



Report and Financial Statements Year ending 5 April 2022 Charity number 1161873

TRUSTEES' ANNUAL REPORT

Structure, governance and management

Head2Head Theatre ("the Charity" or "H2H") is a volunteer-led, charitable incorporated organisation, registered with the Charity Commission. In accordance with its governing Constitution, its aims are to relieve the needs of persons of all ages with special educational needs and disabilities throughout the UK by means of the arts – primarily through stimulating and engaging drama activities.

The activities of the Charity are overseen by a board of volunteer Trustees, each bringing an aspect of skill, experience and/or networking capability which contributes to fulfilment of the Charity's aims. Each Trustee is made aware of, and has due regard for, the Charity Commission's public benefit guidance and of the scope of the Charity's aims and activities. Training with a third party is offered to all Trustees. Applicants undergo a series of rigorous interviews and are selected for the value of their existing experience, with a view to providing the Charity with a suitably broad range of complementary skills in finance, governance, strategy, marketing and production. One Trustee represents the beneficiaries.

The Charity's Trustees at the date of this report are Christine Flynn, Anthony Scholefield, Calleigh Lawrence, Grace Evans, Francis Katamba and Ciara Lawrence. Each acted for the entire period under review. Resignations during the year were received from Anthony de Vizio, Narelle Cox and Ranjan Bista and we thank them for their support.

Chief Executive duties continued to be undertaken by our Founder, who received grateful support with those duties from a pro bono temporary appointment during the year.

A Core Cost grant of £96,200 has been awarded by The National Lottery, spread over three years, with the aim of supporting the growth and development of H2H. Through this generous funding the Charity has been able to employ some part-time members of staff to assist in key positions, supplementing the work of volunteers and ensuring that H2H may continue supporting children with special needs and their families.

Review of the Year

H2H continues to expand having absorbed the impact of Covid and the resultant lock down procedures. With restoration of its ability to resume touring, earned income rose from £4,968 to £20,538, a return to pre-Covid receipt levels. With only a part-time fundraising department (operating the equivalent of a two-day week), funding receipts still increased by 50% from £134,000 to £201,020.

Under the direction of Sara Cole, Artistic Director, two new productions were toured and filmed: 'Piccolo Pinocchio', featuring the voice of Phil (Mister Maker) Gallagher as the whale, and 'Dick Whittington'. In addition to excellent feedback families commented how essential these shows are to their children's wellbeing and that they had been greatly missed during Covid. [In order to reach out to more families, in 2022 'Odie's Odd Odyssey' was toured and added to H2H's YouTube channel.](#)

The Charity's Education Department, under the direction of Amy Rhodes, has been growing steadily in reputation, producing an accessibility video for [The Whitehall Historic House, Cheam](#). Once funding is secured the aim is to provide special schools and home schooled students a choice of virtual and live workshops to underpin the docu-film, 'Canvas Castles'. The department has launched the [first episode of 'Sensory Squad on H2H's YouTube channel'](#). Filmed on location at Bockett's Farm, Surrey, the aim of this initial episode is to prepare young people with social anxieties for a family trip to a farm. Online resources support families to create a multi-sensory, interactive experience for their children while watching the video at home.

We are delighted that the Charity is collaborating with the Barbican Performing Arts Centre, London, with H2H producer, James MacLaren, devising sensory storytelling for their 'Squish Space'. For H2H he has written and produced 'Captain Crabsticks' Under the Sea Adventure', a storytelling session which is proving very popular with special schools:

"The story performances were so interactive and inclusive, it was so refreshing to see. Some children even went to both performances because it was so enjoyable. Our staff also really loved the sessions and interactivity of them."

H2H producer, Kate Harriss, is working on another sensory story, 'The Wonderful Wizard of Oz'. Accompanying craft activities will encourage families to network and gain support from one another after each storytelling session.

With the lifting of Covid restrictions H2H was able to resume touring and received tremendous support from special schools throughout London and SE England with bookings exceeding those of pre-pandemic times, and with only one Covid-related cancellation. Despite intermittent lockdown restrictions during the year the charity gave 39 live and 38 virtual performances and produced 4 films. Feedback from families demonstrates that the Charity's form of entertainment provides respite and relaxation for the whole family:

"It was our first pantomime experience as a family and I cannot speak highly enough of Head2Head Theatre. They were so inclusive and really tried to get every audience member involved to the best of their tolerance level. Both my boys loved it and we would definitely book again"

"My daughter loved playing the part of the chef in the Dick Whittington performance. Fabulous cast and a treat for us parents too."

During the pantomime tour the H2H team was extremely flexible, providing classroom taster sessions for schools that wished to retain their 'bubble' regime. Others asked the actors to continue performing while small audience 'bubbles' were walked in and out of the hall. During the tour all Covid 19 safety guidelines were met.

