

TONIC THEATRE CIO

England & Wales · Charity number 1157234

Details

Status Registered

Legal form CIO

Registered 2014-05-29

Register [View on the Charity Commission register](#)

Contact

Address Studio 101
198 Contemporary Arts & Learning
198 Railton Road
London
SE24 0JT

Phone 020 7978 8309

Email info@tonictheatre.co.uk

Website www.tonictheatre.co.uk

Activities

Objects: THE ADVANCEMENT OF THE ARTS FOR THE PUBLIC BENEFIT BY CARRYING OUT RESEARCH AND PUBLISHING THE USEFUL RESULTS THEREOF AND BY ENCOURAGING AND FOSTERING INTEREST AND ACTIVE PARTICIPATION IN ALL ASPECTS OF THEATRE AMONG WOMEN AND OTHER SECTIONS OF SOCIETY WHICH ARE UNDER-REPRESENTED IN THEATRE (OR IN CERTAIN AREAS OF THEATRICAL WORK) OR WHICH ARE DENIED ACCESS TO THEATRE THROUGH A LACK OF AWARENESS, OPPORTUNITY OR COST.

Activities: The charities activities are the carrying out research and publishing the useful results thereof and by encouraging and fostering interest and active participation in all aspects of theatre among women and other sections of society which are under-represented in theatre (or in certain areas of theatrical work) or which are denied access to theatre through a lack of awareness, opportunity or cost.

Classification

- **How:** Provides Services
- **What:** Education/training, Arts/culture/heritage/science
- **Who:** Children/young People, The General Public/mankind

Geography

- **Area of benefit:** THROUGHOUT LONDON
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£193,655	£271,706	-	-
2024-03-31	£236,963	£229,222	-	-
2023-03-31	£199,729	£204,397	-	-
2022-03-31	£178,778	£164,190	-	-
2021-03-31	£140,712	£104,616	-	-

Trustees

Name	Role	Appointed
Sarah Victoria Holmes	Chair	2024-09-11
Bhavita Bhatt		2021-07-15
Fanny Jacqueline Simone Saint-Pasteur		2025-06-26
Joanne McIntosh		2025-06-26
Moir Elizabeth Buffini		2015-04-30
Sacha Munro Milroy		2021-07-15

TONIC THEATRE CIO

England & Wales - Charity number 1157234

Accounts

Registered Charity Number: 1157234

TONIC THEATRE CIO
CHARITY ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025

TONIC THEATRE CIO

REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees

The trustees during the year ended 31 March 2025 were as follows:

Sarah Holmes (appointed as Chair, 11th September 2024)
Bhavita Bhatt
Maira Buffini
Craig Bennett (retired 11th September 2024)
Emma Escurier
Tighe Feldman (retired 11th September 2024)
Gabriela Gandolfini (retired 5th March 2025)
Sacha Milroy
Joanne Royce

Principal Address

Studio 101, 198 Contemporary Arts & Learning, 198 Railton Road, London SE24 0JT

Independent Examiner

Bells Accountants, 10a High Street, Chislehurst, Kent, BR7 5AN

Charity Number

1157234

TONIC THEATRE CIO

REPORT OF THE TRUSTEES

Name and Status

The name of the charity is Tonic Theatre CIO and this is the name under which it operates. The charity was constituted as a charitable incorporated organisation on 29th May 2014 under registration number 1157234.

Address

The charity's registered address is Tonic Theatre, Studio 101, 198 Contemporary Arts & Learning, 198 Railton Road, London, SE24 0JT.

Trustees

Throughout the year the trustees were: Sarah Holmes (appointed as Chair, 11th September 2024), Craig Bennett (retired 11th September 2024), Bhavita Bhatt, Moira Buffini, Emma Escurier, Tigho Feldman (retired 11th September 2024), Gabriela Gandolfini (retired 5th March 2025), Sacha Milroy and Joanne Royce.

Objects

The purpose of the charity is the advancement of the arts for the public benefit, by carrying out research and publishing the useful results thereof and by encouraging and fostering interest and active participation in all aspects of theatre among women and other sections of society which are under-represented in theatre (or in certain areas of theatrical work) or which are denied access to theatre through a lack of awareness, opportunity or cost.

Structure, governance and management

The Trustees are satisfied that the charity works within the objects. The day-to-day work is undertaken by a team of six employees.

The trustees meet quarterly to receive reports on and to review the work being undertaken.

Financial matters

Tonic Theatre's income for the financial period was £193,655 and its expenditure was £271,706.

Income was derived from a combination of income from our charitable activities (£193,655), and donations from individuals (£nil).

The main area of expenditure was carrying out the charitable objects of the company of which the largest part was spent on project staff and artists' fees (£211,679). Charitable expenditure of £36,061, running costs of £23,216 and governance costs of £750 (net) made up the remainder of expenditure.

At the end of the year there was £nil of restricted expenditure.

The company became VAT registered on 13th January 2017. The company's VAT number is: 264 3327 10.

Public benefit

The trustees are aware of their public benefit obligations and are satisfied that they have complied throughout the year with the guidance published by the Charity Commission.

TONIC THEATRE CIO

REPORT OF THE TRUSTEES (cont'd)

Policies

Reserves Policy

In defining its reserve policy, the trustees have considered the level of free reserves it is appropriate for the charity to hold to ensure its financial sustainability, future strategic development, and ability to continue to operate if unforeseen financially damaging circumstances arise. Considering the reliability and continuance of future income and funding, timing of cash flows, working capital requirements, and cover for unplanned costs, the trustees consider the optimum amount to set aside is an amount equivalent to a minimum of three months of the forthcoming year's planned fixed expenditure (primarily salaries and rent) plus a contingency for planned development this year.

This policy will be reviewed every 3 years (next review: February 2026)

Due to fluctuations in income and expenditure it was not possible to achieve this in the 2024/25 financial year. It remains the trustees' preference that the level of free reserves outlined in the policy are in place. In order to work towards this, the staff conducted research into possible new opportunities for income generation and set out plans to achieve these in 2025/26. Additionally, an exercise was undertaken to identify possible reduction to costs and opportunities to expand existing income streams. The trustees remain extremely attentive to the charity's reserves position and mechanisms have been put in place to ensure the situation is regularly monitored and reported on.

In view of the nature of the charity and the manner in which it works the trustees do not consider it necessary to adopt any other formal policies at this time.

Activity from 1 April 2024 to 31 March 2025

Tonic Theatre undertook a broad range of projects, programmes research during this period.

