

HEAD2HEAD THEATRE
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 5 APRIL 2024

HEAD2HEAD THEATRE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Oliver Clarke
Grace Evans
Nicholas Jones
Akbar Khan
Demetria O'Sullivan
Amy Rhodes
Anthony Scholefield

Senior management

Ann Rhodes-Steere Chief Executive Officer (Pro bono)

Charity number

1161873

Principal address

Drewshearne Barn
Crowhurst Lane End
Oxted
Surrey
RH8 9NT

Independent examiner

Gary Howard FCA
Howard Wilson Chartered Accountants
36 Crown Rise
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WD25 0NE

Bankers

CAF Bank
25 Kings Hill Avenue
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HEAD2HEAD THEATRE

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HEAD2HEAD THEATRE

TRUSTEES' REPORT

FOR THE YEAR ENDED 5 APRIL 2024

The trustees present their annual report and financial statements for the year ended 5 April 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Charitable Aims and Objectives

The charity's objects are to relieve the needs of persons of all ages and, in particular, those with special educational needs and disabilities (SEND) by means of the arts, in particular but not exclusively the art of music, drama and dance. Where consistent with the aforesaid aims, the charity will also support local and disadvantaged communities, developing partnerships with health and wellbeing groups and other service providers.

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 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.

Activities, Achievements, Partnerships and Future Plans

The Charity continues to expand under the newly formed Creative Team comprising Amy Rhodes, Kate Harriss and James MacLaren. With a cumulative 35 years of service to the Charity these professional actors are well placed to build on existing successes and explore new concepts.

Under the direction of James MacLaren, 'Robin Hood', a multi-sensory pantomime was toured to a maximum of 31 venues and subsequently filmed. This was available to view on the Charity's YouTube Learning Channel for families unable to attend a live performance over Christmas 2024. As with all the Charity's films, this will include close captioning with the actors signing Makaton and details on how families may use props to make the watching experience interactive and sensory.

"This is our 3rd H2H event and I just want to say how fabulous you are! I came with my 2 children. Only one has an EHCP but the 2nd also has additional needs (ADHD, SPD, ASC) and she got so much out of it. Normally she struggles to engage with things like this as she loses focus (attention and needs too fidget and move her body in lots of different ways). It's been great for her to share something like this with her sister. She struggles with low self-esteem due to her ADHD impulsivity and I have seen her more relaxed and full of joy today than I have in a very long time."

The Charity's learning department, under the direction of Amy Rhodes, continues to develop. Following the success of an accessibility video for the Whitehall Historic House (Cheam) the Charity has commenced filming a similar one for the Wimbledon Museum with an enquiry from the Natural History Museum.

Thanks to shoppers in Horsham, the Charity has been awarded funding from Tesco (Groundworks) to launch the 'Yearn to Learn' programme, providing special schools and home schooled students a choice of virtual and live Tudor period workshops to underpin the Charity's docu-film, 'Canvas Castles'.

The Creative Team's planned series of Immersive Learning Experiences based on climate change and which sit within the school curriculum, has been well received. 'Ocean and Shore' and 'Rainforest' toured to great acclaim with 'The Romans' available from July 2024.

"My daughter absolutely loved it. She seemed to interact and listen extremely well. Not often we find things that hold her attention. Due to her attention span and vision she struggles to get involved in activities. Thank you for an amazing experience."

HEAD2HEAD THEATRE

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2024

Under the direction of Amy Rhodes, the 'Sensory Squad' series continues to be developed with Orpheus Centre students acting as Guest Presenters and Stage Managers.

"It was a lot of hours and hard work but I loved every minute and it was a great team to work with."

Discussions are underway with Historic Royal Palaces learning and schools development team and it is anticipated that Hampton Court Palace will be the selected venue for Episode 4, 'Playtime at the Palace'. The series is supported by The Barbara Ward Children's Fund but needs to raise a further £25,000 in order that filming may commence.

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 concluded its collaboration with the Barbican Performing Arts Centre, London, with the Charity's director, James MacLaren, devising sensory storytelling for their 'Squish Space' school parties. The Centre hopes to renew this association during 2024.

"Thanks for all the fun and laughter we have shared. It has been wonderful having you fill the Barbican foyers with fun and joy."

The Creative Team decided on a Grimm Brothers Fairy Tale theme for 2023-24. 'Amazing Tales' storytelling was followed by a 'Thumb Size Grimm' show.

