

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	06	04	2022		05	04	2023

Section A

Reference and administration details

Charity name

Playback Theatre South West

Other names charity is known by

Registered charity number (if any)

1161665

Charity's principal address

13 Blue Ball Flats

The Grove

Totnes

Postcode

TQ9 5ED

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	Francis Porter			
2	Jill Lewis			
3	Jet Kamphuis			
4	Katie Chaplin			
5	Arnet Donkin			
6	Steve Hennessy			
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

--

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)

Charitable Incorporated Organisation

Trustee selection methods
(eg. appointed by, elected by)

Appointed by 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.

Playback Theatre South West (PTSW) is governed by a board of six trustees. Two freelance artistic directors are engaged to run the day-to-day business of the charity. PTSW deliver projects through a performing company; Tarte Noire - a women only company of thirteen members.

Trustees have reviewed the following policies and procedures:

Financial management
Safeguarding
Equality and Diversity
Training and Development
Risk Assessment
Complaints Procedure
Managing Volunteers

PTSW is associated with the School of Playback Theatre UK (SPTUK), which is affiliated with the Centre for Playback Theatre in New York. PTSW is a member of the International Playback Theatre Network (IPTN). PTSW is a local and independent organisation with wider links to Europe and beyond. It works in collaboration with statutory and third sector organisations, universities and other charities with ongoing collaborations with Students and Refugees Together (START); Torbay Youth Trust and Plymouth University.

Section C Objectives and activities

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

1. Promote **equality and diversity** by undertaking activities to foster understanding between people from diverse backgrounds.
2. Promote **social inclusion** by supporting those at risk of becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them in integrating into society.

Playback Theatre advanced **social inclusion** and **promoted equality and diversity** through project work and public performances.

Playback Theatre is a participatory improvisational theatre form that is designed to **strengthen communities, build resilience** and **enable positive change**. Playback Theatre South West engages marginalised and minority groups. We provide the opportunity and environment for people to share their enlightening stories, ideas, emotions and experiences through the medium of Playback Theatre. Tarte Noire Playback Theatre company delivers all performances.

In 2022-23

Playback Theatre South West has seen a powerful resurgence back into our projects and public performances since the Covid pandemic curtailed our activities. Our performance company, Tarte Noire, responded to social and wellbeing needs in communities in Teignbridge, Plymouth, Torbay and South Hams.

We supported **Ukrainian families** and a grassroots **community support group** set up during the pandemic in Teignbridge. These Playback Theatre events were part of Teignbridge Community Voluntary Services wellbeing in the community initiative. These initiatives are especially needed post pandemic due to the isolation many people experienced and an increase in mental health issues.

We supported **refugee women** in Plymouth in partnership with START and a new grassroots initiative called She for Her.

We supported **young carers** in Torbay with a residential respite weekend with activities centred around hearing the stories of young carers with Playback Theatre.

We supported Clinical Psychology **undergraduates** at Plymouth University to reflect on their training at the end of their course and a community **environmental project** in Plymouth.