Key activity in the year saw Tonic Theatre:

- Undertake a programme of research and development to better understand the training and professional development needs of theatre freelancers in a post-pandemic context. The R&D was funded by Guildhall School of Music & Drama's Innovate Department. Findings from the R&D were presented by Tonic at an industry event in late 2024.
- Continued to deliver Changemakers, a membership programme for people who lead work on Equality, Diversity and Inclusion (EDI) within arts organisations. Changemakers provides a year-round rolling programme of training, support and community activities. As the programme progressed into its second year, 20 organisations from across the arts and cultural sector had joined.
- Continue to deliver training and consultancy to a wide range of arts and cultural organisations across the UK. We developed and added new training sessions to our programme on Preventing Sexual Harassment, designed to support employers in the arts to navigate their new duties under the Worker Protection Act, which came into force from late 2024. We also created new training offers focused on inclusive and respectful workplace behaviour and communication.
- Continued to deliver workshops and training in drama schools and performing arts training institutions via our 'Participate' programme. Working with both students and staff, our work with them covered various areas of EDI as well those focusing on consent, boundaries and forming healthy professional relationships.
- Collaborated with the Research Department of Royal Central School of Speech and Drama on the second phase of a research study examining challenges and barriers for young people seeking to build careers in arts administration in a post-Covid landscape. This built on a study conducted in London in the previous year, duplicating it in Leeds and wider West Yorkshire.
- We continued to offer our Platform plays to schools, colleges and youth theatre organisations. Platform is our series of plays written for young people to perform which increase opportunities and aspirations in girls and young women taking part in youth drama.

TONIC THEATRE CIO

REPORT OF THE TRUSTEES (cont'd)

Staffing

During the year, Tonic Theatre continued to employ a Director, two Delivery Leads, an Office Coordinator and an Events and Projects Coordinator. Two new posts, Head of Operations and Trainer were created as part of a programme of planned growth designed to increase the resilience and capacity of the CIO.

In terms of the Board of Trustees, three retired from the board during the year and a new Chair, Sarah Holmes, came into post in late summer 2024. The Director and Board worked on a new strategic plan for the charity to take it through the period from 2025 to 2028.

Plans for 2025/26

Tonic Theatre will continue to deliver its programme of training and consultancy, its Participate programme for drama schools, its Changemakers programme for people leading EDI work in the arts and cultural sector, and its range of Platform plays for schools and youth theatres.

The charity will be actively seeking to expand its work in commercial theatre on long-running shows, especially in regards to fostering working and creative environments that are inclusive, respectful and supportive of staff and practitioners' wellbeing. This is based on interest generated in 2024/25.


The charity will also be further developing its work that supports arts organisations to be informed and empathetic towards the particular challenges of younger people seeking to establish careers in the sector.

The Director and the Board will undertake a recruitment process to secure new trustees.

The charity is scoping the potential for moving from cash to accruals accounting from 2025/26. The gap between income and expenditure as shown in Tonic Theatre's cash accounting in 2024/25 is wide because in several instances income was generated in 2023/24 for activity which took place in 2024/25. It is envisaged that moving to accruals accounting will aid financial management and provide a more accurate picture of the charity's financial position at any point during the year. The charity will be engaging external expertise to support the staff and Board in this.

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

Signed on behalf of the charity's trustees



Sarah Holmes
Chair, Board of Trustees

Date: 19/12/25

TONIC THEATRE CIO

Independent Examiner's Report to the Trustees of Tonic Theatre CIO

I report on the accounts for the year ended 31 March 2025, which are set out on pages 6 to 8.

Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosure in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention.

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section s130 of the 2011 Act: and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or.

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Bells Accountants
10a High Street
Chislehurst
Kent
BR7 5AN

Date: 02/12/2025

TONIC THEATRE CIO

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2025

	Unrestricted Funds	Restricted Funds	Total Funds 2025	Total Funds 2024
	£	£	£	£
Receipts				
Turnover	193,655		193,655	236,913
Sponsorship	-	-	-	-
Grants	-	-	-	-
Gift Aid	-	-	-	-
Donations	-	-	-	50
Total receipts	193,655	-	193,655	236,936
Payments				
Charitable expenditure				
<i>Direct charitable expenditure</i>	36,061	-	36,061	25,042
<i>Support costs</i>				
<i>Administration:</i>				
Staff costs	211,679	-	211,679	184,207
Running costs	23,216	-	23,216	19,253
	234,895	-	234,895	203,460
<i>Governance costs:</i>				
Accountancy fees	750	-	750	720
Total payments	271,706	-	271,706	229,222
Net (payments)/receipts	(78,051)	-	(78,051)	7,741
Net assets b/f	61,081	6,443	67,524	59,783
Net (Liabilities)/assets c/f	(16,970)	6,443	(10,527)	67,524

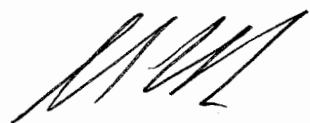
TONIC THEATRE CIO

STATEMENTS OF ASSETS AND LIABILITIES AS AT 31 MARCH 2025

	2025 £	2024 £
Cash funds		
Bank current account	2,543	88,084
	<u> </u>	<u> </u>
Assets retained for own use		
Accounts receivable	22,115	12,939
	<u> </u>	<u> </u>
Liabilities		
VAT	15,903	19,960
Accruals	<u> 775</u>	<u> 750</u>
	<u>16,678</u>	<u>20,710</u>

We approve the accounts on pages 5 to 7 and confirm that we have made available all relevant records and information for their compilation.

Signed on behalf of the trustees



Sarah Holmes
Chair, Board of Trustees

Date:

19/12/25

TONIC THEATRE CIO

NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNT *FOR THE YEAR ENDED 31 MARCH 2025*

1 Trustees transactions

There were no transactions with trustees during the year that require disclosure.

TONIC THEATRE CIO

England & Wales - Charity number 1157234

Accounts

Registered Charity Number: 1157234

**TONIC THEATRE CIO
CHARITY ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

TONIC THEATRE CIO

REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees

The trustees during the year ended 31 March 2024 were as follows:

Craig Bennett
Bhavita Bhatt
Moir Buffini
Emma Escurier
Tigho Feldman
Gabriela Gandolfini
Sacha Milroy
Joanne Royce appointed 1 November 2023

Principal Address

Studio 101, 198 Contemporary Arts & Learning, 198 Railton Road, London SE24 0JT

Independent Examiner

Bells Accountants, 10a High Street, Chislehurst, Kent, BR7 5AN

Charity Number

1157234

TONIC THEATRE CIO

REPORT OF THE TRUSTEES

Name and Status

The name of the charity is Tonic Theatre CIO and this is the name under which it operates. The charity was constituted as a charitable incorporated organisation on 29th May 2014 under registration number 1157234.