"An enormous 'thank you' for the wonderful family day today. We went to the carnival yesterday and had a difficult day with some judgmental people – you know the type. Fast forward to today, and wow! It's one of the few times, if not the only time, that I've been able to sit with my son and enjoy something with him, rather than be on red alert the whole time. It's one of the best things we've ever been to, and we will definitely be back."

Workshops on various themes have been devised by Kate Harriss and Jackie Driscoll. Performed on tour and at the Charity's Barn Hub they have been well received.

"Love these sessions. So welcoming to all children's needs and allowed children to input their ideas and follow their lead."

Bookings from special schools and groups have risen steadily with the Christmas pantomime tour increasing from 61 to a capacity 66 performances throughout London and SE England. Covid disrupted some performances but, mostly, these were successfully re-arranged.

The Charity's Work Experience Programme continues to expand and to develop partnerships with special schools. Close relationships continue with the Orpheus Centre, a specialist college for the performing arts, with the Charity providing students and alumni with hands-on experience in performance, stage management and Front of House duties. In the year under review eighteen 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.

Finding suitable touring venues has become increasingly difficult and the Charity is grateful to the few special schools that remain supportive. In areas where such venues are no longer available the Charity is exploring the use of community centres or small-scale theatres.

HEAD2HEAD THEATRE

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2024

The Charity continually monitors and evaluates its work to ensure that children and young people with special needs get the most from their theatre experience. We measure the impact of our work on children with disabilities through cards written in Widgit symbol language. Smiley/non-smiley faces encourage them to indicate, with pencil tick, finger pointing or eye movement, which face best expresses their experience. Over the past five years we have received nearly one hundred percent approval. We also use actor observation along with photographic and video evidence to demonstrate the impact and measure engagement. Families are asked to complete a post-show questionnaire which looks at how children engaged with the performance. A survey of our current tour has elicited that, following our shows:

- 80% of children felt less anxious
- 92% had a greater sense of wellbeing
- 87% had improved confidence

Use of Volunteers

The Charity's disabled volunteer who, in the company of her full-time carer, travels from her home in South London 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. Since acquiring a permanent base the Charity is building a network of regular local volunteers.

Through B&Q's Neighbourly Scheme, the Charity has received help from volunteer teams representing Virgin Media O2, B&Q (Redhill), SES Water, 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.

The Charity has an equal ratio of volunteers to paid staff with volunteers supporting most of its administrative departments. A great debt of gratitude is owed to Clive Hinds who, after seven years of service, has retired.

Permanent Base

The Charity has settled into its new base at Drewshearne Barn Hub, Oxted. The Charity Bank loan taken out in December 2021 has reduced from the initial loan of £308,750 to £287,139 at 5 April 2024 despite rising interest rates. This investment in the Charity's future is attracting collaborations and partnerships that will help to sustain and expand its work.

Thanks to funding from the Wooden Spoon the Barn Hub has a fully functioning hygiene room listed on the Changing Places Toilet list so that visitors to the area who are wheelchair users, may use these facilities with dignity and comfort.

With funding received from Your Fund Surrey the Barn Hub now boasts a dedicated wardrobe room to store its extensive store of costumes and making materials. The Barn Hub has green energy efficiency through Air Source Heat Pumps, Solar Panels, Double Glazed Windows, suspended ceiling tiles, some wall insulation and fire compartmentation.

Funding from The Toy Trust and Cash4Kids provided carpeting and sensory equipment for the newly created Sensory Room.

Morrisons contributed funding to repair cracks in the studio floor, install a cantilever gate and provide a mobile hoist.

The Charity is applying to The Rural England Prosperity Fund, Councillors and Tandridge CIL Fund to install flooring, kitchen and stage platforms. This will complete Phase 2 of the Barn Hub's development. These improvements are already showing results with collaborations and partnerships developing with local charities, groups and societies.

The Barn Hub is providing opportunities for the Charity to increase its social investment within the community, forging strong links with the local residents association with plans to install an external defibrillator.

HEAD2HEAD THEATRE

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2024

Forward plans for the Barn Hub include establishing a Memory Cafe for people living with Dementia and their carers and hiring out the studio space for meetings and birthday parties. To accommodate this, and other uses for the Hub, the Charity's Constitution was amended to include support for local and disadvantaged communities and to relieve the needs of persons of all ages.

Fundraising Achievements

The Charity could not exist without grant support towards core and establishment costs. This year funding has been received from The Seneca Trust, Souter Charitable Trust, the Edward Gostling Foundation Trustee Nomination (towards core costs in financial year 2024/25), Anthony Scholefield and The National Lottery. 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, their families and local communities. Advice and support is provided to the Charity's fundraising volunteers by an agency at a cost of £8,640 p.a.

