

Company Registration Number 06764666

Registered Charity Number 1165182

UNFOLDING THEATRE

(A COMPANY LIMITED BY GUARANTEE)

REPORT AND ACCOUNTS

For the year ending 31 March 2023

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2023

The Trustees, who are also Directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2023.

REFERENCE AND ADMINISTRATIVE DETAILS

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|------------------------------------|---|
| Registered charity name | Unfolding Theatre |
| Charity registration number | 1165182 |
| Company registration number | 06764666 |
| Registered office | Arch 6, Stepney Bank, Newcastle upon Tyne NE1 2NP |

Trustees

For the purposes of the Companies Act 2006, the Board of Trustees is the Board of Directors of the charitable company and is referred to as the Trustees throughout this report.

The Trustees of Unfolding Theatre during the period and to the date of signing this report are as follows:

Mr T G Bailey
Ms R H Bowsher
Mrs G Hufton
Ms M Kambo
Mr A M Robinson
Ms S Kyne
Mr K R Wilson

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|--------------------------|--|
| Company Secretary | Ms A R Rigby (to 11 July 2022) Mr M Barrass (from 11 July 2022) |
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| | |
|----------------|---|
| Bankers | TSB, 217 Chillingham Road, Newcastle upon Tyne NE6 5LJ |
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| Independent Examiner | Mr P O'Hara FCA, 4 Stoneyhurst Road West, Gosforth, Newcastle upon Tyne NE3 1PG |
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STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Documents

Unfolding Theatre is a charitable company limited by guarantee, incorporated on 3 December 2008 and registered as a charity on 15 January 2016.

The charity is controlled by its governing document, its Memorandum & Articles of Association, as amended by Special Resolution on 15 May 2015 and 11 July 2022, and constitutes a limited company, limited by guarantee, as defined by the Companies Act.

The Directors of the company are also Trustees of the charity.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT (Continued)

Governing Documents (Cont.)

Eligibility for membership of the charity, and membership of the Board of Trustees, is governed by the Articles of Association. There are no restrictions in the governing document on the operation of the charity other than those imposed by general charity law.

Charitable Purpose

Unfolding Theatre's charitable objects are to advance the arts for the public benefit through the promotion of, in particular, but not exclusively, the art of drama.

Structure and Governance

The charity currently has a board of 7 non-executive Trustees.

The Board meets a minimum of five times per year. Detailed written Board reports and an agenda are prepared by the Director and circulated in advance of meetings.

Recruitment and Appointment of Board of Trustees

Trustees are elected to the Board based on discussions and recommendations offered by Trustees and outside advisors to the organisation, as well as through a range of advertising channels.

Trustee Induction and Training

New Trustees are inducted by the Chair of the Board and Director and are provided with a range of resources to support their understanding of Unfolding Theatre activities.

Reserves Policy

The Trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission.

The Trustees aim to firstly hold a level of unrestricted Reserves which enables the charity to have sufficient financial resources to meet various liabilities which would crystallise if Unfolding Theatre's funding were to be withdrawn and/or it were unable to continue operating. At present, the Trustees estimate that the Unrestricted Reserves required for such purposes amount to approximately £35,000.

The Trustees then aspire to retain an additional allowance of £15,000 to enable the charity to respond flexibly to issues or appropriate initiatives which might be identified outside of its annual budgeting process. The optimum level of Reserves is therefore £50,000.

The charity's Unrestricted Reserves at 31 March 2023 are £71,927. Free Reserves, defined as non-designated Unrestricted Reserves minus the value of Tangible Fixed Assets, are £70,972, thereby providing a degree of additional flexibility over the optimum level. This policy will be reviewed by the Trustees on an annual basis as part of the charity's budgeting processes.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT (Continued)

Grant Making Policy

The charity does not currently engage in grant-making activity.

The Contribution of Volunteers

The charity makes extensive use of volunteers within its productions and to support its activities.

OBJECTIVES AND ACTIVITIES

Aims & Objectives

The charity's main current aims, and the changes or differences it seeks to make through its activities, are to:

- engage a wide range of children and adults in rewarding drama workshops
- offer public audiences in the North East and beyond high quality, joyful theatre experiences (including performances that are free to access)
- enable young people and adults from under-served communities to access drama activities that help improve wellbeing, develop skills and raise confidence
- develop and fundraise for a programme of organisational development that supports Unfolding Theatre to increase audiences

Public Benefit

The Trustees understand and have discussed the implications of the provisions of the Charities Act 2006, which state that all charities must demonstrate that they are established for public benefit and have had due regard to the public benefit guidance issued by the Charity Commission. The Trustees believe that the charity meets both of the key principles.

Principle 1 – There must be an identifiable benefit, or benefits

Unfolding Theatre brings people together to co-create and experience remarkable theatre that builds connections across social divisions.

Unfolding Theatre works to achieve its vision by co-creating big-hearted theatre with surprising combinations of people. We bring people together around theatre, music, food, laughter, good stories or all of those things at once.

Our work has a positive, sometimes profound impact on the artists, audiences and community co-creators we work with.

“Unfolding Theatre is one of the North East’s most precious cultural assets, making eclectic big-hearted performance work rooted in community participation & co-production.” North East Bylines

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2023

OBJECTIVES AND ACTIVITIES (Continued)

Public Benefit (Cont.)

Long-term, we aim that:

- People feel happier & more creatively fulfilled
- Audiences are more diverse & feel reflected in UT's theatre
- People build new social connections, strengthening communities

Principle 2 - Benefit must be to the public, or a section of the public

Each element of our work provides benefit to one or more clearly identified sections of the public, as follows:

Creating new inclusive theatre with communities:

A Street Like This

During 2022-23, Unfolding Theatre continued to develop *A Street Like This*, a new music production with our 'house band' community group based in Sunderland.

The creative team of Artistic Director (Annie Rigby), Musical Director (Ross Millard) and Writer (Alison Carr) have worked alongside 23 local residents over the course of 15 community workshops at Pop Recs, Sunderland. The group have co-written songs, developed creative writing to contribute to the script and co-developed staging ideas.

