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# **CARNEGIE THEATRE TRUST (WORKINGTON)**

A Charitable Incorporated Organisation (CIO)

## **FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH 2021**

Charity number: 1160963

The logo consists of a dark blue rounded square. Inside the square, the words "Lamont" and "Pridmore" are stacked vertically in a white, sans-serif font.

Lamont  
Pridmore

**CARNEGIE THEATRE TRUST (WORKINGTON)**

**FINANCIAL STATEMENTS**

**for the year ended 31st March 2021**

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# **CARNEGIE THEATRE TRUST (WORKINGTON)**

## **LEGAL AND ADMINISTRATIVE INFORMATION**

**for the year ended 31st March 2021**

|                           |                                                                                                                                                                                                                                                 |
|---------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| REGISTERED CHARITY NUMBER | 1160963                                                                                                                                                                                                                                         |
| TRUSTEES                  | <p>Chairman Lee Martin-White</p> <p>Vice Chairman Ian Michael Johnston</p> <p>Secretary Helen Elizabeth Hodgson</p> <p>Mark Hazzard</p> <p>Marlene Johnston (Resigned September 2020)</p> <p>Barbara Ann Cannon</p> <p>Mandy Lawson-Jackson</p> |
| BUSINESS ADDRESS          | <p>Carnegie Theatre Trust</p> <p>Carnegie Theatre &amp; Arts Centre</p> <p>Finkle Street</p> <p>Workington</p> <p>Cumbria CA14 2BD</p>                                                                                                          |
| BANKERS                   | <p>Lloyds Bank</p> <p>21-23 Murray Road</p> <p>Workington</p> <p>Cumbria CA14 2AD</p>                                                                                                                                                           |
| ACCOUNTANTS               | <p>Lamont Pridmore (West Cumbria) Limited</p> <p>Milburn House</p> <p>3 Oxford Street</p> <p>Workington</p> <p>Cumbria CA14 2AL</p>                                                                                                             |
| SOLICITORS                | <p>Brockbanks</p> <p>Norham House</p> <p>71 Main Street</p> <p>Cockermouth</p> <p>Cumbria CA13 9JS</p>                                                                                                                                          |

**CARNEGIE THEATRE TRUST (WORKINGTON)****TRUSTEES' ANNUAL REPORT****for the year ended 31st March 2021****REPORT OF TRUSTEES**

The trustees have set out their report and the financial statements of the charity for the year ended 31<sup>st</sup> March 2021. A year dominated by the continued impact of the COVID-19 pandemic.

As with all theatres in March 2020 we were asked to close our doors by the government in the hope of containing the spread of COVID-19. Despite a brief glimmer of hope that we be able to reopen our doors in December 2020 a further lockdown meant that was not to be. Our theatre has therefore remained closed for the entire financial year.

The pandemic created unprecedented pressure on the charity due to the loss of income and while we were fortunate enough to receive additional support from the Arts Council Cultural Recovery Fund, we had no choice but to reduce our outgoing costs during the year. It was with regret that as part of this cost reduction, we had to make 40% of our staff redundant at the end of December 2020.

We are grateful to be in receipt of funding over the year from:

- The Department of Culture, Media, and Sport (DCMS) who have given us two substantial grants from the Culture Recovery Fund (CRF), administered by Arts Council England (ACE)
- The Governments Job Retention Scheme which enabled us to retain a small team of staff
- Allerdale Borough Council Business Restart Grants
- Sellafield Social Impact Fund
- Architectural Heritage Fund (AHF) Culture Recovery Fund
- Our friends and supporters

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's trust deed, the Charities Act 2011, and the Charities: Statement of Recommended Practice (SORP). The accounts are in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

**Governance**

Carnegie Theatre Trust (Workington) is constituted as a Charitable Incorporated Organisation (CIO). Its objects, powers and procedures are set out in a constitution adopted by the board.

The governing body is the Board of Trustees, which meets no less than 4 times a year. It retains full and effective control over the charity, is responsible for major strategic decisions and has ultimate responsibility for the conduct and financial stability of the organisation. The Board from time to time may be joined at its meetings by non-voting advisors and members of staff employed by the Trust.

The organisation was officially registered on 18th March 2015 as a CIO.

The board of Trustees monitors the work of the venue staff who conduct the day-to-day management of the organisation.

## CARNEGIE THEATRE TRUST (WORKINGTON)

### TRUSTEES' ANNUAL REPORT (Continued)

for the year ended 31st March 2021

The Trustees have fixed periods of tenure as follows:

- |                           |               |
|---------------------------|---------------|
| • Lee Martin White        | to 18/03/2021 |
| • Mandy Lawson-Jackson    | to 07/07/2021 |
| • Barbara Cannon          | to 18/03/2022 |
| • Ian Michael Johnston    | to 18/03/2021 |
| • Helen Elizabeth Hodgson | to 30/09/2022 |
| • Mark Hazzard            | to 31/08/2022 |

The Trustees recognise that further skills are required on the board of trustees, particularly as the organisation emerges from the COVID-19 pandemic.

#### **Appointment of Trustees**

In accordance with the Constitution in effect during this financial period, the number of Trustees from time to time is no less than three with no maximum number.

The following had their tenures extended during the period:

- Ian Michael Johnston – extended to 18/03/2021 on 18<sup>th</sup> May 2020
- Lee Martin White – extended to 18/03/2021 on 10<sup>th</sup> March 2020

The following Trustee resigned during the financial year

- Marlene Johnston

In accordance with the constitution, the chair is appointed by the members of the board from within their number for the purpose of chairing meetings and continues until such time as their appointment is revoked or their term of appointment ends.

