

BOATHOUSE THEATRE ARTS

England & Wales · Charity number 1156740

Details

Other names	BOATHOUSE
Status	Registered
Legal form	CIO
Registered	2014-04-17
Register	View on the Charity Commission register

Contact

Address	Boathouse Theatre Arts Jackson Hall Portland Place Hastings East Sussex TN34 1QN
Phone	07793287381
Email	boathousetheatrearts@gmail.com

Activities

Objects: TO PROMOTE FOR THE BENEFIT OF YOUNG PEOPLE THE PROVISION OF FACILITIES FOR RECREATION AND LEISURE TIME OCCUPATION, IN PARTICULAR PERFORMING AND THEATRE ARTS, OF INDIVIDUALS WHO HAVE NEED OF SUCH FACILITIES BY REASON OF THEIR DISABLEMENT, IN THE INTERESTS OF SOCIAL WELFARE, WITH THE OBJECT OF IMPROVING THE CONDITION OF LIFE OF SAID YOUNG PEOPLE.

Activities: Boathouse Theatre Arts provides specialist performing arts projects for children and young adults who have a learning and/or physical disability. Boathouse runs three groups: Boathouse for Children (aged 5-15); Boathouse Theatre Company (young adults); and a Sensory group for adults who have profound and multiple disabilities. Boathouse is based in Hastings and Bexhill.

Classification

- **How:** Provides Services
- **What:** Education/training, Disability, Arts/culture/heritage/science, Recreation
- **Who:** Children/young People, People With Disabilities

Geography

- East Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£18,936	£16,763	-	-
2024-07-31	£26,337	£16,468	-	-
2023-07-31	£13,431	£13,237	-	-
2022-07-31	£2,830	£6,040	-	-
2021-07-31	£580	£890	-	-

Trustees

Name	Role	Appointed
Rachel Ann Lowden	Chair	2017-01-26
Felicity Parsons		2022-06-20
MELISSA KIRSTY ROWLAND		2014-01-16
Nicola Jane Rowland		2022-04-29
Sally Ella Marchant		2022-03-10

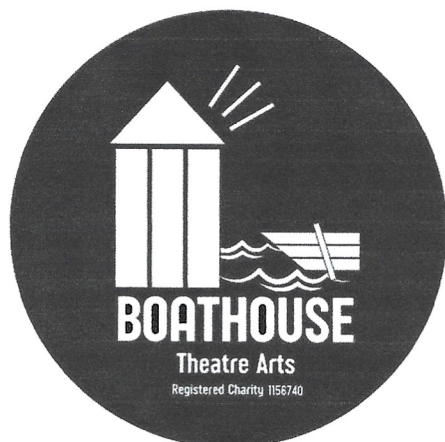
Accounts

Boathouse Theatre Arts

Registered Charity Number 1156740

Annual Report

for the period Year Ending July 2025



**Boathouse Theatre Arts
Jackson Hall
Portland Place
Hastings
East Sussex
TN34 1QN**

Boathouse Theatre Arts

Organisational Information for the year ended 31st July 2025

Legal Form: Charitable Incorporated Organisation (CIO)

Governing Document: Constitution (Last amended in 2019)

Committee Members: Chair – Rachel Lowden
Treasurer – Nicola Rowland
Trustee – Felicity Parsons
Trustee - Sally Marchant
Trustee – Melissa Rowland
Trustee – Lawrence Jordon

Bankers **Melissa Rowland**
 Sally Marchant

Boathouse Theatre Arts

The report from the Chair and Trustee's for the year ending July 2025

The challenges in the current climate continue to be a concern for us as a small organisation. There is a high level of deprivation and poverty in Hastings, and we continue to try and be as inclusive as possible for those with different needs, who may experience more financial hardship and fewer opportunities.

This means we rely heavily on our volunteers to support paid practitioners to deliver workshops. We have had some new volunteers join this year as well as some constant stalwarts who support both adult and children's groups. Our CEO supervises the volunteers and continues to invest high levels of energy and commitment over and above in order to sustain us as an organisation.

Funding applications have been submitted for various organisations, and we have been unsuccessful in some but fortunate within the last month to be awarded £5000 from a funder with Sussex Community Foundation.