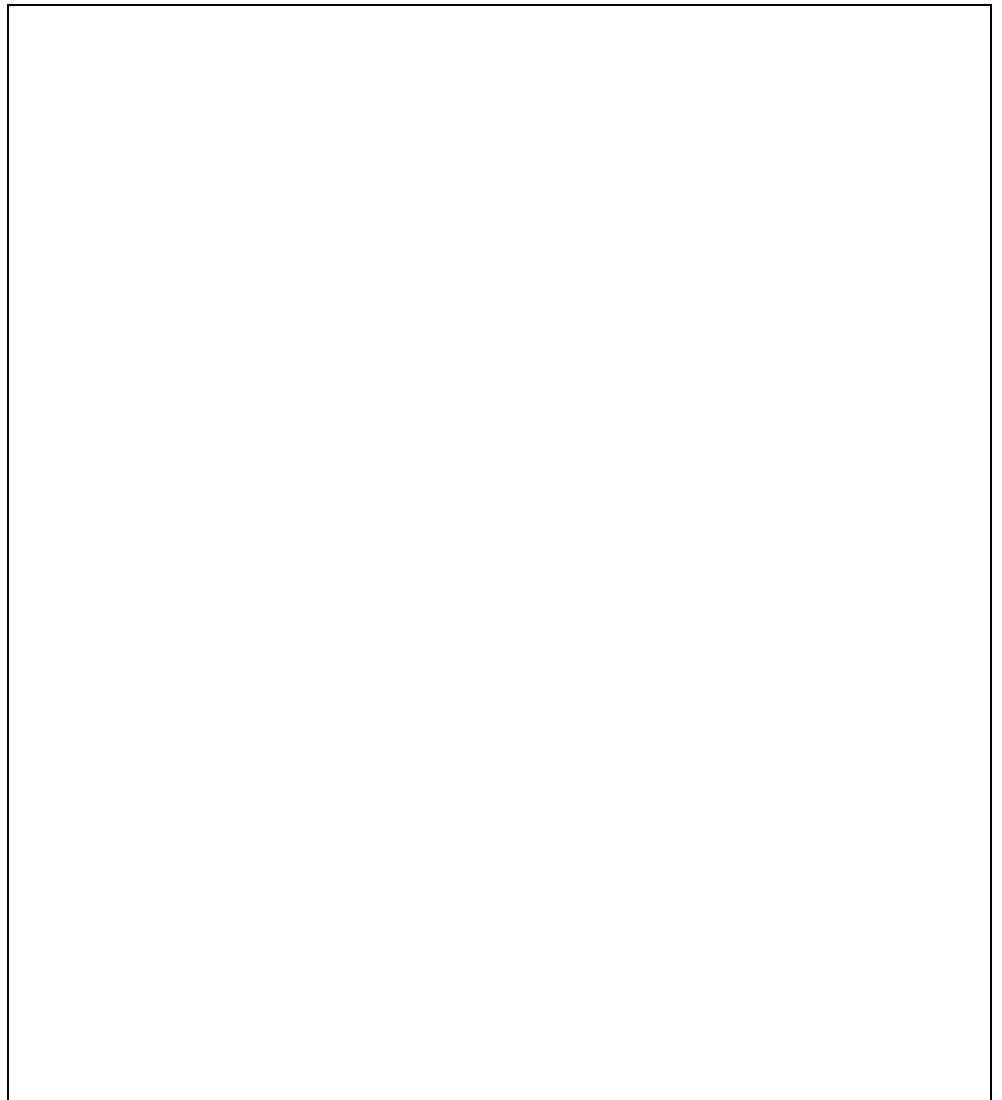
We gave 10 **public performances** addressing themes that affect the social and wellbeing needs within local communities.

Our Artistic Directors are **accredited trainers** with the Centre for Playback Theatre. We provided training and development for **Dart** a new local community theatre company. The UK School of Playback Theatre delivered Level Two training locally in August 2022 and March 2023. Our Artistic Directors delivered Level One residential training in Cambridge.

We received a grant to continue project work with Refugee and Asylum-seeking women in Plymouth. A grant from Fred Mulder Foundation supported ongoing community projects and Tarte Noire company development. A donation from Crucible Foundation supported the development and sustainability of the organisation.

The main activities of the charity are overseen and approved by the Trustees to ensure they are in accordance with the declaration issued by the Charity Commission on public benefit.

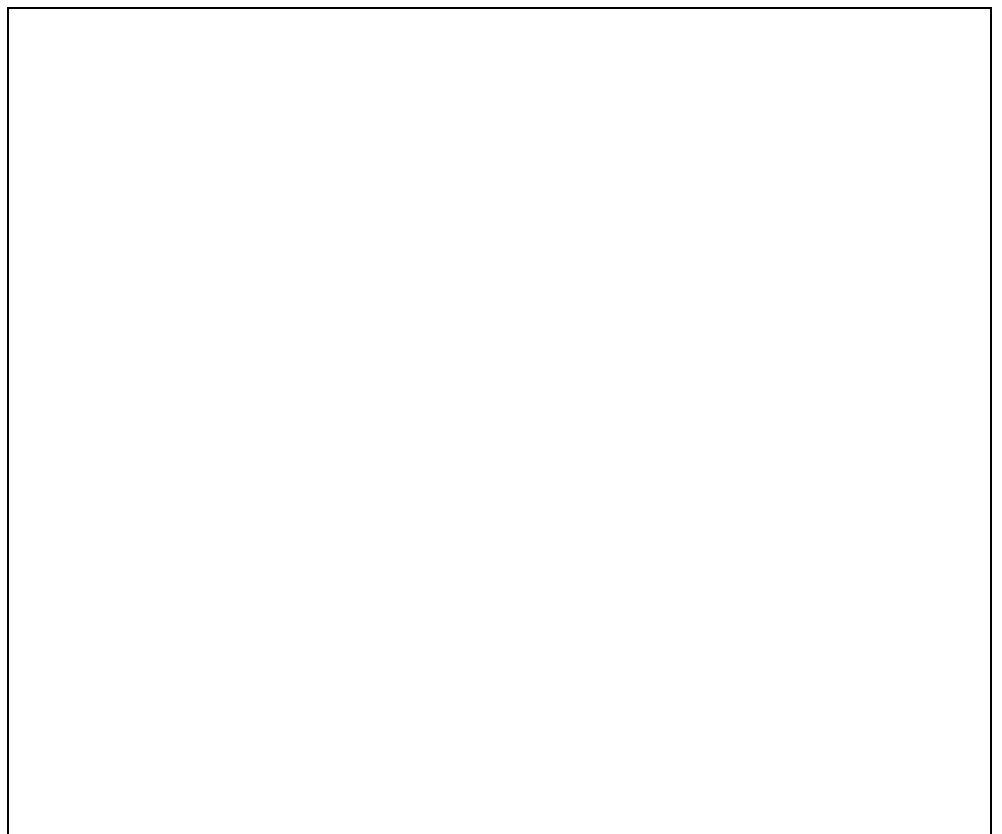
Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)



