



**Lightbox Theatre Productions
Trustees Report and Financial Statements
Year to 29th February 2024**

Company Reg no: 08424438
Charity Reg no: 1157668

Lightbox Theatre Productions

Trustees' Annual Report

Year to 29th February 2024

CONTENTS

Page

- 2. Reference and Administrative Information
- 2. Structure, Governance and Management
- 3. Objects and Activities
- 4. Achievements and Performance
- 12. Financial Review
- 13. Statement of Responsibilities of Trustees
- 14. Independent Examiner's Report
- 15. Statement of Financial Activities
- 16. Balance Sheet
- 17. Notes to the Accounts

Reference and Administrative Information

Charity name: Lightbox Theatre Productions
Charity registration number: 1157668
Company registration number: 08424438
Registered Office: 46 Monmouth Road, Bristol BS7 8LG
Operational Address: St Pauls Learning Centre, 94 Grosvenor Rd,
Bristol BS2 8XJ

Trustees 2023-24

Clare Annamalai
Thomas Biddle
Emma Faulkner
Aruna Gunawardana

Structure, Governance and Management

The organisation is a charitable company limited by guarantee, incorporated on 28th February 2013 and registered as a charity on 1st July 2014. Its governing document is the Memorandum and Articles of Association as amended on 30th March 2014.

Lightbox Theatre is overseen by a Board of Trustees who meet four times a year. Board members are both charity trustees and under company and charity law are responsible for ensuring management of strategic, financial and organisational issues.

The Board delegates the company's day-to-day running, as well as selection and staging of all productions to the Artistic Director, Emma Faulkner. Lightbox Theatre productions and projects are implemented through the use of freelance production and creative teams.

Recruitment and Appointment of Trustees

Trustees can be appointed by the existing trustees at any general meeting. There must be at least three trustees at any time.

Objects and Activities

Based in Bristol, Lightbox Theatre is a professional theatre company that discovers and produces dramatic stories that are untold or overlooked.

Charitable Objects

The objects for which the charity is established are to advance education for the public benefit through the promotion of the arts with particular but not exclusive reference to the dramatic arts.

Our vision

The vision that shapes our activities is the promotion and fostering of knowledge and the appreciation of the dramatic arts by provision of exciting, challenging and accessible professional productions and arts events for the education and recreation of the public.

From the revival of lost dramatic works and voices to the discovery of new ones we want to produce stories:

- that illuminate and uplift
- that shed light on people or situations that are overlooked or excluded
- are authentic and resonate with our world

Our values

We believe that theatre:

- should be inclusive and accessible to everyone
- needs to reach out to new audiences and those with no experience of theatre
- has the power to build community and transform society, by serving under-represented voices and stories and engaging people who have experienced isolation or mental ill-health

Public benefit

We want to expand people's horizons and benefit the public by:

- bringing people of all ages and backgrounds together in a shared and rich experience
- reaching out to people who have no experience of theatre
- creating opportunities for participation (including young people, vulnerable adults, the elderly and people who are isolated or socially excluded)
- endeavouring to create a better understanding of ourselves and others

The beneficiaries of our activities are people in Bristol, the South West of England and occasionally London.

The Trustees have had regard to the Charity Commission's guidance on public benefit and endeavour to implement them in all the charity's work.

Achievements and Performance

ARTISTIC DIRECTOR'S REPORT, 2023-24

Our eleventh year of operation was a chance to develop our presence in our local St Paul's community, building on the engagement of young adults that had developed during the previous year's acting workshops, and finding new ways to connect with adults affected by mental ill-health and isolation.

We were grateful to receive further support from the National Lottery to embark on a second academic year of weekly **Acting workshops** from Sept 23 - June 24. These subsidized workshops continued in their weekly aim of building confidence, new skills and connection among young adults, and our participants had the chance to create and perform in a summer showcase called **Morally Grey**, which was presented at People's Republic of Stokes Croft in Bristol in July 2023. Seeing the group progress in their skills and confidence throughout the year, and to go on to create a highly inventive show was hugely rewarding.

