



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	01	2023		31	12	2023

## Section A Reference and administration details

Charity name

Bideford Film Society

Other names charity is known by

Bideford Cinema

Registered charity number (if any)

1161007

Charity's principal address

6, Queen Street

Bideford

Devon

Postcode

EX39 2JG

### 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	Martin Fey	Chair		
2	Carolyn James		Resigned as Trustee on 25 <sup>th</sup> July 2023	
3	Susan Jeffery	Secretary		
4	Wendy Lo-Vel			
5	William Isaac			
6	Ann Mayne			
7	Julie Scott (née Piper)		Stepped down at AGM on 19 <sup>th</sup> April 2023	
8	Patrick Kivlin	Treasurer from 16 <sup>th</sup> May 2023	Co-opted as Trustee on 16 <sup>th</sup> May 2023	
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**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

<b>Name</b>	<b>Dates acted if not for whole year</b>
None	

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

<b>Type of adviser</b>	<b>Name</b>	<b>Address</b>
None		

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

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## **Section B                      Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution – CIO Association
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Election by members

**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.

We have Public Liability insurance in place and we also have an insurance policy covering the equipment used by the Society.

All venues are fully Risk Assessed before use by the Society.

## Section C

## Objectives and activities

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

The objects of the Bideford Film Society are to advance the education of the public in the knowledge, understanding and appreciation of the arts, particularly the art of film and allied visual techniques, and to promote art for the benefit of the public by the establishment and maintenance of a Film Society.

In furtherance of the foregoing objects, the Society shall have the power to promote the study and appreciation of film by means of lectures, discussions and exhibitions.

**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)**

Our main activity is the running of a community cinema in a town where no commercial cinema operates. We strive to work with other local groups and charities to provide access to the art of the film-maker as well as providing opportunities for the general public to view a range of films on a large screen.

As the majority of our income is derived from box office revenue, we aim to maintain a balance between charging enough to ensure the long-term viability of the Society and making access to the films affordable for as many people as possible. In furtherance of this aim we offer a Family Ticket which encourages households with children to attend the Cinema.

The trustees have taken into account the Charity Commission's public benefit guidance when considering the ticket prices and other relevant decisions.

**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.

The Society's staffing, administration and management is carried out almost exclusively by approximately 30 volunteers. There is a modest amount of finance and back room work undertaken by a finance assistant in a self-employed capacity.

**Summary of the main achievements of the charity during the year**

During 2023 we showed 37 different films at 101 public performances. These screenings drew a total audience of 2,789 individuals and our total box office take for the year was £16,368.

## Section E Financial review

### Brief statement of the charity's policy on reserves

Any excess funds that we hold will be used for the replacement of equipment upon which we rely for screenings of films, and to cover operating commitments.

### Details of any funds materially in deficit

### 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.

Our income is derived mainly from Box Office revenue but we have also been generously supported by Bideford Town Council and previously by the Bideford Bridge Trust.

## Section F Other optional information

As a result of certain inconsistencies in the accounts that were presented at the charity's AGM in April 2019, an internal investigation commenced which identified losses of approximately £17,500 and the matter was referred to the police where it remains unconcluded. These matters were reported to the Charity Commission (incident number 1178).

## Section G Declaration

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

### Signed on behalf of the charity's trustees

	<i>S. E. Jeffery</i>	
Full name(s)	Susan Elizabeth Jeffery	
Position (eg Secretary, Chair, etc)	Secretary	
Date	10 <sup>th</sup> April 2024	

# RECEIPTS AND PAYMENTS a/c BIDEFORD FILM SOCIETY

From 1st January 2023 to 31st December 2023

## Receipts

2023

Box Office	£16,420.25
Memberships	£836.00
Hire charges for outside groups	£372.00
Grants And Donations	£4,080.12
Other	£2,500.00

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Sub-total	£24,208.37
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Net Increase/decrease

## Reconciliation

Balance as at 1/1/23

Cash in hand	£320.00
Cash in bank	£6,968.32
Cash in Building Society	£0.00
Bond with Film Company	£0.00
Less uncleared cheques	£2,285.85
Uncleared deposits	£1,059.69

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Total	£6,062.16
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Net Increase/decrease

## Payments

2023

Film hire and transport	£7,543.92
Theatre Hire	£3,800.00
Advertising & Promotion	£2,409.83
Projection Equipment etc.	£9,402.00
Stationery and postage	£0.00
Insurance	£953.58
Miscellaneous*	£3,489.49

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Sub-total	£27,598.82
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**-£3,390.45**

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Balance as at 31/12/23

Cash in hand	£320.00
Cash in bank	£6,443.32
Cash in Building Society	£0.00
Bond with Film Company	£0.00
Less costs incurred but not yet paid for*	£5,653.51
Uncleared deposits	£1,561.90

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Total	£2,671.71
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**-£3,390.45**

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