"I appreciate the support and encouragement you've given everyone with ASLT [A Street Like This]. I'm absolutely loving being involved. I'm starting to wonder if I made a mistake all those years ago in being a builder, because I feel very at home in a theatrical workshop setting." Ray

Following auditions, the community company of local residents will be joined by performers Alex Elliott, Karen Traynor and Kylie Ann Ford to present the premiere of *A Street Like This* in June 2023 at The Fire Station, Sunderland. A two-week tour of the North East will follow in Autumn 2023.

Development of this project was supported by Foyle Foundation, Sir James Knott Trust, Arts Council England National Portfolio Organisation funding. In addition, Unfolding Theatre participated in The Big Give Christmas Challenge raising funding via online donations from the public that was matched by our Charity Pledgers and The Reed Foundation.

Just Us

We developed a strong partnership with the Elders Council of Newcastle upon Tyne to develop a neighbourhood project that sought to improve a sense of age friendliness and break down barriers by giving older people a voice. Through a series of informal, community-based creative taster sessions, we explored themes and began the process of creating a manifesto for age friendly communities. A creativity week of accessible and inclusive creative sessions followed, in which the manifesto was developed into a performance that combined creative writing, spoken word and bingo. The creativity week engaged 50 local residents and the resulting performance, *Just Us*, was performed in two community venues in the east and west of the city attended by 60 people.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2023

OBJECTIVES AND ACTIVITIES (Continued)

Public Benefit (Cont.)

"Two fine actors relayed vital issues of our lives, which they had gleaned from workshops over four days during August, in Fenham and Byker. From this, a manifesto arose for an imagined community of hope and practical ideals." Community Co-creator

"I got someone approaching me in the street saying that was a fantastic delivery you gave."
Community Co-creator

Hansel and Gretel: The Remix

More Than Grandparents, a Sunderland-based charity supporting kinship care families (where children are being raised by family members – often grandparents – or friends), and We Make Culture, commissioned Unfolding Theatre to create a community panto. Writer and Creative Associate Becci Sharrock worked with a group of children and their carers to create *Hansel and Gretel: The Remix*. The pantomime was directed by Abigail Lawson and the team at We Make Culture. 22 children and family members performed in the pantomime and the performance was enjoyed by an audience of 80 people.

"Our kinship children created and performed their very own, very first kinship pantomime. This was a huge achievement for these children not least of all because of their traumatic start in life but also because many have conditions such as autism, ADHD and fetal alcohol spectrum disorder. Many of these children had never performed before. Many were never chosen at school to perform because of their sometimes-challenging behaviour. Yet they embraced every bit of the production from start to finish." Melanie Nichols, More Than Grandparents

The Odyssey: Episode 4

Unfolding Theatre's was commissioned by Sunderland Culture to direct National Theatre's Public Acts production of *The Odyssey* that will be told over five episodes, in five different locations. Annie Rigby is currently directing Episode Four: The Island of the Sun and working with a community company of 26 people to present the performance in April 2023.

Accessible and inspiring creative opportunities for children and young people:

North East Deaf Youth Theatre

Unfolding Theatre continued to build relationships with Deaf children and their families through *North East Deaf Youth Theatre*. Led by Creative Associate EJ Raymond, the project offered free theatre making activities and performance opportunities for Deaf children.

EJ and Annie delivered four in-school taster sessions to 29 pupils in three schools: Northern Countries School, Jesmond Park Academy and Broadwood Primary School. Following these sessions, a 5-day summer camp was organised and delivered. The summer camp offered sessions in the mornings for primary school-aged children and sessions in the afternoons for secondary school-aged children. Four children took part in the sessions over the course of the week and the summer camp culminated with the group shared their unique story 'Gary the Dragon' to an invited audience of family and friends.

A further session took place in the October half term, and monthly sessions were launched in January 2023. There are currently eight children enrolled and attending sessions each month. We look forward to continuing to develop relationships with the Deaf community in the North East and growing the number of beneficiaries.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2023

OBJECTIVES AND ACTIVITIES (Continued)

Public Benefit (Cont.)

"Our child had an absolute ball with NEDYT. We hope there will be more theatre to come as she can't wait to come back. Sessions like this are so important for Deaf children as they help build links between children and families in out of school settings." Parent of NEDYT taster attendee

This project was supported by Wellesley Trust, Newcastle Cultural Investment Fund and Arts Council England National Portfolio Organisation funding. A donation from 3D Derby was also received in support of North East Deaf Youth Theatre.

East End Story Makers

Unfolding Theatre has continued to offer ongoing, free to access creative activities to children and young people in the East End of Newcastle upon Tyne through its *East End Story Makers* groups.

Due to increased demand from families, we reworked our activity to offer a junior group for children aged between 5 and 8 years old and a senior group for children aged between 9 and 14 years old. The introduction of two groups has also enabled us to better tailor the creative activities for the children, as well as expand the number of beneficiaries we are able to reach each week. During 2022-23, we have delivered 62 creative sessions that have engaged 31 children.

During the sessions, the children have taken part in a range of activities that develop drama and performance skills. This has included creative writing, character development, improvisation and general drama games and exercises. The activities have been designed to develop the creative and performance skills of the children, as well as developing confidence, public speaking skills and teamworking. The group is currently led by Abigail Lawson and supported by the wider Unfolding Theatre team. We have also welcome other practitioners to the sessions, including Patrick Ziza and Holly Irving, who led four dance and movements sessions that explored attitudes to waste and recycling. We are continuing to support some children to achieve Explore and Bronze Arts Awards as part of their involvement in these groups.

The two groups experienced live theatre as part of a Go & See visit in December. The junior group visited Live Theatre to see a performance of *Wintry Tales* and the senior group visited Alphabetti to see a performance of *Song of the Goblins*.

The children have recently worked with Creative Associate and writer, Becci Sharrock to co-create two unique short plays that explore stories and themes that are important to the groups. Abigail Lawson will work with the children to direct and present their plays to audiences in July 2023.