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.



Summary of the main achievements of the charity during the year

Supporting women Refugee and Asylum Seekers - 30 sessions

Weekly sessions for 35-40 women and their children who are settling into life in Plymouth from Sudan, Syria, South Sudan, Afghanistan, Iraq, Iran, Libya, Bangladesh, China, Nepal, Ethiopia, Eritrea, Azerbaijan and Saudi Arabia. Our sessions create a strong sense of belonging and a safe place to relieve the stresses of everyday life and worries about the families they had to leave behind. A strong, steady community of support has been created. Our partner organisation says our work supports their group members emotionally to integrate their experiences and socially to grow a sense of belonging in their lives to become stronger members of society. This allows START to support with their practical needs more efficiently.

A woman with refugee status who has been part of our group for 8 years initiated a project *She for Her* to raise awareness for women refugees and asylum seekers on their rights in UK relating to domestic abuse. We supported the project by recruiting women to take part, we ran warm-up sessions and invited stories on the theme which Tarte Noire Playback Theatre enacted. Powerful and heart-breaking stories of abuse were shared by women who told their stories which were witnessed by the group. We also worked alongside the IOPC to support women to understand their rights. We will continue to collaborate on this much needed project as it evolves.

Supporting Young Carers - Respite Weekends

10 Young Carers aged between 11 and 17 participated in a residential activities weekend in December 2022. It was a hugely successful event for everyone involved. We worked in collaboration with Torbay Youth Trust and Ashburton Cookery School to have Playback Theatre at the heart of the activities where the young people could share their stories and forge strong connections with others in similar often very isolated situations.

As a result, two further weekends were planned. Unfortunately, they were cancelled due to internal changes within the young carers support organisation. We remain in touch with this organisation until their circumstances settle. We are making initial contact with young carers organisations in other local areas.

Short term projects

Supporting Ukrainian families

60 women, men and children attended a performance as part of a community building activities week at a residential centre on Dartmoor in the summer organised by Teignbridge CVS. This event seeded many more opportunities to hear the stories of Ukrainian families living locally.

Supporting parents of children with extra needs

A small group in Chudleigh, set up during the pandemic to support vulnerable people including parents of children with special educational needs, attended a performance supported by Teignbridge CVS.

Supporting community environmental project

PTSW gathered the stories and experiences from participants who had been expressing the voice of nature and the earth as a culmination of a project in Plymouth City.

Tarte Noire facilitated the end of the graduate course for **Clinical Psychologists** at Plymouth University. This was the first time the students met in person having

studied online for three years due to Covid.

Public performances for women only audiences as well as mixed gender audiences in Totnes and Exeter exploring themes within the community on *Chaos, Confusion and Creativity* – how are we navigating these turbulent times; *Fail we may, Sail we must* – stories of joy and pain when life doesn't go as anticipated and how we sail on through difficult times; *Dreams* – hearing people's night time dreams; Exeter Phoenix Arts Centre included *50 Shades of Red* – the expression and suppression of anger in their curated programme in 2023.

Training in Playback Theatre

Playback Theatre supports communities of people to build strong connections, reduce feelings of isolation and ease traumatic experiences by sharing stories within their community. Actors need highly tuned listening skills to replay personal experiences with sensitivity, respect, and care, as well as artistry in movement, voice, storytelling, and staging. These skills are applied in a collaboration as a team who spontaneously improvise responses to what is told by audience/ group members. Playback Theatre South West provides training and development at all levels for this work to thrive in a safe and effective way. Our Artistic Directors are accredited trainers with the Centre for Playback Theatre.