Address

The charity's registered address is Tonic Theatre, Studio 101, 198 Contemporary Arts & Learning, 198 Railton Road, London, SE1 9PX. Its operational address is Tonic Theatre, c/o White Light, Merton Industrial Park, Jubilee Way, Wimbledon, London, SE24 30JT.

Trustees

Throughout the year the trustees were: Craig Bennett, Bhavita Bhatt, Moira Buffini, Emma Escurier, Tigho Feldman, Gabriela Gandolfini, Sacha Milroy, Joanne Royce (joined 1st November 2023).

Objects

The purpose of the charity is the advancement of the arts for the public benefit, by carrying out research and publishing the useful results thereof and by encouraging and fostering interest and active participation in all aspects of theatre among women and other sections of society which are under-represented in theatre (or in certain areas of theatrical work) or which are denied access to theatre through a lack of awareness, opportunity or cost.

Structure, governance and management

The Trustees are satisfied that the charity works within the objects. The day-to-day work is undertaken by a team of seven employees.

The trustees meet quarterly to receive reports on and to review the work being undertaken.

Financial matters

Tonic Theatre's income for the financial period was £236,963 and its expenditure was £229,222.

Income was derived from a combination of income from our charitable activities (£236,913), and donations from individuals (£50).

The main area of expenditure was carrying out the charitable objects of the company of which the largest part was spent on project staff and artists' fees (£184,207). Charitable expenditure of £25,042, running costs of £19,253 and governance costs of £720 (net) made up the remainder of expenditure.

At the end of the year there was £nil of restricted expenditure.

The company became VAT registered on 13th January 2017. The company's VAT number is: 264 3327 10.

Public benefit

The trustees are aware of their public benefit obligations and are satisfied that they have complied throughout the year with the guidance published by the Charity Commission.

TONIC THEATRE CIO

REPORT OF THE TRUSTEES (cont'd)

Public benefit

The trustees are aware of their public benefit obligations and are satisfied that they have complied throughout the year with the guidance published by the Charity Commission.

Policies

Reserves Policy

In defining its reserve policy, the trustees have considered the level of free reserves it is appropriate for the charity to hold to ensure its financial sustainability, future strategic development, and ability to continue to operate if unforeseen financially damaging circumstances arise. Considering the reliability and continuance of future income and funding, timing of cash flows, working capital requirements, and cover for unplanned costs, the trustees consider the optimum amount to set aside is an amount equivalent to a minimum of three months of the forthcoming year's planned fixed expenditure (primarily salaries and rent) plus a contingency for planned development this year.

This policy will be reviewed every 3 years (next review: February 2026)

In view of the nature of the charity and the manner in which it works the trustees do not consider it necessary to adopt any other formal policies at this time.

Activity from 1 April 2023 to 31 March 2024

Tonic Theatre continued to grow and expand its work during this period, delivering our programme of activities through a combination of in-person and on-line interactions.

Key activity in the year saw Tonic Theatre:

- Launch Changemakers, a membership programme for people who lead work on Equality, Diversity and Inclusion (EDI) within arts organisations. Changemakers provides a year-round rolling programme of training, support and community activities. At the commencement of the programme, 18 organisations from across the arts and cultural sector had signed up as participants.
- Continue to deliver training and consultancy to a wide range of arts and cultural organisations across the UK. In total Tonic Theatre delivered training or consultancy to 50 organisations across the UK and beyond during the year.
- Build on our work with drama schools and performing arts training institutions via our 'Participate' programme. We worked with 16 institutions across the UK, delivering sessions covering various areas of EDI as well those focusing on consent, boundaries and forming healthy professional relationships.
- Deliver an industry-facing event to raise awareness around menopause, hosted at Soho Theatre in London. In connection with this, Tonic Theatre launched a new training course for arts organisations, focused on increasing confidence and support in relation to menopause.
- Collaborate with the Research Department of Royal Central School of Speech and Drama on a research study examining challenges and barriers for young people seeking to build careers in arts administration in a post-Covid landscape.
- Commence a period of R&D, to explore how a coherent and expanded programme of upskilling and life-long learning could be provided for freelancers working in the theatre industry. The R&D was supported by Guildhall School of Music and Drama.
- Continue our collaboration with ENOA (European Network of Opera Academies), working with its 12 member organisations across Europe, supporting them through their EU Commission-funded Empowering Opera programme, to implement more equitable processes in European opera-making.
- Continue to offer our Platform plays to schools, colleges and youth theatre organisations. Platform is our series of plays written for young people to perform which increase opportunities and aspirations in girls and young women taking part in youth drama.

TONIC THEATRE CIO

REPORT OF THE TRUSTEES (cont'd)

Staffing

During the year, Tonic Theatre continued to employ a Director, a Senior Delivery Lead, three Delivery Leads and an Office Coordinator. A new post, Events & Projects Coordinator was created. Due to three members of the team being on maternity leave at various point during the year we increased our team through a combination of permanent and fixed-term staff. In addition to expanding the team of core salaried staff, Tonic Theatre continued to work with a pool of freelance associate practitioners who deliver training and work on our projects.

In terms of the Board of Trustees, Tonic Theatre's trustees Craig Bennett and Moira Buffini continued to act as Interim Co-Chair roles. A recruitment process for a new Chair secured Sarah Holmes, due to start as Chair from summer 2024.

Plans for 2024/25

Tonic Theatre will continue to deliver its programme of training and consultancy, its Participate programme for drama schools, its Changemakers programme for people leading EDI work in the arts and cultural sector, and its range of Platform plays for schools and youth theatres. In addition, it plans to:

- Present the findings of our research collaboration with Royal Central School of Speech and Drama, examining challenges and barriers to young people seeking to build careers in arts administration in a post-Covid landscape.
- Continue our period of R&D, looking into how a coherent and expanded programme of upskilling and life-long learning could be provided for freelancers working in the theatre industry. We will continue to work with Guildhall School of Music and Drama on this.

We plan to recruit for a new role, Head of Operations, to increase the operational capacity and resilience of the organisation. Our aim is for this role to be in place by summer 2024.

The Director and Board will be working on a new strategic plan for the charity to take it through the period from 2025 to 2028.

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

Signed on behalf of the charity's trustees



Sarah Holmes
Chair, Board of Trustees

Date: 10 January 25

TONIC THEATRE CIO

Independent Examiner's Report to the Trustees of Tonic Theatre CIO

I report on the accounts for the year ended 31 March 2024, which are set out on pages 6 to 8.

Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosure in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention.

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section s130 of the 2011 Act: and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or.