Sessions continue to take place at Byker Primary School, who are supportive of our work. We also work with local partners and networks to share information about the group, including Barnardo's Community Family Hub East at Byker Sands and the Byker Children and Young People' Partnership.

"[I feel] happy, confident and included." East End Story Maker feedback

"His confidence has really improved... even his teacher has mentioned it." Parent feedback

The project was supported by Comic Relief Community Fund (England), Newcastle Cultural Investment Fund, Arts Council England National Portfolio funding and Community Foundation Tyne and Wear High Sheriff.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2023

OBJECTIVES AND ACTIVITIES (Continued)

Public Benefit (Cont.)

Doorstep Stories

Our *Doorstep Stories* project in South Tyneside culminated in April 2022 with the co-creation of three unique stories with pupils in Epinay School, St Joseph's RC School Jarrow and Westoe Crown Primary School. The stories – *Sweet Caroline*, *You Can Just Be You* and *Isabella the Pirate* – were presented at The Word, The National Centre for the Written Word to 91 children and their families. The project engaged over 400 children and families in total.

No Voice Too Small

Following the success of the Newcastle Cultural Education Partnership commissioned *No Voice Too Small* project, we were delighted to be invited to continue working with NCEP and the Gosforth Schools Trust. Working with over 300 children in Years 3 and 4, we are using theatre and performance to build confidence in public speaking, articulating ideas and persuasive writing. Following a series of seven workshops, the children will present their writing as part of a Student Action Day.

"No Voice Too Small was a great chance to talk to each other and listen too. Thank you, Unfolding Theatre," Havannah First School via Twitter

The Curious Visitor / Through Fresh Eyes

We also undertook a creative residency at Cragside Primary School in July 2022. Creative Associate Alex Elliott visited the school as the 'Curious Visitor', observing and interacting with the school community to inform the development of a larger cultural project. The school successfully secured funding from the North of Tyne Combined Authority and commissioned Unfolding Theatre to deliver the co-designed *Through Fresh Eyes* creative project over the course of the 2022-23 school year. We have engaged over 320 people of part of this project.

Reaching Audiences:

Hold On Let Go

Our Covid-19 pandemic delayed tour of *Hold On Let Go* was finally able to get underway in May 2022. The tour visited nine venues across England and reached audiences of 326 people. Sadly, a small number of performances in the early part of the tour were cancelled due to the continued impact of Covid-19. We carried out two audience development sessions in Leeds and Doncaster to build audiences for the performances.

"I'm still thinking the day after about how stimulating the experience was. I remember quite a lot about it!!!" Hold on Let Go audience feedback

"Very thought provoking and engaging. Liked that it was inclusive with sign language." Hold On Let Go audience feedback

The Unfolding Theatre

We were pleased to tour our pop-up structure, *The Unfolding Theatre*, to two locations in Newcastle upon Tyne. We strengthened our partnerships with Projects4Change and *The Unfolding Theatre* was the main focus of a co-designed Family Fun Day that engaged 130 young people and their families. We also developed our relationship with Northern Pride, firstly supporting their first Family Pride event and then presenting storytelling and craft activities on the pop-up stage a part of the Youth and Family Zone at UK/Northern Pride.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2023

OBJECTIVES AND ACTIVITIES (Continued)

Public Benefit (Cont.)

Multiverse Lab

2022-23 saw the culmination of *Multiverse Lab* through the delivery of two events in Newcastle and Carlisle that shared the findings from the community consultation process. The events also launched the online archive of Multiverse Lab, a searchable tool that will strengthen the legacy of this creative public engagement process.

Developing New Theatre:

Building upon the ideas drawn from the company's first Open R&D, Unfolding Theatre has continued to develop *Night Classes*. This immersive production will question the social goal of independence and challenge the guilt and sense of failure often felt when asking for help. Inspired by disabled people's insights, it asks "Wouldn't we all be better off if we celebrated inter-dependence instead?"

A further R&D, followed by an informal sharing took place in November 2022 and Unfolding Theatre was delighted to confirm ARC Stockton as a co-producer on the project. We have also commissioned Lisette Auton and Becci Sharrock as co-writers, alongside the involvement of Creative Associates EJ Raymond and Alex Elliott as performers.

"A huge THANK YOU for exploring Night Classes with us. We felt really lucky to be invited in to see how your ideas were developing. Everyone was buzzing afterwards. Some of the things we talked about will definitely sit with us for a while." Annabel Turpin, ARC Stockton

"I feel like I've had a relaxation session, it's given me the same calm and peacefulness I get from meditation or yoga. I was completely immersed and didn't think about work or any other distractions." Lynne Lawson, ARC Stockton

Working with community partners in Seacroft, Leeds, we are revisiting our production of *Free School Meals*. Over the course of a two-day R&D, Artistic Director Annie Rigby worked with young people living in Seacroft to explore their attitudes to child food poverty to inform the redevelopment of this production that will be presented in August 2023, subject to funding.

Support the North East Cultural Sector

Unfolding Theatre has offered artistic support to emerging and established creatives in the North East and beyond. Annie Rigby delivered talks to MA Arts Managements students at Middlesex University and students studying at Stockton Riverside College. Annie also contributed to a number of events across the region, including, sharing the company's approach to co-creating with communities with 37 attendees at Culture Bridge North East's 'Imagine If' Conference and discussing the future of the cultural workforce with 35 attendees as part of Newcastle University's 'Wor Culture' event. Annie also shared information about the company's production of *Free School Meals* as part of Performance Studies International Hunger Conference.

Unfolding Theatre has also been involved in the launch of North East Exchange, an event held twice a year to connect theatre makers with programmers of venues and festivals. The first event held at the Fire Station, Sunderland was attended by 66 people working in the North East cultural sector. Artist mentorship has also continued, with Annie Rigby offering artistic support to musicians Jack McNeil and Tim Burke.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2023

OBJECTIVES AND ACTIVITIES (Continued)

Public Benefit (Cont.)

