



RICNIC ACCOUNTS AND ANNUAL REPORT 2021

CHARITY NUMBER: 1158837



## Trustees' Annual Report for the period

Period start date				Period end date		
From	01	January	2021	To	31	December 2021

### 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	Helen Dutta	Trustee	n/a	n/a
6	Eleanor Cahill Nicholls	Trustee	n/a	n/a
7	Eleanor Joy MacPherson	Trustee	n/a	n/a
8	Natalie Haslam	Trustee	28 <sup>th</sup> September-31 <sup>st</sup> December 2021	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
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You **may choose** to include additional information, where relevant, about:

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- 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.
- (b) **Delivering outreach programmes:** working with schools, colleges and community groups throughout the year to deliver workshops and support sessions helping young people to develop their creative skills.

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

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

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

n/a

Project Activity

This year began with the United Kingdom still under lockdown restrictions, particularly for arts venues and in schools. Our team began the year hopeful that we would be able to stage our summer productions in some capacity as we did pre-pandemic. We also aimed to restart our Engage schools projects as soon as we were able to access school settings and to launch two further programmes which would book-end our existing offer, taking our beneficiary age range from 14-21 to 7-25.

By the end of 2021, RicNic had successfully launched its new 4-strand programme of activity with a vision to deliver the full programme in areas of low cultural opportunity going forwards. The staff and trustees had also worked with external consultants to rebrand the charity's logo and website to reflect the new approach. This programme would bring together all of our projects under one vision

**“Empowering young people through the creative arts”**

RicNic's programme now consists of

- Own the Stage – a digital workshop resource encouraging 7-13 year olds to explore their creativity
- Engage – workshops for 13-19 year olds using theatre techniques to build confidence and key skills
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- RicNic Commissions – a mentoring programme supporting young writers, composers and directors aged 16-25 to create new pieces of theatre.

While the process of establishing this plan was not without complications owing to ongoing Covid-19 issues, there were notable achievements across all areas.



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In total we worked with 568 young people between the ages of 7-25, with 85% of our work delivered in areas of high deprivation in the West Midlands, Staffordshire and Cheshire.

**Organisational Development**

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The connection with our Pilotlight business mentor also led to core funding through their corporate foundation, which enabled us to recruit two new members of staff. RicNic has always held young people at the core of our project work and we wanted to ensure we could continue to support young people throughout our organisation. With this funding, the trustees committed to providing employment opportunities to young people just beginning their creative industry careers, creating 3 Project Assistant roles to support the delivery of the new 4-strand programme.



RicNic also received its first Arts Council grant this year, supporting projects running from March 2021 – October 2022. As a result of this award, which is supported by National Lottery Funding, we were invited to attend two conference events for the staff teams at National Lottery provider Camelot. The events in Burton on Trent and Luton gave our team the opportunity to present our work and deliver corporate workshops demonstrating the techniques we employ with young participants in our sessions.

Section E Financial review	
Brief statement of the charity’s policy on reserves	<p>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.</p> <p>RicNic aims to hold 12 months of salary and running costs (non-project) as unrestricted reserves each year, currently amounting to £50,000 per annum. This is to enable the charity to commit to staffing and project delivery for its beneficiaries in advance, as many of our projects run over a few months in duration.</p>
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.

## **Trusts and Foundations**

Grants from trusts and foundations currently form the majority source of our income, particularly with the disruption of Covid-19 on live events having an impact on our annual ticket sales income. This year RicNic has continued to see an increase in turnover (£71,226.24 compared to £51,007.80 in 2020) due to the continued success of our fundraising campaign to trusts and foundations which was launched in the later part of 2019.

Since developing this fundraising strategy in 2019 to match the expanded programme of activity we offer, RicNic's grant income from trusts and foundations has seen a considerable increase:

2018: £0  
2019: £7996  
2020: £25,296  
2021: £64,888

Of the £64,888 received this year, £23,318.90 was core funding with £10,418.90 for specific salary costs and £12,900 unrestricted.

The remaining £41,569.10 income was restricted to specific project delivery (with some larger grants covering multiple delivery strands in our programme). Some of the income received for the project grants was for projects running into 2022.

Own The Stage: £5,820  
Mixed project funding (including Engage): £23,860  
RicNic Productions: £7,389  
RicNic Commissions: £4,500

This year saw RicNic's first larger grants agreed from key funders including the Arts Council and the Postcode Lottery.

## **Earned Income**

Ongoing Covid-19 restrictions meant that although some activity ran on our summer projects, we were unable to bring all productions to a public audience. This once again reduced our ticket income to £325.50 for the year. Ticket income prior to the pandemic had been much higher and had been our main source of income

2018: £25,329  
2019: £22,260  
2020: £0  
2021: £325.50

As our projects develop and productions return in the future we expect to be reaching the same levels again. We are also exploring ways of generating more income and donations, to reduce dependence on grant fundraising. As part of this, we have explored the option of making our Engage workshops available outside of our funded locations. As schools began to welcome back visiting companies in autumn 2021 we developed a small new income strand for workshop delivery of £1480. This is something we aim to build on in 2022.