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Bells Accountants
10a High Street
Chislehurst
Kent
BR7 5AN

17 December 24

TONIC THEATRE CIO

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2024

	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
	£	£	£	£
Receipts				
Turnover	236,913		236,913	194,825
Sponsorship	-	-	-	3,000
Grants	-	-	-	1,000
Gift Aid	-	-	-	-
Donations	<u>50</u>	<u>-</u>	<u>50</u>	<u>904</u>
Total receipts	<u>236,963</u>	<u>-</u>	<u>236,936</u>	<u>199,729</u>
Payments				
Charitable expenditure				
<i>Direct charitable expenditure</i>	25,042	-	25,042	31,000
<i>Support costs</i>				
<i>Administration:</i>				
Staff costs	184,207	-	184,207	159,574
Running costs	<u>19,253</u>	<u>-</u>	<u>19,253</u>	<u>13,143</u>
	<u>203,460</u>	<u>-</u>	<u>203,460</u>	<u>172,717</u>
<i>Governance costs:</i>				
Accountancy fees	720	-	720	680
	<u>720</u>	<u>-</u>	<u>720</u>	<u>680</u>
Total payments	<u>229,222</u>	<u>-</u>	<u>229,222</u>	<u>204,397</u>
Net receipts/(payments)	<u>7,741</u>	<u>-</u>	<u>7,741</u>	<u>(4,668)</u>
Net assets b/f	<u>53,340</u>	<u>6,443</u>	<u>59,783</u>	<u>64,451</u>
Net assets c/f	<u>61,081</u>	<u>6,443</u>	<u>67,524</u>	<u>59,783</u>

TONIC THEATRE CIO

STATEMENTS OF ASSETS AND LIABILITIES AS AT 31 MARCH 2024

	2024 £	2023 £
Cash funds		
Bank current account	88,084	73,340
	<u> </u>	<u> </u>
Assets retained for own use		
Accounts receivable	12,939	8,254
	<u> </u>	<u> </u>
Liabilities		
VAT	19,960	12,957
Accruals	<u> 750</u>	<u> 600</u>
	<u>20,710</u>	<u>13,557</u>

We approve the accounts on pages 5 to 7 and confirm that we have made available all relevant records and information for their compilation.

Signed on behalf of the trustees



Sarah Holmes
Chair, Board of Trustees

Date: 10 January 25

TONIC THEATRE CIO

NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNT *FOR THE YEAR ENDED 31 MARCH 2024*

1 Trustees transactions

There were no transactions with trustees during the year that require disclosure.

TONIC THEATRE CIO

England & Wales - Charity number 1157234

Accounts

TONIC THEATRE CIO
CHARITY ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

TONIC THEATRE CIO

REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees

The trustees during the year ended 31 March 2023 were as follows:

Craig Bennett
Bhavita Bhatt
Moiria Buffini
Emma Escurier
Tighe Feldman
Gabriela Gandolini
Eleanor Lang (retired 27th April 2022)
Sita McIntosh (retired 27th April 2022)
Sacha Milroy

Principal Address

Studio 101, 198 Contemporary Arts & Learning, 198 Railton Road, London, SE24 0JT

Independent Examiner

Bells Accountants, 10a High Street, Chislehurst, Kent, BR7 5AN

Charity Number

1157234

TONIC THEATRE CIO

REPORT OF THE TRUSTEES

Name and Status

The name of the charity is Tonic Theatre CIO and this is the name under which it operates. The charity was constituted as a charitable incorporated organisation on 29th May 2014 under registration number 1157234.

Address

The charity's registered and operational address is Tonic Theatre, Studio 101, 198 Contemporary Arts & Learning, 198 Railton Road, London, SE24 0JT.

Trustees

Throughout the year the trustees were: Craig Bennett, Bhavita Bhatt, Moira Buffini, Emma Escurier Tigho Feldman, Gabriela Gandolfini, Eleanor Lang (retired 27th April 2022), Sita McIntosh (retired 27th April 2022), Sacha Milroy.

Objects

The purpose of the charity is the advancement of the arts for the public benefit, by carrying out research and publishing the useful results thereof and by encouraging and fostering interest and active participation in all aspects of theatre among women and other sections of society which are under-represented in theatre (or in certain areas of theatrical work) or which are denied access to theatre through a lack of awareness, opportunity or cost.

Structure, governance and management

The Trustees are satisfied that the charity works within the objects. The day-to-day work is undertaken by a team of eight employees.

The trustees meet quarterly to receive reports on and to review the work being undertaken.

Financial matters

Tonic Theatre's income for the financial period was £199,729 and its expenditure was £204,397.

Income was derived from a combination of income from our charitable activities (£194,825), sponsorship (£3,000), grants (£1,000), gift aid (£nil) and donations from individuals (£904).

The main area of expenditure was carrying out the charitable objects of the company of which the largest part was spent on staff costs (£159,574). Charitable expenditure of £31,000, running costs of £13,143 and governance costs of £680 (net) made up the remainder of expenditure.

At the end of the year there was £1,000 of restricted expenditure.

The company became VAT registered on 13th January 2017. The company's VAT number is: 264 3327 10.

Public benefit

The trustees are aware of their public benefit obligations and are satisfied that they have complied throughout the year with the guidance published by the Charity Commission.

TONIC THEATRE CIO

REPORT OF THE TRUSTEES

Policies

Reserves Policy

In defining its reserve policy, the trustees have considered the level of free reserves it is appropriate for the charity to hold to ensure its financial sustainability, future strategic development, and ability to continue to operate if unforeseen financially damaging circumstances arise. Considering the reliability and continuance of future income and funding, timing of cash flows, working capital requirements, and cover for unplanned costs, the trustees consider the optimum amount to set aside is an amount equivalent to a minimum of three months of the forthcoming year's planned fixed expenditure (primarily salaries and rent) plus a contingency for planned development this year.

This policy will be reviewed every 3 years (next review: February 2026)

In view of the nature of the charity and the manner in which it works the trustees do not consider it necessary to adopt any other formal policies at this time.

Activity from 1 April 2022 to 31 March 2023

Tonic Theatre continued to grow and expand its work during this period, delivering our programme of activities through a combination of in-person and on-line interactions.

