



RICNIC ACCOUNTS AND ANNUAL REPORT 2023

CHARITY NUMBER: 1158837



Trustees' Annual Report for the period

From

Period start date

01

January

2023

To

Period end date

31

December

2023

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	Sam Oladeinde	Trustee	n/a	n/a
4	Eleanor Cahill- Nicholls	Trustee	n/a	n/a
5	Eleanor Joy MacPherson	Trustee	n/a	n/a
6	Natalie Haslam	Trustee	n/a	n/a
7	Hannah Lindsey	Trustee	November-December 2023	

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),

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.

(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.

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

Project ActivityNew Work – Where The Bees Fly

2023 saw RicNic's most ambitious project delivery to date, with a new initiative in Walsall aiming to bring together all 4 strands of our core programme under one large community project. Where The Bees Fly incorporated youth-led performance, commissioned new writing, community engagement workshops and schools activities. Bringing in many new funders and establishing new links in the local area, the Bees project ran over a number of months and proved to be a successful departure from our previous work. This project formed the main focus of our work for the first 6-7 months of the year, having been predominantly funded by grants raised in the previous year. A full report can be found in the appendixes to this document. Our evaluation video can be viewed here: <https://youtu.be/YKK-7YdUcPY>

Alumni Cabaret

In May 2023, members of RicNic's alumni came together to stage their own cabaret event at the Seven Dials Playhouse, London. En Femme, En Homme gave opportunities for emerging theatre directors, producers and performers to create work for a London venue, adding to their CV with vital leadership skills. This event was produced in aid of RicNic as a pilot event for wider alumni fundraisers. The aim is to produce an event on an annual basis, which allows alumni freedom to create work that interests them, while generating unrestricted income for RicNic.

Ongoing Projects – Summer Musical Productions

Our summer holiday musical productions returned this summer, running in three locations during August 2023. This year saw the return of RicNic Cheshire following their inaugural production in 2022. Moving from their original location at the Lyceum Theatre, the Cheshire company opted for a more site-specific production of the '25th Putnam County Spelling Bee' at Malbank School. RicNic Burton returned to their regular home at The Brewhouse Theatre Burton on Trent, playing to large audiences with their production of 'Grease'. RicNic Hampshire returned for a second year to the Hangar Farm Arts Centre, staging 'High School Musical' with a predominantly new company who were joining RicNic for the first time. Rising venue and production costs this year meant that there was more pressure on the young teams to meet budget targets. This led to staff time being more stretched as they tried to support where they were required. It also contributed to increased stress levels and mental health concerns amongst participants than we have seen previously. The future of the summer musicals was discussed at length in the final quarter of the year, particularly around safeguarding our beneficiaries, ensuring that they are a positive and unique experience, and ensuring that they are financially viable.

Organisational Development

RicNic's Executive Director was on maternity leave from December 2022 – September 2023, with a maternity cover role working part time during those months. Other staff contracts were increased in hours to compensate. Thanks to ongoing funding, we were also able to engage 8 short-term interns who supported across our project delivery and office administration.

Fundraising

The impact of a larger project delivery in the first part of the year, compounded by the reduction in staff time and inherent expertise triggered by the maternity leave period, meant that our fundraising activities and grant funding applications did not receive as much attention as they had previously. The Trustees agreed a number of Keeping In Touch days for our Executive Director, which were used in May/June/July to work on drafting a large grant funding application for funds in 2024. This application was finalised and submitted after the Executive Director returned to post in September 2023 and was subsequently agreed as multi-year funding for 2024/25 (funds received in 2024 accounts).

With the exception of a few smaller grant funds, this was the only major application made during the year which meant that fundraising levels dropped considerably. The rising costs of staging productions meant that ticket sale income margins were also comprised for our summer shows. By September 2023, the trustees and management team concluded that fundraising levels had dropped below RicNic's reserves threshold and emergency measures were triggered.

Emergency Measures

Trustees voted to pause all project delivery for the foreseeable future and to focus on reworking the charity’s strategy and fundraising approach. While this did not require cancellation of any ‘in progress’ work at this stage, the team took the early decision not to run large summer musical productions for summer 2024. The process for these projects requires recruitment of participants from October onwards and it was deemed unfair to start a recruitment process without guaranteeing the end result would be achievable. From September to December the focus was shifted to fundraising and to reviewing the charities work and expenditure. This was accompanied by monthly board meetings to monitor the financial situation and to plan for a range of courses of actions, from continuing operations to full charity closure. By November 2023, the charity trustees voted to continue with staffing and monthly monitoring through to March 2024 (Easter) to allow time for grant applications with long decision periods to be confirmed or denied. See Section F for a follow-up to this.

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 a minimum of 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> <p>As mentioned in Section D, during 2023 our reserve levels dropped below this preferred level, triggering additional action. At 31st December 2023, RicNic’s unrestricted reserves were £30,000.</p>
Details of any funds materially in deficit	<p>n/a</p>

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.

