

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

**Trustees' Report and Unaudited Accounts**

**1<sup>st</sup> August 2023 to 31 July 2024**

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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 2024.

### **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  
Paul Lewis – Chair  
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:**

Al Fowkes  
4, Linley Road.  
Cheadle Hulme  
Cheadle  
SK8 7HP

**Bankers:**

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

## **TRUSTEE REPORT**

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 2023-2024 was a success in a further improvement in audience attendance and also our first musical production which involved a younger group of performers.

Our season again consisted of five productions covering comedy, Shakespeare, drama and murder mystery. *Hindle Wakes*, by Stanley Houghton, returned after having to be cancelled, due to illnesses, in our previous season. This drama provided family conflict from the early 20th century. We then ventured into a new and exciting venture which was a musical.

*Ordinary Days* by Adam Gown saw a young cast sing their way through an exploration of New York life.

We provided a challenge with our Agatha Christie production of *Murder in the Studio* which involved an enormous cast. A great idea to involve all those that wanted to taste the performance element of theatre either for the first time, returning after years resting or as an opportunity to perform without the pressure of learning every single line. This was a success in bringing around fifty of our members together to get this production to the public.

For many years Shakespeare plays have been performed by the theatre and we returned to him again this season with the production of *The Two Gentlemen of Verona*. Possibly another first as a "dog" and live music appeared on stage at the theatre to support the lovers in their quest for happiness.

We finished our season with Amanda Whittington's *Ladies Unleashed*, a further addition to her ladies series of plays. A comedy about friendships as personal lives change. An all female cast that made us think about our own friendships but provided many laughs along the way.

The Murder Mystery team took the "Butter in a Lordly dish to the local once act festival at Wilmslow Guild. The production was well received and recognised within the adjudicators awards.

Our backstage crews and actors of our full length plays were also recognised by The National Operatic and Dramatic Association and The Greater Manchester Drama Federation with various nominations and awards. This is a great credit to the Theatre as it continues to provide quality productions.

We have strived to meet our commitment to provide stimulation theatre that our audiences can appreciate challenging them to think but being entertained along the way.

The second open day to discuss the upcoming plays and get to know what the directors are looking for again proved a success with many members and potential new members in attendance. This provided the Play and Stage committee with a good base to work from before auditions were held. The annual Brass Band concert was again a great way of bring full and social members together to enjoy the start of the Christmas period.

Promoting our activity at community events continued with a small group having a presence at The Wilmslow Community Show, involvement with the local "Love the Lane" promotions and having a presence at the Wilmslow council event to promote the upcoming year.

Having stalled due to weather and discussions on how to proceed plans are in place to move the extension work on in the coming season. The start of this work will be in August 2024.

The upcoming season will see us really celebrate our Centenary year with trips to The Royal Shakespeare Theatre in Stratford, a Dinner Dance and Gala Evening just a few things in which we hope to engage with our members, new and old.

## **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 recognise 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 31st October 2024 and signed on their behalf by David Paul Lewis Chair The Green Room Theatre Wilmslow

## **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 9.

### **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.

Signed:

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

Date: 06 October 2024

**Receipts and Payments  
for the period 1 August 2023 to 31 July 2024**

	Unrestricted funds	Restricted funds	Endowment funds	2024 Total funds	2023 Total Funds
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>Receipts</b>					
Membership Subscriptions	4,064	-	-	4,064	4,465
Plays / Productions	36,539	-	-	36,539	29,495
Social Evening	260	-	-	260	305
Room Hire	500	-	-	500	610
Programs	1,007	-	-	1,007	-
Wardrobe Hire	333	-	-	333	373
Bar, Hot Drinks, Ice creams	-	-	-	-	-
Bar Sales	6,749	-	-	6,749	7,384
Hot Drinks	746	-	-	746	671
Ice Creams	1,381	-	-	1,381	1,008
Merchandise	-	-	-	-	805
Donations And Grants	712	-	-	712	1,989
Fundraising	-	-	-	-	-
100 Club	1,020	-	-	1,020	520
Sponsorship	180	-	-	180	-
Bank Interest received	4,061	-	-	4,061	1,824
Other Income	275	-	-	275	-
<b>Sub total</b>	<b>57,827</b>	<b>-</b>	<b>-</b>	<b>57,827</b>	<b>49,449</b>
<b>Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>57,827</b>	<b>-</b>	<b>-</b>	<b>57,827</b>	<b>49,449</b>
<b>Total receipts</b>	<b>57,827</b>	<b>-</b>	<b>-</b>	<b>57,827</b>	<b>49,449</b>