With funding from Arts Council England, we were also thrilled to expand our weekly **CAKE & CREATE** workshops (further to a successful January - March 2023 pilot) and run weekly sessions from October 2023-April 2024. Led by artist Anna Orson, these workshops were aimed at providing a warm and supportive creative drop-in during the ongoing 'cost of living' crisis, and attracted local residents and service users from mental health charities. Ten of our pilot scheme participants returned and we welcomed eight new regular guests, all of whom have been glowing in their feedback of the workshop's therapeutic craft and making activities, and the wider mental health benefits.

During the year, we were also relieved and delighted to finally present our Covid-delayed play, **BROKEN WATER**, by writer Michele Winstanley, for a four week run at the Arcola Theatre in London. Shedding light on the experience of women in relation to motherhood, the play received critical acclaim, including an Off-Comm nomination from Off West End awards, and praise from audiences.

During our eleventh year of operation we engaged a total of **57,943 people** through our activities. This included 28 artists, 218 participants, 9 volunteers, 1760 live audience and 55,928 known audience online. Whilst the funding climate has become more challenging than ever, we are so proud of the 16 shows we have created and the 508,442 people as audience, participants and artists we have engaged during this time.

Emma Faulkner, Director

ARTISTIC ACTIVITY AND PARTICIPATION: WORKSHOPS

Acting Workshops

Come create with us

We were excited to follow up our '18-25 Acting workshop' series of the 22/23 academic year with another academic year of term-time weekly workshops for young adults (18-30 years old). Running from September 23 – June 24, the workshops were once again made possible with support from the National Lottery Community Fund, and were led by facilitators Dannie Dart and Shaday Barrowes-Bayewunmi alongside other Bristol theatre practitioners who shared their practice and gave insights into their journey into the theatre industry.

We engaged 9 participants in the workshops across the financial year from March 24 – February 24, and 5 of them were new to our workshops.

In the summer term, participants created a showcase which they performed in called MORALLY GREY (see more details on p10) and these participants will also have the chance to create, rehearse and perform in a showcase event in July 2024 to further develop their skills, confidence and creativity.



Participant feedback:

I've really enjoyed the relaxed nature and the emphasis on the creative writing side of things. And the facilitators are great!

I've enjoyed testing different skills and working on many topics from improv, to storytelling and character work.

CAKE & CREATE

MORNING WORKSHOPS AT
ST PAUL'S LEARNING CENTRE



Further to an 11 week creative drop-in pilot scheme that we ran from January - March 2023 at St Paul's Learning Centre, we were so thrilled to receive Arts Council funding to deliver these therapeutic **Cake & Create** workshops for a further six months from October 2023-April 2024. Our aims remained the same in providing a space for local residents to connect with others, learn a new creative skill (using materials and processes involved in theatre making) and get warm and refreshed in a supportive and informal environment led by artist Anna Orson.

131 session visits took place by 25 participants during the 23-24 financial year and the workshop activities included optional creative tasks such as painting, printing, macrame, tie-dyeing, photo developing and candle-making. Like the January-March 2023 pilot programme, these workshops have once again been met with a very positive response.



Participant feedback:

This has helped my wellbeing- no end!! It's brilliant for connection, sense of belonging, inclusion. Within the community, I started to detach from when I wasn't at my best but it restores my faith in humanity. I've made friends and been reunited with old ones. It lifts my spirits.

I really love these workshops and the relaxed friendly nature makes it really easy to come back on a drop-in basis. It helps with social skills, my wellbeing has improved and I really value the connections I am making, it is the highlight of my week. I have introduced a few friends who have found it beneficial and keep coming back. I love the imagination and variety of creative techniques on offer, learning new simple craft skills that are fun and achievable.

