



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	21	09	2018		27	02	2020

Section A Reference and administration details

Charity name

Kendal Community Theatre

Other names charity is known by

Registered charity number (if any)

1156585

Charity's principal address

Castle Street Community Centre

Castle Street

Kendal

Postcode

LA9 7AD

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	John Maguire	Chairman		
2	Bill Thomson	Treasurer		
3	Nik Kennedy			
4	Celeste Bonfanti			
5	Chris Taylor			
6	John Train			
7	Richard Sutton			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Election

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Kendal Community Theatre has an agreed framework for decision making which sets out the governance arrangements. Individual Trustees have responsibility to ensure that processes are in place in relation to Safeguarding, Data Protection and Health and Safety. It has policies on the Safeguarding of Vulnerable Adults and Children and Health and Safety.

Individual productions are the responsibility of Production Teams which are accountable to the Management Committee which, in turn, is responsible for the day to day running of the Charity, and is accountable to the Trustees.

The Trustees meet at least 3 times each year. They review the working of the Charity to ensure that sound governance processes are followed.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

Kendal Community Theatre objects as stated in the Constitution are to "advance the education of the public in the performing arts by establishing and operating a community theatre company in Kendal and its surrounding area." This is inclusive of all ages, skills, ethnicity, religion, sexual orientation, and ability. In addition the Charity seeks to encourage community cohesion through the performing arts, and to strengthen links with other community groups

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

A number of acting workshops have been held during the year. The workshops led to an original production of "The Bride of the Isles" which was performed on 4 occasions from the 10th to 13th July, 2019. The performances were watched by a total audience of 126.

Initial planning was begun for a production of "The Threepenny Opera", which it is hoped will be performed during 2020.

The Trustees confirm that all these activities complied with the guidance issued by the Charity Commission on public benefit.

Additional details of objectives and activities (Optional information)

The Charity is dependent on the contribution of volunteers as actors, writers, production managers, set designers, costume designers and fund raisers as well as a number of other essential activities.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Kendal Community Theatre completed a number of acting workshops, and a production of four performances of “The Bride of the Isles” to an appreciative audience. The whole cast encompassed a wide range of ability and diversity.

Section E Financial review

Brief statement of the charity's policy on reserves

The reserve held by the Charity is between £3000 and £5000 in line with Charity commission Guidance.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The principal source of funding is through grants and fund raising such as coffee mornings.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

John Maguire	
Chairman	

21/04/2020

Kendal Community Theatre

Income and Expenditure 1/10/18 to 30/9/19

2018/9	Income		Expense		Net
KCT	Membership 18/19	308.00	AGM	93.30	
	Membership 19/20	20.00	AGM - Wine/drinks	91.19	
	Costume Hire	60.00	Admin	189.42	
	Grant Income	500.00	Insurance	560.00	
	Miscellaneous		KCT Set Design - Props	287.20	
			Miscellaneous	56.99	
			KCT Storage	1060.00	
			Banners	365.70	
			Fees	10.00	
	Total	888.00	Total	2713.80	-1825.80
WORKSHOPS	Workshop Fees	180.00	Workshop Room Hire	126.60	
			Workshop Leading	120.00	
	Total	180.00		246.60	-66.60
TTWW	Wine Sales	35.94	Performing Rights	150.00	
			Rehearsal space	252.00	
	Total	35.94		402.00	-366.06
VAMPYRES	Ticket Sales	996.50	Ticket Sales Commission	32.50	
	Coffee Morning	252.00	Venue	21.00	
	Drink Sales	155.00	Coffee Morning Room		
	Miscellaneous	29.99	Room Hire	1090.46	
	Party Collection	13.50	Costumes	286.14	
			Set/Props	161.80	
			Banners	74.40	
			Miscellaneous	70.97	
			Drinks	6.00	
			Party	146.20	
			Refreshments	20.00	
			Publicity	875.72	
	Total	1446.99		2785.19	-1338.20
Total 2018/9		2550.93		6147.59	-3596.66

2018 Opening Balance

Yorkshire Bank 1	1918.38
Yorkshire Bank 2	9506.10
Cash	3.40
Total	11427.88

Signed

Treasurer/Trustee

2019 Closing Balance

Yorkshire Bank 1	281.50
Yorkshire Bank 2	7506.10
Cash	43.62
Total	7831.22

Signed

Auditor/Trustee



CHARITY COMMISSION
FOR ENGLAND AND WALES

Kendal Community Theatre

1156585

Receipts and payments accounts

CC16a

For the period
from

01/10/2019

To

30/09/2020

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Membership	220	-	-	220	-
Donations	152	-	-	152	-
Fund-raising campaign	215	-	-	215	-
Grants	1,614	-	-	1,614	-
Collections	31	-	-	31	-
Workshop fees	200	-	-	200	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	2,432	-	-	2,432	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	2,432	-	-	2,432	-
A3 Payments					
Admin	230	-	-	230	-
Insurance	228	-	-	228	-
AGM expenses	18	-	-	18	-
Misc	26	-	-	26	-
Storage	1,080	-	-	1,080	-
Zoom licence	9	-	-	9	-
Room hire	25	-	-	25	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	1,615	-	-	1,615	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	1,615	-	-	1,615	-
Net of receipts/(payments)	816	-	-	816	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	816	-	-	816	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Yorkshire Bank 1	970	-	-
	Yorkshire Bank 2	7,620	-	-
	Cash	58	-	-
	Total cash funds	8,647	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	