#### **Induction of Trustees**

New Trustees undergo orientation to brief them on their legal obligations under charity law, the Charity Commission guidance on public benefit and inform them of the content of the Directors' Report. They are also inducted on the constitution, the committee and decision-making process, the business plan and recent financial performance of the charity.

They will also meet employees and other Trustees and see the work of the Trust at first hand. Trustees are encouraged to utilise the training material provided by the National Council for Voluntary Organisations and where appropriate attend external training events.

#### **Management Structure**

The Board of Trustees administers the charity. The Board normally meet quarterly and in between formal meetings, working group meetings are held to discuss aspects of the operation. As a result of the COVID-19 pandemic the Board have met more frequently to assess the operational and financial impact of the pandemic with many meetings held virtually.

**CARNEGIE THEATRE TRUST (WORKINGTON)****TRUSTEES' ANNUAL REPORT (Continued)****for the year ended 31st March 2021**

While the day-to-day operation of the venue is the responsibility of a small team of staff, throughout this financial year whilst staff have been on furlough, trustees have taken a more operational role to ensure that the building continues to be maintained and managed so that we in a position to reopen when the situation allowed.

The DCMS funding allowed us to bring remaining staff back to work full-time in September 2020 despite the theatre remaining closed.

**Key Personnel remuneration**

The Trustees consider the Board of Trustees as the key management personnel of the charity in charge of directing and controlling the charity. The running of the charity on a day-to-day basis is undertaken by the three key full-time members of staff with advice and guidance from trustees.

During the period from 1<sup>st</sup> April to 30<sup>th</sup> September 2020, all staff were furloughed under the government Job Retention Scheme and during this period the operations of the business was carried out solely by the Trustees.

All Trustees give their time freely and no trustee remuneration in paid. Expenses are paid to Trustees when incurred while undertaking official business in the form of vehicle mileage payments (currently 26p per mile) and other receipted expense incurred in the performance of their duties.

**Related Parties**

The Trust has a key relationship with Allerdale Borough Council who own the freehold of the building and are the principal funder of the Carnegie Theatre and Arts Centre.

**OBJECTIVES AND ACTIVITIES****Vision**

The Carnegie will be a sustainable business with charitable aims. We will provide a diverse and accessible range of high-quality arts and leisure activities in a welcoming and inspiring environment; service provision and program will promote social inclusion, interaction and engagement for all ages, shared experiences, and opportunities to learn.

**Aims**

The aims of the Carnegie Theatre Trust are;

- To promote and provide a diverse and accessible range of high-quality arts and leisure activities for the residents of Workington and the surrounding areas
- To develop income streams, maximize efficiency, maintain, and invest in the physical infrastructure, operate responsibly and run at a profit to re-invest in the business
- To develop and work with staff and volunteers to ensure a high-quality customer experience and service provision for visitors, hirers, and lease holders alike.
- To work in partnership with other local groups and businesses creating a natural hub and support network to maximize opportunities and embed activities into the core Carnegie offering.

**CARNEGIE THEATRE TRUST (WORKINGTON)****TRUSTEES' ANNUAL REPORT (Continued)****for the year ended 31st March 2021****PERFORMANCE****6<sup>th</sup> Year Operation**

The Trustees have continued to manage and maintain the Carnegie Theatre and Arts Centre, maintain the fabric of the building and replacing old equipment and fittings as necessary throughout this exceptional year.

The Trustees have been assisted by Lamont Pridmore as accountants and Brockbanks as Solicitors and these two companies have provided valuable support in key financial and legal decisions.

The conversion of our short-term lease with Allerdale Borough Council on the old Citizen's Advice building into a long-term lease to run concurrently with the lease on the Carnegie Theatre and Arts centre was concluded on 29<sup>th</sup> October 2020. Whilst the Trust have secured the long-term lease for the building the condition of the building is seen as a major concern which will need to be addressed in the coming year.

**Building**

We have continued an approach towards building maintenance of fixing issues as soon as they arise rather than leaving them to further deteriorate. We have used monies from the DCMS Cultural Recovery Fund grants to address some areas of concern in the infrastructure

We continued to enjoy relatively favourable insurance rates during the year.

**Long Term Usage Plan**

During the latter part of the year, we were delighted to receive funding from the Sellafeld Social Investment Fund. This funding will enable us to assess and develop a long-term usage plan for the venue considering:

1. Our audiences (current and potential) – development of an audience development strategy
2. Our building – assessment of current needs and potential spatial changes required to cope with new uses
3. Our governance – assessment of our approach to governance and ensuring that we're able to progress this vital programme of work

**Infrastructure**

During the year the trust made £18,000 of investments in Infrastructure, funded under the DCMS Cultural Recovery Fund

- Installation of Houselights (Purchased under a grant in the previous from Robin Rigg Community Fund)
- New Water Boiler supplying hot water to the kitchen and dressing rooms
- Electric Storage Heaters in Business centre
- New Carpets in Business Centre
- Replacement of Theatre Loading Doors
- Extension to CCTV System

In addition, a fundraising strategy has been developed at a cost of £11,000 using the same funding source.

## CARNEGIE THEATRE TRUST (WORKINGTON)

### TRUSTEES' ANNUAL REPORT (Continued)

for the year ended 31st March 2021

#### Personnel

The staff structure at the beginning of the year 2020/21 remained unchanged from previous years however during the year the COVID-19 pandemic added significant additional financial pressures to the business.

To reduce the risks to the business due to the pandemic and to prepare for future years with the continuing reduction of the operational grant, the Trustees made the decision to reduce operating costs to a minimum by eliminating unnecessary supplier costs and removing three permanent positions across the organisation reducing headcount from 5.2 to 3.4 FTE.