## **Donations**

Our donations fell by 64% on the previous year, generating £2758.76 compared to £7717.33. This was mainly in part to the online events produced in 2020 which generated a wider donation campaign. These events had run their course by the summer of 2021. Our regular Friends donations remained approximately the same for the year.

### Expenditure

RicNic's 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) costs relating to outreach programmes.

The cancellation for a second year of our summer productions resulted in an overall reduction in expenditure. Some projects did not run from the start and therefore incurred £0 costs, however some were started but had to be cancelled partway through due to Covid-19 implications. We therefore incurred some venue, marketing and production materials costs on these projects.

The most notable increase in our expenditure compared to previous years was on facilitator fees and outreach project delivery. The expansion of our activity programme required additional support from freelance facilitators to develop materials and deliver projects in schools. These costs were matched by project funding from trusts and foundations. The additional expenditure has enabled RicNic to develop the programmes and by the end of 2021 to cement a vision and mission statement for our future delivery plans.

## Section F Other optional information

### Covid-19 Statement

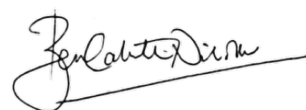
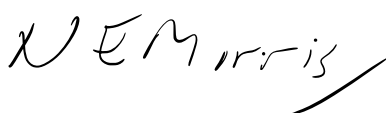
Following an extended period of furlough and reduced activity due to Covid-19 from March-September 2020, the staff and trustees developed a post-Covid renewal strategy; developing new projects that responded to needs post-Covid and sourcing additional funding grants to support them. The work completed on this strategy in the last quarter of 2020, ensured that RicNic entered 2021 with a clear recovery plan and with the financial backing to launch the new programme elements. We began 2021 with the ambition to restart all of our pre-pandemic work and to develop the new outreach activities, while remaining cautious that the situation could still change with regard to restrictions. While RicNic was ultimately unable to recover all the pre-pandemic activity, the new project delivery gave us the opportunity to raise our profile, build new partnerships and offer opportunities that were flexible to the remaining restrictions for our beneficiaries.

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Nick Morris

Ben Cahill-Nicholls

Position

Trustee

Trustee

Date 20 October 2022

# Balance Sheet

RicNic

As at 31 December 2021

31 DEC 2021

## Current Assets

### Cash at bank and in hand

CAF - RicNic Hampshire	75.47
Pleo account	657.91
RicNic Trust - CAF	108,042.10
<b>Total Cash at bank and in hand</b>	<b>108,775.48</b>

### Total Current Assets

108,775.48

## Creditors: amounts falling due within one year

NIC Payable	395.25
PAYE Payable	658.62
Student Loan Deductions Payable	222.09
Wages Payable - Payroll	(0.01)
<b>Total Creditors: amounts falling due within one year</b>	<b>1,275.95</b>

## Net Current Assets (Liabilities)

107,499.53

## Total Assets less Current Liabilities

107,499.53

## Net Assets

107,499.53

## Capital and Reserves

Current Year Earnings	16,263.08
Retained Earnings	91,236.45
<b>Total Capital and Reserves</b>	<b>107,499.53</b>



# Profit and Loss

RicNic

For the year ended 31 December 2021

2021

## Turnover

Friends Scheme Subscriptions	1,275.72
Gift Aid Donations	543.07
Job Retention Scheme Payments	1,774.08
Online Donations	939.97
Ticket Sales	325.50
Trusts and Foundations	64,887.90
Workshop Income	1,480.00
<b>Total Turnover</b>	<b>71,226.24</b>

## Gross Profit

71,226.24

## Administrative Costs

Advertising & Marketing	15.58
Audit & Accountancy fees	25.20
Bank Fees	556.36
Facilitator Fees	5,762.45
Fundraising Expenses	144.00
Insurance	931.67
IT Software and Consumables	629.12
Legal Expenses	23.40
Office Expenses	2,143.33
Outreach Project Expenses	3,432.86
Pensions Costs	990.00
Production Delivery Costs	2,952.02
Rights Payments	(975.00)
Salaries	37,573.78
Staff / Trustee Travel	477.51
Staff Training	126.00
Venue Costs	129.89
<b>Total Administrative Costs</b>	<b>54,938.17</b>

## Operating Profit

16,288.07

## Profit on Ordinary Activities Before Taxation

16,288.07

## Profit after Taxation

16,288.07



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8	Natalie Haslam	Trustee	28 <sup>th</sup> September-31 <sup>st</sup> December 2021	n/a

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

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

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

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### Description of the charity's trusts

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## **Trusts and Foundations**

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RicNic's 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) costs relating to outreach programmes.