	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	2024 Total funds to the nearest £	2023 Total funds to the nearest £
<b>Payments</b>					
<b>Plays And Productions</b>					
Stage expenses	3,108	-	-	3,108	3,475
Scripts	1,206	-	-	1,206	789
Adjudication	300	-	-	300	600
Printing & Publicity	1,360	-	-	1,360	719
Program Printing	902	-	-	902	677
Licenses	6,259	-	-	6,259	498
<b>Bar, Hot Drinks Ice Creams Purchases</b>					
Bar	3,293	-	-	3,293	3,654
Ice cream	495	-	-	495	463
Tea and Coffee	115	-	-	115	68
Merchandise	-	-	-	-	1,088
<b>Theatre Administration Costs</b>					
Utilities	1,450	-	-	1,450	1,554
Insurance	2,573	-	-	2,573	2,550
Electricity	1,922	-	-	1,922	2,417
Gas	4,708	-	-	4,708	4,629
Cleaning	360	-	-	360	888
IT/Software	497	-	-	497	1,232
Telephone	2,029	-	-	2,029	839
Maintenance	9,329	-	-	9,329	3,556
Building Works	4,319	-	-	4,319	550
General Equipment	192	-	-	192	1,478
Subscriptions / Licenses	874	-	-	874	826
Card payment fees	850	-	-	850	642
Publicity		-	-	-	1,055
Office and General Administration	1,459	-	-	1,459	1,174
Accountancy	1,800	-	-	1,800	1,850
VAT paid to HMRC	-	-	-	-	1,544
Sundries	145	-	-	145	-

<b>Sub total</b>		<b>49,545</b>		<b>-</b>		<b>-</b>		<b>49,545</b>		<b>38,815</b>
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<b>Asset purchases,</b>										
<b>Sub total</b>										

<b>Total payments</b>		<b>49,545</b>		<b>-</b>		<b>-</b>		<b>49,545</b>		<b>38,815</b>
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<b>Net of receipts/ (payments)</b>		<b>8,282</b>		<b>-</b>		<b>-</b>		<b>8,282</b>		<b>10,634</b>
<b>Transfers between funds</b>		<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>
<b>Cash funds last year end</b>		<b>101,750</b>		<b>-</b>		<b>-</b>		<b>101,750</b>		<b>91,9116</b>
<b>Cash funds this year end</b>		<b>110.032</b>		<b>-</b>		<b>-</b>		<b>110.032</b>		<b>101,750</b>

### Statement of Assets and Liabilities for the period ended 31<sup>st</sup> July 2024

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds	Unrestricted funds 2023
		to nearest £	To the nearest £	to nearest £	to nearest £
<b>Cash funds</b>	RBS Current Account	<b>512</b>		<b>-</b>	<b>543</b>
	RBS Business Reserve	<b>34,292</b>		<b>-</b>	<b>29,606</b>
	CCLA COIF Charities DF	<b>74,911</b>		<b>-</b>	<b>71,270</b>
	Cash in Hand	<b>317</b>		<b>-</b>	<b>331</b>
	<b>Total cash funds</b>	<b>110,032</b>		<b>-</b>	<b>101,750</b>

	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
<b>Other monetary assets</b>	Stock	<b>606</b>	<b>-</b>	<b>-</b>

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Signed on behalf of all the trustees by:

**Chair**

**Date:** xx