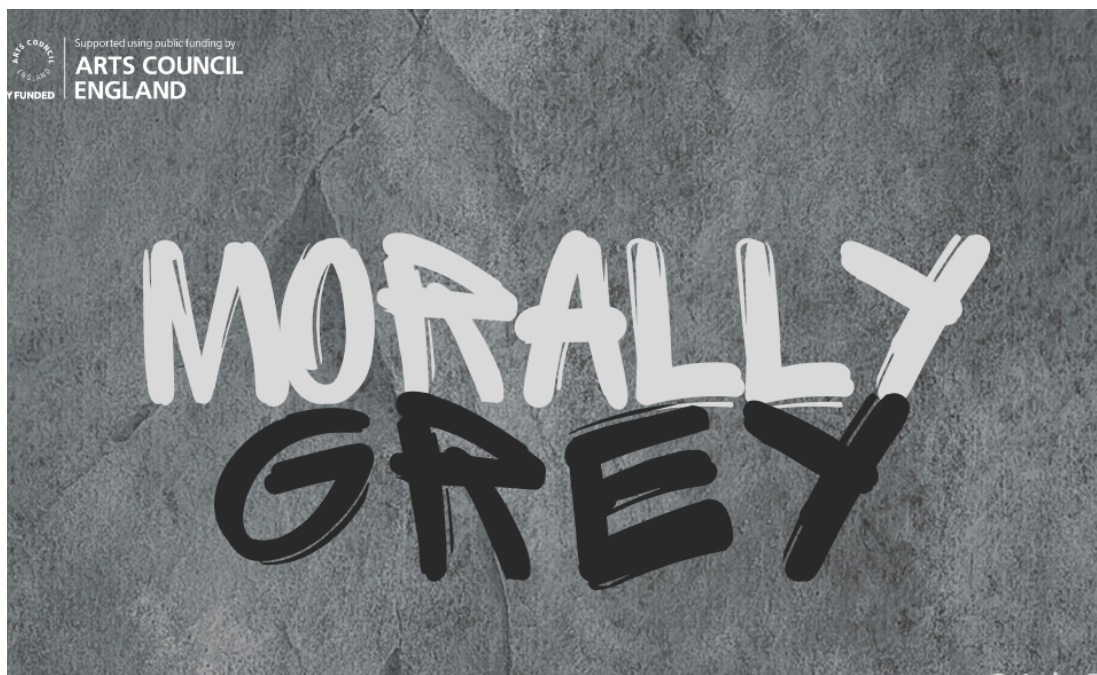
Such a lovely community space to unwind and meet people. I've made a lot of connections and learned new skills and I hope there will be more terms!

I am a vulnerable individual and this workshop is the highlight of my week. Lovely space, lovely people, one of the highs of my week, to de-stress, chance to be creative and get good food. Very uplifting when other things aren't going so well. Please keep these running.

Good sense of community, it is a great way to decompress and create art. Really loving the sessions and there's no pressure which really helps with my mental health. Great creative ideas and lovely women who run sessions

This is a really great space for most of us to rest, reset, socialise, connect. Living in stress and trauma this is a safe space for myself and I really appreciate it. a chance to forget about problems, be present, enjoy the moment.

ARTISTIC ACTIVITY: SHOWS



In July 2023, with support from Arts Council England, participants of our Acting Workshops created and performed in a summer showcase production called MORALLY GREY. Scripted by workshop participant Marcus Hadley, and featuring live music, the 45 minute show was directed by Liam Bergin and involved five young people. The narrative championed young people's lived experience of overcoming limitations in their own lives, which was cleverly woven into a retelling of the Greek myth of Ariadne. Puppetry and projection were incorporated to create a visually imaginative and moving piece.



Sixty people saw the show live and from its two performances the feedback was really positive:

Lovely mix of narrative, great use of screen, music, puppets but the actors were brilliant.

Very creative show, good mix of humour, song, real life issues. Thoroughly enjoyed.

Love the use of projection and the puppets were amazing while the live music created a great atmosphere.

Loved, loved, loved this truly amazing show. It was by chance I walked by the venue as the door was closing and what a fantastic show – 5 stars!

*Really enjoyed the show – what a creative, funny, clever and thought-provoking production
Really slick and lots of fun, beautiful visuals, loved the music and I could have watched
Marcus all night!*



The feedback from our participants was equally positive and has reaffirmed our commitment to working with young adults and developing their confidence and creative potential again in the next academic year.

BROKEN WATER



After a four year 'Covid' delay, we were delighted to finally be able to present this important new play by Michele Winstanley which explored female identity in relation to motherhood.

Running for 24 performances at the Arcola Theatre in London from 30th January - 24th

February 2024 the show was directed by Nicola Samer (West End associate director *Harry Potter and the Cursed Child*) and had a high profile cast of Sarah Hadland, Rosemary Ashe and Naomi Petersen.

The show played to 1700 audience members across its four week run and received praise from audiences and critical acclaim from reviewers - both of which expressed the need for such a play.

