

Registered Charity No: 1163202

THE DEARNE PLAYHOUSE
REPORT AND ACCOUNTS
YEAR ENDED 31 MARCH 2021

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THE DEARNE PLAYHOUSE
LEGAL AND ADMINISTRATIVE INFORMATION
YEAR ENDED 31 MARCH 2021

Full Name: THE DEARNE PLAYHOUSE

**Registered Charity
Number:** 1163202

**Correspondence
Address:** The Dearne Playhouse
Dearne Welfare Hall
Washington Road
Goldthorpe
Rotherham
S63 9EF

Trustees: Cllr May Noble
Beverley Foster
Stella Burton
Mike Lawrence
Rob Lee (from July 2021)

Chair: Cllr May Noble

Bankers: Virgin Money
1A Peel Square
Barnsley
South Yorkshire
S70 2PL

Independent Examiner: Steph Tolson
Community Accountant
BCVS Services
Priory Campus
Pontefract Road
Barnsley
S71 5PN

THE DEARNE PLAYHOUSE
TRUSTEES' REPORT
YEAR ENDED 31 MARCH 2021

The Trustees present their annual report and accounts for the year ended 31 March 2021.

Structure, governance and management

The Dearne Playhouse is a Charitable Incorporated Organisation (CIO), registered with the Charity Commission and governed by its constitution, dated 19 August 2015.

The members of the CIO are the charity trustees. Membership of the CIO cannot be transferred to anyone else. The members of the CIO have no liability to contribute to assets and no personal responsibility for settling debts and liabilities in the event of winding up.

The affairs of the charity are managed by the trustees, who may exercise all the powers of the charity.

Appointment of Trustees

In accordance with the terms of the constitution, there must be at least three charity trustees. If the number falls below this minimum, the remaining trustees can act only to call a meeting of the trustees or appoint a new trustee. There is no maximum number of trustees.

One third of the Trustees will retire at a properly convened meeting of the charity trustees each year but may be reappointed.

Each new trustee is given a copy of the constitution and the latest trustee's annual report and accounts, on or before appointment.

The trustees who served during the year are shown on page 3 of this report.

Charitable aims and objectives

The objectives of the charity are:

1. To promote the arts for the benefit of the public, and in particular the Dearne Valley communities, by production and performance of drama, mime, dance, music and singing, and the establishment and maintenance of a theatre known as The Dearne Playhouse on premises known as the Miners' Recreation or Pleasure Ground at Goldthorpe.
2. To promote regeneration in areas of social and economic deprivation (and in particular the Dearne Valley) for the benefit of the public by all or any of the following means:
 - The advancement of education, training or retraining, particularly among unemployed people
 - The provision of educational, recreational and leisure facilities for the public at large or for those who by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances have need of such facilities
 - Such other means as may from time to time be determined, subject to the prior written consent of the Charity Commissioners for England and Wales.

THE DEARNE PLAYHOUSE
TRUSTEES' REPORT continued
YEAR ENDED 31 MARCH 2021

Activities undertaken and achievements during the year

In shaping the objectives for the year, the trustees have paid due regard to the public benefit guidance published by the Charity Commission.

- The Dearne Playhouse commenced trading as a new Charitable Incorporated Organisation (CIO) on 1st April 2016. The charity entered into a new lease with Barnsley Metropolitan Borough Council on the 14th November 2016, when assets and liabilities were transferred from Dearne Community and Miners Welfare Scheme, the registered charity that previously managed the site. The responsibility for the playhouse continues to rest with the CIO.
- During the financial period ending 31st March 2021, the charity's operations were paused due to the Covid Pandemic and lockdown. Ongoing restrictions imposed on theatres meant that the Dearne Playhouse was not open for the entire financial year. The 3 employees, the Theatre Manager, Facilities Manager and a part time cleaner were all furloughed from the beginning of April until October 2021 when the furlough scheme stopped. Trustees ensured that all ongoing financial commitments (utility bills etc.) were met and the staff were kept informed.
- Towards the end of the financial year, discussions with Barnsley MBC commenced with regards to their plans to apply to the Government's Principle Towns Fund to draw down £22.3 million to Goldthorpe. Discussions progressed and the Dearne Playhouse has been included as the cultural hub into the plans and applications and we are hopeful that this will bring much needed environmental and capital funds for the theatre in 2022.
- As part of the Principle Towns Funding, the Playhouse will be supported by Barnsley MBC to develop a business plan and this should be complete by end of February 2022.
- Before lockdown, the theatre was fully self-sufficient, operating under a business model showcasing its open in-house performances, allowing additional income to be realised, reducing reliance on external funding. For example, throughout the year local dance school performances and festivals rent the space, this income provides a good stable source of revenue during the year. We are confident that this business model will continue once the theatre reopens and that use will resume as pre-lockdown.
- The Theatre Manager, once returning to work, will work closely with the external artistic director to identify new opportunities to increase revenue from ticket sales by producing low cost in-house shows that utilise local dance schools, in turn generating enhanced ticket sales.
- Between 2017 and 2020, the theatre changed 100% of its stage lighting to LED lights to help our carbon footprint and save money on energy bills. The theatre began to see savings in energy bills and this investment has definitely contributed to our long term sustainability plans.
- The theatre will continue to provide affordable theatre skills courses to local young people and has plans to expand this into an established youth theatre. The theatre has identified a need for this provision in the local area at an affordable cost opposed to commercial theatre schools which can be too expensive for some local young people.
- We hope that the Dearne pantomime which happens every December will continue to grow well both in audience numbers and financially, once performances resume. Volunteers have maintained social media presence throughout this period so as not to lose the marketing impact that we have already achieved.