Annie Rigby has supported a number of organisations applying to join Art Council England's National Portfolio Organisations (NPO), sharing insight of Unfolding Theatre's experience and becoming an NPO for the first time in 2018. Annie chaired and spoke at an online event by the Artist-Led NPO Network that discussed building staff teams and supporting the wider cultural workforce.

Executive Producer, Michael Barrass continued to support Culture Against Racism, a collaborative North East cultural sector approach to creating an anti-racist culture in the North East. He also continues to be an active attendee at Byker Children and Young People's Partnership meetings.

Unfolding Theatre's beneficiaries are therefore entirely appropriate to its aims and the public as a whole benefit from its work. All of these benefits are clear, evidenced and relate directly to Unfolding Theatre's aims. In addition, the Trustees do not consider that any significant detriment or harm flows from Unfolding Theatre's work.

Risk Management

The Trustees of the charity regularly review the major governance, operational and financial risks which the charity faces as part of its annual business planning process and confirm that systems have been established to mitigate these risks.

Unfolding Theatre has a risk management strategy in place which comprises:

- an annual review of the strategic risks the charity may face via the business plan
- the establishment of systems and procedures to mitigate those risks identified
- the implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

The Trustees are satisfied that appropriate financial systems and controls and employment policies and practices are in place.

The Trustees consider the key risks facing the charity at this time and the mitigating actions taken to be as follows:

Workload of core staff and freelance team becomes unmanageable:

- Weekly check-ins in place to identify any workload issues at early stage and implement mitigating actions.
- Annual activity of company mapped out to understand any potential 'pinch-points' and additional resource/staffing built into project budgets and arranged as required.
- Realistic time frames built into all projects
- Health and wellbeing of team prioritised to ensure a positive and supporting working culture.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2023

OBJECTIVES AND ACTIVITIES (Continued)

Not achieving audience targets:

- National touring has been paused in 23/24 to better understand audience behaviours to inform longer term planning.
- Focus on regional touring and strong audience development work with local audiences and community partners.
- Investing in Marketing Manager and good quality PR.
- Developing a robust marketing plan for the organisation and for every project. Sales reports are monitored and acted on in good time if not at target.
- Projected income from tickets sales is modest and reflects current financial climate.

Long-term absence of Artistic Director, Executive Producer or Trustees due to resignation or illness:

- Increased artistic team (currently 5 Creative Associates) improves succession plans for Artistic Director.
- Increasing Trustees to 7 has improved resilience and Trustee succession planning, as well as providing consistently.
- Increased Board capacity supports Artistic Director and Executive Producer absence / recruitment.

Not achieving income targets (trusts and foundations, earned income, individual giving):

- Uncertainty around long-term impact on Trusts and Foundations funding mitigated through Executive Producer role as it seeks to build relationships with existing funders, and making applications to new funders, to build on previous fundraising success.
- Opportunities to diversify income further currently being explored through consideration of increased individual giving and sponsorship opportunities.
- Increasing Associate Artist team increases capacity to deliver income-generating commissions.

Cost of Living crisis impacts company operations:

- Increases to salaries and freelance rates of pay have been accounted for in 2023-24 budget and supports workforce, as well as mitigating against potential staff turnover.
- Projects realistically budgeted and contingencies increased and utilised as required.
- Cost efficiencies explored throughout artistic programme, including repurposing existing sets.
- Regular financial monitoring by Executive Producer and Trustees.

Not delivering artistic excellence:

- Engaging a highly experienced artist as a mentor for major projects' creative teams
- Collaborating with exceptional artists, including more artists from ethically diverse backgrounds
- Sharing work-in-progress with audiences and peers to gain critical feedback
- Evaluating artistic achievements and shortcomings for every project. Creating plans to continually improve artistic practice.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2023

OBJECTIVES AND ACTIVITIES (Continued)

Risk Management (Cont.)

The Trustees also manage the general financial risks arising by ensuring that:

- Prudent budgets have been set for the next financial year
- The charity maintains a low-cost base
- Regular management accounts are provided, showing the performance against budget
- Contingency plans are in place for the actions which would be taken if income appears unlikely to reach its target
- Reserves policies have been adopted which provide an appropriate amount of uncommitted reserves which will always enable the charity to meet all its liabilities even if income targets are not achieved

ACHIEVEMENTS AND PERFORMANCE

Summary of the main achievements of the charity during the year

Unfolding Theatre co-creates big-hearted theatre that builds social connections. Our mission remained especially relevant as communities continue to adapt to the longer-term impacts of the Covid-19 pandemic and contend with the emergence of the cost-of-living crisis.

In 2022-23, we continued to deliver a programme of affordable, high-quality theatre performances and free to access and inclusive community-based workshops and activities. We engaged 1,413 live audiences, 998 participants and reached 2,910 digital audiences online.

The charity has continued to undertake a flexible model of operations enabling it to reach beneficiaries in community settings. This has included utilising our pop-up stage to increase the visibility of the charity's work, working closely with community partners to reach beneficiaries and strengthened the our access provision.

Whilst live audience figures are below pre-pandemic numbers, our greatest achievement this year has been increasing the level of engagement we have had with community participants and the deeper relationships that have subsequently emerged. We far exceeded our delivery target and delivered 238 community-based workshops, which resulted 3,479 creative engagements.

Through *East End Story Makers*, we have delivered over 60 creative sessions to children and young people in the East End of Newcastle. This is a geographic area that experiences significant socio-economic disadvantage. We are grateful to the Comic Relief Community Fund for supporting this work. We have worked with some of the children in these groups since August 2020 and continue to attract new attendees to the group. The children have developed strong performance and ensemble skills, as well as transferable skills such as confidence and team work. It is heartening that in a recent feedback exercise, the children and young people are able to personally recognise the impact of their involvement in *East End Story Makers*.

