

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 Gandolfini
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.

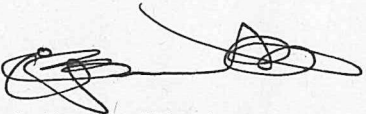
Plans for 2023/24

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:

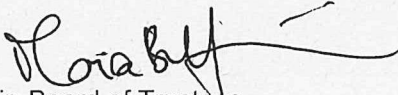
- Launch Changemakers, a membership programme for individuals who are leading EDI-related change within performing arts organisations. Changemakers will create a community of people working in these roles and offer them a rolling programme of training, guidance and support.
- Begin to offer training 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

Moiria 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	197,929	1,800	199,729	178,137
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>
	172,717	-	172,717	148,002
<i>Governance costs:</i>				
Accountancy fees	<u>680</u>	<u>-</u>	<u>680</u>	<u>600</u>
Total payments	204,397	-	204,397	164,382
Net receipts/(payments)	(6,468)	1,800	(4,668)	13,755
Net assets b/f	<u>59,808</u>	<u>4,643</u>	<u>64,451</u>	<u>50,696</u>
Net assets c/f	53,340	6,443	59,783	64,451

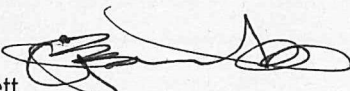
TONIC THEATRE CIO

STATEMENTS OF ASSETS AND LIABILITIES AS AT 31 MARCH 2023

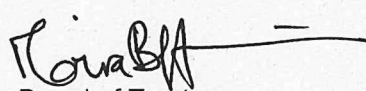
	2023 £	2022 £
Cash funds		
Bank current account	73,340	73,896
	<u> </u>	<u> </u>
Assets retained for own use		
Accounts receivable	8,254	16,701
	<u> </u>	<u> </u>
Liabilities		
VAT	12,693	8,725
Accruals	<u>864</u>	<u>720</u>
	13,557	9,445
	<u> </u>	<u> </u>

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.