The success of our production and the positive impact and feedback it had from audiences has affirmed our belief in the power of ordinary untold stories to connect with audiences and give a platform to underrepresented voices.



“Funny, affectionate and vividly moving” **The Stage**

“A beautifully judged surprise” **The Spectator**

“Urgently necessary” **Broadway World**

CREATIVE SECTOR GROWTH PROGRAMME

In Spring 2023, we took part in Be Inspired Today's Resilience programme with mentoring by their director Rob Whitwood, in order to explore ways to reduce our reliance on restricted project funding and to develop unrestricted income streams through fundraising, marketing and commercial activity. The aim of this was to find new ways to support our core costs and generate funds for future projects, and we were supported with a bid to the highly competitive Fore Trust for core costs for two years. Although we weren't successful in achieving the funding, and the rigour and time involved was demanding, the strength of our bid got us down to the last round and we learnt a lot in the process.

AUDIENCE DEVELOPMENT

During our eleventh year of operation we engaged a total of **57,943 people** through our activities. This included 28 artists, 218 participants, 9 volunteers, 1760 live audience and 55,928 online audience as follows:

18-30 YRS ACTING WORKSHOP: 2495

No of participant experiences: 81 (by 9 participants)

Artists: 6

Volunteers: 2

Online audience: 2406

CAKE & CREATE WORKSHOPS: 830

Artists: 2

No of participant experiences: 131 (by 25 participants)

Volunteers: 2

Online audience: 695

BROKEN WATER: 46,036

Artists: 10

Volunteers: 3

Live Audience: 1700

Online Audience (our social media): 44,323

MORALLY GREY: 4095

Participants: 6

Artists: 10

Volunteers: 2

Live Audience: 60

Online audience (social media): 4017

GENERAL SOCIAL MEDIA POSTS: 4487



Please note the engagement for social media includes:

Instagram and Facebook - followers, reach and engagement analytics. For X (formerly Twitter) - followers, impressions, engagement analytics.

Mailchimp - click rates of links in newsletters

FUNDRAISING

Being a charity whose main income is project grant funding, we secured grants totalling **£24,800** for a range of projects. Successful bids were made to National Lottery, Arts Council England, Foyle Foundation.

MORALLY GREY

We received £5550 project grant from Arts Council England towards production costs of both projects. We also received £336 in box office sales.

CAKE & CREATE WORKSHOPS

We received £500 from Local Giving Magic Grants and £4320 of a £4800 project grant from Arts Council England towards the delivery of this 20 week scheme.

ACTING WORKSHOPS

In August we received an Awards for All grant of £9430 from National Lottery Community Fund for 32 weekly workshops running from September 23 – June 24.

TO BUILD A BIGGER TABLE (formerly named LOOKED AFTER)

We received a grant of £5000 from Foyle Foundation towards the costs of the future show, alongside £237 donations.

BROKEN WATER

At the end of the period, this show was due box office sales of £22,482 which will be received in the next financial year.

Sustainability and Future

Our eleventh year of operation has been a year of highs and lows. The success of our production BROKEN WATER was a profile raiser for the company, having not had a significant London run for a few years, and it felt momentous to finally bring the show to life after a four year delay. It was also lifegiving to see the meaningful engagement and popularity of our weekly workshops in Bristol. We have however noticed greater challenges this year in terms of the arts funding available, and it is possible that this may affect our future programming in the coming year. That said we are so proud of what we have achieved in widening arts access and making a difference to the lives of the audiences, participants and artists who we have engaged and hope we can continue doing so in the year ahead funding permitting!

Financial Review

Financially 2023-24 was a challenging year for the charity, and unfortunately we ended the year with a small deficit of £622 on General Funds. As a result the only expenditure currently planned during 2024-25 is already fully funded, and we anticipate that the deficit will be covered by small surpluses on unrestricted income. Overheads are minimal as the charity has no staffing and no ongoing spending commitments other than office rent; therefore the trustees are satisfied that the charity remains a going concern on an ongoing basis.

