



Report and Financial Statements
Year ending 5 April 2023
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 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 Charity's beneficiaries.

The Charity's Trustees at the date of this report are Anthony Scholefield, Calleigh Lawrence, Grace Evans and Ciara Lawrence. Each acted for the entire period under review. Resignations during the year were received from Francis Katamba and Christine Flynn. The charity is indebted to all for their support.

Pro bono Chief Executive duties continue to be undertaken by the Charity's Founder.

The core cost grant of £32,600 per annum, awarded by The National Lottery, will cease in 2024. 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 steadily from £20,538 to £24,989 but the Charity recognises that more emphasis needs to be placed on earned income to support its Core Costs. The Charity is grateful to the

following core cost funders: The National Lottery, Reach/SIB Group and the John Thaw, Screwfix and Foyle foundations. However, many funders remain reluctant to support Core Costs and this, coupled with funding diverted to the cost-of-living crisis, has meant that the Charity has struggled to retain the same level of funding as in the previous year, with restricted funding receipts falling from £201,020 to £120,405. The fundraising department has closed down as a cost saving exercise leaving the fundraising department to be run by the Founder with some assistance from a professional fundraiser who acts as consultant to the Board. The Accounts Department continues to be overseen by a volunteer Financial Controller, Richard Bains.

During the year the Charity increased and varied its output with 125 toured performances, four films, 35 hours of online workshops and, for the first time, a school INSET day.

Under the direction of Sara Cole, Artistic Director, two new productions were toured and filmed: 'Odie's Odd Odyssey' and 'Beauty and the Beast', featuring the voice of Olivia Coleman. Sara retired during the year and the Charity wishes her well and thanks her for 15 years of dedicated and fruitful service, encapsulated in the feedback continually received: *"We were thoroughly impressed at all aspects of what Head2Head provided. The show was spectacular and our students were highly engaged and responsive to the entire performance."* [Gt. Oaks College, Hounslow]

The Charity's learning department, under the direction of Amy Rhodes, continues to develop and, based on its success with an accessibility video for the Whitehall Historic House (Cheam), has been contracted to produce a similar one for Wimbledon Museum.

Funding is still being sought to launch the 'Yearn to Learn' programme, providing special schools and home schooled students a choice of virtual and live workshops to underpin the Charity's docu-film, 'Canvas Castles'.

The Charity's production team are planning a series of Immersive Learning Experiences based on climate change and which sit within the school curriculum, with the first, 'Ocean and Shore' and 'Rainforest' to be available from Spring 2023.

In honour of our former patron, Terry Jones, the Charity reproduced 'Chicken Circus'. Adapted from a children's story in his book 'Animal Tales', the show retains much of Terry's Monty Python humour with a fox training chickens to be circus performers. The show was shortlisted for an award at the Brighton Fringe Festival and performed to capacity audiences.

The Charity's YouTube learning channel was launched during the year. 'Dick Whittington', (filmed in January 2022) was made available for families unable to attend a live performance. As with all H2H films, this included close captioning with the actors signing Makaton.

In order to reach out to more families, in 2022 when touring was completed, 'Odie's Odd Odyssey' was filmed and added to H2H's YouTube channel as a series to enable children who are not able to concentrate for long periods, to enjoy the film in short episodes.

During January 2023, following a successful tour, 'Beauty and the Beast' was filmed and will be made available, in short episodes, for families unable to attend a live performance during Christmas 2023.

The first episode in the 'Sensory Squad' series, 'Fun on the Farm', received nearly 90,000 viewings, with episode 2, 'Silly at the Circus', launched in June 2023. This was filmed in association with local circus theatre, Hikapee, and included Orpheus Centre students as Guest Presenters and Stage Managers. When funding is secured further episodes will be filmed, the first at a dinosaur park, with the kind permission and support from the Friends of Crystal Palace. In June 2023 the Charity was delighted to receive £15,000 from the Julia and Hans Rausing Foundation and £15,000 spread over three years from the Barbara Ward Children's Fund to support this and other episodes.

All the Charity's films include online resources supporting families to create a multi-sensory, interactive experience for their children while watching the video at home. As

a further aid, families may purchase sensory sacks from the Charity. These are filled with craft items and may be used when watching any episode in the 'Sensory Squad' series.