The cancellation for a second year of our summer productions resulted in an overall reduction in expenditure. Some projects did not run from the start and therefore incurred £0 costs, however some were started but had to be cancelled partway through due to Covid-19 implications. We therefore incurred some venue, marketing and production materials costs on these projects.

The most notable increase in our expenditure compared to previous years was on facilitator fees and outreach project delivery. The expansion of our activity programme required additional support from freelance facilitators to develop materials and deliver projects in schools. These costs were matched by project funding from trusts and foundations. The additional expenditure has enabled RicNic to develop the programmes and by the end of 2021 to cement a vision and mission statement for our future delivery plans.

## Section F Other optional information

### Covid-19 Statement

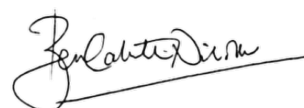
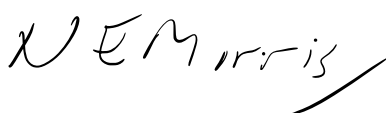
Following an extended period of furlough and reduced activity due to Covid-19 from March-September 2020, the staff and trustees developed a post-Covid renewal strategy; developing new projects that responded to needs post-Covid and sourcing additional funding grants to support them. The work completed on this strategy in the last quarter of 2020, ensured that RicNic entered 2021 with a clear recovery plan and with the financial backing to launch the new programme elements. We began 2021 with the ambition to restart all of our pre-pandemic work and to develop the new outreach activities, while remaining cautious that the situation could still change with regard to restrictions. While RicNic was ultimately unable to recover all the pre-pandemic activity, the new project delivery gave us the opportunity to raise our profile, build new partnerships and offer opportunities that were flexible to the remaining restrictions for our beneficiaries.

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Nick Morris

Ben Cahill-Nicholls

Position

Trustee

Trustee

Date

20 October 2022

# Balance Sheet

RicNic

As at 31 December 2021

31 DEC 2021

## Current Assets

### Cash at bank and in hand

CAF - RicNic Hampshire	75.47
Pleo account	657.91
RicNic Trust - CAF	108,042.10
<b>Total Cash at bank and in hand</b>	<b>108,775.48</b>

### Total Current Assets

108,775.48

## Creditors: amounts falling due within one year

NIC Payable	395.25
PAYE Payable	658.62
Student Loan Deductions Payable	222.09
Wages Payable - Payroll	(0.01)
<b>Total Creditors: amounts falling due within one year</b>	<b>1,275.95</b>

## Net Current Assets (Liabilities)

107,499.53

## Total Assets less Current Liabilities

107,499.53

## Net Assets

107,499.53

## Capital and Reserves

Current Year Earnings	16,263.08
Retained Earnings	91,236.45
<b>Total Capital and Reserves</b>	<b>107,499.53</b>

# Profit and Loss

RicNic

For the year ended 31 December 2021

2021

## Turnover

Friends Scheme Subscriptions	1,275.72
Gift Aid Donations	543.07
Job Retention Scheme Payments	1,774.08
Online Donations	939.97
Ticket Sales	325.50
Trusts and Foundations	64,887.90
Workshop Income	1,480.00
<b>Total Turnover</b>	<b>71,226.24</b>

## Gross Profit

71,226.24

## Administrative Costs

Advertising & Marketing	15.58
Audit & Accountancy fees	25.20
Bank Fees	556.36
Facilitator Fees	5,762.45
Fundraising Expenses	144.00
Insurance	931.67
IT Software and Consumables	629.12
Legal Expenses	23.40
Office Expenses	2,143.33
Outreach Project Expenses	3,432.86
Pensions Costs	990.00
Production Delivery Costs	2,952.02
Rights Payments	(975.00)
Salaries	37,573.78
Staff / Trustee Travel	477.51
Staff Training	126.00
Venue Costs	129.89
<b>Total Administrative Costs</b>	<b>54,938.17</b>

## Operating Profit

16,288.07

## Profit on Ordinary Activities Before Taxation

16,288.07

## Profit after Taxation

16,288.07



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

Ric Nic

On accounts for the year  
ended

31 December 2021

Charity no  
(if any)

1158837

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD/MM/YYYY.

Responsibilities and  
basis of report

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

I report in respect of my examination of the Trust'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

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Mark Stanford

Date:

18/10/22

Name:

MARK STANFORD

Relevant professional  
qualification(s) or body

ACA

(if any):

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Address:

28 CRANHAM SQUARE
MARDEN, TONBRIDGE
TN12 9TG

**Section B**

**Disclosure**

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

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

*Nothing additional to disclose.*