Key activity in the year:

- Continued to deliver training and consultancy to a wide range of arts and cultural organisations across the UK. In total Tonic Theatre delivered training or consultancy to 56 organisations across 26 locations in the UK and beyond during the year.
- Built on our work with drama schools and performing arts training institutions via our 'Participate' programme. We worked with 15 institutions across the UK, delivering sessions covering various areas of equality, diversity and inclusion as well those focusing on consent, boundaries and forming healthy professional relationships. We also held a one-day event for drama school teaching staff called *5 Years on from #MeToo: What Next for Drama Schools?* It was a solution-focused and practical day of talks, activities and shared learning designed to support institutions in their work to create respectful, safe and inclusive environments for students and staff.
- Continued our collaboration with ENOA (European Network of Opera Academies), working with its 12 member organisations across Europe, supporting them through their EU Commission-funded Empowering Opera programme, to implement more equitable processes in European opera-making.
- Concluded our four-year programme, the Advance Network, which saw us work with a cohort of 17 dance, opera and theatre organisations from across England, providing ongoing support and training in relation to their work around equality, diversity and inclusion.
- Continued to offer our Platform plays to schools, colleges and youth theatre organisations. Platform is our series of plays written for young people to perform which increase opportunities and aspirations in girls and young women taking part in youth drama.

Staffing

During the year, Tonic Theatre continued to employ a Director, a Senior Delivery Lead, two Delivery Leads and an Office Coordinator. Due to three members of the team going on maternity leave during the year we increased our team through a combination of permanent and fixed-term staff, recruiting two further Delivery Leads and an Office Coordinator (Maternity Cover). In addition to expanding the team of core salaried staff, Tonic Theatre continued to work with a pool of freelance associate practitioners who deliver training and work on our projects.

In terms of the Board of Trustees, Tonic Theatre's Chair, Sita McIntosh retired from the Board in April 2022. Trustees Craig Bennett and Moira Buffini stepped into Interim Co-Chair roles.

In October 2022, Tonic Theatre moved to new premises at 198 Contemporary Arts and Learning in Brixton. Having been in temporary offices due to upheaval related to the pandemic, this move marked Tonic Theatre's return to the London Borough of Lambeth.

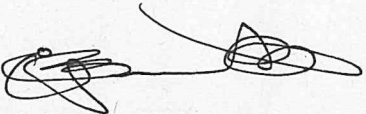
Plans for 2023/24

Tonic Theatre will continue to deliver its programme of training and consultancy, its Participate programme for drama schools and its range of Platform plays for schools and youth theatres. In addition, it plans to:

- Launch Changemakers, a membership programme for individuals who are leading EDI-related change within performing arts organisations. Changemakers will create a community of people working in these roles and offer them a rolling programme of training, guidance and support.
- Begin to offer training and programmes of work that increase understanding and support in relation to menopause. Tonic Theatre has identified a lack of information or guidance that is specific to the reality of performing arts working environments and we plan to address this. We will launch this work at an industry-focused event in summer 2023.
- Start offering our most popular training courses as online modules that individuals can attend (our training courses are currently only bookable by organisations). We will offer these as cost-effective learning opportunities designed to predominantly serve the freelance community.
- Tonic Theatre's four-year programme of activity with ENOA is due to conclude in May 2024. We are discussing the capacity in which Tonic may continue to work with ENOA in the event the network is successful in its bid to receive a further four years of funding from the European Commission.

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

Signed on behalf of the charity's trustees


Craig Bennett
Interim Co-Chair, Board of Trustees

Date: 20/12/23


Moira Buffini
Interim Co-Chair, Board of Trustees

Date: 20/12/23

Independent Examiner's Report to the Trustees of Tonic Theatre CIO

I report on the accounts of the Trust for the year ended 31 March 2023, which are set out on pages 7 to 9.

Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Act):
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act): and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosure in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention.

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section s130 of the 2011 Act: and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or.

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Bells Accountants
10a High Street
Chislehurst
Kent
BR7 5AN

20/12/23

TONIC THEATRE CIO

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2023

	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
Receipts				
Turnover	194,825		194,825	175,960
Sponsorship	3,000	-	3,000	-
Grants	-	1,000	1,000	-
Gift Aid	-	-	-	1,191
Donations	<u>104</u>	<u>800</u>	<u>904</u>	<u>986</u>
Total receipts	<u>197,929</u>	<u>1,800</u>	<u>199,729</u>	<u>178,137</u>
Payments				
Charitable expenditure				
<i>Direct charitable expenditure</i>	31,000	-	31,000	15,780
<i>Support costs</i>				
<i>Administration:</i>				
Staff costs	159,574	-	159,574	134,672
Running costs	<u>13,143</u>	<u>-</u>	<u>13,143</u>	<u>13,330</u>
	<u>172,717</u>	<u>-</u>	<u>172,717</u>	<u>148,002</u>
<i>Governance costs:</i>				
Accountancy fees	680	-	680	600
Total payments	<u>204,397</u>	<u>-</u>	<u>204,397</u>	<u>164,382</u>
Net receipts/(payments)	<u>(6,468)</u>	<u>1,800</u>	<u>(4,668)</u>	<u>13,755</u>
Net assets b/f	<u>59,808</u>	<u>4,643</u>	<u>64,451</u>	<u>50,696</u>
Net assets c/f	<u>53,340</u>	<u>6,443</u>	<u>59,783</u>	<u>64,451</u>

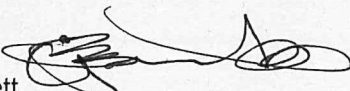
TONIC THEATRE CIO

STATEMENTS OF ASSETS AND LIABILITIES AS AT 31 MARCH 2023

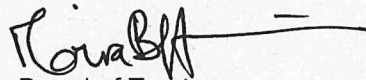
	2023 £	2022 £
Cash funds		
Bank current account	73,340	73,896
	<u> </u>	<u> </u>
Assets retained for own use		
Accounts receivable	8,254	16,701
	<u> </u>	<u> </u>
Liabilities		
VAT	12,693	8,725
Accruals	<u>864</u>	<u>720</u>
	<u>13,557</u>	<u>9,445</u>

We approve the accounts on pages 7 to 8 and confirm that we have made available all relevant records and information for their compilation.

Signed on behalf of the trustees


Craig Bennett
Interim Co-Chair, Board of Trustees

Date: 20/12/23


Moira Buffini
Interim Co-Chair, Board of Trustees

Date: 20/12/23

TONIC THEATRE CIO

NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNT *FOR THE YEAR ENDED 31 MARCH 2023*

1 Trustees transactions

There were no transactions with trustees during the year that require disclosure.

