



Trustees' Annual Report for the period

		Period start date				Period end date	
From	01	January	2020	To	31	December	2020

Section A Reference and administration details

Charity name RicNic

Other names charity is known by RicNic

Registered charity number (if any) 1158837

Charity's principal address 72 Mill Road

Pelsall

Walsall

Postcode

WS4 1BU

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	Ben Cahill- Nicholls	Chair	n/a	n/a
2	Nicholas Morris	Trustee	n/a	n/a
3	Edward Goble	Trustee	n/a	n/a
4	Sam Oladeinde	Trustee	n/a	n/a
5	Vicky Rees	Trustee	January-March 2020	n/a
6	Helen Dutta	Trustee	n/a	n/a
7	Eleanor Cahill- Nicholls	Trustee	n/a	n/a
8	Eleanor Joy MacPherson	Trustee	Appointed: 16 th November 2020	n/a

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

Name	Dates acted if not for whole year
n/a	n/a

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
n/a	n/a	n/a

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

Jennifer Holyhead (Executive Director), Alex Finlay (Production and Development Manager)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Appointed by resolution of the 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.

RicNic is run under the Constitution signed in 2014 as part of the incorporation of RicNic as a Charitable Incorporated Organisation (CIO).

Section C Objectives and activities

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

1. To improve access to the creative arts for young people especially and for society more generally.
2. To help and educate young people in order that they develop their capabilities and skills, and grow to increased maturity.
3. Where appropriate, to work with and support the work of other organisations to further the charitable objects and mission central to RicNic.

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)

RicNic seeks to fulfil its objects for the public benefit by:

- (a) **Facilitating courses, projects and workshops:** this principally involves organising annual musical theatre productions in the summer holidays for young people to run as actors, musicians, producers, directors, technicians, set designers and other company members to work together as part of a team to produce high-quality performances open to the public. There is a
- (b) **Awarding grants to schools and other organisations to further the charity's charitable objects:** where our financial resources allow, RicNic gives grants or loans to arts organisations typically with involvement in music, theatre and/or young people which the Trustees consider further its objects.

In facilitating these programmes the Trustees have regard to the guidance issued by the Charity Commission on public benefit.

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.

n/a

Section D

Achievements and performance

2020 began with great enthusiasm from our participants as we launched a new summer production branch in Burton-on-Trent, Staffordshire and presented a new operating model for all our production teams which challenged them to get more involved in their fundraising but offered the chance for more flexibility in their production levels.

By March 2020, we had

- four strong production teams in place and planning projects for the summer months,
- a new series of schools and holiday outreach workshops engaging young people in communities with low cultural engagement ready to be delivered at intervals throughout the year
- surpassed the levels of grant funding received in the whole of 2019 within Q1.

The arrival of the coronavirus pandemic and the resulting lockdowns and restrictions forced us to put a stop to all in-person activity for 2020. The decision was taken to cancel all summer productions and the production teams were offered the opportunity to continue their engagement on projects in to 2021. At the same time, the staff team were placed on furlough (April-July full time, July-December part time).

Online Cabaret Series



In place of live performance projects, all production teams and performers were tasked with developing and performing pre-recorded cabarets, which would be screened online in a series every week in August. This is the first time that RicNic had explored online delivery and filmed work. Five cabarets were produced by our participants and by a team of RicNic alumni. With both the vocal and instrumental elements of each performance created by our participants and all editing done by our production teams. In most cases this required detailed remote working and collaboration between individuals locked down in their own homes, rehearsing together online.

They were aired on RicNic's YouTube channel, with a new performance premiering each Monday in August. Within the first 6 weeks over 3000 people had viewed them online.

The cabaret series was accompanied by a Crowdfunder campaign, raising donations in place of ticket sales.

Section E

Financial review

Brief statement of the charity's policy on reserves

The financial reserves of RicNic are currently held in a bank account with CAF Bank, designed for charities and run by the Charities Aid Foundation.

Following a commitment by the trustees at the start of 2019 to allocate £90,000 of the reserves to support staffing costs, the costs for staffing this year are covered by this agreement. Fundraising income for core costs that came in this year will be placed in reserve to support the staffing for 2021.

Details of any funds materially in deficit

n/a

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.

Income

The principal sources of funds are (i) the ticket revenues from productions facilitated by RicNic (ii) donations from individuals and institutions interested in supporting RicNic (iii) Trusts and Foundations via grant applications.

This year RicNic has seen an increase in turnover (£51,007.80 compared to £35,064.30 in 2019) mainly due to a successful fundraising campaign to trusts and foundations which was launched in the later part of 2019. Despite the impact of Covid-19, we saw an income of £25,296 in funding via trusts and foundations. This is an increase on 2019 (£7,996) and 2018 (£0) from this

sector. Of the £25,296 raised, £16,250 was unrestricted funding committed to core costs, while £9,046 is restricted to project funding for existing and new projects in 2020/21. This increased grant support has enabled us to commit to new work in 2021 with funds held in reserve for the expected expenditure in following months.

Due to Covid-19 restrictions placing our summer production activities on hold, our expected income on ticket revenue and programme sales was removed. In its place, the online cabaret series presented generated an increase in online and private donations.