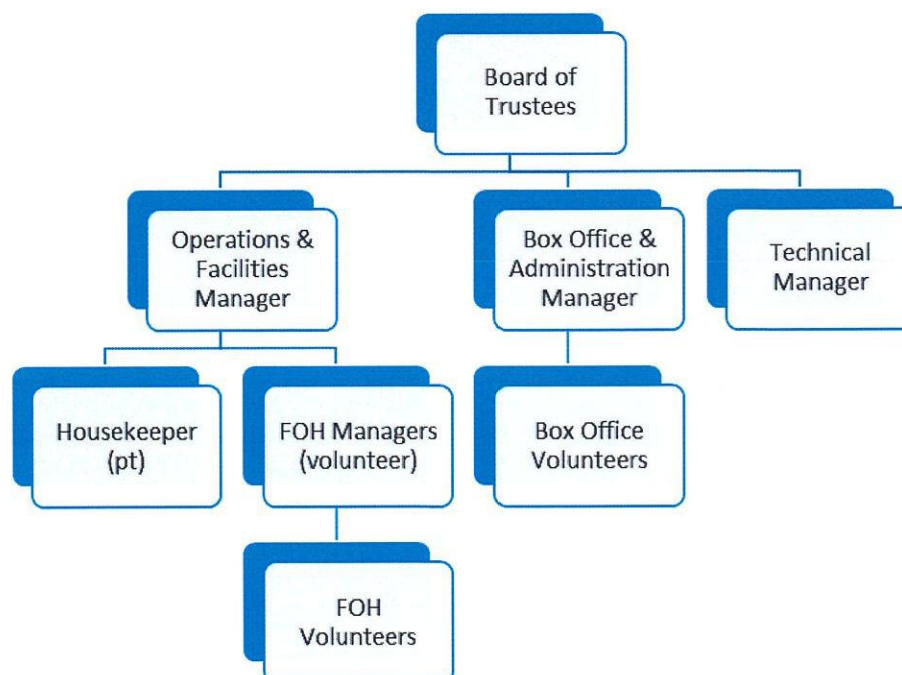
After a period of staff consultation, it was confirmed that the following staff positions should be made redundant

- Venue Manager
- Finance Officer
- Cleaner (1)

Work would be reallocated across remaining staff with additional resources from the trustees:

The Trust took advantage of the Government's Job Retention Scheme and furloughed all permanent and casual staff from 1<sup>st</sup> April 2020 until the end of September 2020. Casual staff remained on furlough until the scheme was withdrawn in the 2021 whilst permanent staff returned to work funded by the DCMS Cultural Recovery Scheme.

The reduced organisation structure is below:



**CARNEGIE THEATRE TRUST (WORKINGTON)****TRUSTEES' ANNUAL REPORT (Continued)****for the year ended 31st March 2021****Carnegie Music Centre**

This is our 4<sup>th</sup> year of running the Carnegie Music Centre

The Music centre caters for ages from 11-18 and had a regular attendance of around 30 children. The centre has three teachers covering singing, woodwind, brass, keyboards, percussion and steel drums. A summer school was organised in August and classes restarted in September however had to cease and the second wave of the pandemic took hold.

For adults we have continued to run, when possible due to the pandemic, well attended adult classes for Steel drums and an adult choir.

Where possible classes have been run virtually by the music centre teachers during the pandemic

**Volunteers**

We have many volunteers who perform a host of duties. From trustee duties, stewarding, assisting with brochure distribution, working on the box office and kiosk to volunteer co-ordination, duty management, and technical support, the contribution of volunteers to the organisation cannot be understated and we could not operate without their support.

**Business Centre**

During the year we have focused on improving the business centre environment with new carpets, repainting and heating which will enable us to market and hopefully let out the space once we're able to reopen

**Room and Theatre Hire**

The level of income received from these activities has been significantly reduced with only very limited income from room hire and no income from the theatre

**External Funding**

The Carnegie Trust is dependent on external funding, and we were supported by an operational grant from Allerdale Borough Council of £75,000 during 2020/21. This is scheduled to decrease by £15,000 in each financial year over the next 4 years.

**FINANCIAL REVIEW****Current Financial Situation**

At the 31<sup>st</sup> March 2021, the trust has found itself in a much stronger position for the future than it had expected following the Covid shutdown, principally as a result of the £139,000 of grant funding it received from the DCMS Cultural Recovery Fund and payments from the Job Retention Fund which it received from March 2020 onwards.

- The Trust has increased its cash reserves up to the 8 weeks of turnover allowed by the ACE rules
- Several smaller investments were made in the building

**CARNEGIE THEATRE TRUST (WORKINGTON)****TRUSTEES' ANNUAL REPORT (Continued)****for the year ended 31st March 2021**

2020/21 has been a very unusual year. Income from Charitable activities has dropped from £418,327 to just £13,496 (3.2% of the previous years), this being made up of £7448 from the music centre, £5308 from room hire and £1779 from artwork sales. In addition, we received £8254 in voluntary donations. Expenditure however only dropped from £537,182 to £303,749 (56% of the previous year).

Without significant external support, we could not have survived as a business, we received help from DCMS Cultural Recovery Fund, HMRC Job Retention Scheme and Allerdale Borough Council in addition to our operating grant of £75,000.

**Carnegie Workington Limited**

Carnegie Workington Limited (CWL) is a wholly owned trading subsidiary of the Trust. During the year to 31<sup>st</sup> March 2021, CWL made a profit of £8,795. This profit is primarily due to business aid from Allerdale Borough Council and use of the Job Retention Scheme.

The café was able to reopen in late July and trade during August, September, October and December but was forced to close in November and from January 2021 onwards. It took full advantage of the government's Eat Out to Help Out scheme.