Reserves Policy

The Trustees have established a policy of reserving approximately three months' running costs to cover any unforeseen drop in the charity's income, which equates to approximately £4,500. As mentioned above, there was a deficit on unrestricted cash reserves at 29/02/24 of £622 (2023 surplus of £6,701), and the Contingency Reserve of £4,500 had to be utilised during the year. It is the aim of the trustees to rebuild this reserve, and the budget for 2024-25 provides for a surplus on unrestricted funds with a view to achieving this aim as soon as possible.

Statement of Responsibilities of the Trustees

Trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the net income or expenditure, of the charitable company for the year. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006.

The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees confirm that to the best of their knowledge there is no information relevant to the Independent Examination of which the Examiner is unaware.

The trustees also confirm that they have taken all necessary steps to ensure that they themselves are aware of all relevant financial information and that this information has been communicated to the Examiner.

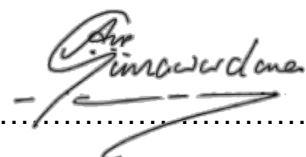
Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 29th February 2024 was 4 (2023 4).

The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Approved by the trustees on 23rd June 2024 and signed on their behalf by:



..... Emma Faulkner, Trustee



..... Aruna Gunawardana, Trustee

Independent examiner's report to the trustees of Lightbox Theatre Productions

I report to the charity trustees on my examination of the accounts of Lightbox Theatre Productions (the Company) for the year ended 29th February 2024, which are set out on pages 15 to 21.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

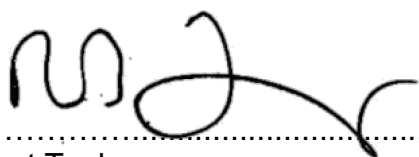
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



.....
Rupert Taylor
5 Mount Pleasant,
Millbrook
Torpoint, Cornwall PL10 1BH

25th June 2024

Lightbox Theatre Productions
Statement of Financial Activities
(incorporating Income & Expenditure Account)
Year to 29th February 2024

		Restricted funds 2024	Unrestricted funds 2024	Total funds 2024	Total funds 2023 [see Note 11]
	Notes	£	£	£	£
Income:					
Donations	[2]	237	-	237	2
Charitable activities	[3]	58,418	1,641	60,059	37,178
Investments		-	-	-	-
Total Income		58,655	1,641	60,297	37,180
Expenditure:					
Fundraising costs	[4]	500	-	500	2,045
Charitable activities	[4]	77,233	212	77,445	31,279
Total Expenditure		77,733	212	77,945	33,324
Net Income / (Expenditure)		(19,077)	1,429	(17,648)	3,856
Transfers between funds		8,752	(8,752)	-	-
Net Movement in funds		(10,325)	(7,323)	(17,648)	3,856
Total funds brought forward		18,991	6,701	25,692	21,836
Total funds carried forward		8,666	(622)	8,043	25,692

Lightbox Theatre Productions
Balance Sheet
As at 29th February 2024

Company no: 08424438
Charity no: 1157668

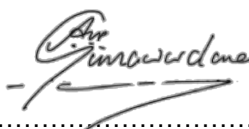
	Notes	2023 £	2023 £
Fixed Assets	[2]	-	-
Current Assets			
Cash at bank and on hand		12,204	25,155
Debtors and prepayments	[3]	35,212	885
		<hr/> 47,416	<hr/> 26,040
Current Liabilities			
Creditors due within one year	[4]	39,373	348
		<hr/> 39,373	<hr/> 348
Total Current Liabilities			
		<hr/> 8,043	<hr/> 25,692
Net Current Assets			
		<hr/> 8,043	<hr/> 25,692
Net Assets			
		<hr/> 8,043	<hr/> 25,692
The funds of the charity:			
Restricted funds		8,666	18,991
Unrestricted funds:			
Designated funds		-	4,500
General funds		(622)	2,201
		<hr/> 8,043	<hr/> 25,692

- For the year ending 29th February 2024 the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.
- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Board of Trustees on 23rd June 2024 and signed on its behalf by:



Emma Faulkner



Aruna Gunawardana

Lightbox Theatre Productions

Notes to the Accounts

Year to 29th February 2024

[1] Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below.

(a) Basis of preparation

The financial statements have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), the Charities Act 2011 and the Companies Act 2006.

