



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Mo 01	Year 2023		Day 31	Month Dec	Year 2023

Section A Reference and administration details

Charity name

Access Theatre CIO

Other names charity is known by

Registered charity number (if any) 1165050

Charity's principal address

Woozers

Higher Tremarcoombe

Liskeard, Cornwall

Postcode

PL14 5HW

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Jackie Blank	Chair	Full Year	
2	James Lamb	Treasurer	Full Year	
3	Joe Caudle	Secretary	Full Year	
4	Pam Lamb	Volunteer Co-ordinator	Full Year	
5	Alice Pooshkah		Full Year	
6	Lauren Flook		Resigned	
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

Charitable Incorporated Organisation

Trustee selection methods
(eg. appointed by, elected by)

By invitation

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Access Theatre is run by a freelance Practitioner, supported by a creative enabler and volunteers.

Trustees are sort and appointed to fill identified gaps in skills when required.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

Facilitating access to, promoting, maintaining and advancing education in the Arts. This is without limitation drama, mime, dance, singing, music film and other digital media, this is offered to those with learning disabilities and or physical disabilities and or sensory impairments and family and friends with a personal link to the individual. It is also offered to the wider community who wish to be part of an inclusive company

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

This year the company has been able to deliver 42 weeks of face to face activities for 12-15 individuals per session. We continue to engage with the local community and encourage community members to get involved with the company.

The company encompasses a wide age range from 18 upwards and a wide range of support needs.

This has seen opportunities for skill learning in drama, writing, costume design, animation, music, singing, front of house skills.

The trustees confirm that they have due regard to the commissioner's public benefit guidance when making all decisions and exercising duties where the guidance is relevant.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Volunteers play an invaluable role in supporting the company to achieve its goals. These include supporting individuals, helping with costumes, marketing running raffles etc.

Volunteers have regular meetings with the co-ordinator to ensure they are kept up to date and feel valued.

Summary of the main achievements of the charity during the year

This year has seen a consolidation of the company, members are now all back and engaged with the opportunities that are on offer.

The continuation of the company, during difficult times and when many other statutory and voluntary services are closing. Offering a safe space where individuals are able to express themselves and develop friendships which there are few opportunities to do, leading to social isolation in a rural community.

The enthusiasm to perform and demonstrate their skills is really rewarding and this has been demonstrated in 2 performances this year. Both really well received by the local community.

In continuing to meet the companies objectives there is much optimism for the future.

Section E

Financial review

Brief statement of the charity's policy on reserves

Access Theatre Reserves Policy The Access Board of Trustees accepts the need to ensure the ongoing delivery of core activities whilst seeking outside funding to secure the delivery of these core activities through the establishing of a Reserves fund.

2. The level of the Reserves fund should be equivalent to a minimum of 6 months of delivery of core activities. Currently this would be in the region of £4000. We have however used reserves to support the company during a challenging time after covid and are reviewing ways to ensure our funds are able to meet needs if necessary.

3. The reserves will be held in such a manner as to allow for simple same day transfer between the interest bearing account and the Access current account. The board accepts that this will bear down on the level of interest received but will ensure immediate access to funding if required.

4. The reserves will be available to cover any short term deficit needed to establish a new project where funding has been agreed but not yet received.

5. The reserves will be available to cover a shortfall in funding for a new project whilst further funding is being sought.

6. The Access Board will regularly review the Reserves policy to ensure ongoing effectiveness.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The company is funded through membership fees, fundraising and grant applications.

The funding provides the finance to deliver the objectives and activities of the charity. It enables additional support for individuals in sessions.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees’ report above.

Signed on behalf of the charity’s trustees

Signature(s)		
Full name(s)	Jackie Blank	Pam Lamb
Position (eg Secretary, Chair, etc)	chair	Volunteer Co ordinato
Date	25/09/2024	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Access Theatre CIO

No (if any)
1165050

Receipts and payments accounts

CC16a

For the period
from

Period start date
01-Jan-23

To

Period end date
31-Dec-23

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants		1,000	-	1,000	2,000
Donations	-	-	-	-	336
Membership Fees	5,516	-	-	5,516	2,858
Performances		-	-	-	-
Fundraising		-	-	-	-
Interest	64	-	-	64	8
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	5,580	1,000	-	6,580	5,202
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	5,580	1,000	-	6,580	5,202
A3 Payments					
Artistic Director / Practitioner fees	9,523	-	-	9,523	8,260
Insurance	96		-	96	96
Studio Hire	988		-	988	815
Website & Publicity	-		-	-	-
Office and Administration	213		-	213	207
Project Management	-		-	-	-
Performance costs	-		-	-	-
Travel & other expenses	230		-	230	221
Laptop	-		-	-	-
Materials	-	-	-	-	-
Sub total	11,051	-	-	11,051	9,599
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	11,051	-	-	11,051	9,599
Net of receipts/(payments)	- 5,471	1,000	-	- 4,471	- 4,397
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	8,884	-	-	8,884	13,281
Cash funds this year end	3,413	1,000	-	4,413	8,884

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	CO-OP Bank Account	2,301	-	-
	CO-OP Instant Access Account	2,113	-	-
		-	-	-
	Total cash funds	4,414	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	PA System and Portable CD player		200	-
	Laptop		364	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	