According to the rules agreed by the Trustees to avoid any tax liability, the profits are allocated as follows

- applied to deficit from previous financial years
- used to pay off outstanding loans from the Trust
- Any surplus donated to the Trust.

Consequently £7,472 was used to offset the accumulated loss from 2019/20 and £1,323 is to be repaid to the trust as a charitable donation.

**Bank Accounts**

The financial resources of the Trust are held in a deposit account with the Cumberland Building Society and a current account with the Lloyds Bank Plc

It is the Trusts Policy to hold an amount equivalent to the following funds in a separate account, so they are not used in the general cash flow of the trust.

- Advance Ticket Sales + Associated Booking Fees and Restoration Levy
- Restricted Funds

At the end of March 2021 this amounted to £51,000 but has been reviewed and increased in two stages to £117,000 due to restricted funds being received from Sellafeld Ltd and Architectural Heritage Fund as well as significantly increased advance ticket sales,

**Organisational Risk Management**

Throughout this exceptional financial year, the Trustees remained responsible for the major strategic decisions.

The Board of Trustee has assessed the major risks to which the charity is exposed, and this is reviewed at regular meetings.

## CARNEGIE THEATRE TRUST (WORKINGTON)

### TRUSTEES' ANNUAL REPORT (Continued)

for the year ended 31st March 2021

#### **Employment Claim**

A former employee has commenced action against the Charity in respect of employment issues. A trial date has not yet been set therefore it is not practical to state timing of any payment. The Charity is not sure of the outcome of this case and therefore no provision for liability has been made in the financial statements.

#### **Outlook for Future Trading**

The trust has secured a round 2 grant under the Cultural Recovery Fund which will cover operating costs for the first quarter of the next financial year however after this without a significant increase in trading income, the trust reserves will start to reduce. We estimate that current financial reserves will last approximately 9 months taking into account a drop in Allerdale's operational grant in April of £15,000 per annum.

#### **Reserves Policy**

The Trust has adopted the following reserves policy

##### **Operating Expenses**

- To hold three months Operating expenses totaling £50,000, this amount is held for two reasons:
  - short term operating expenses in the event we are not able to use the building.
  - Unexpected repair, building repair costs or replacement of infrastructure or essential equipment which are beyond their useful life.

##### **Refurbishment Fund**

- To hold the sum of £50,000 to provide for necessary match funding for the building development project current at the project development stage. The Trustees however agreed to use this fund aid the redevelopment of the Kitchen which exceeded our original budget

The total reserve held on 31st March 2021 was in excess of £60,000 principally due to funding from the Arts Council England / DCMS Cultural Recovery Fund which allowed us to increase reserves to 8 weeks turnover equivalent to £59,243 based on 2018/19 accounts.

## **THE FUTURE**

#### **Business Roadmap**

The Trust are working with a team of consultants who specialise in managing cultural destinations on a long-term strategy for the business which will cover

- Audience Research
- Fundraising
- Building Condition Survey
- Measured Plans
- Business Planning
- Governance
- Options Development

Grant Aid for this project has been secured from Sellafield Ltd and Architectural Heritage Fund.

# CARNEGIE THEATRE TRUST (WORKINGTON)

## TRUSTEES' ANNUAL REPORT (Continued)

for the year ended 31st March 2021

### RESPONSIBILITIES OF THE TRUSTEES

The Trustees are responsible for preparing the trustees Annual report and the financial statements in accordance with applicable law of the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which gives a true and fair view of the charity and of the incoming resources and application of resources of the charity for that year. 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 applicable Charities SORP.
- make judgements and estimates that are reasonable and prudent.
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements.
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

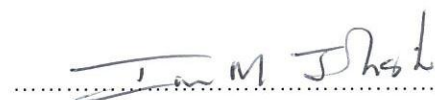
### ACCOUNTANTS

Lamont Pridmore have agreed to offer themselves for reappointment as independent examiners and a resolution to reappoint them was approved.

Approved by the Board of Trustees on 22<sup>nd</sup> December 2021 and signed on their behalf by:



..... Lee Martin-White (Chairman)



..... Ian M Johnston (Vice Chairman and Finance Director)

**CARNEGIE THEATRE TRUST (WORKINGTON)****INDEPENDENT EXAMINER'S REPORT TO THE  
TRUSTEES OF CARNEGIE THEATRE TRUST (WORKINGTON)**

I report to the trustees on my examination of the accounts of the Charity for the year ended 31 March 2021 which are set out on pages 4 to 7.

**Responsibilities and basis of report**

As the Charity trustees 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 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**

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulation 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.

Dated: 22<sup>nd</sup> December 2021

*Susannah Nixon  
Lamont Pridmore*

Susannah Nixon  
Lamont Pridmore (West Cumbria) Limited  
Milburn House  
3 Oxford Street  
Workington  
Cumbria CA14 2AL