Lightbox Theatre Productions meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

(b) Preparation of the accounts on a going concern basis

The charity plans its activities carefully in accordance with the available income, but following a challenging year financially, there was a small deficit on unrestricted funds at the end of the year. Please see the Review on Page 12 for details of the steps taken to address this and ensure the charity remains a going concern on an ongoing basis.

(c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income received in advance of activities is deferred until the criteria for income recognition have been met. There was no such deferred income during the year in question.

(d) Donated services and facilities

Donated professional services and facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity is probable and that economic benefit can be measured reliably. There were no such donations during the year in question. In accordance with the Charities SORP (FRS 102), the general volunteer time of trustees and volunteers is not recognised with any monetary value.

(e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

(f) Fund Accounting

[i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

[ii] Designated funds are unrestricted funds set aside by the Management Committee for particular purposes.

[iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(g) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. As the charity is not registered for VAT, all expenditure is expressed inclusive of VAT, which is charged as a cost against the activity for which the expenditure was incurred.

Expenditure is classified under the following activity headings:

[i] Costs of raising funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

[ii] Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities, and those costs of an indirect nature necessary to support them.

[iii] Other expenditure represents those items not falling into any other heading. There were no such costs during the year in question.

Lightbox Theatre Productions

Notes to the Accounts (continued)

Year to 29th February 2024

(h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These include office costs, finance, personnel, payroll and governance costs which support the charity's charitable activities.

(i) Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

(j) Fixed Assets

Tangible fixed assets are written off over the expected useful life of the asset, at 25% per annum on the reducing balance method. Individual items costing less than £500 are not treated as fixed assets.

(k) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

(l) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

(m) Creditors

Creditors are recognised where the charitable company has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

[2] <u>Income from donations</u>	Restricted 2024	Unrestricted 2024	Total 2024	Restricted 2023	Unrestricted 2023	Total 2023
Individual donations	237	-	237	-	2	2
	237	-	237	-	2	2
[3] <u>Income from charitable activities</u>	Restricted 2024	Unrestricted 2024	Total 2024	Restricted 2023	Unrestricted 2023	Total 2023
Ticket sales	23,087	-	23,087	64	3	67
Workshop fees	63	-	63	-	-	-
Grants	26,780	-	26,780	31,276	5,835	37,111
Theatre Tax Relief	8,488	1,641	10,129	-	-	-
	58,418	1,641	60,059	31,340	5,838	37,178

The charity received government grants during the year totalling £11,850 (2023 £26,561). These comprise funding from the Arts Council of England for theatrical activities.

Lightbox Theatre Productions
Notes to the Accounts (continued)
Year to 29th February 2024

[4] Analysis of expenditure

	2024	2024	2024	2023	2023	2023
	Theatrical	Support	Totals	Theatrical	Support	Totals
	activities	costs		activities	costs	
	£	£	£	£	£	£
<u>Fundraising costs:</u>						
Fundraising fees	-	500	500	-	2,045	2,045
<u>Charitable activities:</u>						
Production costs	74,534	-	74,534	28,654	-	28,654
Rent	-	1,735	1,735	-	1,920	1,920
IT costs	46	-	46	-	-	-
Website	-	14	14	-	50	50
Insurance	-	328	328	-	23	23
Bank charges	-	90	90	-	90	90
Stationery	-	-	-	-	50	50
Accountancy	-	404	404	-	240	240
Independent Examiner's fee	-	294	294	-	252	252
Total charitable activities:	74,579	2,866	77,445	28,654	2,625	31,279
Total expenditure:	74,579	3,366	77,945	28,654	4,670	33,324

Total governance costs for the year were £294 (2023 £252), being the fee for the Independent Examination. As the charity has only one area of activity, the support and governance costs have not been apportioned.

