



## Trustees' Annual Report for the period

**From**

Period start date

Day  
01Month  
JanuaryYear  
2023**To****o**

Period end date

Day  
31Month  
DecemberYear  
2023

### Section A

### Reference and administration details

**Charity name** The Other Room**Other names charity is known by** TOR Theatre**Registered charity number (if any)** 1157886**Charity's principal address** Museum Place, Cardiff**Postcode**

CF10 3BH

### Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1 Gareth Lucey	Chair / Treasurer		
2 Louise Price			
3 John Wilkins			
4 Suzanne Jackson			
5 Vivienne Buckley			
6 Simon Harris			
7 Roshni Patel			

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
N/A	

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

### Name of chief executive or names of senior staff members (Optional information)

Daniel Jones (Chief Executive Officer and Artistic Director)

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation (CIO)
Trustee selection methods (eg. appointed by, elected by)	Appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

**The End of Porter's Lease at Harlech Court and the Relocation of the Venue**

Throughout the period from January to December 2023, there were no constitutional changes or changes in governance. However, we did experience a significant shift in operational structure due to external factors.

At the end of December 2023, Porter's lease at Harlech Court came to an end, bringing our partnership at that venue to a formal close. Throughout 2023, we undertook a feasibility study to assess the possibility of moving with Porter's to a new venue at Barrack Lane. After thorough exploration, the board of trustees and the executive team strategically decided to pursue a continued partnership under a similar model in the new premises.

However, in January 2024, we made the decision to abandon this strategy. As a result of both a departure of vision between ourselves and Porter's LLP, and some specific challenges raised in the feasibility study—particularly the high cost of making the new basement space accessible—our partnership with Porter's was concluded early in 2024. A detailed report of this decision will be included in our 2024 annual report. Disagreements concerning the operational and strategic role of Porter's within the organisation also contributed to this early termination.



### Summary of the objects of the charity set out in its governing document

The objects of the CIO are to promote and encourage the arts for the benefit of the public by the development, production and presentation of new writing and introducing international drama to the British stage through both the English and Welsh languages, and the provision of theatre facilities and the advancement of education of young persons and adults by participation in the experience of theatre and drama.

### Summary of the Main Activities Undertaken for the Public Benefit

The trustees have had regard to the guidance issued by the Charity Commission on public benefit and remain committed to advancing the charitable objects of The Other Room.

#### *Idle, They Yammer*

Our final production at Harlech Court, *Idle, They Yammer* by Matthew Trevanion (who also wrote *All But Gone* for The Other Room in 2018), was a daring and critically acclaimed absurdist play. It explored the repetitive and often futile nature of human existence, where characters endlessly talk, build, and create even in the face of impending doom. The play offered a sharp reflection on society's compulsion to tell stories and build structures, physically and metaphorically, despite looming uncertainties.

This production resonated deeply with our own situation as we neared the end of our lease at Harlech Court. The fragmented, cyclical dialogue and seemingly stalled actions of the characters mirrored the uncertainty we faced in our own creative and operational journey. As a result, *Idle, They Yammer* became a fitting tribute to both the space we were leaving and the uncertain future ahead of us, leaving audiences with a powerful sense of both absurdity and resilience.

#### *Writings on the Wall Exhibition*

In the final months of our tenancy at Harlech Court, we presented *Writings on the Wall*, an exhibition chronicling the history of The Other Room's time at Porter's. This unique initiative transformed the theatre into an extension of the bar space, offering the public an opportunity to browse production photography and read about our journey, while enjoying the atmosphere.

The exhibition was more than just a reflection on our past; it was a chance for the public to engage with the rich history of the venue and our productions. Audiences could reminisce about shows they had seen, while new visitors discovered the theatre's story in a relaxed, informal setting. This project marked the conclusion of the *Writings on the Wall* initiative, supported by a grant from the Arts Council of Wales Lottery Fund, and provided a fitting, reflective closure to our time at Harlech Court.