<p>Income</p> <p>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.</p> <p>Trusts and Foundations</p> <p>Grants from trusts and foundations have for the past 5 years formed 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.</p> <p>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:</p> <p>2018: £0 2019: £7996 2020: £25,296 2021: £64,888 2022: £64,546 2023: £7990.39</p> <p>This year however, while our main projects were supported by grants confirmed and received in the previous tax year, thereby allowing them to run, RicNic saw a considerable reduction in income from trusts and grants</p> <p>Of the £7990.39 received this year, £1090.39 was unrestricted funding.</p> <p>The remaining £6900 income was restricted to specific project delivery. Some of the income received for the project grants was for projects running into 2024.</p> <p>Earned Income</p>
--

Income on ticketed performances has varied in recent years, with the figures post-pandemic showing the demonstrable change in audience attendance compared to 2018/2019. This year saw an increase in ticket sales on the previous two years. This was partly due to an increase in audiences at summer productions compared to previous years, and partly due to additional cabaret events and the Where The Bees Fly production bringing in income at different times of the year.

2018: £25,329
 2019: £22,260
 2020: £0
 2021: £325.50
 2022: £4787.20
 2023: £12,343.50

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.

Section F Other optional information

A Note on 2024 Finances – August 2024

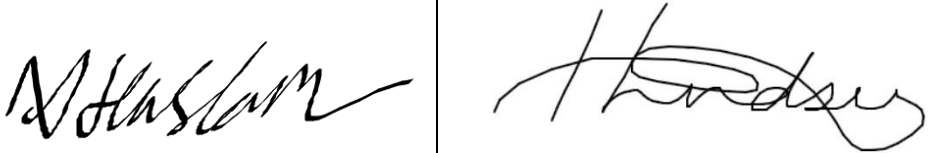
Despite being in a precarious position with funding at the end of the last financial year, we have been successful in raising income through grants, online campaigns and events in the first 6 months of 2024 totalling £110k+. Some of the grants included in this are multi-year grants supporting core costs, some £30k is funding for delivery and core costs in 2025 and the remainder is for projects in 2024. Up to March 2024, the Board continued regular monthly monitoring meetings and mapped out the changing options for continuing and closing the charity. Further consultations in April and June confirmed that we had returned to our previous cash flow levels and that there was scope for us to continue. Projects resumed in April but with a different approach, ensuring less pressure is put onto participants, there is less financial risk and the team can better manage the workload.

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)

Natalie Haslam

Hannah Lindsey

Position

Trustee

Trustee

Date

14/10/2024

Balance Sheet

RicNic

As at 31 December 2023

31 DEC 2023

Fixed Assets

Tangible Assets

Office Equipment	566.29
Total Tangible Assets	566.29

Total Fixed Assets	566.29
---------------------------	---------------

Current Assets

Cash at bank and in hand

Pleo account	1,993.72
RicNic Trust - CAF	34,588.59
Total Cash at bank and in hand	36,582.31

Total Current Assets	36,582.31
-----------------------------	------------------

Net Current Assets (Liabilities)	36,582.31
---	------------------

Total Assets less Current Liabilities	37,148.60
--	------------------

Net Assets	37,148.60
-------------------	------------------

Capital and Reserves

Current Year Earnings	(71,939.28)
Retained Earnings	109,087.88
Total Capital and Reserves	37,148.60

Profit and Loss

RicNic

For the year ended 31 December 2023

2023

Turnover

Branch Fundraising	99.97
Friends Scheme	90.22
Friends Scheme Subscriptions	683.22
Gift Aid Donations	241.03
Interest Income	134.08
Online Donations	326.07
Other Revenue	-
Programme Sales	303.81
Ticket Sales	12,343.50
Trusts and Foundations	7,990.39
Workshop Income	-
Total Turnover	22,212.29

Gross Profit

22,212.29

Administrative Costs

Advertising & Marketing	279.08
Bank Fees	60.00
Employers National Insurance	1,806.51
Facilitator Fees	7,384.05
HMRC Credits	(8,047.90)
Insurance	1,056.71
Intern Programme	2,465.31
IT Software and Consumables	1,797.14
Legal Expenses	485.40
Office Expenses	643.52
Outreach Project Expenses	1,516.10
Participant Travel	966.65
Pensions Costs	796.92
Pleo default account	-
Printing & Stationery	-
Production Delivery Costs	19,309.35
Rights Payments	3,973.56
Salaries	48,062.06
Staff / Trustee Travel	2,056.53
Staff Training	260.00
Venue Costs	9,280.58
Total Administrative Costs	94,151.57

Operating Profit	(71,939.28)
Profit on Ordinary Activities Before Taxation	(71,939.28)
Profit after Taxation	(71,939.28)



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
RICNIC

On accounts for the year
ended

31 DECEMBER 2023

Charity no
(if any)

115 8837

Set out on pages

7-8

(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 trustees of the Trust, 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 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 (other than that disclosed below *) 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 do 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 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:

11/10/24

Name:

MARK STANFORD

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

ACA

Address:

**28 CRANHAM SQUARE
MARDEN, TONBRIDGE
KENT, TN12 9TG**

Section B**Disclosure**

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

Nothing added to disclose.