The need for groups continues and the waiting lists grows so we began a Tuesday evening added adult group in Ore which is in its embryonic stage but developing fast. We were awarded money from postcode lottery players in 2024, specifically to invest in a new project and decided it was best place here.

Unfortunately, the venue we were using for our adult group become too expensive and was inaccessible for some. We are trialling a new studio in the town which is at our limit in terms of payment for hiring but is run by another local charity of whom we have close bonds with, and are continuing to work in partnership with.

Our new website and Instagram page have been launched which will increase awareness and spread news of our upcoming shows and socials. We have invested in this with a view that we can attract more donations, of which during this financial year we haven't had any.

We welcomed a new trustee to the board in January who is a participant at Boathouse and wrote the fabulous pantomime we saw at Christmas. Lawrence has Autism and is a gifted writer and performer and we are so thrilled for the

skills he is bringing to the board and the voice of lived experience as an active member of the adult group.

It is a privilege to continue to work with a group of committed and passionate trustees, and to continue to work towards a sustainable robust financial structure that can scaffold the creative and powerful work our members and practitioners co create.

All our participants have learning difficulties to varying degrees, some are non-verbal and some have mobility challenges. Boathouse provides weekly sessions that engage people in singing, acting and performance.

R.A. Lowden

CEO report

Boathouse Theatre Arts continues to meet the needs and wants of our community through the deliverance of theatre workshops.

We now have 3 groups that each deliver weekly theatre workshop session during term time.

The Sunday Adult Group continues to meet the need of 25 members. They have recently relocated to purpose built, fully accessible theatre studio, built by our local Mencap. The cost remains the same as the previous venue. Over the past year, the group has welcomed a new member of paid staff and a volunteer. They have enjoyed several workshops from visiting artists, both building their skills and forging relationships within the community. One particular workshop was around comedy and was especially well received by many of our members!

The Children's Group continues to meet the need of 10 children and their families. One member has his siblings join in, which allows them build upon their family bond. We have two parents who choose to remain in the session and support the team and members in the workshop. Parents have access to a relaxed area, with hot drinks and biscuits, and this has been a vital lifeline for several, allowing them some respite and the chance to talk to similar families. Our new group is our Tuesday Adult Group. This is held Tuesday evenings at a local community centre with a hall and stage. This opened January 2025 and currently meets the needs of 8 members. It is run by one Lead Practitioner and supported by one paid support and one volunteer. As the group expands, we will adjust the staffing.

Last summer, we took our Singing and Signing Choir to a few local community events.

Last Christmas saw Boathouse Theatre Arts put on their first ever pantomime! This was a joint production of the Sunday and Children's Groups and was very well received. We packed the theatre for one afternoon and received many compliments on the professional deliverance of the panto.

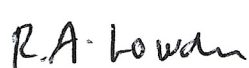
Through our public events and productions, we often see a rise in interest as to what we offer and donations. We have one family now donating monthly, and several people interested in us have joined our Tuesday Group.

We have since created our website, which we worked closely with local website builders, and this brings in extra interest. I aim to send out a quarterly newsletter to those signed up to it- generally a mix of family members and local community groups.