THE DEARNE PLAYHOUSE
TRUSTEES' REPORT continued
YEAR ENDED 31 MARCH 2021

Future Plans

- We are hoping that there will be opportunities to resume rehearsals and performances before the end of the 2021 calendar year. The committed volunteer and staff base want to maintain the theatre for community use. We are all positive that with the resumption of activities and the Principle Towns Funding that the future of the Playhouse is very secure. The playhouse provides more than just theatre, work will continue with our users/partners to build on the successes achieved so far. This will involve maintaining income to ensure there is funding for utilities and maintenance costs.
- We will continue to apply for grants and develop relationships with organisations who may wish to use the space – these are important for income generation necessary to improve the overall financial health of the venue, reduce operational costs, reduce reliance on external funding and form a basis for future developments and growth.

Risk Management

The trustees are responsible for risk management. A review of strategies to mitigate risk has taken place and formed part of the proposed changes in establishing the Charitable Incorporated Organisation. The new risk management strategy includes:

1. An annual review of the risks the new CIO may face.
2. The establishment of systems and procedures to mitigate those risks identified in the strategy, will include:
 - Formal agenda for minutes of trustee meetings.
 - Formal written policies where appropriate.
 - Vetting procedures as required by law for the protection of children and vulnerable adults.
3. Risk assessments will be carried out on all major projects undertaken by the charity and are required for grant applications in any event.
4. The new CIO is being supported by BMBC's Risk and Governance manager who will assist the trustees in developing appropriate arrangements for the management of risk.

The Charity's policy on reserves

The trustees recognise the need to keep reserves at a level which will give the organisation stability to enable it to continue to operate in the future and are working towards holding at least 3 months running costs in reserve at any one time. Based on current year expenditure this equates to £20,000. The actual reserves held by the charity at the year end was £59,483 (2020: £33,458) which exceeds this level. This has been achieved through receiving unrestricted grants throughout the period to support the charity through the pandemic. The additional reserves will be needed in the next financial year as the charity begins to resume its activities.

Related parties

The trustees consider that there are no related parties to the charity.

Trustees responsibilities for the financial statements

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity at any time and enable the trustees to prepare financial statements for each financial year. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

THE DEARNE PLAYHOUSE
TRUSTEES' REPORT continued
YEAR ENDED 31 MARCH 2021

Financial Position

The financial statements are set out in pages 9 to 12. The Receipts and Payments Account shows a net income for the year of £26,025 (2020: £27,354). The total funds of the charity at year end stand at £59,483 (2020: £33,458).

The trustees declare that they have approved the report above.

Signed on behalf of the charity's trustees:

Signed: May Noble Date: 14th January 2022
May Noble, Chair

THE DEARNE PLAYHOUSE
INDEPENDENT EXAMINER'S REPORT
YEAR ENDED 31 MARCH 2021

I report on the accounts of the charity, which are set out on pages 9 to 12.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year, under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts, under section 145 of the 2011 Act;
- follow the procedures laid down in the general directions given by the Charity Commissioners under section 145 (5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records, in accordance with section 130 of the 2011 Act, and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met;

or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed  Date: 14th January 2022

Steph Tolson
Community Accountant
BCVS Services
Priory Campus, Pontefract Road, Barnsley, S71 5PN