#### *Baba Joon*

In 2023, we also produced *Baba Joon* by Lisa Zarah, a unique work that explored Welsh-Middle Eastern communities and the complexities of identity and belonging. The production, developed in collaboration with Swansea Grand Theatre and our new partners Grand Ambition, was not only a theatrical success but a vital piece of community engagement.

Alongside the show, we conducted extensive community participation initiatives, ensuring that *Baba Joon* resonated not just with theatre audiences, but with those whose stories it represented. After a successful week-long run in Swansea, the production toured to the USA, where it was presented at the University of San Jose. The transatlantic journey further highlighted the universal appeal of its themes, while also offering us new international exposure. The production is scheduled for a homecoming run in Cardiff in 2024, bringing the story back to its roots.

Additionally, *Baba Joon* benefited from a cost-of-living grant, which allowed us to increase fees for our artists by 20%, reflecting our commitment to fair compensation. While the financial benefits of this increase did not arrive until 2023, adding to our deficit, the artistic and social impact of the production was profound, and it will continue to enrich our future programming.

### Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

***Young Artists Festival (YAF)***

Unfortunately, due to the uncertainty surrounding our lease at Harlech Court, the planned *Young Artists Festival (YAF)* did not take place in 2023. With no clear confirmation on whether we would have continued access to the space, we faced significant challenges in planning and programming. The lack of communication and clarity around lease extensions, combined with the logistical and operational difficulties of potentially being without a venue, made it impossible to deliver this important educational programme. In hindsight, we recognize that this project could have proceeded had more certainty been available earlier in the year. Despite this setback, we remain committed to delivering the festival in the future as part of our educational and public benefit objectives.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.



## Section D

## Achievements and performance

Summary of the main achievements of the charity during the year

### Idle, They Yammer by Matthew Trevanion

Summary of output:

- Performances: 15
- Beneficiaries: 340
- Artists 11; Audiences 298; Community Participants: 31

### Baba Joon by Lisa Zarah

Summary of output:

- Performances: 8
- Beneficiaries: 436
- Artists 10; Audiences 427

### Baba Joon by Lisa Zarah

Summary of output: 2 month public exhibition space. Data on attendance and beneficiaries is difficult to gather as we were reliant on Bar Management to operate the space, and they did not have the infrastructure or resource to monitor this data.

## Section E

## Financial review

Brief statement of the charity's policy on reserves

The financial challenges of 2023, combined with the operational limitations caused by the uncertainty surrounding our lease, resulted in a difficult reserves position by the end of the year. Despite this, we are confident that the financial outlook for 2024 will be stronger, with reserves projected to cover at least two months of core costs by the end of the year.

At 31st December 2023, The Other Room held total funds of £39,972, comprising £47,633 of restricted funds and -£7,651 of unrestricted funds.

While unrestricted funds are negative at year end, we do not consider this to be a material concern for the charity for the following reasons:

- At the end of 2023, we incurred significant unplanned costs for architects and project management relating to our move from Harlech Court, at a time when we were still assessing the feasibility of moving to Porters' new premises on Barrack Lane. These costs were not originally budgeted for and so needed to be largely covered by unrestricted funds.
- There were unforeseen delays in receiving core unrestricted funding from the Garfield Weston Foundation and cost of living top-up funding from the Arts Council of Wales relating to our 'Baba Joon' production (£20,000 and £6,662 respectively). These funds were not received until 2024, meaning that the unrestricted fund balance in 2023 was lower than expected.
- Our Theatre Tax Relief claim from HMRC for 2023 (received in 2024) was far greater than budgeted for (£32,787 versus budget of £17,000), providing us with significantly more unrestricted funds than planned in 2024.

Consequently, I am satisfied that the negative unrestricted funds position will be corrected in the 2024 financial year.