TONIC THEATRE CIO

England & Wales - Charity number 1157234

Accounts

Registered Charity Number: 1157234

TONIC THEATRE CIO
CHARITY ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

TONIC THEATRE CIO

REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees

The trustees during the year ended 31 March 2022 were as follows:

Craig Bennett
Bhavita Bhatt (joined 15th July 2021)
Moira Buffini
Emma Escurier (joined 15th October 2021)
Tigho Feldman (joined 15th July 2021)
Gabriela Gandolfini (joined 15th July 2021)
Eleanor Lang
Sita McIntosh
Sacha Milroy (joined 15th July 2021)
Fathima Sabina Mohideen (retired 15th July 2021)
Mee-Ling Skeffington (retired 15th July 2021)
Kirsty Starkey (retired 15th October 2021)

Principal Address

c/o White Light, Merton Industrial Park, Jubilee Way, Wimbledon, London, SW19 3WL

Independent Examiner

Bells Accountants, 10a High Street, Chislehurst, Kent, BR7 5AN

Charity Number

1157234

TONIC THEATRE CIO

REPORT OF THE TRUSTEES

Name and Status

The name of the charity is Tonic Theatre CIO and this is the name under which it operates. The charity was constituted as a charitable incorporated organisation on 29th May 2014 under registration number 1157234.

Address

The charity's registered address is Tonic Theatre, c/o National Theatre, Upper Ground, Southbank, London, SE1 9PX. Its operational address is Tonic Theatre, c/o White Light, Merton Industrial Park, Jubilee Way, Wimbledon, London, SW19 3WL.

Trustees

Throughout the year the trustees were: Craig Bennett, Bhavita Bhatt (joined 15th July 2021), Moira Buffini, Emma Escurier (joined 15th October 2021), Tigho Feldman (joined 15th July 2021), Gabriela Gandolfini (joined 15th July 2021), Eleanor Lang, Sita McIntosh, Sacha Milroy (joined 15th July 2021), Sabina Mohideen (retired 15th July 2021), Mee-Ling Skeffington (retired 15th July 2021), Kirsty Starkey (retired 15th October 2021).

The purpose of the charity is the advancement of the arts for the public benefit, by carrying out research and publishing the useful results thereof and by encouraging and fostering interest and active participation in all aspects of theatre among women and other sections of society which are under-represented in theatre (or in certain areas of theatrical work) or which are denied access to theatre through a lack of awareness, opportunity or cost.

Structure, governance and management

The Trustees are satisfied that the charity works within the objects. The day-to-day work is undertaken by the following employees:

Lucy Kerbel – Director
Fay Jennett – Senior Delivery Lead
Gina Abolins – Delivery Lead
Mariana Rodrigues – Delivery Lead
Charlotte de Paeztron – Office Coordinator

The trustees meet quarterly to receive reports on and to review the work being undertaken.

Financial matters

Financial matters

Tonic Theatre's income for the financial period was £178,137 and its expenditure was £164,382.

Income was derived from a combination of income from our charitable activities (£175,960), sponsorship (£nil), grants (£nil), gift aid (£1,191) and donations from individuals (£986).

The main area of expenditure was carrying out the charitable objects of the company of which the largest part was spent on project staff and artists' fees (£134,672). Charitable expenditure of £15,780, running costs of £13,330 and governance costs of £600 (net) made up the remainder of expenditure.

At the end of the year there was £nil of restricted expenditure.

The company became VAT registered on 13th January 2017. The company's VAT number is: 264 3327 10.

TONIC THEATRE CIO

REPORT OF THE TRUSTEES (cont'd)

Public benefit

The trustees are aware of their public benefit obligations and are satisfied that they have complied throughout the year with the guidance published by the Charity Commission.

Policies

In view of the nature of the charity and the manner in which it works the trustees do not consider it necessary to adopt any formal policies at this time.

Activity from 1 April 2021 to 31 March 2022

In spite of the ongoing disruption caused by the pandemic, Tonic Theatre continued to grow and expand its work during this period, delivering our programme of activities through a combination of in-person and on-line interactions.

Key activity in the year:

- Continued to deliver training and consultancy to a wide range of arts and cultural organisations across the UK. As part of this, we increased our work with opera and music organisations and with commercial theatre organisations. In total Tonic Theatre delivered training or consultancy to 51 organisations across 30 locations in the UK and beyond during the year.
- Significantly expanded our work with drama schools and performing arts training institutions. For the start of the new academic year, we relaunched our programme of training for students and staff, 'Participate' (formerly called 'Empower') with a broader offer of sessions covering various areas of equality, diversity and inclusion as well those focusing on consent, boundaries and creating respectful learning environments.
- Continued Tonic Theatre's work with the Advance Network; a cohort of 17 dance, opera and theatre organisations from across England which Tonic Theatre provides ongoing support and training to in relation to their work around equality, diversity and inclusion. We resumed in-person sessions having paused these during the pandemic but also continued to work with the cohort online.
- Continued our collaboration with ENOA (European Network of Opera Academies), working with its 12 member organisations across Europe, supporting them through their EU Commission-funded Empowering Opera programme, to implement more equitable processes in European opera-making.
- Continued to offer our Platform plays to schools, colleges and youth theatre organisations. Platform is our series of plays written for young people to perform which increase opportunities and aspirations in girls and young women taking part in youth drama.

Staffing

During the year, Tonic Theatre continued to employ a Director and Delivery Lead (who was promoted to Senior Delivery Lead in December 2021, a new role for the charity)

Tonic's Commercial Manager left the charity in May 2021. In light of growing demand for our services we used this as an opportunity to restructure and expand our staff team. We created a new role, Office Coordinator and recruited a further two Delivery Leads increasing the team from three to five.

In addition to expanding the team of core salaried staff, Tonic Theatre also grew the pool of freelance associate practitioners who deliver training and work on our projects.

TONIC THEATRE CIO

REPORT OF THE TRUSTEES (cont'd)

Plans for 2022/23

Tonic Theatre will continue to build its programme of training and consultancy. Planned new offers include those on menopause; recruitment and retention of diverse workforces; tools for individuals who want to drive positive change within the sector.

The Advance Network will continue until October 2022 when it is due to conclude. We are considering offering a shorter version of the Advance Network to opera and music organisations and plan to assess interest in this in coming months. Tonic will continue its work with ENOA during the year through a combination of online interactions and in-person visits to member organisations in other European countries.

Tonic Theatre will commission a further two plays for its Platform series with the intention of these being completed and published by summer 2023.

We hope to return to delivering in-person live events, a strand of our work which has been on hold since the start of the pandemic. Autumn 2022 will mark five years from the #MeToo movement and Tonic Theatre aims to run a one-day event for teaching staff in drama schools to explore changes that have taken place in relation to respect and dignity in drama teaching environments since. Tonic Theatre hopes that the 4th Tonic Awards which celebrates women leading the way in theatre, and was postponed in March 2020, can take place in autumn 2022 as a live, in-person event.