M Rowland



MILLIE ROWLAND



RACHAZ LOWDEN

18/10/2025



Nicola Rowland

18/10/2025



FELICITY PARSONS

18/10/2025

JORDAN LAWRENCE JORDAN

18/10/2025

Boathouse Theatre Arts

Year end 31 July 2025

Financials and Treasurer's Report

Prepared by Nicola Rowland
10th October 2025

Boathouse Theatre Arts
Treasurer's Report Year Ending 31 July 2025

Education and Administration

	Year ended 2025	Year ended 2024
Grants Received	10,000.00	8,080.00
Individual Donations (Direct Credit)	1,126.84	11,300.00
Friends of Boathouse	360.00	445.00
Income from Sessions and Shows	<u>7,449.14</u>	<u>6,512.67</u>
TOTAL FUND INCOME	18,935.98	26,337.67
EXPENDITURE		
Freelance Teachers	7,189.99	5,118.94
Venue Hire (Incl Hastings Centre Xmas Show)	3,100.00	2,710.50
P/T Administrator and Associated Costs	5,694.68	4,988.09
Printing and Publicity	282.21	1,864.49
Excursions	-	1,186.75
Insurances	162.76	139.60
Stationery and Sundry Expenditure	<u>333.00</u>	<u>460.00</u>
	16,762.64	16,468.37
EDUCATION AND ADMINISTRATION FUND TOTAL FOR THE YEAR	<u>2,173.34</u>	<u>9,869.30</u>
BALANCE AT BANK B/FWD	15,983.75	6,114.45
SURPLUS/(DEFICIT) FOR THE YEAR	2,173.34	9,869.30
BALANCE AT BANK C/FWD	<u>18,157.09</u>	<u>15,983.75</u>
 RESERVED FUNDS	 7,500.00	 5,000.00
SURPLUS/(DEFICIT)	<u>10,657.09</u>	<u>10,983.75</u>
	<u>18,157.09</u>	<u>15,983.75</u>


 Nicola Rowland FCCA
 18/10/2025

R.A. Lowden
 18/10/2025

Boathouse Theatre Arts Treasurer's Report
Reporting period - August 2024 to July 2025

Income Overview

Grants and sessions have both increased in the year, however income from donations and Friends of Boathouse have decreased. If we can maintain a steady flow of grant and donation income, along with consistent session attendance, Boathouse will continue to thrive. 2024's donations were skewed by the £10,000 received from Gardeners Books.

Summary of Grants Received

Postcode Lottery	Designated to Children's Group	£4,000
Neighbourly Foundation	Undesignated	£1,000
Sussex Community Foundation	Undesignated	£5,000

Expenses Overview

Overall the expenses for the year have remained consistent between 2024 and 2025, however in the current year there has been increased spend in both wages and hall hire. In 2024 Boathouse Theatre Arts funded a trip to see Grease in London. There was also the cost of the website build in 2024 which has not been repeated in this year.

Cash position

The bank balance at the end of the year was £18,157. At the lowest point of the year it fell to £13,910 and peaked at £20,814.

Notes and Observations

I have increased the reserves to £7,500 from £5,000 which is enough to cover 6 months worth of wages and hall hire.

The Sunday and Tuesday groups are running at a loss. The Childrens group is in profit only due to the grant received from the Postcode Lottery.

Looking Ahead

We need to ensure that grants continue to come in regularly.

Is the Tuesday Group viable. Have numbers increased?

Are there opportunities to increase Friends of Boathouse or fundraising elsewhere?

Are the numbers at Children's group increasing?

	Year ended 2025	Adult Group	Children Group	Tuesday Group	General
INCOME					
Grants Received	10,000.00	-	4,000.00	-	6,000.00
Individual Donations (Direct Credit)	1,126.84	-	-	-	1,126.84
Friends of Boathouse	360.00	-	-	-	360.00
Income from Sessions and Shows	7,449.14	4,572.79	1,081.94	504.00	1,290.41
TOTAL INCOME	18,935.98	4,572.79	5,081.94	504.00	8,777.25
EXPENDITURE					
Freelance Teachers	7,189.99	4,074.99	2,010.00	1,105.00	-
Venue Hire (Incl Hastings Centre Xmas Show)	3,100.00	2,980.00	120.00	-	-
P/T Administrator and Associated Costs	5,694.68	-	57.84	14.75	5,622.09
Printing and Publicity	282.21	-	-	-	282.21
Excursions	-	-	-	-	-
Insurances	162.76	-	-	-	162.76
Stationery and Sundry Expenditure	333.00	-	-	-	333.00
TOTAL EXPENDITURE	16,762.64	7,054.99	2,187.84	1,119.75	6,400.06
SURPLUS/(DEFICIT) FOR EACH GROUP	2,173.34	(2,482.20)	2,894.10	(615.75)	2,377.19

Accounts

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Treasurer – Nicola Rowland
Trustee – Felicity Parsons
Trustee - Sally Marchant
Trustee – Melissa Rowland
Member Trustee – Lawrence Jordan

Bankers **Melissa Rowland**
 Sally Marchant

Boathouse Theatre Arts

The report from the Chair and Trustee's for the year ending July 2024

The challenges in the current climate continue to be a concern for us as a small organisation. There is a high level of deprivation and poverty in Hastings and we continue to try and be as inclusive as possible for those with different needs, who may experience more financial hardship and fewer opportunities.