Details of any funds materially in deficit

## Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information

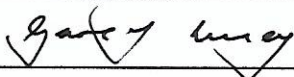
## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature



Full name

Gareth Lucey

Position

Chair & Treasurer

Date

24<sup>th</sup> October 2024





The Other Room	1157386
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## Receipts and payments accounts

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For the period from	Jan 23	To	Dec 23
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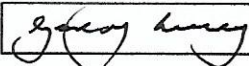
### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Arts Council of Wales grants	-	89,150	-	89,150	25,500
Trusts & foundations grants	36,000	7,000	-	43,000	51,000
Other funders	-	600	-	600	2,250
Ticket sales	3,122	-	-	3,122	35,085
Co-producers	-	247	-	247	20,650
Earned Income	1,153	-	-	1,153	5,387
Production income (other than ticket sales)	-	-	-	-	-
Other donations / contributions	1,663	-	-	1,663	861
Sponsorship	-	-	-	-	1,000
Gift Aid claims to HMRC	-	-	-	-	-
Theatre Tax Relief	29,559	-	-	29,559	19,527
Bank interest/refunds	2,500	-	-	2,500	25
Overheads	-	-	-	-	1,000
<b>Sub total</b>	<b>73,998</b>	<b>96,997</b>	<b>-</b>	<b>170,995</b>	<b>162,285</b>
<b>A2 Asset and investment sales, (see table).</b>					
None.	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>73,998</b>	<b>96,997</b>	<b>-</b>	<b>170,995</b>	<b>162,285</b>
<b>A3 Payments</b>					
Core staff costs	55,060	-	-	55,060	40,049
Production costs	50,408	41,517	-	91,925	114,033
Earned income	1,234	-	-	1,234	-
Overhead costs	4,178	-	-	4,178	5,969
Project costs	13,975	2,418	-	16,393	11,272
<b>Sub total</b>	<b>124,854</b>	<b>43,935</b>	<b>-</b>	<b>168,789</b>	<b>171,323</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Purchases of equipment	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>124,854</b>	<b>43,935</b>	<b>-</b>	<b>168,789</b>	<b>171,323</b>
<b>Net of receipts/(payments)</b>	<b>- 50,856</b>	<b>53,062</b>	<b>-</b>	<b>2,206</b>	<b>- 9,038</b>
<b>A5 Transfers between funds</b>	<b>5,847</b>	<b>5,847</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>37,359</b>	<b>418</b>	<b>-</b>	<b>37,776</b>	<b>29,439</b>
<b>Cash funds this year end</b>	<b>7,651</b>	<b>47,633</b>	<b>-</b>	<b>39,982</b>	<b>20,401</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash at Bank	- 7,651	47,633	-
	<b>Total cash funds</b>	- 7,651	47,633	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	None	-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>	None		-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	Televisions (x2)	Unrestricted		600
	Projectors (x2)	Unrestricted		1,500
	Apple Macbook Pro (x1)	Unrestricted		950
	Miscellaneous electronics	Unrestricted		2,500
	Micro Deck Staging	Unrestricted		1,250
	Fixings etc. for Staging	Unrestricted		2,000
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	None			

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Gareth Lucey	24/10/24





Section A

Independent Examiner's Report

Report to the trustees/  
members of

The Other Room

On accounts for the year  
ended

31 December 2023

Charity  
no (if  
any)

1157886

Set out on pages

1 and 2

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 December 2023.

Responsibilities and  
basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records.

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

Signed:

Date:

24<sup>th</sup> October 2024

Name:

James Ashley Powell

Relevant professional  
qualification(s) or body  
(if any):

Institute of Chartered Accountants in England and Wales (ICAEW)

Address:

17 St. Asaph Close

Heath

Cardiff CF14 4LD

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here details of any items that the examiner wishes to disclose.**

I have noted during my examination that the 2023 accounts for The Other Room comprise restricted funds of £47,633, and negative unrestricted funds of £7,651.

Charity officers have set out an explanation for the negative unrestricted reserves arising at year end within Section E of the Trustee Annual Report, along with details of how the position should be recovered during the 2024 financial year. I have reviewed evidence which provides assurance that the balances quoted in this section of the report are accurate.

Consequently, I am satisfied that despite the charity having a negative unrestricted funds balance at 31 December 2023, this does not constitute a risk to its going concern status and the position should be corrected during 2024.

No other matters have arisen during my examination that require further disclosure.