We were delighted to launch North East Deaf Youth Theatre in Summer 2022. Following a series of school taster sessions, we offered a 5-day summer camp for children aged between 7 and 16 years old. The children that attended took part in a series of drama and theatre making workshops and co-created an original story that was performed for friends and family. Following the success of the summer camp, we launched a monthly session and have a core of seven children currently engaging.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2023

ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Summary of the main achievements of the charity during the year (Cont.)

We have also continued to offer BSL integrated performances. *Hold On Let Go* was presented with integrated BSL when performed at Gosforth Civic Theatre, Newcastle and artsdepot, London. We also offered a meet and greet with Creative Associate EJ Raymond as part of the performance in Newcastle to further engage deaf audiences.

Following significant delays as a result of the Covid-19 pandemic, we were pleased to resume production of *A Street Like This*. The creative team of Artistic Director (Annie Rigby), Writer (Alison Carr) and Musical Director (Ross Millard), reconnected with the Sunderland 'house band' to co-create the production. The production will include original songs created by members of the house band, so of whom have never written music before. The premiere of *A Street Like This* will take place in June 2023 at The Fire Station, Sunderland, before embarking on a regional tour in Autumn 2023.

We have had a successful year working in partnership with a range of arts, community, health and education providers. We have been commissioned by local partners to deliver creative activities with communities.

Elders Council of Newcastle commissioned Unfolding Theatre to co-create a new community theatre performance that explored themes around ageing and created a manifesto for age friendly sessions. Presented over two performances in the East and West of the city, *Just Us*, was part bingo game and theatre performance and featured as part of ImAGE Festival to celebrate International Day for Older Persons. We also created a community panto with *More Than Grandparents* and *We Make Culture*. Working with their kinship families we co-created a version of *Hansel & Gretel* that was presented to appreciative audiences.

We have engaged with a number of schools over 2022-23. We were approached by Gosforth Schools Trust and the Newcastle Cultural Education Partnership to continue our Inspire By...project *No Voice Too Small*, working with 374 Year 3 and 4 pupils to improve confidence and ability in performance and public speaking. We are also delighted to be undertaking the *Through Fresh Eyes* creative residency in Cragside Primary School and working with the entire school community to celebrate the school and its achievements.

Our performances and creative projects continue to be well-received by audiences and participants.

We are proud to have engaged 38 talented freelance artists and production staff in 2022-23 alongside our core staff team of 4 (2 full-time, 2 part-time). We have also supported the involvement of 8 volunteers across projects.

Thank you to everyone who engaged with Unfolding Theatre's work in 2023-23. A massive thank you to the artists and production staff, funders, venues, community partners and commissioners who made our projects possible. We are proud to have had such a positive impact on the wellbeing, social connectedness and creativity of the children, young people and adults through the delivery of our programme of performances and creative activities.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2023

ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Summary of the main achievements of the charity during the year (Cont.)

Company Development

Unfolding Theatre has continued to grow the diversity of its team and collaborators, strengthening its community partnerships and building deeper relationships with audience and participants. Our operational systems and procedures continue to be strengthened as the company evolves and develops.

Workforce

The Unfolding Theatre workforce for 2022-23 comprised 57 people. We welcomed a Marketing Manager to the team, increasing our employees from 3 to 4 (equivalent to 2.6 FTE) and utilised the services of 38 freelance artists and production staff. We also engaged 8 volunteers, as well as our Board of 7 Trustees.

Our annual workforce monitoring and feedback survey continues to be an important tool to understand the demographics of the workforce and the experiences of those engaged by the charity. We're delighted to continue to receive incredibly positive feedback from the workforce:

"The work they [Unfolding Theatre] make is rich in human connection and that plays out into the working environment, and you feel like you're really put in the forefront of the working experience. From accommodation and travel options to the ease and flexibility of the get-in process, it feels like a well-supported environment to work in." Feedback via annual workforce survey 2022-23

"Feeling part of a team - a team that cared. Feeling absolutely valued. Meeting amazing new creative and kind people. Feeling a part of doing something meaningful. Employment. Making something new." Feedback via annual workforce survey 2022-23

"As always, I've felt very supported, been given opportunities to develop both professionally and creatively and been able to work on a wide range of exciting artistic projects." Feedback via annual workforce survey 2022-23

"The passion of all those involved with Unfolding Theatre. It is a real joy to be around people who are so passionate about what they do." Feedback via annual workforce survey 2022-23

Unfolding Theatre continues to strive to be an accessible and inclusive workplace. Members of our team took part in Unconscious Bias, Diversity and Anti-Racism Training, led by Talawa Theatre Company. Three members of the team also trained to be Mental Health First Aiders.

Our monitoring data shows that we continue to engage with an increasingly diverse workforce. A sample of 27 individuals, representing all our employees, trustees and 16 of the charity's most-engaged freelancers, indicates that 26% [7 respondents] of our workforce identifies as a deaf or disabled person, or has a longer-term health condition and 19% [5 respondents] identify as a neuro-divergent person. 12% [3 respondents] are from the Global Majority and 33 [9 respondents] described their sexual orientation as bisexual, gay, lesbian, queer or pansexual. We continue to engage individuals from a range of socio-economic backgrounds, but continue to do more work to gain a greater understanding of this element of our monitoring data to inform our future planning.

A diverse workforce is fundamental to ensuring our theatre-making reflects and is enriched by society.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2023

ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Summary of the main achievements of the charity during the year (Cont.)

Board

Bex Bowsher continued as Unfolding Theatre's Chair, alongside Trustees, Gina Abolins, Tim Bailey, Mani Kambo, Steph Kyne, Mark Robinson, and Kevin Wilson.

We continue to undertake an annual skills audit of the Trustees to ensure Board has a range of relevant skillsets and experiences.

Mentoring & Volunteering

We mentored artists including, musicians Jack McNeill and Tim Burke.

We hosted 8 volunteers on our projects.

Supporters and Partnerships

Thank you to the funders and commissioners who made our work possible in 2022/23.

Arts Council England National Portfolio Organisation was once again the charity's biggest source of income. Funding towards core costs was received via Newcastle Cultural Investment Fund and The Sir James Knott Trust.