This means we rely heavily on our volunteers to support paid practitioners to deliver workshops. We have had some new volunteers join this year as well as some constant stalwarts who support both adult and children's groups. Our CEO supervises the volunteers and continues to invest high levels of energy and commitment over and above in order to sustain us as an organisation.

Funding applications have been submitted for various organisations and we have been unsuccessful in some but fortunate to be awarded a grant from the National Lottery.

Our new website and Instagram page have been launched which will increase awareness and spread news of our upcoming shows and socials. We have invested in this with a view that we can attract more donors, of which during this financial year we haven't had any.

We welcomed a new trustee to the board in January who is a participant at Boathouse and wrote the fabulous pantomime we saw at Christmas. Lawrence has Autism and is a gifted writer and performer and we are so thrilled for the skills he is bringing to the board and the voice of lived experience as an active member of the adult group.

It is a privilege to continue to work with a group of committed and passionate trustees, and to continue to work towards a sustainable robust financial structure that can scaffold the creative and powerful work our members and practitioners co create.

All our participants have learning difficulties to varying degrees, some are non-verbal and some have mobility challenges. Boathouse provides weekly sessions that engage people in singing, acting and performance.

We continue to have due regard to the Charity Commission's public benefit guidance in carrying out the Charity's objectives.

R.A. Lowden

CEO report

Boathouse Theatre Arts continues to meet the needs and wants of our community through the deliverance of theatre workshops.

We continue to have two groups that each deliver weekly theatre workshop session during term time.

The Sunday Adult Group continues to meet the need of 25 members. Over the past year, the group has welcomed a new member of paid staff and a volunteer. They have enjoyed several workshops from visiting artists, both building their skills and forging relationships within the community. One particular workshop was around comedy and was especially well received by many of our members! The Children's Group continues to meet the need of 10 children and their families. One member has his siblings join in, which allows them build upon their family bond. We have two parents who choose to remain in the session and support the team and members in the workshop. Parents have access to a relaxed area, with hot drinks and biscuits, and this has been a vital lifeline for several, allowing them some respite and the chance to talk to similar families. Last summer, we took our Singing and Signing Choir to a few local community events.

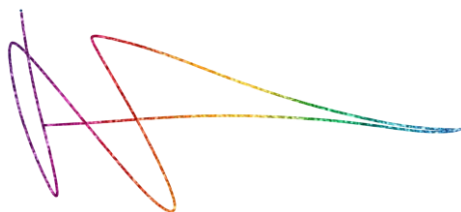
Last Christmas saw Boathouse Theatre Arts put on their annual Christmas Caberet. This was a lot of fun for the members to devise and they showcased many skills learnt throughout the year. This is a highlight of the Boathouse calendar.

Through our public events and productions, we often see a rise in interest as to what we offer and donations. We have one family now donating monthly. We have since created our website, which we worked closely with local website builders, and this brings in extra interest. I aim to send out a quarterly newsletter to those signed up to it- generally a mix of family members and local community groups.

Millie Rowland
CEO



This document has been seen and approved by all Trustees and the independent examiner



Sally Marchant
Rachel Lowden
Nicola Rowland
Felicity Parsons

Lawrence Jordan
Patricia Farnan- IE

Boathouse Theatre Arts
Treasurer's Report Year Ending 31 July 2024

Education and Administration

	Year ended 2024	Year ended 2023
Grants Received	8,080.00	3,000.00
Individual Donations (Direct Credit)	11,300.00	1,962.06
Friends of Boathouse	445.00	445.00
Income from Sessions and Shows	<u>6,512.67</u>	<u>8,024.30</u>
TOTAL FUND INCOME	26,337.67	13,431.36
EXPENDITURE		
Freelance Teachers	5,118.94	4,895.00
Venue Hire (Incl Hastings Centre Xmas Show)	2,710.50	2,237.20
P/T Administrator and Associated Costs	4,988.09	5,368.76
Printing and Publicity	1,864.49	-
Excursions	1,186.75	-
Insurances	139.60	139.60
Stationery and Sundry Expenditure	<u>460.00</u>	<u>596.48</u>
	16,468.37	13,237.04
EDUCATION AND ADMINISTRATION FUND TOTAL FOR THE YEAR	<u>9,869.30</u>	<u>194.32</u>
BALANCE AT BANK B/FWD	6,114.45	5,920.13
SURPLUS/(DEFICIT) FOR THE YEAR	9,869.30	194.32
BALANCE AT BANK C/FWD	<u>15,983.75</u>	<u>6,114.45</u>
 RESERVED FUNDS	 5,000.00	 5,000.00
SURPLUS/(DEFICIT)	<u>10,983.75</u>	<u>1,114.45</u>
	<u>15,983.75</u>	<u>6,114.45</u>