THE DEARNE PLAYHOUSE
RECEIPTS AND PAYMENTS ACCOUNT
YEAR ENDED 31 MARCH 2021

	Note	Unrestricted Funds £	Restricted Funds £	2021 Total Funds £	2020 Total Funds £
Receipts					
Grants received	2/3	95,148	-	95,148	32,126
Fundraising & Donations		9,267	-	9,267	-
Hire income		240	-	240	64,030
Pantomime income		-	-	-	19,747
Bar income	7	-	-	-	11,245
Equipment hire		-	-	-	210
Total receipts		104,655		104,655	127,358
Payments					
Salaries cost		51,638	-	51,638	55,588
Bar costs		174	-	174	12,394
Licences		612	-	612	1,802
Rates		219	-	219	1,570
Insurance		1,295	-	1,295	1,231
Utilities		9,921	-	9,921	7,974
Telephones		-	-	-	649
Repairs & maintenance		4,919	-	4,919	2,873
Waste disposal		656	-	656	857
Pantomime expenditure		4,691	-	4,691	4,632
Equipment & assets		2,823	-	2,823	7,882
Printing & stationery		-	-	-	388
IT Support		110	-	110	110
Professional fees		1,403	-	1,403	903
Sundry & Miscellaneous Expenses		169	-	169	1,151
Total payments		78,630		78,630	100,004
Surplus/(Deficit)		26,025	-	26,025	27,354
Total funds brought forward		33,458	-	33,458	6,104
Total Funds Carried Forward		59,483	-	59,483	33,458

THE DEARNE PLAYHOUSE
STATEMENT OF ASSETS & LIABILITIES
AS AT 31 MARCH 2021

	2021	2020
Monetary Assets:		
Yorkshire Bank Current Account	£59,083	£33,058
Petty Cash	£400	£400
Total monetary assets	<u>£59,483</u>	<u>£33,458</u>

Assets:

No bar stock was held at 31.03.21, due to the theatre being closed, and all previous stock held had gone past its use by date.

A list of fixed assets retained for the charity's use is included in note 8 to the accounts (page 12)

	2021	2020
Liabilities:		
Accountancy fee	£725	£725
PAYE Liability	£1,055	£1,085
	<u>£1,780</u>	<u>£1,810</u>

The trustees declare that they have approved the accounts above.

Signed on behalf of the charity's trustees:



Date: 14th January 2022

May Noble, Chair

THE DEARNE PLAYHOUSE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

1. Accounting policies

Basis of the preparation of the accounts

The financial statements have been prepared on a Receipts & Payments basis which summarises the movement of cash in and out of the organisation. In this context 'cash' includes cash equivalents, such as bank accounts where cash can be readily available to pay debts as they fall due. This format of accounts is available to non-company charities with gross annual income of £250,000 or less.

Classification of income & expenditure

Income and expenditure has been analysed in the accounts using natural classification.

Funds structure

The charity maintains an unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Unrestricted funds may arise from grants and donations of a general nature, member subscriptions & fees, charges for goods and service provided and payment for service contracts delivered.

Restricted funds may be provided to the charity for particular purposes and may only be spent for the purposes for which they were given. Any balance remaining outstanding on a restricted fund at the end of the year is carried forward as a balance on the fund, unless permission has been given by the funder to remove the restriction on the balance outstanding. Restricted funds will arise from grants and donations given to the charity for specific purposes.

2. Restricted Funds

- No restricted funds were received during the year.

3. Unrestricted Funds

- Unrestricted grants received during the year were as follows:

	£
BMBC - Covid-19 Support grants	53,495
HMRC - CJRS grants	39,653
SYCF - Covid-19 Support grant	2,000
	<u>95,148</u>

THE DEARNE PLAYHOUSE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

4. Funds held as agent

The charity receives income from tickets sales for performances at the Playhouse. This income is collected on behalf of third party theatre groups and the charity is legally bound to pay over the funds to the various groups. The transactions are therefore not recognised in the Receipts and Payment Account. The funds are held in a separate bank account. However the balance, due to third parties at the year end was £0 due to the theatre being closed and all previous funds had been repaid.

5. Trustee & related party transactions

There were no transactions with any trustee or related party to a trustee during the reporting period.

6. Land and Buildings

A 50 year lease exists between the Barnsley Metropolitan Borough Council and the charity, in respect of the Dearne Welfare Hall, Washington Road, Goldthorpe, Barnsley.

7. Bar income

Bar income arises from the sale of food and drink to members of the audience at the Playhouse. The bar is not open for business at any other time, or to members of the general public, the trading is therefore ancillary to primary charitable purposes and is exempt from tax.

8. Assets Retained for the Charity's Own Use

Fixed Assets:

- Lighting control desk
- Memory control desk
- Sound desk
- Vending machine
- LED lighting
- Production Room system
- CCTV system
- Projector/screen (Cinema Club)
- Fridge/freezer
- Laptop x 2
- Stage Lighting system
- Carpet Cleaner
- Vacuum cleaner