Our work with children and young people was supported via a number of funders. *East End Story Makers* received grant support from Comic Relief Community Fund and the Tyne & Wear High Sheriff via Community Foundation Tyne and Wear Northumberland. *North East Deaf Youth Theatre* received support from The Wellesley Trust.

The development of *A Street Like This* in Sunderland received support from The Foyle Foundation. In addition, Unfolding Theatre took part in The Big Give's Christmas Challenge and received online donations from 34 individuals that unlocked match funds from individual champion pledges and The Reed Foundation.

The charity continued to receive monthly donations from xsite architecture. A donation was received from 3D Derby in support of *North East Deaf Youth Theatre*. Four individual donations were received over the course of the year also.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2023

ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Summary of the main achievements of the charity during the year (Cont.)

Unfolding Theatre was commissioned by a number of partners to deliver creative project over the course of 2022-23:

- South Tyneside Council commissioned *South Tyneside Doorstep Stories* that involved working with three education settings in the Borough.
- Elders Council of Newcastle commissioned *Just Us* and delivery of intergenerational workshops in the East and West of the city.
- Projects4Change commissioned Cowgate Family Fun Day that utilised Unfolding Theatre's pop-up stage.
- More Than Grandparents and We Make Culture commissioned the co-creation of a community panto for their kinship families.
- LS14 Trust commissioned the charity to carry out drama and theatre making workshops with their beneficiaries.
- Sunderland Culture and National Theatre commissioned Unfolding Theatre to direct Episodes 4 and 5 of *The Odyssey* as part of their Public Acts programme.
- Cragside Primary School commissioned the *Curious Visitor*, which led to a larger residency in the school titled *Through Fresh Eyes*.
- The Newcastle Cultural Education Partnership and eight school part of the Gosforth Schools Trust commissioned an extension of the *No Voice Too Small* project.
- Newcastle University, VOICE, The National Innovation Centre for Ageing (NICA), the National Institute for Health Research (NIHR) and the Newcastle Hospitals NHS Foundation Trust commissioned the final iteration of *Multiverse Lab*, including an online archive of the voices collected.
- The Common Room of the North, Northern Pride and Ouseburn Festival commissioned Unfolding Theatre to deliver storytelling and performance activities as part of their larger celebrations.

Financial Review

The out-turn for the year is an unrestricted surplus of £1,510 (2022: Surplus £17,967). The surplus will leave a balance on Unrestricted Funds at 31 March 2023 of £71,927.

The Trustees consider the financial performance of the charity to be satisfactory.

PLANS FOR FUTURE PERIODS

Unfolding Theatre was successful in securing Arts Council England National Portfolio Organisation funding for 2023-2026. We also continue to be supported by the Newcastle Cultural Investment Fund. Over this period of time, the company aims to further consolidate its reputation for high quality, innovative and accessible theatre and creative projects. This multi-year investment will enable the charity to build upon the community partnerships and relationships with participants and audiences it has developed, support the charity with its modest ambitions for growth and continue its artistic innovation.

In June 2023, we will present *A Street Like This*, to audiences in Sunderland, followed by a regional tour of the North East in Autumn 2023. We first embarked upon this project in February 2020 and are excited to finally be able to share this exciting production with audiences.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2023

PLANS FOR FUTURE PERIODS (CONTINUED)

Working with production partner ARC Stockton, we will continue to develop our new immersive theatre show *Night Classes*. An R&D residency will take place in Stockton in October 2023, during which co-writers Becci Sharrock and Lisette Auton and the wider creative team will work with members of the community to co-create the production. *Night Classes* will be presented in March 2023. We plan to then tour *Night Classes* to national theatre audiences and are in the process of developing our touring partners and venues.

A reworking of *Free School Meals* with children and young people living in Seacroft, Leeds will also be presented in August 2023. This production is made possible through our relationship with Seacroft-based LS14 Trust.

Building upon the success of The Odyssey Episode 4, Annie Rigby will direct a group of Sunderland-based participants in Episode 5 on behalf of National Theatre Public Acts and Sunderland Culture.

Our accessible and inspiring work with children and young people will continue through the delivery of our weekly East End Story Makers sessions. Over 20 children are currently engaged in these sessions. Abigail Lawson will direct the children in two short plays – *A Wheely Good Time* and *A Fair Ride* – that the group co-created with writer Becci Sharrock. The two performances will be presented to family, friends and invited guests in July 2023.

Thanks for funding from the Wellesley Trust, *North East Deaf Youth Theatre* will continue on a monthly basis throughout 2023-24, with a 5-day summer camp scheduled for August 2023. The group continues to be led by EJ Raymond and supports the development of the children's performance, writing and film making skills.

School-based projects *No Voice Too Small* with Newcastle Cultural Education Partnership and the Gosforth Schools Trust and *Through Fresh Eyes* with Cragside Primary School, will culminate in Summer 2023 with the presentation of a selection of co-created work and installations.

Our work reaching local audiences continues through our partnerships with Projects4Change and Northern Pride. We look forward to utilising our pop-up stage and sharing an exciting programme of theatre and performance with audiences as part of the Cowgate Family Fun Day, Ouseburn Family Pride and Newcastle Pride.

The charity will continue to create opportunities to support the region's cultural workforce through the delivery of two *North East Cultural Social* events. We will continue to provide mentoring and volunteering opportunities.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT
For the year ended 31 March 2023

RESPONSIBILITIES OF THE TRUSTEES

The Trustees (who are also the Directors of Unfolding Theatre for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

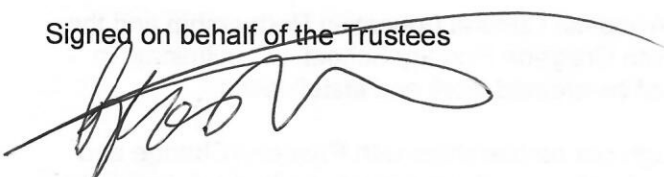
Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the Trustees



Ms Rebekah Bowsher
Trustee
Company Registration Number 06764666

12 July 2023

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS ON THE UNAUDITED ACCOUNTS OF UNFOLDING THEATRE FOR THE YEAR ENDED 31 MARCH 2023

I hereby report to the Trustees of Unfolding Theatre (Charity Registration Number 1165182) on my examination of the accounts for the year ended 31 March 2023 set out on pages 20 to 31.