The pandemic has revealed how much charities depend on fundraising events. 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 set up a Vinted Wardrobe site with plans to expand this and other fundraising activities.

None of the Charity's work would have been possible without the generosity of our supporters and with particular thanks to Kent, Bucks and Surrey Community Foundations; West and East Sussex County Councils; Kingston, Sutton, Rushmoor and Tandridge Councils, Arts Council England, Titsey Rotary Club and the CiaO Foundation.

Financial Review

Earned Income has risen from £24,989 to £36,538, a rise of £11,549 (46%), recovering well from a figure of £4,966 in the immediate post Covid period. However, the Charity recognises that more emphasis needs to be placed on earned income to support its core cost needs.

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. Total costs of £254,885 included an amount of £176,031 that was funded by restricted grants, and represent paid salaries and disbursements for out-of-pocket expenses, increased loan interest, van and sundry repairs and payments for outside expertise. Redevelopment of the Charity's Barn Hub cost a total of £108,209, £82,961 of which was capitalised as freehold improvements. 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.

Reserves Policy

At 5 April 2024 the Charity had restricted funds amounting to £43,521 relating to grant-funded productions planned for delivery over the ensuing 12 months, together with unrestricted reserves of £272,166. Unrestricted funds includes an amount of £202,664 relating to the net book value of the charity's fixed assets less their related loans, leaving free reserves of £69,502. The Trustees agreed that, from unrestricted reserves, the Charity should maintain a contingency representing four months of fixed operating costs. This policy allows for a reduction of income or lack of fundraising success during any particular year whilst allowing the charity to continue its activities at the current level for four months. This currently equates to a contingency reserves level of £45,000. Any excess of reserves at any one time to be used to extend or create new charitable services.

Risk Review

The Trustees have assessed the major risks to which the Charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks. All sessions and events are risk assessed and we update all our policies and procedures on a rolling basis. The trustees and management will continue to review operations, resources and costs to grow income and improve reserves to ensure Head2Head Theatre's future.

HEAD2HEAD THEATRE

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2024

Structure, governance and management

Head2Head Theatre is a Charitable Incorporated Organisation (CIO) governed by its constitution dated 17 January 2015 (amended 6 July 2020 and 11 March 2024). The CIO was registered as a charity by the Charity Commission on 28 May 2015, registration number 1161873.

The Trustees who are also the directors for the purpose of company law, and Endif Endif} who served during the year and up to the date of signature of the financial statements were:

Oliver Clarke	(Appointed 15 July 2024)
Grace Evans	
Nicholas Jones	(Appointed 15 May 2023)
Akbar Khan	(Appointed 15 May 2023)
Demetria O'Sullivan	(Appointed 13 November 2023)
Amy Rhodes	(Appointed 16 September 2024)
Anthony Scholefield	
Ciara Lawrence	(Retired 11 December 2023)
Calleigh Lawrence	(Retired 15 July 2024)

Ciara Lawrence, the beneficiary representative, retired 11 December 2023 following nearly seven years of service. The Charity is indebted to all Trustees for their support.

Recruitment and appointment of trustees

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.

New Trustees are invited onto the Board by the existing Trustees, having been made aware of the aims and scope of the Charity and of their duties and responsibilities as Trustees. The Trustees reflect the needs of the Charity and they offer a wide range of skills and experience.

Organisational structure

Day to day operations are delegated to the pro bono CEO, Ann Rhodes-Steere who reports to the Trustees who meet at least six times per year. The Charity's part-time professional staff, cumulatively, work the equivalent of 1.5 personnel. With the exception of two Administrators who job share the running of the Barn Hub, all staff and volunteers work remotely. Without the support of a devoted team of volunteers in HR, Marketing, Finance, Administration and Fundraising, the Charity's work could not be sustained.

Induction and training of trustees

New trustees undertake a rigorous interview process. The pro bono CEO provides a guided tour of all services, information on the history of the organisation and current operations.

The charity Trustees make available to each new charity Trustee, on or before their appointment:

- a copy of the current version of our Constitution; and
- a copy of the CIO's latest Trustees' Annual Report and Statement of Accounts
- a copy of the Charity Commission's guide "The Essential Trustee: what you need to know, what you need to do" (CC3); and
- a copy of the Charity Commission's "Charity Trustee Welcome Pack"

Relationship with related parties

During the year, production and performance fees 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.

