

Registered Charity Number : 1159351
Registered Company Number : 09049091

SAWSTON YOUTH DRAMA LTD

UNAUDITED
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2023

SAWSTON YOUTH DRAMA LTD

CONTENTS

	Page
Reference and administrative details of the charity, its trustees and advisers	1
Trustees' report	2-3
Independent Examiner's Report	4-5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8-13

SAWSTON YOUTH DRAMA LTD

**THE REFERENCE AND ADMINISTRATION OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 AUGUST 2023**

Directors and trustees

Mr M A Long (Chairman)
Mr G W Bonner (Treasurer)
Mr A J Bonner
Mrs B D Furbank
Mr G Furbank
Mr S K Williams

Charity Registered Number
1159351

Company Number
09049091

Principal Office
82b High Street, Sawston, Cambridge, CB22 3HJ

Independent Examiner
Thomas Quinn Chartered Accountants, 82b High Street, Sawston, Cambridgeshire, CB22 3HJ

SAWSTON YOUTH DRAMA LTD

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 AUGUST 2023**

The Trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their annual report together with the financial statements of Sawston Youth Drama Ltd for the year ended 31 August 2023. The trustees have adopted the provisions of 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 (FRS102) (effective 1 January 2015).

STRUCTURE, GOVERNANCE AND MANAGEMENT
a. Constitution

The objectives of Sawston Youth Drama Ltd are:

- i) to advance education for the public benefit in all aspects of the performing arts by the provision of workshops and opportunities to participate in artistic performances.
- ii) to advance in life and help young people through:
 - a) the provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life.
 - b) providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.

b. Method of appointment or election of Trustees

The management Committee shall be as formed by the appointment of two members namely the Chairman & Treasurer & three elected members at the Annual General Meeting

c. Risk Management

The directors of Sawston Youth Drama Ltd have considered the major risks to which the charity is exposed, in particular those related to the operations and finances of the group, and are satisfied that systems are in place to mitigate its exposure to all the major risks.

d. Reserves Policy

The purpose of the Operating Reserve Policy for Sawston Youth Drama Ltd is to ensure the stability of the Group, Production and ongoing operations of the organisation. The Operating Reserve is intended to provide an internal source of funds for situations such as, a sudden increase in expenses, one-time unbudgeted expenses, unanticipated loss in funding or uninsured losses. The Reserves may be used for one-time, non recurring expenses that will build long term capacity such as staff development, training or investment in infrastructure. Operating Reserves are not intended to replace a permanent loss of funds or eliminate an ongoing budget gap. It is the intention of Sawston Youth Drama to ensure any operating reserves that are used are then replenished within a reasonable period of time. The Operating Reserve Fund is defined as designated and made up as follows:

General Fund	9,000
Professional Practitioners	3,000
Training & Child Protection	3,000
Technical & Lighting	4,000
Sound	4,000
Scenery & staging	2,000
Costumes & make up	1,000
	<u>£ 26,000</u>

This policy will be reviewed every year, at minimum, or sooner if warranted by internal or external events or changes. Changes to the policy will be recommended by the Group Treasurer to the Board of Directors.

SAWSTON YOUTH DRAMA LTD

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2023

The report of the trustees

The financial statements set out on pages 6 to 13 have been prepared in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

The directors are satisfied with the performance of the charity during the year and the position at 31 August 2023 and consider that the charity is in a strong position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations.

The Statement of Financial Activities shows incoming resources for the year of a revenue nature of £25,999 (2022: £15,243) giving realised net income of £3272 (2022: £216). A majority of the expenditure is spent on provision of the activities, equipment and running costs.

Statement of Trustees responsibilities

Company law requires the trustees 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 of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.


In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities SORP;
- make estimates and judgement that are reasonable and prudent;
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.
- 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.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time, the financial position of the charitable company, and 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on 12/09/24 and on its behalf by:

 M Long - Chairman



SAWSTON YOUTH DRAMA LTD

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 AUGUST 2023**

Independent examiner's report to the Trustees of Sawston Youth Drama Ltd

We report on the financial statements of the charity for the year ended 31 August 2023 which are set out on pages 6 to 13, which have been prepared in accordance with section 145 of the Charities Act 2011 and the Statement of Recommended Practice applicable for charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)(effective January 2015).

Respective responsibilities of Trustees and examiner

The charity's trustees (who are also directors for the purpose of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011(the 2011 Act)) and that an independent examination is required.

Having satisfied ourselves that the charity is not subject to a full audit under company law, or otherwise, and is eligible for independent examination. It is our responsibility to:

- examine the financial statements under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to our attention.