Responsibilities and basis of report

As the charity's Trustees (and also its directors for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

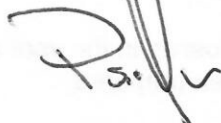
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent Examiner's Statement

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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods or principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial reporting Standard applicable in the UK and Republic of Ireland (FRS102)).

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.



Pete O'Hara, FCA, Chartered Accountant
Fellow of the Institute of Chartered Accountants in England & Wales
4 Stoneyhurst Road West, Gosforth, Newcastle upon Tyne NE3 1PG

12 July 2023

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

| | Note | Unrestricted Funds £ | Restricted Funds £ | Total 2023 £ | Total 2022 £ |
|--|-----------|----------------------------|--------------------------|--------------------|--------------------|
| Income | | | | | |
| Income from Investments | 3 | 323 | - | 323 | - |
| Income from Donations & Legacies | 4 | 1,000 | 2,488 | 3,488 | 1,044 |
| Income from Charitable Activities | 5 | 171,090 | 30,262 | 201,352 | 254,859 |
| Other Income | 6 | 8,427 | - | 8,427 | - |
| Total Income | | 180,840 | 32,750 | 213,590 | 255,903 |
| Expenditure | | | | | |
| Expenditure on Charitable Activities | 7 | 179,330 | 21,717 | 201,047 | 236,878 |
| Total Expenditure | | 179,330 | 21,717 | 201,047 | 236,878 |
| Net Income/(Expenditure) | | 1,510 | 11,033 | 12,543 | 19,025 |
| Balance brought forward at 1 April | | 70,417 | 1,908 | 72,325 | 53,300 |
| Balance carried forward at 31 March | 14 | £71,927 | £12,941 | £84,868 | £72,325 |

The notes on pages 22 to 31 form part of the financial statements.

All of the activities of the company are classed as continuing.

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL POSITION/BALANCE SHEET
AS AT 31 MARCH 2023

| | Notes | 2023 £ | 2022 £ |
|--|-------|-----------------------|-----------------------|
| Fixed Assets | | | |
| Tangible Fixed Assets | 9 | 955 | 800 |
| Current Assets | | | |
| Debtors | 10 | 12,000 | 7,917 |
| Cash At Bank & In Hand | | 82,577 | 71,857 |
| | | <u>94,577</u> | <u>79,774</u> |
| Creditors – Amounts Falling Due Within 1 Year | 11 | (10,664) | (8,249) |
| Net Current Assets/(Liabilities) | | <u>83,913</u> | <u>71,525</u> |
| Total Net Assets | 12 | <u>£84,868</u> | <u>£72,325</u> |
| Represented by: | | | |
| Unrestricted Reserves | 13 | 71,927 | 70,417 |
| Restricted Reserves | 13 | 12,941 | 1,908 |
| | | <u>£84,868</u> | <u>£72,325</u> |

The notes on pages 22 to 31 form part of the financial statements.

The Trustees are satisfied that for the year ended 31 March 2023 the charity was entitled to exemption under section 477(2) of the Companies Act 2006.

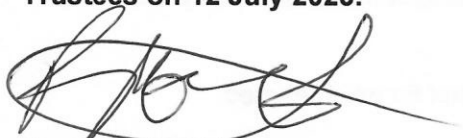
The Trustees also confirm that the Members have not required the charity to obtain an audit in accordance with section 476 of the Companies Act 2006

The Trustees acknowledge their responsibilities for:

(i) ensuring that the charity keeps adequate accounting records which comply with section 386 of the Act, and

(ii) preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charity.

These financial statements were approved and signed by a Member of the Board of Trustees on 12 July 2023.



Ms Rebekah Bowsher
Trustee

Company Registration Number 06764666

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

1. Accounting Policies

Basis of Accounting

These financial statements have been prepared in accordance with applicable United Kingdom accounting standards, including Financial Reporting Standard 102 – 'The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland' ('FRS 102'), and with the Companies Act 2006 and the Statement of Recommended Practice (Charities SORP FRS 102) "Accounting and Reporting by Charities" and the Charities Act 2011.

The financial statements have been prepared on the historical cost basis, modified to include certain financial instruments at fair value.

Advantage has been taken of the provisions in the SORP for Charities applying FRS 102 Update Bulletin 1 not to prepare a statement of cashflows.

The financial statements are prepared in sterling, which is the functional currency of the charity.

Taxation Status

Unfolding Theatre is a Charity registered under the 1960 Charities Act and is accorded exemption from liability to taxation on its income under S505 Income and Corporation Taxes Act 1988.

Going Concern

There are no material uncertainties about the charity's ability to continue.

Income

All income is included in the statement of financial activities when the charity is entitled to the income, any performance related conditions attached have been met or are fully within the control of the charity, the income is considered probable and the amount can be quantified with reasonable accuracy.

The following specific policies are applied to particular categories of income:

- Donations and legacy income is received by way of donations, legacies, grants and gifts and is included in full in the Statement of Financial Activities when receivable.
- Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Investment income is included when receivable.
- Income from charitable trading activity is accounted for when earned.
- Other income is accounted for when receivable.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

1. Accounting Policies (Continued)

Operating Leases

The charity classifies the lease of certain types of equipment as operating leases as the title to the equipment remains with the lessor. Rental charges are charged against income on a straight-line basis over the period of the lease.

Tangible Fixed Assets and Depreciation

Depreciation is provided on any fixed assets at rates calculated to write off the assets over their remaining useful lives as follows:

| | |
|----------------------|-------------------------------|
| IT & Stage Equipment | - 33% per annum straight line |
|----------------------|-------------------------------|

A full year's depreciation charge is applied in the year of acquisition and no charge is made in the year of disposal.