In terms of the Board of Trustees, in late 2021 Tonic Theatre's Chair, Sita McIntosh announced her intention to retire from the Board by April 2022. Trustees Craig Bennett and Moira Buffini will step up into Interim Co-Chair roles while Tonic Theatre seeks a new permanent Chair.

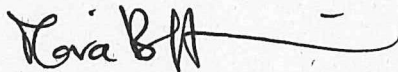
The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees



Craig Bennett
Interim Co-Chair, Board of Trustees

Date 03/08/22



Moira Buffini
Interim Co-Chair, Board of Trustees

Date 03/08/22

TONIC THEATRE CIO

Independent Examiner's Report to the Trustees of Tonic Theatre CIO

I report on the accounts for the year ended 31 March 2022, which are set out on pages 6 to 8.

Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosure in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention.

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section s130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or.

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Bells Accountants
10a High Street
Chislehurst
Kent
BR7 5AN

03/08/22

TONIC THEATRE CIO

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Receipts				
Turnover	175,960		175,960	74,687
Subscriptions	-	-	-	-
Grants	-	-	-	49,736
Gift Aid	1,191	-	1,191	-
Donations	<u>-</u>	<u>986</u>	<u>986</u>	<u>2,657</u>
Total receipts	<u>177,151</u>	<u>986</u>	<u>178,137</u>	<u>127,080</u>
Payments				
Charitable expenditure				
<i>Direct charitable expenditure</i>	15,780	-	15,780	13,627
<i>Support costs</i>				
<i>Administration:</i>				
Staff costs	134,672	-	134,672	87,170
Running costs	<u>13,330</u>	<u>-</u>	<u>13,330</u>	<u>3,219</u>
	<u>148,002</u>	<u>-</u>	<u>148,002</u>	<u>90,389</u>
<i>Governance costs:</i>				
Accountancy fees	600	-	600	600
	<u>600</u>	<u>-</u>	<u>600</u>	<u>600</u>
Total payments	<u>164,382</u>	<u>-</u>	<u>164,382</u>	<u>104,616</u>
Net receipts/(payments)	<u>12,769</u>	<u>986</u>	<u>13,755</u>	<u>22,464</u>
Net assets b/f	<u>47,039</u>	<u>3,657</u>	<u>50,696</u>	<u>28,232</u>
Net assets c/f	<u>59,808</u>	<u>4,643</u>	<u>64,451</u>	<u>50,696</u>

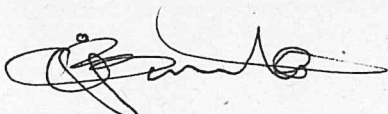
TONIC THEATRE CIO

STATEMENTS OF ASSETS AND LIABILITIES AS AT 31 MARCH 2022

	2022 £	2021 £
Cash funds		
Bank current account	73,896	57,499
	<u> </u>	<u> </u>
Assets retained for own use		
Accounts receivable	16,701	15,918
	<u> </u>	<u> </u>
Liabilities		
VAT	8,845	6,203
Accruals	<u>600</u>	<u>600</u>
	<u>9,445</u>	<u>6,803</u>

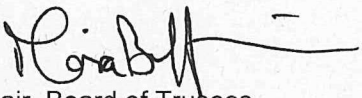
We approve the accounts on pages 5 to 7 and confirm that we have made available all relevant records and information for their compilation.

Signed on behalf of the trustees



Craig Bennett
Interim Co-Chair, Board of Trustees

Date 03/08/22



Moira Buffini
Interim Co-Chair, Board of Trustees

Date 03/08/22

TONIC THEATRE CIO

England & Wales - Charity number 1157234

Accounts

Registered Charity Number: 1157234

TONIC THEATRE CIO
CHARITY ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

TONIC THEATRE CIO

REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees

The trustees during the year ended 31 March 2021 were as follows:

Craig Bennett
Moira Buffini
Eleanor Lang
Sita McIntosh
Fathima Sabina Mohideen
Mee-Ling Skeffington
Kirsty Starkey
Anna Vaughan (retired 21st May 2020)

Principal Address

National Theatre, Upper Ground, Southbank, London SE1 9PX

Independent Examiner

Bells Accountants, 10a High Street, Chislehurst, Kent, BR7 5AN

Charity Number

1157234

TONIC THEATRE CIO

REPORT OF THE TRUSTEES

Name and Status

The name of the charity is Tonic Theatre CIO and this is the name under which it operates. The charity was constituted as a charitable incorporated organisation on 29th May 2014 under registration number 1157234.

Address

The charity's registered and operational address is Tonic Theatre, c/o National Theatre, Upper Ground, Southbank, London, SE1 9PX.

Trustees

Throughout the year the trustees were: Craig Bennett, Moira Buffini, Eleanor Lang, Sita McIntosh, Sabina Mohideen, Mee-Ling Skeffington, Kirsty Starkey and Anna Vaughan (retired from the Board on 21st May 2020).

Objects

The purpose of the charity is the advancement of the arts for the public benefit, by carrying out research and publishing the useful results thereof and by encouraging and fostering interest and active participation in all aspects of theatre among women and other sections of society which are under-represented in theatre (or in certain areas of theatrical work) or which are denied access to theatre through a lack of awareness, opportunity or cost.

Structure, governance and management

The Trustees are satisfied that the charity works within the objects. The day-to-day work is undertaken by Tonic Theatre's Director and Commercial Manager. The trustees meet quarterly to receive reports on and to review the work being undertaken.

Financial matters

Tonic Theatre's income for the financial period was £140,712 and its expenditure was £104,616.

Income was derived from a combination of income from our charitable activities (£88,319), grants (£49,736), and donations from individuals (£2,657).

The main area of expenditure was carrying out the charitable objects of the company of which the largest part was spent on project staff and artists' fees (£87,170). Charitable expenditure of £13,627, running costs of £3,219 and governance costs of £600 (net) made up the remainder of expenditure.

At the end of the year there was £nil of restricted expenditure.

The company became VAT registered on 13th January 2017. The company's VAT number is: 264 3327 10.

TONIC THEATRE CIO

REPORT OF THE TRUSTEES (cont'd)

Public benefit

The trustees are aware of their public benefit obligations and are satisfied that they have complied throughout the year with the guidance published by the Charity Commission.

Policies

In view of the nature of the charity and the manner in which it works the trustees do not consider it necessary to adopt any formal policies at this time.