## CARNEGIE THEATRE TRUST (WORKINGTON)

## STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 31st March 2021

|                                                  |      | Unrestricted<br>Funds | Restricted<br>Funds | Total<br>Funds   | Total<br>Funds   |
|--------------------------------------------------|------|-----------------------|---------------------|------------------|------------------|
|                                                  | Note | £                     | £                   | 2021<br>£        | 2020<br>£        |
| <b>INCOMING RESOURCES</b>                        |      |                       |                     |                  |                  |
| <b>Incoming resources from generating funds:</b> |      |                       |                     |                  |                  |
| Voluntary income                                 | 2    | 309,706               | 14,500              | 324,206          | 105,915          |
| Activities for generating funds                  | 3    | 1,500                 | -                   | 1,500            | 8,250            |
| Income from charitable activities                | 4    | 13,496                | -                   | 13,496           | 418,327          |
| Investments (bank interest)                      |      | 156                   | -                   | 156              | 535              |
| <b>TOTAL INCOMING RESOURCES</b>                  |      | <b>324,858</b>        | <b>14,500</b>       | <b>339,358</b>   | <b>533,027</b>   |
| <b>RESOURCES EXPENDED</b>                        |      |                       |                     |                  |                  |
| Charitable activities                            | 5/6  | (290,274)             | -                   | (290,274)        | (528,924)        |
| Governance costs                                 | 7    | (13,355)              | -                   | (13,355)         | (8,258)          |
| <b>TOTAL RESOURCES EXPENDED</b>                  |      | <b>(303,629)</b>      | <b>-</b>            | <b>(303,629)</b> | <b>(537,182)</b> |
| <b>NET INCOMING RESOURCES FOR THE PERIOD</b>     |      | <b>21,229</b>         | <b>14,500</b>       | <b>35,729</b>    | <b>(4,155)</b>   |
| Total funds brought forward                      |      | 134,127               | 1,500               | 135,627          | 139,782          |
| Transfers between funds                          |      | (61,435)              | 61,435              | -                | -                |
| <b>TOTAL FUNDS CARRIED FORWARD</b>               |      | <b>93,921</b>         | <b>77,435</b>       | <b>171,356</b>   | <b>135,627</b>   |

## CARNEGIE THEATRE TRUST (WORKINGTON)

## INCOME AND EXPENDITURE ACCOUNT

for the year ended 31st March 2021

|                                                                            | Note      | 2021<br>£            | 2020<br>£             |
|----------------------------------------------------------------------------|-----------|----------------------|-----------------------|
| <b>INCOME</b>                                                              |           |                      |                       |
| Voluntary income                                                           | 2         | 324,206              | 105,915               |
| Activities for generating funds                                            | 3         | 1,500                | 8,250                 |
| Income from charitable activities                                          | 4         | 13,496               | 418,327               |
| Income from investments                                                    |           | <u>156</u>           | <u>535</u>            |
| <b>Total income</b>                                                        |           | <b>339,358</b>       | <b>533,027</b>        |
| <b>EXPENDITURE</b>                                                         |           |                      |                       |
| Total expenditure                                                          | 6,7       | <u>(303,629)</u>     | <u>(537,182)</u>      |
| <b>Net surplus/(deficit) of income<br/>over expenditure for the period</b> | <b>13</b> | <b><u>35,729</u></b> | <b><u>(4,155)</u></b> |

All of the activities undertaken by the charity were continuing activities.

The notes on pages 7 to 13 form an integral part of these accounts.

## CARNEGIE THEATRE TRUST (WORKINGTON)

## BALANCE SHEET

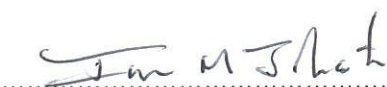
at 31st March 2021

|                                                       | Note | £              | 31 March<br>2021<br>£ | £              | 31 March<br>2020<br>£ |
|-------------------------------------------------------|------|----------------|-----------------------|----------------|-----------------------|
| <b>FIXED ASSETS</b>                                   |      |                |                       |                |                       |
| Tangible assets                                       | 9    |                | 87,242                |                | 104,739               |
| <b>CURRENT ASSETS</b>                                 |      |                |                       |                |                       |
| Stocks                                                | 10   | 3,758          |                       | 4,879          |                       |
| Debtors                                               | 11   | 61,786         |                       | 9,379          |                       |
| Cash at bank and in hand                              |      | 162,220        |                       | 138,073        |                       |
|                                                       |      | <u>227,764</u> |                       | <u>152,331</u> |                       |
| <b>CREDITORS: Amounts falling due within one year</b> | 12   | 143,650        |                       | 121,443        |                       |
|                                                       |      | <u></u>        |                       | <u></u>        |                       |
| <b>NET CURRENT ASSETS</b>                             |      |                | 84,114                |                | 30,888                |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>          |      |                | <u>171,356</u>        |                | <u>135,627</u>        |
| <b>FUNDS</b>                                          |      |                |                       |                |                       |
| Unrestricted funds                                    | 13   |                | 93,921                |                | 134,127               |
| Restricted funds                                      | 13   |                | 77,435                |                | 1,500                 |
|                                                       |      |                | <u>171,356</u>        |                | <u>135,627</u>        |

These accounts were approved by the members of the committee and authorised for issue on 22<sup>nd</sup> December 2021 and are signed on their behalf by:



Lee Martin-White (Chairman)



Ian M Johnston (Vice Chairman and Finance Director)

## CARNEGIE THEATRE TRUST (WORKINGTON)

## STATEMENT OF CASH FLOWS

for the year ended 31<sup>st</sup> March 2021

|                                                               | Note | £ | 31 March<br>2021<br>£ | £ | 31 March<br>2020<br>£ |
|---------------------------------------------------------------|------|---|-----------------------|---|-----------------------|
| <b>Cash used in operating activities</b>                      | 15   |   | 23,991                |   | 59,867                |
| <b>Cash flows from investing activities</b>                   |      |   |                       |   |                       |
| Interest income                                               |      |   | 156                   |   | 535                   |
| Purchase of tangible fixed assets                             |      |   | -                     |   | -                     |
| <b>Cash provided by investing activities</b>                  |      |   | <u>24,147</u>         |   | <u>60,402</u>         |
| <b>Cash flow from financing activities</b>                    |      |   |                       |   |                       |
| Proceeds of borrowing                                         |      |   | -                     |   | -                     |
| <b>Cash received from financing activities</b>                |      |   | <u>-</u>              |   | <u>-</u>              |
| Increase/(decrease) in cash and cash equivalents in the year  |      |   | <u>24,147</u>         |   | <u>60,402</u>         |
| Cash and cash equivalents at the beginning of the year        |      |   | <u>138,073</u>        |   | <u>77,671</u>         |
| <b>Total cash and cash equivalents at the end of the year</b> |      |   | <u>162,220</u>        |   | <u>138,073</u>        |

# CARNEGIE THEATRE TRUST (WORKINGTON)

## NOTES TO FINANCIAL STATEMENTS

for the year ended 31st March 2021

### 1 Accounting policies

#### Basis of accounting

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) and the Charities Act 2011.

