



LAMPS Collective

Report and Financial Statements

Year ended: 31 March 2021

Charity No: 1162692

# **LAMPS Collective**

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

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The trustees present their annual report and financial statements of the charity for the year ended 31<sup>st</sup> March 2021.

The financial statements have been prepared on a Receipts and Payments basis and comply with the charity's trust deed, 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 for Smaller Entities published on 16 July 2014.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

LAMPS Collective is a Charitable Incorporated Organisation (CIO) which was established under a Constitution which set out the objectives and powers of the CIO.

LAMPS Collective is currently staffed by volunteer staff members: the joint Creative Directors, who advise the trustees on the productions which should be mounted, a Bookkeeper, a Tours and Bookings Coordinator and a Website Manager.

### **Recruitment and Appointment of the Trustees**

The trustees of the charity have the responsibility for managing the affairs of LAMPS Collective. The Constitution of the Charity requires that there should be a minimum of three and a maximum of twelve trustees and that every trustee has to be appointed by a resolution passed at a properly convened meeting of the charity trustees. Trustees bring a variety of skills to the board, including organisational, charity and financial management and a passion for the arts. The board of trustees continues to explore the recruitment of additional trustees and will seek to make sure that the composition of the board is adequate to ensure the strategic development of the charity's work and the proper oversight of its operations.

Any new trustees are likely to be sought from people known to the trustees or the Executive Team of the charity and will be those who can provide the necessary specialist skills and experience to ensure the proper working of the trustees and the development of LAMPS Collective's ministry. Two new trustees were appointed in the financial year ending 31<sup>st</sup> March 2021.

### **Trustee Induction and Training**

New Trustees are given a copy of the Constitution and a copy of the Charity Commission's booklet "The Role and Responsibility of Charity Trustees" and the role and responsibilities of trustees are explained to them. New Trustees are expected to spend some time with the Executive Team to gain a proper understanding of the work of LAMPS Collective. The need for Trustee training is kept under review and appropriate training will be undertaken as needs are identified. Trustees are reminded of their responsibilities at each meeting of the board.

Currently the trustees are drawn from a variety of professional and charity backgrounds relevant to the work of the charity.

## **Trustees**

Trustees who served during the period were:

Beryl Tillin (resigned 11 January 2021)  
Marion Haynes  
Philip Henderson (appointed 11 January 2021)  
Julie Kemp-Harper  
Charles Milward (appointed 11 January 2021)  
John Rogers (resigned 31 March 2021)  
Tony Rogerson  
Alison Winder (resigned 31 March 2021)

## **RISK MANAGEMENT**

A Risk Management review is carried out each year and records the risks identified, the steps in place to mitigate those risks and any actions required to further improve risk management.

Procedures are also in place to safeguard the health and safety of the production and creative teams in performance, and a prior risk assessment review is required at performance venues.

Internal financial control risks are minimised by the implementation of appropriate systems and procedures, including the dual authorisation of expenditure and payments.

## **OBJECTIVES AND ACTIVITIES**

LAMPS Collective is a Charitable Incorporated Organisation which was registered by the Charity Commission on 16<sup>th</sup> July 2015.

The purpose of LAMPS Collective is to advance the Christian faith for the benefit of the public by:

- a. The re-telling of stories for the public benefit, through high quality performances involving theatre, music, puppets, poetry and other art forms
- b. The production of media resources which are of educational, cultural and spiritual value to the community and based on Christian principles
- c. Contributing to schools' Personal, Social, Health and Economic Education (PSHE) programme by providing workshops on topics such as relationships and other life-skills
- d. Teaching, training and encouraging schools, churches and the wider public in the art of song-writing and storytelling through workshops and other media

## **PUBLIC BENEFIT STATEMENT**

The Trustees are mindful of their responsibilities regarding public benefit and seek to meet these criteria in a number of different ways. Through its performances, the charity entertains, challenges and encourages people of all ages to live a life full of meaning and purpose, seeking to motivate and change society for the better.

## ACHIEVEMENTS AND PERFORMANCE

The Coronavirus pandemic and the UK wide lock-down which began in March 2020 has had a major impact on our plans and activities for the 2020-2021 financial year. The first casualty was our plans to tour *"The Passion"* in the lead-up to Easter 2020, which had to be cancelled. Instead, LAMPS produced *"The Passion Monologues"*, an online Easter resource for churches, featuring a selection of monologues from the play which were recorded in isolation on mobile phones by the 2019 cast. We were encouraged by the 2,226 "hits" on the LAMPS website. We also received some very positive comments from people who had viewed them. One person wrote *"We watched all the Passion Monologues and were very impressed, both at the innovative presentation of a familiar storyline, but also the quality of acting and delivery. Very believable!"*. Another person wrote *"The Passion Narratives were absolutely stunning and very moving"*.