HEAD2HEAD THEATRE

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2024

Thanks

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

The Trustees report was approved by the Board of Trustees.



Anthony Scholefield

Trustee

28 April 2025

HEAD2HEAD THEATRE

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HEAD2HEAD THEATRE

I report to the trustees on my examination of the financial statements of Head2Head Theatre (the charity) for the year ended 5 April 2024.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 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, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 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 financial statements to be reached.



Gary Howard FCA

Howard Wilson Chartered Accountants
36 Crown Rise
Watford
Hertfordshire
WD25 0NE

Dated: 30 April 2025

HEAD2HEAD THEATRE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 5 APRIL 2024

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
	Notes						
Income from:							
Donations and legacies	3	11,377	10,000	21,377	34,403	-	34,403
Charitable activities	4	36,538	265,166	301,704	24,989	120,405	145,394
Investments	5	3,629	-	3,629	1,000	-	1,000
Total income		<u>51,544</u>	<u>275,166</u>	<u>326,710</u>	<u>60,392</u>	<u>120,405</u>	<u>180,797</u>
Expenditure on:							
Charitable activities	6	78,854	176,031	254,885	5,955	173,232	179,187
Total expenditure		<u>78,854</u>	<u>176,031</u>	<u>254,885</u>	<u>5,955</u>	<u>173,232</u>	<u>179,187</u>
Net income/(expenditure)		<u>(27,310)</u>	<u>99,135</u>	<u>71,825</u>	<u>54,437</u>	<u>(52,827)</u>	<u>1,610</u>
Transfers between funds		121,314	(121,314)	-	2,639	(2,639)	-
Net movement in funds	7	<u>94,004</u>	<u>(22,179)</u>	<u>71,825</u>	<u>57,076</u>	<u>(55,466)</u>	<u>1,610</u>
Reconciliation of funds:							
Fund balances at 6 April 2023		<u>178,162</u>	<u>65,700</u>	<u>243,862</u>	<u>121,086</u>	<u>121,166</u>	<u>242,252</u>
Fund balances at 5 April 2024		<u><u>272,166</u></u>	<u><u>43,521</u></u>	<u><u>315,687</u></u>	<u><u>178,162</u></u>	<u><u>65,700</u></u>	<u><u>243,862</u></u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

HEAD2HEAD THEATRE

BALANCE SHEET

AS AT 5 APRIL 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	11		579,723		519,872
Current assets					
Debtors	12	7,806		-	
Cash at bank and in hand		136,838		136,380	
		<u>144,644</u>		<u>136,380</u>	
Creditors: amounts falling due within one year	14	(40,984)		(9,655)	
Net current assets			103,660		126,725
Total assets less current liabilities			683,383		646,597
Creditors: amounts falling due after more than one year	15		(367,696)		(402,735)
Net assets			<u>315,687</u>		<u>243,862</u>
The funds of the charity					
Restricted income funds	17		43,521		65,700
Unrestricted funds	18				
General funds		69,502		70,680	
Designated funds		<u>202,664</u>		<u>107,482</u>	
Total unrestricted funds			272,166		178,162
			<u>315,687</u>		<u>243,862</u>

The financial statements were approved by the trustees on 28 April 2025

Akbar Khan

Akbar Khan
Trustee

AJ Scholefield

Anthony Scholefield
Trustee

HEAD2HEAD THEATRE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 5 APRIL 2024

1 Accounting policies

Charity information

Head2Head Theatre is a Charitable Incorporated Organisation (CIO).

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Comparative figures

The comparative figures are derived from the charity's previous year's accounts which were prepared on a receipts and payments basis as adjusted to bring in the fixed assets acquired in previous years and the loans associated with those assets.

1.3 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.4 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.5 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

HEAD2HEAD THEATRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2024

1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Grants relating to revenue are recognised in the Statement of Financial Activities (SOFA) on a systematic basis over the periods in which the entity recognises the related costs for which the grant is intended to compensate.

Grants relating to capital assets are recognised in the SOFA when the related asset is acquired.

Deferred income relates to upfront payments received by the charity for services that are yet to be delivered. deferred income is recognised in the SOFA once the income has been earned.

1.6 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is reported under its natural headings.

Expenditure on raising funds includes the costs of all fundraising activities and events. This includes advertising, marketing, direct mail and publicity costs.