It is good to report that the Charity's Work Experience Programme has grown rapidly and continues to develop its relationship with The Orpheus Centre, a specialist college for the performing arts, providing its students with hands-on experience in performance, stage management, public speaking and Front of House duties. In the year under review 22 young people passed through the programme, gaining invaluable experience for future customer-facing jobs. In addition, over one hundred students have been involved in special school performances in front of their peers, an empowering and fun-filled experience.

None of this would have been possible without the generosity of our supporters and with particular thanks to The Big Give; Community Foundations (Surrey, Kent & Sussex); County Councils (Kent, West & East Sussex); Reigate & Banstead Borough

Council; County Councillors (Hamps, Surrey and Oxon) and the following Trusts and Foundations: Penningtons Manches Cooper; The Worshipful Company of Grocers; St. James Place, Neighbourly (B&Q), John Horniman's, Alice Ellen Cooper Dean, Fence Club, Lord Barnby's, Friarsgate, The Childhood Trusts and Anthony Scholefield (Trustee) for personal and Foundation gifts.

The pandemic has revealed how much charities depend on fundraising events and H2H is no exception. Emphasis is now being placed on securing regular giving and the Charity is very grateful to its Oxted neighbours for weekly contributions from The Book Exchange. The Charity's Founder has also set up a [Vinted Wardrobe site](#) which is on target to raise £4,000 in its first year of operation.

The Charity is grateful to the many special schools who have provided venues for its resumed touring and for those who have been able to keep their charge at rates that H2H can afford. There are sadly some venues that are out of our reach.

The Charity's disabled volunteer who, in the company of her full-time carer, travels long distances from her home in Berkshire to support the Charity's Short Breaks' provision, continues to be a great ambassador for the Charity and relishes her role as Work Experience Programme Assistant.

Campaign to secure a permanent base

H2H rented premises in Fetcham while actively seeking a permanent base at which it could develop, rehearse and present multi-sensory theatre, together with storage and office facilities.

Grateful thanks are owed to David Izatt, a volunteer who spearheaded the campaign and, after some false starts with premise negotiations and funding, in early December, H2H moved into Drewshearne Barn, Oxted. A mortgage was provided by Charity Bank with the balance met through non-interest loans from Anthony Scholefield (Trustee, £61,250) and Ian Steere (husband of founder, £50,000) and from H2H's theatre base reserves. Repayments are significantly less than the rental previously paid.

H2H is delighted that its new premises are situated within 3 miles of The Orpheus Centre with whom it is expanding its relationship under the H2H Work Experience Programme.

The barn is fully operational but requires installation of a hygiene room with hoist and changing bench before it can open its doors to wheelchair users. Efforts are being made to raise the £25,000 needed. Currently, £15,000 has been secured from the Wooden Spoon Foundation who expressed the hope that other funders might follow suit. Work continues to obtain the additional funding.

Future developments and policy on reserves

The Trustees have agreed that the Charity should maintain a contingency reserve of £24,000 representing four months of fixed operating costs.

At 5 April 2022 the Charity had restricted funds amounting to £135,648 relating to grant-funded productions planned for delivery over the ensuing 12 months together with unrestricted reserves of £32,222.

With funding from the National Lottery two part-time administrators have been appointed to work mornings at the Barn who are taking over a considerable amount of work previously carried out by the Founder.

Public benefit

It is a source of pride to the Charity that all its activities have continued to be achieved at very low administrative cost in financial terms. With Core Costs presenting as 33% of overall expenditure, H2H continues as a volunteer-led charity that places most of its income at the disposal of its beneficiaries.. The Charity has an equal ratio of volunteers to paid staff with volunteers supporting most of its administrative departments. The Independent Examiner of the annual accounts continues to provide his services free of

charge. Total Core Costs for the year of £73,243 [£67,845 (2021)] represent paid salaries and disbursements for out-of-pocket expenses, refurbishment of premises, mortgage repayments, van running costs, sundry repairs and payments for outside expertise. The Trustees are satisfied that the Charity's activities for the year were in line with its aims and have had public benefit, having regard to the guidance on the latter issued by the Charity Commission.

Related party transactions

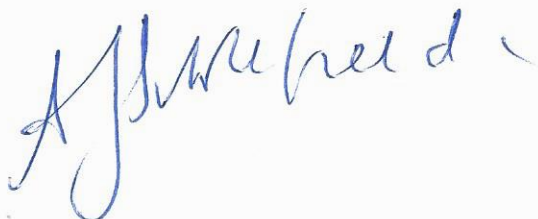
During the year, the charity paid production performance fees amounting to £9,625 to the Founder's daughter, Amy Rhodes, all at the Charity's normal remuneration rates for professional actors. Acting as volunteer Research & Developer, Amy also provides the Charity with substantial amounts of pro bono time in relation to administration, production work, fundraising and marketing.