Independent examiner's report on the accounts

Report to the trustees of Boathouse Theatre Arts on the accounts for the year ended 31 July 2024

Charity number: 1156740

I report to the trustees on my examination of the accounts of Boathouse Theatre Arts ("the Charity") for the year ended 31 July 2024.

Responsibilities and basis of report

As the charity trustees of the Charity 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 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.

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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.



1 June 2024

Patricia Farnan

FCA 2009, membership number 1349776

London, United Kingdom

Accounts

Boathouse Theatre Arts

Registered Charity Number 1156740

Annual Accounts

for the period Year Ending July 2023

Boathouse Theatre Arts

Jackson Hall

Portland Place

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Boathouse Theatre Arts

Organisational Information for the year ended 31st March 2024

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Governing Document: Constitution (Last amended in 2019)

Committee Members: Chair – Rachel Lowden
Treasurer – Nicola Rowland
Trustee – Felicity Parsons
Trustee - Sally Marchant
Trustee – Melissa Rowland

Bankers **Melissa Rowland**
 Sally Marchant

Boathouse Theatre Arts

The report from the Chair and Trustee's for the year ending March 2024

This year has been extremely progressive for us as an organisation and for our participants which include 10 attending our Children's group, and 25 attending our adult group. Our brief CEO report will give more detail around the performances, festivals and events the groups have participated in including a trip to London to see the musical Grease: The Musical.

All our participants have learning difficulties to varying degrees, some are non-verbal and some have mobility challenges. Boathouse provides weekly sessions that engage people in singing, acting and performance. We have employed a new practitioner who facilitates our children's group, started to work in a new venue with its own theatre and back stage space, and created a new website to accompany our face book page.

We have said farewell to our long standing trustee Nigel Speedy and welcomed Sally Marchant as a new trustee. We have been so excited and grateful to receive some considerable donations, £10,000 will be in next years finances as this was donated in December 2023 but which has enabled us to build more effectively our marketing strategies and invest in the quality of the spaces we hire. The effect of this is already having an impact on the numbers attending, and our CEO is working hard to look at further fundraising opportunities and measuring and evaluating the far reaching impact sessions have on the participants that attend.

CEO report

Boathouse Theatre Arts continues to meet the needs and wants of our community through the deliverance of theatre workshops. Our longstanding Adult Group now has 25 members and a waiting list of 8 people (May 2024). Due to the expansion of the group, we have moved to a bigger, more suitable studio, offering more space to the group. With this has come an increase in venue hire, which is covered by allowing the new members. Over the past year, they have welcomed 5 new members and 2 new volunteers. The group have worked with 2 visiting artists, exploring storytelling with one and masks and facial/body expression with another. This allows all members to not only expand their personal skillset, but the chance to work with other professionals in the field of theatre, whilst allowing the professionals to learn of Boathouse Theatre Arts. The adult group put on two sold out shows at Christmas and in the summer. The Christmas Production was a more relaxed event, with members

doing solos and small group performances. The Summer Show was a full member production of our version of Grease The Musical. Often following a public performance we see a rise in donations, mainly from family of members. The Christmas Production bought in a special donation of £10,000 from Gardners Books, as will be shown in the following financial year accounts. With special thanks to a long standing friend of Boathouse Theatre Arts, when she passed, she left an amount of money to Boathouse “to go and have fun”. The Adult Group enjoyed a trip to London to see Grease: The Musical, which they absolutely loved. This was a wonderful teambuilding day, allowing the members to see staff more relaxed, each other in a different environment and build upon their friendships.

Following a break in delivering the Children’s Group (due to the Lead Practitioner stepping down from her role), we have now employed a new Lead Practitioner since January 2023. Emma has settled well into her role and the group is slowly growing, now reaching approximately 10 families a week. The group also has a new volunteer and continues to be supported by the original support practitioners. This group continues to meet at Glyne Gap Sch and has moved to a Sunday morning.