Basis of independent examiner's report

We have conducted our examination in accordance with the General Directions given by the Charity Commissioners for England and Wales setting out the duties of an independent examiner issued by Charity Commissioners under section 145(5)(b) of the Act relating to the conducting of an independent examination, referred to above. An independent examination includes a review of the accounting records kept by the charity and of the accounting systems employed by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statements below:

SAWSTON YOUTH DRAMA LTD

INDEPENDENT EXAMINER'S REPORT (continued)
FOR THE YEAR ENDED 31 AUGUST 2023

Independent Examiner's statement

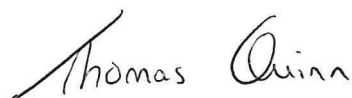
Subject to the limitations upon the scope of our work as detailed above, in connection with our examination, no matter has come to our attention:

1) which gives us reasonable cause to believe that in any material respect, the requirements

- i) to keep accounting records in accordance with section 386 and 387 of the Companies Act 2006; and
- ii) to prepare Financial Statements, which accord with the accounting records and comply with the accounting requirements of section 394 and 395 of the Companies Act 2006 and with the methods and principles of 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 January 2015)

have not been met; or

2) to which, in our opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.



THOMAS QUINN
CHARTERED ACCOUNTANTS
82b HIGH STREET
SAWSTON
CAMBRIDGESHIRE
CB22 3HJ

DATE 12/4/24

SAWSTON YOUTH DRAMA LTD

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 AUGUST 2023**

		Restricted Funds £ 2023	Unrestricted Funds £ 2023	Total Funds £ 2023	Total Funds £ 2022
INCOME	Note				
Donations and income	3	-	25,716	25,716	15,243
Investment income	4	-	283	283	-
TOTAL INCOME		-	25,999	25,999	15,243
EXPENDITURE ON:					
Raising funds					
Cost of charitable activities	6	-	15,427	15,427	8,128
Leader payments	6	-	6,700	6,700	6,300
Professional fees	7	-	600	600	600
TOTAL EXPENDITURE		-	22,727	22,727	15,028
NET INCOME/(DEFICIT)		-	3,272	3,272	216
RECONCILIATION OF FUNDS					
Total funds brought forward		1,750	35,831	37,581	37,365
Net movement in funds		-	3,272	3,272	216
TOTAL FUNDS CARRIED FORWARD		1,750	39,103	40,853	37,581

All activities derive from continuing operation

The notes on pages 8 to 13 form part of these financial statements.

SAWSTON YOUTH DRAMA LTD

**BALANCE SHEET
AS AT 31 AUGUST 2022**

	Note	2023		2022	
		£	£	£	£
Current Assets					
Debtors	8	3,794		-	
Cash at bank and in hand		<u>38,829</u>		<u>38,181</u>	
		42,623		38,181	
Creditors: Amounts falling due within one year	9	(<u>1,770</u>)		(<u>600</u>)	
Net Current Assets			<u>40,853</u>		<u>37,581</u>
NET ASSETS			<u>£ 40,853</u>		<u>£ 37,581</u>
FUNDS					
Restricted funds	10		1,750		1,750
Unrestricted funds	10		<u>39,103</u>		<u>35,831</u>
			<u>£ 40,853</u>		<u>£ 37,581</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2023.

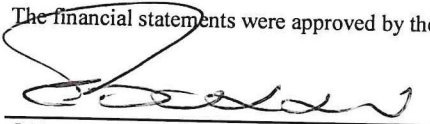
The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 August 2023 in accordance with Section 476 of the Companies Act 2006.


The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees and signed on their behalf, by:


G Bonner
Treasurer


M Long
Chairman

Approved by the board of trustees on 12/09/24 date

The notes on pages 8 to 13 form part of the financial statements

SAWSTON YOUTH DRAMA LTD

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2023**

1. LEGAL FORM

The charity is a registered charity registered in England and Wales number 09049091 and a company limited by guarantee, having no share capital, incorporated in England and Wales number 1159351.

2. ACCOUNTING POLICIES**BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

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

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'. '- the requirements of Section 7 Statement of Cash Flows.

FUND ACCOUNTING

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objectives of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

INCOME

All incoming resources is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be reliably measured.

Donations are recognised on receipt.

Membership income is recognised in the period to which the membership fee relates.

The charity is not VAT registered.

EXPENDITURE

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to the expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Governance costs are those incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements.

TAXATION

The charity is exempt from corporation tax on its charitable activities.

SAWSTON YOUTH DRAMA LTD

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2023**

DEBTORS

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

CASH AT BANK AND IN HAND

Cash at bank and 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 amount.