The trust constitutes a public benefit entity as defined by FRS 102.

The accounts have been prepared on the going concern basis.

#### Fund accounting

Unrestricted funds are those which can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds are those which can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when the funds are raised for particular restricted purposes.

#### Resources expended

Resources expended are accounted for in the Statement of Financial Activities on an accruals basis, net of recoverable VAT.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the accountancy fees and costs linked to the strategic management of the charity.

#### Grants

Revenue grants are credited to the income and expenditure account as received, unless related to a specific period, when it is placed in a restricted fund until used.

#### Income

Donations are accounted for when received by the charity. Other income is accounted for on an accruals basis as far as it is prudent to do so.

#### Depreciation

Depreciation is provided on the following tangible fixed assets on a reducing balance basis at rates considered appropriate to write down the cost of each asset over its expected useful life as follows:

|                       |                      |
|-----------------------|----------------------|
| Fixtures and Fittings | 15% reducing balance |
| Equipment             | 25% reducing balance |

#### Leases

Rentals paid under operating leases are charged to income as incurred.

## CARNEGIE THEATRE TRUST (WORKINGTON)

## NOTES TO FINANCIAL STATEMENTS

for the year ended 31st March 2021

**Investments**

Realised gains and losses are taken to the Income and Expenditure Account. Investment income has been taken into account on the basis of the due date of payment.

**Funds**

The charity's funds consist of unrestricted and restricted amounts. The charity may use unrestricted amounts at its discretion. Restricted funds represent income contributions which are restricted to a particular purpose, in accordance with the donor's wishes.

**Pensions**

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. The annual contributions payable are charged to the profit and loss account.

**2 Voluntary Income**

|                                   | 2021<br>£      | 2020<br>£      |
|-----------------------------------|----------------|----------------|
| Donations received – Unrestricted | 8,254          | 2,303          |
| Grants received – Unrestricted    | 301,452        | 90,000         |
| Grants received – Restricted      | 14,500         | 13,612         |
|                                   | <u>324,206</u> | <u>105,915</u> |

**3 Incoming Resources from Activities for Generating Funds**

|                           | 2021<br>£    | 2020<br>£    |
|---------------------------|--------------|--------------|
| Café rents - Unrestricted | 1,500        | 8,250        |
|                           | <u>1,500</u> | <u>8,250</u> |

**4 Incoming Resources from Charitable Activities**

|                                                         | 2021<br>£     | 2020<br>£      |
|---------------------------------------------------------|---------------|----------------|
| Ticket Sales – Unrestricted                             | -             | 215,846        |
| Third party ticket sales and commissions – Unrestricted | -             | 8,067          |
| Bar sales – Unrestricted                                | 300           | 82,145         |
| Room hire – Unrestricted                                | 4,273         | 11,600         |
| Music Centre Income – Unrestricted                      | 5,709         | 6,596          |
| Theatre Hire – Unrestricted                             | -             | 34,837         |
| Bar hire – Unrestricted                                 | 1,035         | 2,262          |
| Ice cream and confectionary sales – Unrestricted        | -             | 6,603          |
| Catering – Unrestricted                                 | 32            | 4,054          |
| Booking fees – Unrestricted                             | (358)         | 9,764          |
| Recovery of costs – Unrestricted                        | 263           | 10,011         |
| Carnegie friends membership – Unrestricted              | -             | -              |
| Music classes – Unrestricted                            | 1,739         | 10,732         |
| Sale of artwork – Unrestricted                          | 1,779         | -              |
| Restoration levy - Unrestricted                         | (1,276)       | 15,810         |
|                                                         | <u>13,496</u> | <u>418,327</u> |

## CARNEGIE THEATRE TRUST (WORKINGTON)

## NOTES TO FINANCIAL STATEMENTS

for the year ended 31st March 2021

**5 Costs of charitable activities by fund type**

|                                      | 2021<br>£      | 2020<br>£      |
|--------------------------------------|----------------|----------------|
| Charitable activities – unrestricted | 290,274        | 516,812        |
| Charitable activities – restricted   | -              | 12,112         |
|                                      | <u>290,274</u> | <u>528,924</u> |

**6 Costs of charitable activities by activity type**

|                                         | 2021<br>£      | 2020<br>£      |
|-----------------------------------------|----------------|----------------|
| Direct Costs                            | 10,500         | 193,961        |
| Premises Costs                          | 71,457         | 82,621         |
| Staff costs                             | 154,561        | 159,208        |
| Advertising and publicity               | 473            | 15,111         |
| Other costs including irrecoverable VAT | 53,283         | 78,023         |
|                                         | <u>290,274</u> | <u>528,924</u> |

**7 Governance costs**

|                        | 2021<br>£     | 2020<br>£    |
|------------------------|---------------|--------------|
| Accountancy fees       | 2,500         | 2,500        |
| Legal and professional | 10,855        | 5,758        |
|                        | <u>13,355</u> | <u>8,258</u> |

**8 Staff costs and Emoluments**

|                       | 2021<br>£      | 2020<br>£      |
|-----------------------|----------------|----------------|
| Wages and salaries    | 143,504        | 146,003        |
| Social security costs | 5,118          | 6,537          |
| Other pension costs   | 5,939          | 6,668          |
|                       | <u>154,561</u> | <u>159,208</u> |

The average number of employees on a full time equivalent basis was 5, positioned as follows:

|                | 2021<br>No. | 2020<br>No. |
|----------------|-------------|-------------|
| Management     | 1           | 1           |
| Administration | 3           | 6           |
|                | <u>4</u>    | <u>7</u>    |

None of the trustees received any emoluments during the period (other than mileage claims).  
None of the employees received £60,000 or more in the period.

