

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

# **TONIC THEATRE CIO**

## **REFERENCE AND ADMINISTRATIVE INFORMATION**

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### **Trustees**

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

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

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### 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 29<sup>th</sup> 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 15<sup>th</sup> July 2021), Moira Buffini, Emma Escurier (joined 15<sup>th</sup> October 2021), Tigho Feldman (joined 15<sup>th</sup> July 2021), Gabriela Gandolfini (joined 15<sup>th</sup> July 2021), Eleanor Lang, Sita McIntosh, Sacha Milroy (joined 15<sup>th</sup> July 2021), Sabina Mohideen (retired 15<sup>th</sup> July 2021), Mee-Ling Skeffington (retired 15<sup>th</sup> July 2021), Kirsty Starkey (retired 15<sup>th</sup> 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)

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### 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)

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### 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 4<sup>th</sup> 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.

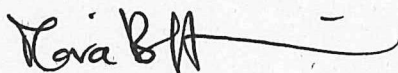
The trustees declare that they have approved the trustees' report above.

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

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

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

# TONIC THEATRE CIO

## STATEMENTS OF ASSETS AND LIABILITIES AS AT 31 MARCH 2022

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

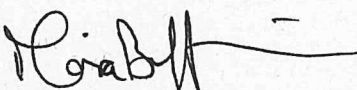
We approve the accounts on pages 5 to 7 and confirm that we have made available all relevant records and information for their compilation.

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