Thanks

A debt of gratitude is owed to donors, volunteers, Trustees, Patrons, Independent Examiner, actors and the part-time staff members, whose loyalty, commitment and hard work helped make the above possible.

This report was approved by the Board of Trustees on 10 October 2022

Signed on behalf of the Trustees by Anthony J. Scholefield



Head2Head Theatre, Registered Charity No: 1161873

Registered Office: Drewshearne Barn, Crowhurst Lane End, Oxted, Surrey RH8 9NT



Receipts and payments accounts

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For the period
from

06.04.2021

To

05.04.2022

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 Income receipts					
The Fore Foundation, The Fore RAFT		-	-	-	22,500
Morrisons Foundation		-	-	-	14,735
Community Foundation for Surrey		-	-	-	12,410
The National Lottery		41,200	-	41,200	10,000
West Sussex County Council		30,600		30,600	
Garfield Weston		20,000		20,000	
The Childwick Trust		15,000		15,000	
St. James' Place Foundation		10,000		10,000	
Grants £5,000 - £9,999		43,576		43,576	52,808
Grants -£5000		40,644		40,644	20,267
Earned Income (performances)	20,538		-	20,538	4,966
Donations	13,019		-	13,019	14,712
Gift Aid	2,398			2,398	-
Net Interest	20			20	50
			-	-	
Total income receipts	35,975	# 201,020	-	236,995	152,448
A2 Loan receipts					
Charity Bank loan received	-	308,750	-	308,750	
Other loans received		111,500		111,500	
	-	-	-	-	-
Total loan receipts	-	420,250	-	420,250	-
Total receipts	35,975	# 621,270	-	657,245	152,448
A3 Payments					
Staff	4,722	32,178	-	36,900	29,686
Premises	9,132	15,254	-	24,386	22,710
Loan Interest		3,585		3,585	
Loan repayments		1,436		1,436	
Office (inc. insurance, fees, equip)	964	2,323	-	3,287	3,096
Van	-	529	-	529	2,522
Artists' fees (film & live performances)	317	27,635	-	27,952	31,643
Production costs (inc. rehearsals)	1,188	35,998	-	37,186	35,534
Volunteers	1,980	508		2,488	6,309
Marketing	-	3,120	-	3,120	3,520
Touring (venue, subsistence, accom.)		3,925		3,925	450
			-	-	-
Sub total	18,302	# 126,491	-	144,793	134,570
A4 Asset purchase					
Purchase of Drewshearne Barn	49,750	420,250	-	470,000	
Legal costs re barn purchase	7,775	-	-	7,775	
Sub total	57,525	# 420,250	-	477,775	-
Total payments	75,827	546,741	-	622,568	134,570
Net of receipts/(payments)	- 39,852	74,529	-	34,677	17,878
A5 Transfers between funds	- 11,029	11,029	-	-	-
A6 Cash funds last year end	83,103	50,090	-	133,193	57,752
Cash funds this year end	32,222	135,648	-	167,870	75,630

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 £
B1 Cash funds	Fixed cost contingency	24,000	-	-
	Unrestricted funding for performances postponed due to COVID-19	4,897		
	General contingency	3,325	-	-
	Funded project commitments	-	135,648	-
	Total cash funds	32,222	135,648	-
	(agree balances with receipts and payments account(s))			

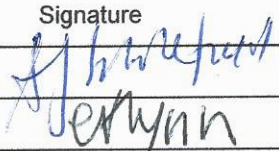
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Vauxhall Vivaro Van	Unrestricted	9,000	-
	Specialised sets, props, etc.	Unrestricted	-	-
	Freehold of Drewshearne Barn	Unrestricted	477,775	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Loan by CAF Bank Ltd. (secured on freehold of Drewshearne Barn)	Unrestricted	307,314	
	Other loans	Unrestricted	111,500	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Anthony Scholefield	10/10/22
	Christine Flynn	10/10/22

Independent Examiner's Report
To the Trustees of Head2Head Theatre, a charitable Incorporated Organisation ('CIO')
(reg. charity no. 1161873)

I report to the trustees on my examination of the accounts of the CIO for the year ended 5th April 2022.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO'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

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 CIO as required by section 130 of the Act;
or*

2-the accounts do not accord with those records.

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.

Name: Clive Hinds

Relevant professional qualification or body: Chartered Accountant-ICAEW

Address: 17 The Rise, Elstree, Herts WD6 3JR

Date: 3rd October 2022