[5] Tangible Fixed Assets

	Equipment	Equipment
	2024	2023
	£	£
<u>Cost</u>		
Balance brought forward	-	-
	-	-
<u>Depreciation</u>		
Balance brought forward	-	-
Charge for the year	-	-
	-	-
Net Book Value	-	-

[6] Debtors and prepayments

	2024	2023
Trade debtors	22,768	-
Prepayments	336	284
Theatre Tax Relief due	10,129	-
Other debtors	1,980	601
	35,212	885

Lightbox Theatre Productions
Notes to the Accounts (continued)
Year to 29th February 2024

[7] <u>Creditors and accruals</u>	2023	2023
<i>Amounts due within 12 months:</i>		
Trade creditors	14,313	-
Accruals	560	348
Loan payable	24,500	-
	<hr/>	<hr/>
	39,373	348

[8] <u>Movements in funds</u>					
<i>[for previous year, see Note 11]</i>					
	Balance at 28/02/2023	Income	Expenditure	Transfers between funds	Balance at 29/02/2024
<u>Restricted funds:</u>					
Looked After show	-	5,237	(1,450)	-	3,787
Quartet resilience	712	-	(712)	-	-
Awards for All youth workshops 22-23	4,595	-	(4,595)	-	-
Cake & Create 1	904	500	(1,404)	-	-
Broken Water	12,781	32,755	(54,288)	8,752	-
Morally Grey	-	5,870	(5,870)	-	-
Cake & Create 2	-	4,806	(3,142)	-	1,664
Awards for All 18-25 workshops 23-24	-	9,487	(6,274)	-	3,214
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Restricted Funds:	18,991	58,655	(77,733)	8,752	8,666
<u>Unrestricted Funds:</u>					
Designated Funds:					
Contingency Reserve	4,500	-	-	(4,500)	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Designated Funds:	4,500	-	-	(4,500)	-
General Funds	2,201	1,641	(212)	(4,252)	(622)
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Unrestricted Funds:	6,701	1,641	(212)	(8,752)	(622)
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Funds:	25,692	60,297	(77,945)	-	8,043

Purpose of restricted funds:

The various restricted funds provide funding for specified theatrical activities as mentioned, with the exception of the Quartet resilience grant, which was to increase the charity's fundraising capacity and develop skills.

[9] Payments to trustees and related party transactions

One trustee received payments totalling £2,230 during the year (2023 £2,575 to one trustee) for provision of services in accordance with Sections 185 and 186 of the Charities Act 2011 and the charity's Articles of Association.

One trustee received expense payments totalling £156 during the year (2023 £44 to one trustee). This was reimbursement of costs incurred in fulfilment of the charity's objects.

There were no other related party transactions during the year.

[10] Staffing

The charity does not employ any staff (2023 nil).

The key management personnel of the charity are the trustees.

Lightbox Theatre Productions
Notes to the Accounts (continued)
Year to 29th February 2024

[11] Previous year comparisons

<u>Movements in funds</u>	Balance at 28/02/2022	Income	Expenditure	Transfers between funds	Balance at 28/02/2023
<u>Restricted funds:</u>					
ACE Lottery Looked After R&D	3,647	405	(4,052)	-	-
Awards for All youth workshops 2022	4,000	-	(4,000)	-	-
Quartet resilience	8,502	-	(7,790)	-	712
Bristol City Council Originators	2,488	7,604	(10,092)	-	-
Awards for All youth workshops 2022-	-	8,050	(3,455)	-	4,595
Quartet "Cake & Create" workshops	-	2,500	(1,596)	-	904
Broken Water	-	12,781	-	-	12,781
Total Restricted Funds:	18,637	31,340	(30,986)	-	18,991
<u>Unrestricted Funds:</u>					
Designated Funds:					
Contingency Reserve	-	-	-	4,500	4,500
Total Designated Funds:	-	-	-	4,500	4,500
General Funds	3,199	5,840	(2,338)	(4,500)	2,201
Total Unrestricted Funds:	3,199	5,840	(2,338)	-	6,701
Total Funds:	21,836	37,180	(33,324)	-	25,692
	Restricted funds	Unrestricted funds	Total funds		
<u>Statement of Financial Activities</u>	2023	2023	2023		
<u>2021-22</u>	£	£	£		
Income:					
Donations	-	2	2		
Charitable activities	31,340	5,838	37,178		
Investments	-	-	-		
Total Income	31,340	5,840	37,180		
Expenditure:					
Fundraising costs	1,325	720	2,045		
Charitable activities	29,661	1,618	31,279		
Total Expenditure	30,986	2,338	33,324		
Net Income / (Expenditure)	354	3,502	3,856		
Transfers between funds	-	-	-		
Net Movement in funds	354	3,502	3,856		
Total funds brought forward	18,637	3,199	21,836		
Total funds carried forward	18,991	6,701	25,692		