CREDITORS AND PROVISIONS

Creditors and provisions are recognised where the charity 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 estimated or measured reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

FINANCIAL INSTRUMENTS

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

SAWSTON YOUTH DRAMA LTD

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2023**

3. DONATIONS AND INCOME

	Restricted Funds 2023 £	Unrestricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
SYD - Oklahoma licence fee refund	-	-	-	384
SYD - Oklahoma ticket source	-	-	-	2,148
SYD Juniors - Joseph Front of House	-	1,350	1,350	1,315
SYD Juniors - Joseph Ticket Source	-	4,327	4,327	3,241
SYD Juniors - Matilda Ticket Source	-	3,354	3,354	-
SYD Juniors - Matilda Ticket Front of House	-	531	531	-
Donations	-	189	189	2,398
Donation from Shelford Feast	-	500	500	-
Donation from Sawston Drama Festival	-	1,854	1,854	-
Donation from Community Chest Target Funding	-	-	-	2,000
Members subscriptions	-	10,987	10,987	2,325
Gift Aid	-	2,114	2,114	1,028
Sponsorship	-	-	-	325
Patronage	-	510	510	80
	<u>-</u>	<u>25,716</u>	<u>25,716</u>	<u>15,243</u>

4. INCOME FROM INVESTMENTS

	Restricted Funds 2023 £	Unrestricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Building society interest	-	283	283	-
	<u>-</u>	<u>283</u>	<u>283</u>	<u>-</u>

5. INCOME FROM FUNDRAISING ACTIVITIES

	Restricted Funds 2023 £	Unrestricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Fundraising income	-	-	-	-
Shelford feast collection	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

SAWSTON YOUTH DRAMA LTD

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2023**

6. EXPENDITURE ON RAISING FUNDS

	Restricted Funds 2023 £	Unrestricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Direct costs	-	15,427	15,427	8,128
Leader payments	-	6,700	6,700	6,300
	-	22,127	22,127	14,428

DIRECT COSTS

	Restricted Funds 2023 £	Unrestricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
SYD - Oklahoma expenses	-	-	-	2,050
SYD Juniors - Joseph show costs	-	-	-	2,904
SYD Seniors - Singing in the rain costs	-	4,905	4,905	-
SYD Juniors - Matilda costs	-	2,477	2,477	-
SYD Seniors - Les Miserables costs	-	500	500	-
Equipment	-	4,138	4,138	-
Insurance	-	382	382	382
NODA subscription	-	135	135	-
Digital material	-	-	-	34
CCC - Safe guarding course	-	585	585	60
Licence	-	155	155	-
Storage	-	600	600	326
Membership fees	-	-	-	72
Donations	-	1,000	1,000	2,000
Advertising	-	150	150	-
Entertaining	-	400	400	300
	-	15,427	15,427	8,128

The basis for allocation of costs as shown above is explained in the accounting policies and the notes to the accounts.

SAWSTON YOUTH DRAMA LTD

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2023**

LEADER PAYMENTS

Leader costs were as follows:

	2023	2022
	£	£
Leader payments	6,700	6,300
	<u>6,700</u>	<u>6,300</u>

Included in leader payments are payments to Trustee Director's totalling £Nil (2022: £Nil) for their services.

7. EXPENDITURE ON PROFESSIONAL FEES

	Restricted Funds 2023 £	Unrestricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Independent Examiner's Fees	-	600	600	600
	<u>-</u>	<u>600</u>	<u>600</u>	<u>600</u>

8. DEBTORS

	2023 £	2022 £
Trade debtors	1,680	-
Gift Aid reclaim	<u>2,114</u>	<u>-</u>
	<u>3,794</u>	<u>-</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade creditors	1,170	-
Accruals	<u>600</u>	<u>600</u>
	<u>1,770</u>	<u>600</u>

SAWSTON YOUTH DRAMA LTD

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2023**

10. STATEMENT OF FUNDS

	Balance 1 Sept 2022 £	Income £	Expenditure £	Net Movement £	Balance 31 August 2023 £
RESTRICTED FUNDS					
Donation from Community Chest Target Fundi	750	-	-	-	750
Donation M Bienz	<u>1,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,000</u>
Total Funds	<u>1,750</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,750</u>

The donation from M Bienz will be used for infrastructure.

ANALYSIS OF UNRESTRICTED FUND MOVEMENTS

	Funds at 2022 £	Movements in Funds £	Funds transferred £	Funds at 2023 £
General Fund	<u>35,831</u>	<u>3,272</u>	<u>-</u>	<u>39,103</u>
	<u>35,831</u>	<u>3,272</u>	<u>-</u>	<u>39,103</u>

The general fund includes designated reserves of £26,000 as specified in the Operating Reserves Policy.

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Fixed Assets £	Current Assets £	Creditors £	Net Current Assets £
General Fund	-	40,873	(600)	40,273
Restricted Fund	<u>-</u>	<u>1,750</u>	<u>-</u>	<u>1,750</u>
	<u>-</u>	<u>42,623</u>	<u>(600)</u>	<u>42,023</u>

12. COMPANY STATUS AND WINDING UP OR DISSOLUTION OF THE CHARITY

Sawston Youth Drama Ltd is a company limited by guarantee not exceeding £1 per member. The company has no share capital. If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

13. RELATED PARTY DISCLOSURES

There were no related party disclosures for the year ended 31 August 2023.