## CARNEGIE THEATRE TRUST (WORKINGTON)

## NOTES TO FINANCIAL STATEMENTS

for the year ended 31st March 2021

**9 Tangible fixed assets**

|                                | Fixtures &<br>Fittings<br>£ | Office<br>Equipment<br>£ | Total<br>£     |
|--------------------------------|-----------------------------|--------------------------|----------------|
| <b>Cost</b>                    |                             |                          |                |
| At 1 <sup>st</sup> April 2020  | 121,881                     | 48,979                   | 170,860        |
| Additions in the year          | -                           | -                        | -              |
| At 31 <sup>st</sup> March 2021 | <u>121,881</u>              | <u>48,979</u>            | <u>170,860</u> |
| <b>Depreciation</b>            |                             |                          |                |
| At 1 <sup>st</sup> April 2020  | 34,977                      | 31,144                   | 66,121         |
| Charge for the year            | 4,461                       | 13,036                   | 17,497         |
| At 31 <sup>st</sup> March 2021 | <u>39,438</u>               | <u>44,180</u>            | <u>83,618</u>  |
| <b>Net book value</b>          |                             |                          |                |
| At 31 <sup>st</sup> March 2021 | <u>82,443</u>               | <u>4,799</u>             | <u>87,242</u>  |
| At 31 <sup>st</sup> March 2020 | <u>86,904</u>               | <u>17,835</u>            | <u>104,739</u> |

|                                                                                                        | 2021<br>£ | 2020<br>£ |
|--------------------------------------------------------------------------------------------------------|-----------|-----------|
| Capital expenditure contracted for at 31 <sup>st</sup> March 2021 but not provided for in the accounts | <u>-</u>  | <u>-</u>  |

**10 Stock**

|                  | 2021<br>£    | 2020<br>£    |
|------------------|--------------|--------------|
| Goods for resale | <u>3,758</u> | <u>4,879</u> |

**11 Debtors**

|                                            | 2021<br>£     | 2020<br>£    |
|--------------------------------------------|---------------|--------------|
| <b>Amounts falling due within one year</b> |               |              |
| Trade Debtors                              | 61,637        | 6,229        |
| Other Debtors                              | 149           | 3,150        |
|                                            | <u>61,786</u> | <u>9,379</u> |

## CARNEGIE THEATRE TRUST (WORKINGTON)

## NOTES TO FINANCIAL STATEMENTS

for the year ended 31st March 2021

## 12 Creditors: amounts falling due within one year

|                              | 2021<br>£      | 2020<br>£      |
|------------------------------|----------------|----------------|
| Trade Creditors              | 11,886         | 26,474         |
| PAYE and social security     | 2,229          | 3,465          |
| VAT                          | -              | 263            |
| Accruals and deferred income | 129,535        | 91,241         |
|                              | <u>143,650</u> | <u>121,443</u> |

## 13 Statement of funds

The movement in the year is as follows:

|                           | At 01.04.20<br>£ | Income<br>£    | Expenditure<br>£ | Transfers<br>£ | At 31.03.21<br>£ |
|---------------------------|------------------|----------------|------------------|----------------|------------------|
| <b>Unrestricted Funds</b> |                  |                |                  |                |                  |
| General Funds             | 134,127          | 324,858        | (303,629)        | (61,435)       | 93,921           |
| <b>Restricted Funds</b>   |                  |                |                  |                |                  |
| Grants                    | 1,500            | 14,500         | -                | 61,435         | 77,435           |
| <b>Total Funds</b>        | <u>135,627</u>   | <u>339,358</u> | <u>(303,629)</u> | <u>-</u>       | <u>171,356</u>   |

## 14 Analysis of net assets by fund

|                           | Unrestricted<br>Funds<br>£ | Designated<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>£     |
|---------------------------|----------------------------|--------------------------|--------------------------|----------------|
| <b>Unrestricted Funds</b> |                            |                          |                          |                |
| Fixed Assets              | 87,242                     | -                        | -                        | 87,242         |
| Other Assets              | 6,679                      | -                        | 77,435                   | 84,114         |
| <b>Total Funds</b>        | <u>93,921</u>              | <u>-</u>                 | <u>77,435</u>            | <u>171,356</u> |

## CARNEGIE THEATRE TRUST (WORKINGTON)

## NOTES TO FINANCIAL STATEMENTS

for the year ended 31st March 2021

**15 Reconciliation of net movement in funds to net cash flow from operating activities**

|                                           | 2021<br>£ | 2020<br>£ |
|-------------------------------------------|-----------|-----------|
| Net movement in funds                     | 35,729    | (4,155)   |
| Add back depreciation charge              | 17,498    | 21,288    |
| Interest receivable                       | (156)     | (535)     |
| (Increase)/decrease in stocks and debtors | (51,287)  | 13,169    |
| Increase in creditors                     | 22,207    | 30,100    |
|                                           | <hr/>     | <hr/>     |
| Net cash used in operating activities     | 23,991    | 59,867    |
|                                           | <hr/>     | <hr/>     |

**16 Contingencies**

A former employee has commenced action against the Charity in respect of employment issues. A trial date has not yet been set therefore it is not practical to state timing of any payment. The Charity is not sure of the outcome of this case and therefore no provision for liability has been made in these financial statements. It has been estimated that should the claim be successful the liability could be £27,000 however the action is at an early stage and so this is the best estimate at the current time.