Both the Children and Adult Groups enjoyed joining the local Hastings Carnival where we spent 2 weeks creating costumes to look like Punch and Judy tents and puppets to parade with. Unfortunately it was a very wet day and we were a soggy bunch, but everyone persevered and had a lot of fun! We were invited to perform at the local Cultural Garden of Delights Event, where we performed our singing and signing choir for 20 minutes and enjoyed the performances of others. Thankfully this was a lovely, sunny day!

With thanks to the Gardner’s Books donation, we are now in the process of creating a new website, hoping it will allow us to reach out to more professionals and families.

Boathouse Theatre Arts
Treasurer's Report Year Ending 31 July 2023

Education and Administration

	Year ended 2023	Year ended 2022
Grants Received (Sussex Community Foundation)	3,000.00	-
Individual Donations (Direct Credit)	1,962.06	32.50
Friends of Boathouse	445.00	475.00
Income from Sessions and Shows	<u>8,024.30</u>	<u>2,322.20</u>
TOTAL FUND INCOME	13,431.36	2,829.70
EXPENDITURE		
Freelance Teachers	4,895.00	2,235.00
Venue Hire (Incl Hastings Centre Xmas Show)	2,237.20	980.00
P/T Administrator and Associated Costs	5,368.76	2,351.00
Printing and Publicity	-	110.27
Insurances	139.60	172.08
Stationery and Sundry Expenditure	<u>596.48</u>	<u>191.30</u>
	13,237.04	6,039.65
EDUCATION AND ADMINISTRATION FUND TOTAL FOR THE YEAR	<u>194.32</u>	<u>(3,209.95)</u>
BALANCE AT BANK B/FWD	5,920.13	9,130.08
SURPLUS/(DEFICIT) FOR THE YEAR	194.32	(3,209.95)
BALANCE AT BANK C/FWD	<u>6,114.45</u>	<u>5,920.13</u>

Accounts

BOATHOUSE THEATRE ARTS

Minutes for AGM meeting dated 16th October 2022

Present:

Millie

Rachel

Sally

Felicity

Nicola

Nigel

No apologies.

CHAIR:

John Hassel has now stepped down from being temporary Chair.

However, as no one has presently put their name forward to assume the role of Chair, and as it is necessary for BTA to have a Chair to operate, Rachel has kindly stepped in to act as temporary Chair until a permanent candidate can be agreed. During the meeting it was agreed to give a period of two weeks, until the end of October 2022, to those present at this meeting to each consider whether or not the position of Chair is something to be taken on. After that period, Millie is ready and willing to reach out to the wider community to find someone to fill the post.

TRUSTEE ROLES:

It was generally agreed that each trustee is happy with their role as a trustee.

It was also declared by Sally and Rachel that they are trustees in other charities and organisations.

BANKING:

BHA is now processing our banking needs through The Co-operative Bank.

To this end, all those present signed the various bank documents required and that Millie presented. Currently, John and Nigel remain as signatories on the present Barclays account (soon, hopefully, to be shut down).

CEO JOB ROLE, RESPONSIBILITIES, RENUMERATION AND CONTRACT:

Millie has received kind help and support from Andrea at LGF in drafting up a contract and setting out the role and responsibilities of Millie's position as CEO. Millie continues to work on this and we await further progress on this issue in due course.

It was agreed that Millie should continue to be paid at the rate £21 per hour on the basis of 5 hours per week.

It was also mentioned that BHA should have a redundancy reserve within its financial structure.

Millie to look into this point.

FUNDRAISING:

This subject was discussed broadly. Agreed to implement the following:

National Lottery

Sussex Community Foundation

Children in Need

Having a PATRON to support BHA was considered a good idea. Further thought and discussion required to analyse just how we go about finding a suitable, and willing, candidate to come on board.

Sally has kindly agreed to arrange a door collection at the door of her church during Community Matinees over a two to three day period. No date confirmed.

MARKETING:

Emphasis was placed on BHA having a much wider range of active social media identities such as:

Instagram

Twitter

Reinstate and enhance the BHA website. At the moment the BHA website states that BHA is 'closed'. To any clicker or interested party this would potentially shutdown any intention to participate.