1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	over 50 years
Freehold improvements	over 10 years
Plant and equipment	over 4 years
Motor vehicles	over 4 years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

HEAD2HEAD THEATRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 5 APRIL 2024

1 Accounting policies

(Continued)

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

HEAD2HEAD THEATRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 5 APRIL 2024

3 Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	11,377	10,000	21,377	34,403	-	34,403

4 Income from charitable activities

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Theatre, Performance, Touring and Barn hub						
Performance income	36,538	-	36,538	24,989	-	24,989
Grant income	-	265,166	265,166	-	120,405	120,405
	36,538	265,166	301,704	24,989	120,405	145,394

Grants analysis

	2024 £	2023 £
National Lottery Community Fund	41,155	31,200
Arts Council England	26,550	-
The Julia & Hans Rausing Trust	15,000	-
Surrey County Council	82,846	-
West Sussex County Council	22,950	-
East Sussex County Council	10,000	-
Wooden Spoon	15,000	-
The Faiths Trust	-	10,000
Other	51,665	79,205
	265,166	120,405

5 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	3,629	1,000

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 5 APRIL 2024

6 Expenditure on charitable activities

	2024 £	2023 £
Theatre, Performance, Touring and Barn hub		
Direct costs		
Staff costs	16,918	22,960
Depreciation and impairment	28,163	-
Production costs	44,440	33,116
Filming costs	28,933	26,194
Touring costs	43,139	35,973
Travel costs	1,657	4,994
Marketing costs	1,527	11,597
Premises costs	10,653	10,030
Office costs	3,345	1,935
Refurbishment costs	25,248	-
Work Experience Programme costs	2,918	-
Loan interest	26,415	15,776
Professional fees	20,029	16,612
Independent examiners fee	1,500	-
	<u>254,885</u>	<u>179,187</u>
Analysis by fund		
Unrestricted funds	78,854	5,955
Restricted funds	<u>176,031</u>	<u>173,232</u>
	<u>254,885</u>	<u>179,187</u>

7 Net movement in funds

	2024 £	2023 £
The net movement in funds is stated after charging/(crediting):		
Depreciation of owned tangible fixed assets	<u>28,163</u>	<u>-</u>

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

9 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Charitable service delivery	<u>4</u>	<u>4</u>

HEAD2HEAD THEATRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 5 APRIL 2024

9 Employees (Continued)

Employment costs	2024 £	2023 £
Wages and salaries	16,918	22,960

There were no employees whose annual remuneration was more than £60,000.

10 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

11 Tangible fixed assets

	Freehold land and buildings £	Freehold improvements £	Plant and equipment £	Motor vehicles £	Total £
Cost					
At 6 April 2023	484,195	-	26,677	9,000	519,872
Additions	-	82,961	5,053	-	88,014
At 5 April 2024	484,195	82,961	31,730	9,000	607,886
Depreciation and impairment					
Depreciation charged in the year	9,684	8,296	7,933	2,250	28,163
At 5 April 2024	9,684	8,296	7,933	2,250	28,163
Carrying amount					
At 5 April 2024	474,511	74,665	23,797	6,750	579,723
At 5 April 2023	484,195	-	26,677	9,000	519,872

12 Debtors

	2024 £	2023 £
Amounts falling due within one year:		
Prepayments and accrued income	7,806	-

HEAD2HEAD THEATRE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 5 APRIL 2024

13 Loans and overdrafts

	2024 £	2023 £
Bank loans	287,139	300,890
Other loans	90,250	111,500
	<u>377,389</u>	<u>412,390</u>
Payable within one year	9,693	9,655
Payable after one year	<u>367,696</u>	<u>402,735</u>

The charity received a loan from Charity Bank of £308,750 on 19 August 2021 on a 25 year term at a rate of interest of 3.75% above Bank of England base rate. The loan is secured on the charity's freehold premises at Drewsherne Barn, Crowhurst Land End, Oxted RH8 9NT.

The charity has two other unsecured interest free loans from related parties, which were used to purchase the charity's freehold premises.

The details of the loans are as follows:

Anthony Scholefield (Trustee) - loan of £61,250 over a maximum period of 20 years.

Ian Steere (Husband of the charity's pro bono CEO) - loan of £50,000 over a maximum period of 20 years.