The Charity continues its collaboration with the Barbican Performing Arts Centre, London, with H2H producer, James MacLaren, devising sensory storytelling for their 'Squish Space' school parties: *"Your thoughtfulness and delivery was perfect. Our pupils responded to you. No tears, no behaviours, just joy"* [Garden School, Hackney]

In response to demand from schools, H2H producer, Kate Harriss, has devised a sensory story, 'The Wonderful Wizard of Oz'. *"fun and engaging and you really think about how to integrate the audience. We love how you take into account their differences and work with their abilities"* [Play Team, The Children's Trust]

As Workshop Leader, Kate has been instrumental in setting up online and live workshops. She experimented with 'My Money Management' group sessions but, because of the range in developmental stages of participants, these devolved into 1:1 sessions which have proven extremely popular.

Bookings from special schools and groups have risen steadily with the Christmas pantomime tour increasing from 40 to a near capacity 61 performances throughout London and SE England.

Working in collaboration with local web designer, Footprint, our Marketing Lead, Lisa Ronchetti, created a new logo and launched a new website. This has improved saleability of the charity's products and made visiting the site an easier experience for those with visual impairments and others with learning difficulties.

The Charity's Work Experience Programme continues to expand and to develop partnerships with special schools. A close relationship has developed with the Orpheus Centre, a specialist college for the performing arts, with the charity providing its students with hands-on experience in performance, stage management, public speaking and Front of House duties. In the year under review 30 young people passed through the programme, gaining invaluable experience for potential careers in the theatre or 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; the National Lottery, Community Foundations (Bucks, Kent, Surrey, Sussex & Tandridge); West and East Sussex County Councils; Reigate & Banstead Borough Council, Tandridge Parish Council, Rotary and Lions Clubs and the following Trusts and Foundations: Arnold Clark, Asda, Aviva, Co-op, Farnham Institute, Fence Club, Foyle, John Thaw, Neighbourly (B&Q), REACH (SIB), Rectory, Rothschild, Screwfix, Shanly, St. Faiths, Tesco, Trinity College (Arts Award), Anthony Scholefield (Trustee) and Ian Steere (husband of Founder) 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 Crowhurst Lane End neighbours for monthly contributions from The Book Exchange and other fundraising activities. The Charity's Founder has also set up a [Vinted Wardrobe site](#) which raises over £2,000 annually. Volunteers are needed to expand these fundraising activities and to assist with the launch of a café, Sensory Room and lending library at the Charity's base near Oxted.

The Charity is grateful to the few special schools that have provided touring venues. In areas where such venues are no longer available the Charity is exploring the use of community centres.

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.

A student working towards the Bronze Duke of Edinburgh Award catalogued the Charity's vast wardrobe and a work experience student from the BRIT School (Croydon) organised the office. Through B&Q's Neighbourly Scheme, the Charity has received help from volunteer teams representing RSA Investment, Virgin Media O2, B&Q (Redhill), SNC Lavalin/Atkins Global and Hays Recruitment. These corporate teams have carried out painting, cleaning, gardening and administrative tasks, saving the Charity a considerable amount of time and money.

Our permanent base

Head2Head has settled into its new base at Drewshearne Barn, Oxted. The Charity Bank loan reduced from £308,750 to £300,890 despite the increase in interest rates.

H2H is grateful to The Wooden Spoon for its generous offer of £15,000 to purchase hygiene room equipment; to Closomat for the provision of a wet/dry toilet and to the tradespeople who have gifted time and supplies to reduce essential building costs. The Charity is in dialogue with Muscular Dystrophy UK so that its newly created hygiene room may be added to the list of Changing Places Toilets available for use by wheelchair users.

Drewshearne Barn is an old milking station. Its purchase has met the needs for prop storage and a base for rehearsals and filming. However, it is currently not suitable for delivery of performances to children and young adults with disabilities because of its poor insulation and lack of heating. The Charity is making an application for funding to Your Fund Surrey for £92,905 to provide cassette heating, double glazing, acoustic ceiling tiles, fire compartmentation, solar panels and air source heat pumps. If successful, the Charity will provide live productions and workshops at the barn from Autumn 2023.