## CARNEGIE THEATRE TRUST (WORKINGTON)

## DETAILED PROFIT AND LOSS ACCOUNT

for the year ended 31<sup>st</sup> March 2021

|                                            | Year to<br>31 March 2021 |        | Year to<br>31 March 2020 |         |
|--------------------------------------------|--------------------------|--------|--------------------------|---------|
|                                            | £                        | £      | £                        | £       |
| <b>TURNOVER</b>                            |                          |        |                          |         |
| Ticket sales                               | -                        |        | 215,846                  |         |
| Third party ticket sales and commissions   | -                        |        | 8,067                    |         |
| Bar sales                                  | 300                      |        | 82,145                   |         |
| Room hire                                  | 4,273                    |        | 11,600                   |         |
| Theatre hire                               | -                        |        | 34,837                   |         |
| Bar hire                                   | 1,035                    |        | 2,262                    |         |
| Cafe rents                                 | 1,500                    |        | 8,250                    |         |
| Ice cream and confectionary sales          | -                        |        | 6,603                    |         |
| Catering                                   | 32                       |        | 4,054                    |         |
| Booking fees                               | (358)                    |        | 9,764                    |         |
| Recovery of costs                          | 263                      |        | 10,011                   |         |
| Music Centre Income                        | 5,709                    |        | 6,596                    |         |
| Adult music classes                        | 1,739                    |        | 10,732                   |         |
| Sale of artwork                            | 1,779                    |        | -                        |         |
| Donations                                  | 8,254                    |        | 2,303                    |         |
| Restoration Levy                           | (1,276)                  |        | 15,810                   |         |
|                                            |                          | 23,250 |                          | 428,880 |
| <b>COST OF SALES</b>                       |                          |        |                          |         |
| Cost of Performers                         | -                        |        | 119,214                  |         |
| Other direct theatre costs                 | 2,636                    |        | 17,336                   |         |
| Music Centre Costs                         | 4,771                    |        | 12,999                   |         |
| Artwork purchases                          | 1,775                    |        | -                        |         |
| Bar purchases                              | 1,318                    |        | 34,422                   |         |
| Ice cream and Confectionary                | -                        |        | 3,829                    |         |
| Catering costs                             | -                        |        | 6,131                    |         |
|                                            |                          | 10,500 |                          | 193,961 |
| <b>GROSS PROFIT</b>                        |                          | 12,750 |                          | 234,919 |
| <b>OVERHEADS</b>                           |                          |        |                          |         |
| Wages and salaries                         | 143,504                  |        | 146,003                  |         |
| Employers national insurance contributions | 5,118                    |        | 6,537                    |         |
| Staff pension contributions                | 5,939                    |        | 6,668                    |         |
| Water rates                                | 1,047                    |        | 971                      |         |
| Light and heat                             | 15,790                   |        | 23,684                   |         |
| Insurance                                  | 13,426                   |        | 12,704                   |         |
| Repairs and maintenance                    | 35,753                   |        | 38,625                   |         |
| Cleaning and waste disposal                | 5,441                    |        | 6,637                    |         |
| Travelling and subsistence                 | -                        |        | 987                      |         |
| Telephone and internet                     | 4,070                    |        | 2,852                    |         |
| Computer running costs                     | 5,641                    |        | 4,362                    |         |
| Security costs                             | -                        |        | 960                      |         |
| Technical support                          | -                        |        | -                        |         |
| Hire of equipment                          | 638                      |        | 441                      |         |
| Printing, stationery and postage           | 1,717                    |        | 6,977                    |         |
| Carried Forward                            | 238,084                  |        | 293,041                  |         |

## CARNEGIE THEATRE TRUST (WORKINGTON)

## DETAILED PROFIT AND LOSS ACCOUNT

for the year ended 31<sup>st</sup> March 2021

|                                                 | Year to<br>31 March 2021<br>£ |           | Year to<br>31 March 2020<br>£ |           |
|-------------------------------------------------|-------------------------------|-----------|-------------------------------|-----------|
| Brought forward                                 | 238,084                       | (12,750)  | 293,041                       | (234,919) |
| Sundry Expenses                                 | 996                           |           | 757                           |           |
| Licence and subscriptions                       | 10,360                        |           | 12,056                        |           |
| Advertising                                     | 473                           |           | 15,111                        |           |
| Bank charges                                    | 362                           |           | 951                           |           |
| Bad debts                                       | (4,403)                       |           | -                             |           |
| Legal and professional fees                     | 10,855                        |           | 5,758                         |           |
| Accountancy fees                                | 2,500                         |           | 2,500                         |           |
| Depreciation of fixtures and fittings           | 13,036                        |           | 15,338                        |           |
| Depreciation of office equipment                | 4,461                         |           | 5,950                         |           |
| Irrecoverable VAT                               | 16,405                        |           | 26,392                        |           |
|                                                 |                               | 293,129   |                               | 343,221   |
|                                                 |                               | (280,379) |                               | (108,302) |
| <b>OTHER INCOME</b>                             |                               |           |                               |           |
| External grant income                           |                               | 202,035   |                               | 103,612   |
| Covid support grants                            |                               | 113,917   |                               | -         |
| Bank interest receivable                        |                               | 156       |                               | 535       |
| <b>PROFIT/(LOSS) ON ORDINARY<br/>ACTIVITIES</b> |                               | 35,729    |                               | (4,155)   |