The website will provide a valuable for disseminating photos, information etc.

Update the BHA Facebook profile and content. Also incorporate donation links so that clickers can give money.

GROUPS:

It was agreed that the Children's Group sessions would be increased from £5 ps to £6 ps, starting January 2023. Also agreed that should parents wish to pay for six sessions in advance then the earlier price of £5 ps would apply ie, £30 payable upfront. Otherwise, all going well.

Millie also explained that she had approached the parents of the seven students in group to ask ten questions to gain information and an understanding of how the parents feelings towards the activities of the group. The reactions were overwhelmingly positive and encouraging and gave a good insight into the benefits that results from the group.

Adult Group - all good and well attended and well staffed.

Rachel mentioned that she was ready to organise a route or system whereby NHS doctors, nurses and clinicians in local surgeries would be made aware of BHA and its specialist art and performing projects.

Appropriate users of these surgeries (those who could be most advantaged by BHA) could then be offered information and contact details. A potential avenue for new clients.

CHRISTMAS SHOW:

To be held at the Hastings Centre on 10th December 2022 at 4pm.

Rachel kindly offered to invite Polly, from the Bright Foundation, who we are hoping to collaborate with in the future. Polly though is unable to help with the Christmas show this year.

Tickets charged at £8 each.

Raffle and Tombola to be organised.

It was also briefly discussed that the Stables Theatre could perhaps be used as a future venue for BHA artist production.

Next trustee meeting to be held sometime during the spring of 2023 (Feb, March, April) - TBC.

Boathouse Theatre Arts
Treasurer's Report Year Ending 31 July 2022

Education and Administration

	Year ended 2022	Year ended 2021
Grants Received (Sussex Community Foundation)	-	-
Individual Donations (Direct Credit)	32.50	-
Friends of Boathouse	475.00	580.00
Income from Sessions and Shows	<u>2,322.20</u>	<u>-</u>
TOTAL FUND INCOME	2,829.70	580.00
EXPENDITURE		
Freelance Teachers	2,235.00	510.00
Venue Hire (Incl Hastings Centre Xmas Show)	980.00	90.00
P/T Administrator and Associated Costs	2,351.00	-
Printing and Publicity	110.27	-
Insurances	172.08	172.08
Stationery and Sundry Expenditure	<u>191.30</u>	<u>117.42</u>
	6,039.65	889.50
EDUCATION AND ADMINISTRATION FUND TOTAL FOR THE YEAR	<u>(3,209.95)</u>	<u>(309.50)</u>
BALANCE AT BANK B/FWD	9,130.08	9,439.58
SURPLUS/(DEFICIT) FOR THE YEAR	(3,209.95)	(309.50)
BALANCE AT BANK C/FWD	<u>5,920.13</u>	<u>9,130.08</u>

CHAIR PERSON - RACHEL ANN LOWDEN
R.A. Lowden
April 4th 2023

Accounts

BOATHOUSE ANNUAL GENERAL MEETING 2021

Minutes of an AGM and Trustees Meeting held on 16 December 2021

1. Welcome and Apologies:

Present: John Hassell, Melissa Rowland, Rachel Lowden, Nigel Speedy (Trustees)

Apologies: Kim Barry, Kevin Barry (retiring Trustees)

2. Minutes of previous AGM 2020 & Matters Arising:

As per the Minutes of the previous AGM, Kevin Barry has stepped down as Chair and Trustee of Boathouse. Kim Barry has also stepped down as a Trustee.

3. Annual Report & Accounts for period ending 31 July 2021:

There was very little financial activity for the period 1/8/20 – 31/7/21 due to the cessation of the groups' activities as a result of the Covid 19 pandemic. A statement of financial activity will be drawn up by the appointed accountant in preparation for the Annual Return to be submitted to the Charities Commission by April 2022.

ACTION MR/NR

4. Trustees' Roles and Future of Boathouse

Please see 'Notes' below of the Trustees' meeting held on 16 December 2021 with regard to Trustees' roles and future of Boathouse.

Boathouse Theatre Arts

Trustees Meeting.