Tarte Noire Playback Theatre delivers projects with vulnerable groups and has a weekly and termly programme of training and development. Dart is a new company being trained by the Artistic Directors and two upcoming facilitators. The UK School of Playback Theatre delivered Level Two training locally in August 2022 and March 2023 and our Artistic Directors delivered Level One residential training in Cambridge.

Sustainability and succession planning

Extra funding this year has made a significant difference to developing the organisation. Six artists have developed skills in delivering projects in regular weekly sessions with women refugees: in intensive residential respite weekends for young carers and one-off performances for groups with specific needs. Skills in project management, group facilitation, theatre company management, running rehearsals and preparing actors for performances with specific groups have been developed with supervision by the Artistic Directors.

Section E

Financial review

Brief statement of the charity's policy on reserves

PTSW aims to maintain a cash reserve in our bank account of at least £8000 as most of the Charity's funding comes from grants. PTSW's income is vulnerable in particular if grants are not renewed, or new applications are not successful. This cash reserve figure gives Trustees time to take action if the income falls below expectations.

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.

Principal sources of funds came from grants from Fred Mulder Foundation; Crucible Foundation; donations and membership fees.

Our main project runs from October to October so some of the project expenditure falls into the next financial year.

Training and development activity is a secondary benefit but essential to meeting the Charity Objectives to maintain high standards of good practice amongst practitioners delivering performance and project work we

- keep abreast of current social issues and changes in social issues thus, having awareness of relevance and being up to date on the issues affecting the lives of people we work with.
- deliver continuing professional development ensures the skills of performers to engage with sensitivity and develop new artistic forms to skillfully reflect the issues affecting the people we are working with.
- share good practice and deliver continuing professional development

Section F

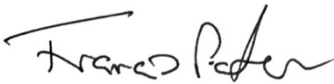
Other optional information

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)	Francis John Porter	
Position (eg Secretary, Chair, etc)	Trustee	
Date	4 February 2024	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Playback Theatre South West

**On accounts for the year
ended**

5 April 2023

**Charity no
(if any)**

Set out on pages

Receipts & Payments Report – Pages 1&2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 05/04/2023.

**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:

Melanie Allday

Date:

4 February 2024

Name:

Melanie Allday – MAP Accountants & Business Advisors Ltd

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

AAT

Address:

2 Bridge Farm Offices

Harberton

Totnes, Devon. TQ9 7PP

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.



Receipts and payments accounts

CC16a

For the period
from

06/04/2022

To

05/04/2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants	25,000	50,000	-	75,000	36,500
Short Term Projects	5,366	-	-	5,366	3,666
Training	4,440	-	-	4,440	2,910
Ticket Sales	682	-	-	682	-
Donations	310	-	-	310	11,550
Membership Fees	5,850	-	-	5,850	4,920
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	41,648	50,000	-	91,648	59,546
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	41,648	50,000	-	91,648	59,546
A3 Payments					
Travel	5,000	-	-	5,000	2,071
Subsistence/Refreshments	699	-	-	699	327
Artistic Director		27,428	-	27,428	13,000
Facilitation/Performance Fees	1,096	-	-	1,096	4,225
Artist Fees	17,230	-	-	17,230	8,550
Administration/Project Management	108	4,823	-	4,931	10,023
Publicity	109	-	-	109	60
Room Hire/Rent	2,819	-	-	2,819	2,248
Insurance	551	-	-	551	529
Professional Fees & Memberships	613	-	-	613	374
Supervision & Training	1,165	4,000	-	5,165	320
General Office Costs	311	-	-	311	102
Project Management	2,433	13,749	-	16,182	-
Donations	276	-	-	276	-
Fundraising Costs	500	-	-	500	-
Sub total	32,910	50,000	-	82,910	41,829
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	32,910	50,000	-	82,910	41,829
Net of receipts/(payments)	8,738	-	-	8,738	17,717
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	39,096	-	-	39,096	21,379
Cash funds this year end	47,834	-	-	47,834	39,096

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
CCXX R1 accounts (SS)	1			04/02/2024

B1 Cash funds

Bank Account	47,834	-	-
	-	-	-
	-	-	-
Total cash funds	47,834	-	-
(agree balances with receipts and payments account(s))	OK	OK	OK

B2 Other monetary assets

Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-


B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Francis John Porter	04-Feb-24