Income from our friends scheme remained the same as in 2019 (this is represented in the 'Archived' line in the 2019 budget). Meanwhile a shift in our focus in branch fundraising led to an increased income restricted again to specific summer production projects. This was carried over to 2021.

Expenditure

The principal expenditures are (i) costs relating to productions, such as show licencing, theatre hire, marketing materials and set / costume costs, (ii) staff salaries and office operation costs, and (iii) grants given out by RicNic in accordance with its Objects.

The cancellation of all in-person activity including our summer productions resulted in an overall reduction in expenditure affecting many core costs but mostly our Production Costs (down to £822 from £8,055) and venue costs (£0). The Production Costs expenditure was in part down to late invoices arriving from 2019 projects, with some costs for the online cabaret series. Licence costs were also reduced with the £1000 paid out for deposits carried over to productions in 2021.

Section F

Other optional information

Covid-19 Statement

In late March 2020, the trustees held an emergency meeting to discuss the necessary action in light of the Covid-19 situation. With the safety of staff, participants and audiences the highest priority and the situation for performing arts extremely uncertain; the trustees unanimously agreed to cancel all live, in-person project delivery for the year. In addition, they opted to furlough the staff team from April-July on a full-time basis. This furlough period was reviewed with the staff at intervals, in line with ongoing changes in restrictions and monitoring of the level of workload. Staff were further furloughed on a part-time basis between August and December 2020. The focus for the summer period without live performances was redirected to offering activity online for our participants. The trustees worked alongside our participants and selected alumni supporters to develop a series of online cabarets, aired during August 2020. From September-December a drop in delivery activity afforded the staff team to focus on a post-Covid renewal strategy; developing new projects that responded to needs post-Covid and sourcing additional funding grants to support them.

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Edward Goble

Nick Morris

Full name(s)

Edward Goble

Nick Morris

Position

Trustee

Trustee

Date

28 OCTOBER 2021

Profit and Loss

RicNic

For the year ended 31 December 2020

	2020	2019
Turnover		
ARCHIVED: Donations - Friends Scheme and other	-	1,154.35
Branch Fundraising	1,352.78	793.51
Friends Scheme Subscriptions	1,277.50	123.75
Gift Aid Donations	-	354.21
Job Retention Scheme Payments	16,642.69	-
Online Donations	1,729.83	67.48
Other Revenue	4,710.00	1,500.00
Programme Sales	-	815.00
Ticket Sales	-	22,260.00
Trusts and Foundations	25,296.00	7,996.00
Total Turnover	51,008.80	35,064.30
Cost of Sales		
Fundraising Expenses	1.76	-
Total Cost of Sales	1.76	-
Gross Profit	51,007.04	35,064.30
Administrative Costs		
Advertising & Marketing	114.60	421.04
Audit & Accountancy fees	98.40	145.80
Bank Fees	301.25	244.99
Consulting	-	210.00
General Expenses	-	42.05
Insurance	625.55	895.55
IT Software and Consumables	1,195.72	968.97
Legal Expenses	110.20	23.40
Office Expenses	92.28	298.90
Participant Travel	-	64.03
Pensions Costs	941.25	675.00
Pleo default account	-	8.50
Postage, Freight & Courier	-	63.11
Printing & Stationery	-	27.52
Production Delivery Costs	882.07	8,055.66
Rights Payments	1,000.00	5,443.54
Salaries	39,375.02	38,000.02
Staff / Trustee Travel	120.37	1,549.97
Staff Training	63.11	303.60
Venue Costs	-	13,588.00
Total Administrative Costs	44,919.82	71,029.65

	2020	2019
Operating Profit	6,087.22	(35,965.35)
Profit on Ordinary Activities Before Taxation	6,087.22	(35,965.35)
Profit after Taxation	6,087.22	(35,965.35)

Balance Sheet

RicNic

As at 31 December 2020

	31 DEC 2020	31 DEC 2019
Fixed Assets		
Tangible Assets		
Computer Equipment	151.14	151.14
Office Equipment	45.00	-
Total Tangible Assets	196.14	151.14
Total Fixed Assets	196.14	151.14
Current Assets		
Cash at bank and in hand		
CAF - RicNic Hampshire	1,985.14	1,293.62
Pleo account	299.04	550.47
RicNic London	485.00	491.40
RicNic Oxford	485.00	1,985.01
RicNic Trust - CAF	88,609.96	79,374.86
Total Cash at bank and in hand	91,864.14	83,695.36
Accounts Receivable	-	1,500.00
Total Current Assets	91,864.14	85,195.36
Creditors: amounts falling due within one year		
NIC Payable	219.96	-
PAYE Payable	316.60	-
Student Loan Deductions Payable	90.00	-
Unpaid Expense Claims	1.14	1.14
Wages Payable - Payroll	(0.01)	(0.01)
Total Creditors: amounts falling due within one year	627.69	1.13
Net Current Assets (Liabilities)	91,236.45	85,194.23
Total Assets less Current Liabilities	91,432.59	85,345.37
Net Assets	91,432.59	85,345.37
Capital and Reserves		
Current Year Earnings	6,087.22	(35,965.35)
Retained Earnings	85,345.37	121,310.72
Total Capital and Reserves	91,432.59	85,345.37