16th December 2021

Notes of Agreements and actions arising from the meeting

Present:

John Hassell (Chair)

Millie Rowland (CEO)

Rachel Lowden

Nigel Speedy

Apologies:

None

<u>Notes</u>	<u>Action</u>	<u>Action by</u>	<u>Timeframe</u>
1. Discussion about the 'clarity of purpose' of the organisation. Agreed; - Boathouse's primary purpose is To give people an opportunity to sing, dance and act. - It's secondary purpose is To help people have fun, enjoyment and the	When opportune to engage Boathouse users to discuss the trustees view of the purpose of the organisation.	Group leaders (when in post)	None specified

opportunity to make and develop friendships.			
2. Discussion who will actively drive and lead the organisation and what organisational role they will hold. Agreed; - It was unanimously agreed that Millie Rowland should take on the practical leadership role of the organisation. It was further agreed she should hold the title of Chief Executive Officer (CEO). - Trustees would try to identify a salary commensurate with the new role and responsibilities and time commitment of the CEO. (It was made clear the organisation might not be in a position to be able to afford such an identified 'fair salary').	Millie was offered the position of CEO by the Trustees. The offer was with immediate effective. Millie accepted the offer. Trustees to discuss salary at their next meeting. Rachel to do some homework and bring a suggestion to the next meeting	Rachel / all Trustees	As of 16th December 2021 10th March 2022
3. Trustees engaged in identifying what 'resources' would be absolutely essential to fulfil points 1 and 2 above. Agreed; - Finances were sufficient for the immediate future. - Absolute priority was to be given to appoint a session leader for Boathouse adults sessions.	Millie would immediately begin a search for a session leader. Rachel would offer support in the process if needed	Millie	ASAP

A question was raised about the future viability of 'Boathouse for Children'.			
4. The role of trustees was discussed. It was clear that different groups of trustees interpreted their roles in different ways Agreed; In broad terms, Boathouse Trustees would be strategic and would <u>not</u> have an operational function or duties. They would have 3 fundamental responsibilities. 1. Strategic: Trustees would determine the organisation's strategy, direction and purpose. 2. Accountability: Trustees would oversee (NB not operationally) and be accountable for outcomes of the organisation, financial probity, health and safety and safeguarding. 3. CEO: Trustees would be responsible for the selection and appointment of the CEO, and then providing that person with specific support and accountability.. eg a cycle of appraisal.	Any future CEO job description would reflect this.		
5.Trustees discussed the election and appointment of a chair and the selection of further trustees Agreed; 1. John would serve as an interim chair until the organisation was in a	John to assume role of chair with immediate effect.	John	16th December 2021

position to elect a longer term appointee. 2. Having viewed the CV's of 4 possible trustees, it was agreed one of the 4 should be approached with a view to determining their suitability Followed by a possible invitation to join the trustees	John to meet SM (Millie to arrange)	Millie & John	By 10th March 2022
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Next meeting date. 10th March 2022

Boathouse Theatre Arts
Treasurer's Report Year Ending 31 July 2021

Education and Administration

	Yr
Grants Received (Sussex Community Foundation)	-
Individual Donations (Direct Credit)	-
Friends of Boathouse	580.00
Income from Sessions and Shows	-

TOTAL FUND INCOME

EXPENDITURE

Freelance Teachers	510.00
Venue Hire (Incl Hastings Centre Xmas Show)	90.00
Volunteers/Travel/Reimbursed Expenses (Incl mileage)	-
P/T Administrator and Associated Costs	-
Merchandise for Resale	-
Printing and Publicity	-
Insurances	172.08
Stationery and Sundry Expenditure	117.42

EDUCATION AND ADMINISTRATION FUND TOTAL FOR THE YEAR

BALANCE AT BANK B/FWD

SURPLUS/(DEFICIT) FOR THE YEAR

BALANCE AT BANK C/FWD

Notes to the accounts:

1 - Insurance for 2020 was paid in 2019

2 - No shows or classes during this financial year

Year ended 2021	Year ended 2020
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4,830.00	
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200.00	
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1,202.00	
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<u>3,890.75</u>	
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580.00	
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10,122.75	
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3,365.00	
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1,621.00	
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502.70	
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1,200.00	
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237.69	
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889.50	
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6,926.39	
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<u>(309.50)</u>	
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<u>3,196.36</u>	
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9,439.58	
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6,243.22	
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(309.50)	
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3,196.36	
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<u>9,130.08</u>	
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<u>9,439.58</u>	
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