We had to cancel plans to tour revivals of both *"Babs of Bethlehem"* and of our one-woman show for Advent *"Bread and Starlight"* in the lead-up to Christmas 2020 because of the pandemic. However, we were able to film *"Bread and Starlight"* which we made available to churches. We provided some devotional material based on the play which was written by one of our Co-Creative Directors and offered a post-show Zoom discussion with members of the team. 13 churches subscribed to the video link of *"Bread and Starlight"*, and there were 368 viewings of the performance, although only two churches took up the offer of the post-show Zoom discussion. In addition, we recorded an audiobook of the show and have made available a CD of the performance. The song *"Emmanuel"* from *"Bread and Starlight"* was entered into the UK Song-Writing Contest in the Christian/Faith music category and was awarded five stars and a commendation.

We also had to cancel plans to tour *"The Passion"* in the lead-up to Easter 2021. Instead, we released six of the *"Passion Monologues"*, which were renamed *"The Passion Stories"*, for online viewing and produced a devotional Study Guide to go along with the resource for churches, groups and individuals to use as a Lent/Easter course. There were 125 downloads of the resource, from both churches and individuals, of which 50 made a financial contribution to LAMPS. Although the majority of the downloads were from UK residents, we also had viewings from Australia and Bermuda.

A further casualty of the pandemic was our plan to fund-raise for and purchase a vehicle to transport sets and props when touring our shows. This has been put on hold until touring can re-start. We have repaid a grant which was made for this project, and we are currently holding £6,250.00 in our Deposit Account which has been given for the purchase of a suitable vehicle.

During the year we undertook a major overhaul of our website, which included work to improve accessibility. We also added Google Analytics, an on-line shop for supporters to download LAMPS resources and a number of new pages including one in which we publish reviews of our performances.

## FINANCIAL REVIEW

As a result of the pandemic our income from performances has been reduced, as has our expenditure on actors' fees. Our income for the 2019-2020 financial year had been unusually high because of the fund-raising initiative to purchase a van for touring purposes.

Because of the Covid-19 Pandemic, we decided not to go ahead with purchasing a van until the possibility of touring became more likely, and we repaid £9,000 to a grant-making trust which had provided funding for the project, which explains why our donation income for 2020-21 is a negative figure. During the pandemic, regular donors have, on the whole, continued with their support of the charity. We also received some income from churches and individuals who appreciated the “Passion Monologues” and the “Bread and Starlight” online presentations.

The charity continues to follow a reserves policy so that 10% of each unrestricted gift is held in Reserve funds.

## **PLANS FOR THE FUTURE**

Specific plans for 2021/22 are being kept under review by the trustees because of the impact of the Coronavirus. However, during 2020/21 we are planning to:

- Record an audiobook of “The Passion” once the national situation allows
- Develop a new non-seasonally specific play, with a working title of “Fishers”
- Tour “Bread and Starlight” live at Christmas 2021
- Re-launch our “Wheels Appeal” to purchase a vehicle to transport scenery and equipment for performances

# LAMPS Collective

## Receipts and payments accounts

No (if any)  
**1162692**

For the period from	Period start date <b>1/4/2020</b>	To	Period end date <b>31/3/2021</b>
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### Section A Receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	Total funds to nearest £	Last year to nearest £
<b>A1 Receipts</b>					
Donations	3,901	(6,000)		(2,099)	19,148
LAMPS productions	1,822			1,822	15,520
Investment income	6			6	3
Other income	77			77	
				-	
				-	
				-	
				-	
				-	
				-	
				-	
<b>Sub total</b>	<b>5,806</b>	<b>(6,000)</b>	<b>-</b>	<b>(194)</b>	<b>34,671</b>
<b>A2 Asset and investment sales, etc.</b>	-	-	-	-	-
<b>Total receipts</b>	<b>5,806</b>	<b>(6,000)</b>	<b>-</b>	<b>(194)</b>	<b>34,671</b>
<b>A3 Payments</b>					
LAMPS production costs				-	17,138
Easter performers	1,020			1,020	
Bread and Starlight Audio	1,217			1,217	
Bread and Starlight Video	1,213			1,213	
Website and Marketing	816			816	1,456
Office & administration expenses	165			165	1,098
Insurance	279			279	
				-	
				-	
				-	
				-	
				-	
<b>Sub total</b>	<b>4,711</b>	<b>-</b>	<b>-</b>	<b>4,711</b>	<b>19,692</b>
<b>A4 Asset and investment purchases, etc.</b>	-	-	-	-	830
<b>Total payments</b>	<b>4,711</b>	<b>-</b>	<b>-</b>	<b>4,711</b>	<b>20,522</b>
<b>Net of receipts/(payments)</b>	<b>1,095</b>	<b>(6,000)</b>	<b>-</b>	<b>(4,905)</b>	<b>14,149</b>
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	<b>9,892</b>	<b>12,250</b>	<b>-</b>	<b>22,142</b>	<b>7,993</b>
<b>Cash funds this year end</b>	<b>10,987</b>	<b>6,250</b>	<b>-</b>	<b>17,237</b>	<b>22,142</b>