries		-	-	-	-
Sub total	38,815	-	-	38,815	38,579
Asset purchases,					
Sub total					
Total payments	38,815	-	-	38,815	38,579
Net of receipts/(payments)	10,634	-	-	10,634	(804)
Transfers between funds	-	-	-	-	-
Cash funds last year end	91,116	-	-	91,116	91,920
Cash funds this year end	101,750	-	-	101,750	91,116

**Statement of Assets and Liabilities
for the period ended 1st July 2023**

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds	Unrestricted funds 2022
		to nearest £	To the nearest £	to nearest £	to nearest £
Cash funds	RBS Current Account	543		-	492
	RBS Business Reserve	29,606		-	40,336
	CCLA COIF Charities DF	71,270		-	49,798
	Cash in Hand	331		-	490
	Total cash funds	101,750		-	91,116
	Details	Unrestricted funds	Restricted funds	Endowment funds	
		to nearest £	to nearest £	to nearest £	
Other monetary assets	Stock	650	-	-	
		-	-	-	

Signed on behalf of all the trustees by:

Chair

Date:

PLAY PRODUCTIONS IN DETAIL 01 AUGUST 2022 TO 31 JULY 2023
NB: some amounts will have been paid in the previous financial year

	Ladies of Importance	Harvey	The River	These Shining Lives	Hound of the Baskervilles
INCOME	£	£	£	£	£
Ticket sales	4,191	5,762	3,716	6,528	8,378
Programme sales	128	166	105	180	229
Advertisements	50	100	100	100	100
Total	4,369	6,028	3,921	6,808	8,707
Total Plays Income	29,783				
EXPENDITURE					
Programme Printing	105	149	142	140	148
Staging	74	426	798	499	456
Costume	15	174	-	41	149
Adjudication	60	60	60	60	60
Scripts	77	184	136	196	151
Publicity	121	131	108	174	214
Lights and sound	-	-	120	150	198
Licences	374	800	720	800	816
Total	826	1,924	2,084	2,060	2,192
Total Plays Expenditure	9,086				
Total Plays Income Minus Expenditure = Surplus /Deficit	3,543	4,104	1,837	4,748	6,515
Total Surplus/Deficit (2022/23)	20,747				
Total Surplus/Deficit (2021/22)	12,243				
Seats Available	808	728	808	728	808
Total Seats Available	3880 (+500 seats year 2021/22)				
Seats Sold (%)	368(46%)	504(69.2%)	332(41.1%)	566(77.7%)	712 (88%)
Total Seats sold (season2022-23)	2482(64%) (+255Yr 2021/22)				
2021/22 Ticket sales Total seats available	3380				
Seats Sold (2021/22)	120 (60)	577 (70.7)	476 (58.3)	487 (76.5)	567 (80.2)
Total seats sold (season 2021/22)	2227(66%)				