Activity from 1 April 2020 to 31 March 2021

The start of Tonic Theatre's financial year coincided almost exactly with the start of the COVID-19 pandemic in the UK. As such, Tonic Theatre's activity was significantly disrupted in the first part of the year as theatres were required to shut. This meant projects and bookings Tonic Theatre had planned with them were either cancelled or postponed. Tonic Theatre took advantage of the Job Retention Scheme, and upon securing an Emergency Grant of £28,964 from Arts Council England, Tonic Theatre was able to bring its Director and Commercial Manager off furlough so they could restart the organisation's work; adapting much of it to digital rather than in-person delivery. Having successfully reconfigured how and where Tonic Theatre delivered its work, the Trustees are pleased to report that Tonic Theatre ended the year in a financially robust position.

Key activity in the year:

- Continued Tonic Theatre's work with the Advance Network; a cohort of 17 dance, opera and theatre organisations from across England which Tonic Theatre provides ongoing support and training to in relation to their work around equality, diversity and inclusion. Having paused the programme at the start of the pandemic, Tonic Theatre resumed activity with the Advance Network from October 2020, delivering a broad range of digital sessions to the network members
- Brokered a new agreement with ENOA (European Network of Opera Academies) to work with its 12 member organisations across the EU and UK, supporting them through their EU Commission-funded Empowering Opera programme, to implement more equitable processes in European opera-making
- Took advantage of the opportunity to start delivering its work via video conferencing. Tonic Theatre reconfigured its range of training courses and consultancy, offering all sessions online. This enabled Tonic Theatre to significantly expand the geographical reach of its work
- Delivered an online induction programme for new students at Royal Welsh College of Music & Drama, focussing on developing healthy and productive relationships to one another and their studies

In total Tonic Theatre delivered work to 54 organisation across 30 locations in the UK, Europe and the USA during the year.

Tonic also published a further two plays in its Platform series. Platform is a series of plays written for young people to perform which increase opportunities and aspiration in girls and young women taking part in youth drama. During the year, Tonic Theatre won Outstanding Drama Initiative Award at the Music & Drama Education Awards for Platform

Staffing

During the year, Tonic Theatre continued to employ a Director and Commercial Manager. A Coordinator left Tonic Theatre in July 2020 having completed a fixed term contract and was not replaced due to financial uncertainty created by the pandemic. A new role, Delivery Lead, was created later in the year, joining Tonic Theatre in December 2020.

TONIC THEATRE CIO

REPORT OF THE TRUSTEES (cont'd)

Plans for 2021/22

Tonic Theatre will build on its learning in 2020/21 in terms of how to adapt its work to digital delivery and envisages a future of offering its programme of training and consultancy both online and in person. This will enable Tonic Theatre to continue to work with organisations beyond London more easily and ensure that working with us is accessible to others.

The Advance Network will continue throughout the year and Tonic Theatre anticipates delivering a mixture of in-person and digital sessions as restrictions around England relax. Likewise, Tonic expects to continue its work with ENOA during the year and may be able to resume in-person visits to member organisations in other European countries if travel restrictions are lifted. Regardless, Tonic Theatre envisages a significant part of its work for ENOA will continue to be delivered digitally.

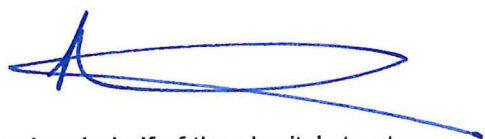
Tonic Theatre plans to expand its training offer aimed at performing arts training institutions and conservatoires, as well as for organisations that work with young people; for instance youth theatre and youth dance companies. This will build on work that Tonic Theatre has been doing in this area but will integrate material that responds to a post-pandemic, post-Black Lives Matter, post-#MeToo landscape.

Tonic Theatre will commission a further play for its Platform series with the intention of this being completed and published by autumn 2022.

Tonic Theatre hopes that the 4th Tonic Awards which celebrates women leading the way in theatre, and was postponed in March 2020, can take place in autumn 2021 as a live, in-person event.

In relation to staffing, Tonic Theatre's Commercial Manager will be leaving her role in May 2021. Tonic Theatre does not plan to replace her but instead create a new role, Office Coordinator, and recruit a second Delivery Lead.

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



Signed on behalf of the charity's trustees

S McIntosh

Trustee

15/07/21

TONIC THEATRE CIO

Independent Examiner's Report to the Trustees of Tonic Theatre CIO

I report on the accounts of the Trust for the year ended 31 March 2021, which are set out on pages 6 to 8.

Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosure in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention.

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section s130 of the 2011 Act: and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or.

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Bells Accountants
10a High Street
Chislehurst
Kent
BR7 5AN

02/06/21

TONIC THEATRE CIO

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
Receipts				
Turnover	88,319	-	88,319	91,452
Subscriptions	-	-	-	-
Grants	49,736	-	49,736	6,500
Gift Aid	-	-	-	-
Donations	-	2,657	2,657	2,636
Total receipts	138,055	2,657	140,712	100,588
	<hr/>	<hr/>	<hr/>	<hr/>
Payments				
Charitable expenditure				
<i>Direct charitable expenditure</i>	13,627	-	13,627	2,818
<i>Support costs</i>				
<i>Administration:</i>				
Staff costs	87,170	-	87,170	86,293
Running costs	3,219	-	3,219	6,443
	90,389	-	90,389	95,554
	<hr/>	<hr/>	<hr/>	<hr/>
<i>Governance costs:</i>				
Accountancy fees	600	-	600	-
	<hr/>	<hr/>	<hr/>	<hr/>
Total payments	104,616	-	104,616	95,554
	<hr/>	<hr/>	<hr/>	<hr/>
Net receipts/(payments)	33,439	2,657	36,096	5,034
	<hr/>	<hr/>	<hr/>	<hr/>
Net assets b/f	27,233	1,000	28,233	23,199
	<hr/>	<hr/>	<hr/>	<hr/>
Net assets c/f	60,672	3,657	64,329	28,233
	<hr/>	<hr/>	<hr/>	<hr/>

TONIC THEATRE CIO

STATEMENTS OF ASSETS AND LIABILITIES AS AT 31 MARCH 2021

	2021 £	2020 £
Cash funds		
Bank current account	57,499	33,474
	<u> </u>	<u> </u>
Assets retained for own use		
Accounts receivable	15,918	-
	<u> </u>	<u> </u>
Liabilities		
VAT	8,488	5,241
Accruals	<u>600</u>	<u> </u>
	<u>9,088</u>	<u>5,241</u>

We approve the accounts on pages 5 to 7 and confirm that we have made available all relevant records and information for their compilation.

Signed on behalf of the trustees



S McIntosh - Trustee
15/07/21

TONIC THEATRE CIO

NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNT *FOR THE YEAR ENDED 31 MARCH 2021*

1 Trustees transactions

There were no transactions with trustees during the year that require disclosure.