Future developments and policy on reserves

At 5 April 2023 the Charity had restricted funds amounting to £65,069 relating to grant-funded productions planned for delivery over the ensuing 12 months together with unrestricted reserves of £71,311. The Trustees have agreed that, from unrestricted reserves, the Charity should maintain a contingency of £45,000 representing four months of fixed operating costs.

2023 has seen an ambitious production schedule with three shows, two immersive experiences, two stories, three films and several workshops. 2024 productions will be linked to the Brothers Grimm fairy tales commencing in February and running through until Christmas 2024.

Public benefit

It is a source of pride to the Charity that all its activities have continued to be achieved at relatively low administrative cost in financial terms with 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 £110,607 [£70,123 in 2022] represent paid salaries and disbursements for out-of-pocket expenses, refurbishment of premises, increased mortgage repayments, van and 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, production and performance fees amounting to £3,490 were paid to the Founder's daughter, Amy Rhodes, all at the Charity's normal remuneration rates for

professional actors. 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 11th September 2023.



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



CHARITY COMMISSION
FOR ENGLAND AND WALES

Head2Head Theatre

1161873

Receipts and payments accounts

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For the period
from

05-Apr-22

To

05-Apr-23

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Funders 2021-22			-	0	75,600
The National Lottery	0	31,200	-	31,200	41,200
The Faiths Trust	0	10,000		10,000	0
Foyle Foundation	0	10,000		10,000	0
Grants £5,000 - £9,999	0	17,400		17,400	43,576
Grants -£5000	0	51,805	-	51,805	40,644
Earned Income (performances)	24,989	0		24,989	20,538
Donations	34,403	0		34,403	13,019
Gift Aid	0	0		0	2,398
Net Interest	1,000	0		1,000	20
Sub total (Gross income for AR)	60,392	120,405	-	180,797	236,995
A2 Loan Receipts					
Received in 2021	-	-	-	-	420,250
Sub total	-	-	-	-	420,250
Total receipts	60,392	120,405	-	180,797	657,245
A3 Payments					
Staff	108	44,664	-	44,772	36,900
Premises		10,030	-	10,030	24,386
Loan Interest	-	15,776	-	15,776	3,585
Office (inc. insurance, fees, equipment)	-	1,935	-	1,935	3,287
Van	-	4,994	-	4,994	529
Filming	5,847	20,347	-	26,194	-
Productions (inc. artists fees)	-	36,386	-	36,386	65,137
Touring (hire, subsistence, accommodation)		35,973		35,973	3,925
Volunteers		-		-	2,488
Marketing		6,397		6,397	
Transfer of funds	-	3,270	-	3,270	3,120
Sub total	5,955	173,232	-	179,187	143,357
A4 Assets & Repayments					
Drewshearne Barn	-	-	-		477,775
Charity Bank Loan repayment		6,423		6,423	1,436
New Hygiene Room	13,027	13,650	-	26,677	-
Sub total	13,027	20,073	-	33,100	479,211
Total payments	18,982	193,305	-	212,287	622,568
Net of receipts/(payments)	41,410	- 72,900	-	- 31,490	34,677
A5 Transfers between funds	- 2,321	2,321	-	-	-
A6 Cash funds last year end	32,222	135,648	-	167,870	133,193
Cash funds this year end	71,311	65,069	-	136,380	167,870

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 (4 months)	45,000	-	-
	Unrestricted funding for performances	774	-	-
	Drewshearne Barn upgrade project	25,537	-	-
	Funded commitments 2023-24	-	65,069	-
	Total cash funds	71,311	65,069	-
	(agree balances with receipts and payments account(s))			

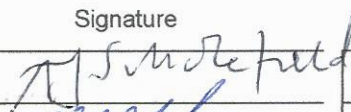
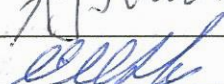
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-

	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
	Freehold of Drewshearne Barn	unrestricted	477,775	
	New hygiene room in Barn	unrestricted/restricted	26,677	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Loan by Charity Bank Ltd. (secured on Freehold of Drewshearne Barn)	unrestricted	300,890	
	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	11/9/23
	Akbar Khan	18/9/23

Independent examiner's report to the trustees of Head2Head Theatre, a Charitable Incorporated Organisation ('CIO')

I report to the trustees on my examination of the accounts of the CIO for the year ended 5th April 2023.

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: 7th September 2023