14 Creditors: amounts falling due within one year

	Notes	2024 £	2023 £
Bank loans	13	4,118	4,080
Other borrowings		5,575	5,575
Deferred income	16	25,000	-
Other creditors		875	-
Accruals		5,416	-
		<u>40,984</u>	<u>9,655</u>

15 Creditors: amounts falling due after more than one year

	Notes	2024 £	2023 £
Bank loans	13	283,021	296,810
Other borrowings		84,675	105,925
		<u>367,696</u>	<u>402,735</u>

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 5 APRIL 2024

16 Deferred income

	2024 £	2023 £
Other deferred income	25,000	-

Deferred income is included in the financial statements as follows:

	2024 £	2023 £
Deferred income is included within:		
Current liabilities	25,000	-
Movements in the year:		
Deferred income at 6 April 2023	-	-
Resources deferred in the year	25,000	-
Deferred income at 5 April 2024	25,000	-

17 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 6 April 2023 £	Incoming resources £	Resources expended £	Transfers £	At 5 April 2024 £
Barn Refurbishment	3,006	104,024	(3,161)	(103,619)	250
Sensory Squad Filming	302	20,000	(21,099)	797	-
New Hygiene Room	-	15,500	(496)	(13,967)	1,037
New Sensory Room	-	6,568	(182)	(5,869)	517
Productions and Touring	14,415	79,388	(90,379)	1,042	4,466
Growth and Development	25,729	41,155	(44,041)	-	22,843
Work Experience Programme	4,350	-	(3,353)	-	997
Other	17,898	8,531	(13,320)	302	13,411
	65,700	275,166	(176,031)	(121,314)	43,521

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 5 APRIL 2024

17 Restricted funds

(Continued)

Barn Refurbishment is funding towards the refurbishment of the charity's theatre building. This fund includes amounts received from Your Fund Surrey (£90,649), Anthony Schofield Foundation (£10,000), Souter Charitable Trust (£3,000) and the balance of funding received in the previous period.

Sensory Squad Filming is funding towards the cost of production and filming. This fund includes amounts received from The Julia & Hans Rausing Trust, Barbara Ward Children's Foundation and the balance of funding received in the previous period.

New Hygiene Room is funding towards the costs of a new hygiene room. This fund includes amounts received from Wooden Spoon (£15,000) and Tandridge Sparks (£500).

New Sensory Room is funding towards the costs of a new sensory room. This fund includes amounts received from Toy Trust (£4,740) and Bauer Radio Cash for Kids (£1,828).

Productions and Touring Fund is funding towards the production, filming and touring costs of various productions. This includes amounts received from Arts Council England (£26,550), West Sussex CC (£22,950), East Sussex CC (£10,000), Seneca Trust (£5,000), Scops Art Trust (£5,000), Farnborough Airport Fund (£5,388) and Royal Borough of Kingston (£3,000). The fund also includes some smaller grants and the balance of funding received in the previous period.

Growth and Development Fund is grant funding received from the National Lottery Community Fund to grow and develop the charity and its activities.

Work Experience Programme is funding from Shanly Foundation (£3,000) and Trinity College (£1,350) towards the costs of the programme.

Other is various other grants towards the cost of various charitable activities. It includes funds received from Community Foundation for Surrey (£4,500), The CiaO Foundation (£1,500) and The Co-op Foundation Local Community Fund. The fund also includes some smaller grants and the balance of funding received in the previous period.

18 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 6 April 2023 £	Incoming resources £	Resources expended £	Transfers £	At 5 April 2024 £
Fixed Asset Fund	107,482	-	(28,163)	123,345	202,664
General funds	70,680	51,544	(50,691)	(2,031)	69,502
	<u>178,162</u>	<u>51,544</u>	<u>(78,854)</u>	<u>121,314</u>	<u>272,166</u>

The Fixed Asset Fund represents the net book value of the charity's fixed assets less the balance of related outstanding loans.

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 5 APRIL 2024

19 Analysis of net assets between funds

	Unrestricted funds 2024 £	Designated funds 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total 2024 £
At 5 April 2024:					
Tangible assets	-	579,723	-	-	579,723
Current assets/(liabilities)	69,832	(9,693)	43,521	-	103,660
Long term liabilities	(330)	(367,366)	-	-	(367,696)
	<u>69,502</u>	<u>202,664</u>	<u>43,521</u>	<u>-</u>	<u>315,687</u>

20 Related party transactions

Transactions with related parties

During the year the charity entered into the following transactions with related parties:

Amy Rhodes, who is the daughter of the pro bono CEO, was paid £25,717 relating mostly to touring and production costs. Production and performance fees of £11,153 were included in that figure, these were paid at the charity's usual remuneration rates for professional actors. In addition to the hours paid for, Amy also provides the Charity with substantial amounts of pro bono production time. Amy Rhodes is now a Trustee of the charity, but wasn't at the time these services were provided.