Impairment of Fixed Assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

Financial Instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument. Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost where there is a material adjustment.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the purposes of the charity.

Designated funds are unrestricted funds earmarked by the trustees for specific purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

1. Accounting Policies (Continued)

Judgements and Key Sources of Estimation Uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

There are no significant judgements or estimation uncertainty included within the financial statements.

Pensions

Unfolding Theatre contributes to a defined contribution pension scheme. Further details can be found in Note 9.

For the defined contribution scheme, the amount charged to the Statement of Financial Activities in respect of pension costs is the contributions payable in the year. Differences between contributions payable in the year and contributions actually paid are shown as either accruals or prepayments in the Balance Sheet.

2. Legal Status

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1. The company law members of the charity are the members of its Board of Trustees.

3. Income from Investments

| | Unrestricted Funds | Restricted Funds | 2023 | 2022 |
|---------------------------|---------------------------|-------------------------|-------------|-------------|
| | £ | £ | £ | £ |
| Interest on Cash Deposits | 323 | - | 323 | - |
| | £323 | £- | £323 | £- |

4. Income – Donations & Legacies

| | Unrestricted Funds | Restricted Funds | 2023 | 2022 |
|---------------------|---------------------------|-------------------------|---------------|---------------|
| | £ | £ | £ | £ |
| Sponsorship | 1,000 | - | 1,000 | 1,000 |
| Donations - General | - | 2,488 | 2,488 | 44 |
| | £1,000 | £2,488 | £3,488 | £1,044 |

The 2022 total of £1,044 related wholly to Unrestricted Funds.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

5. Income from Charitable Activities

| | Unrestricted Funds £ | Restricted Funds £ | 2023 £ | 2022 £ |
|---|-------------------------------------|-----------------------------------|-------------------|-------------------|
| Grant Income | | | | |
| Arnold Clark Community Fund - Free School Meals Participation | - | - | - | 1,000 |
| Arts Council England – National Portfolio Organisation | 106,932 | - | 106,932 | 106,932 |
| Arts Council England - Cultural Recovery Fund | - | - | - | 34,000 |
| Blue Stone Consortium - East End Story Makers | - | - | - | 12,025 |
| Reed Foundation – Champion Funding | - | 222 | 222 | - |
| Comic Relief – East End Story Makers | - | 10,500 | 10,500 | - |
| Foyle Foundation – A Street Like This | - | 10,000 | 10,000 | - |
| Newcastle Cultural Investment Fund | 15,000 | - | 15,000 | 18,000 |
| Sir James Knott Trust | 7,000 | - | 7,000 | - |
| Tyne & Wear High Sheriff Fund via the Community Foundation | - | 750 | 750 | 2,500 |
| Wellesley Trust - North East Deaf Youth Theatre | - | 8,790 | 8,790 | 3,160 |
| | 128,932 | 30,262 | 159,194 | 177,617 |
| Other Income | | | | |
| Project Fees | 42,158 | - | 42,158 | 76,892 |
| Other Income | - | - | - | 350 |
| | 42,158 | - | 42,158 | 77,242 |
| | £171,090 | £30,262 | £201,352 | £254,859 |

Of the 2022 total of £254,859, £220,674 related to Unrestricted Funds and £34,185 to Restricted Funds.

6. Income – Other

| | Unrestricted Funds £ | Restricted Funds £ | 2023 £ | 2022 £ |
|--------------------|-------------------------------------|-----------------------------------|-------------------|-------------------|
| Theatre Tax Relief | 8,427 | - | 8,427 | - |
| | £8,427 | £- | £8,427 | £- |

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

7. Expenditure on Charitable Activities

| | Unrestricted Funds £ | Restricted Funds £ | Total 2023 £ | Total 2022 £ |
|--------------------------------------|----------------------------|--------------------------|--------------------|--------------------|
| Production/Project Costs | | | | |
| Salaries & On Costs | 85,841 | - | 85,841 | 75,246 |
| Associate Artists | 5,419 | - | 5,419 | 10,198 |
| Core/Tour Producer Costs | 3,133 | - | 3,133 | 7,820 |
| Production/Project Costs | 5,500 | 9,255 | 14,755 | 29,004 |
| Production/Project Staffing | 40,301 | 11,548 | 51,849 | 71,450 |
| Marketing & Research | 10,960 | 710 | 11,670 | 16,482 |
| Project Travel & Subsistence | 9,432 | 204 | 9,636 | 5,222 |
| Other Project Costs | 306 | - | 306 | 1,055 |
| | 160,891 | 21,717 | 182,609 | 216,477 |
| Support Costs | | | | |
| Rent & Storage | 7,832 | - | 7,832 | 7,865 |
| Depreciation | 678 | - | 678 | 844 |
| Insurance | 1,230 | - | 1,230 | 1,715 |
| Other Administration & Running Costs | 6,628 | - | 6,628 | 7,868 |
| | 16,368 | - | 16,368 | 18,292 |
| Governance Costs | | | | |
| Independent Examiner's Fees | 1,200 | - | 1,200 | 1,200 |
| Other Accountancy Costs | 813 | - | 813 | 596 |
| Board/Governance Costs | 57 | - | 57 | 313 |
| | 2,070 | - | 2,070 | 2,109 |
| | £179,330 | £21,717 | £201,047 | £236,878 |

Of the 2022 total of £236,878, £203,751 related to Unrestricted Funds and £33,127 to Restricted Funds.

8. Net Income/(Expenditure)

| | 2023 £ | 2022 £ |
|--|-----------|-----------|
| Net income/(expenditure) is stated after charging/(crediting): | | |
| Independent Examiner's Fees – current year | 1,200 | 1,200 |
| Independent Examiner – Other Services | 550 | 500 |
| Depreciation of owned Fixed Assets | 678 | 844 |
| Operating Leases – Land & Buildings | 2,144 | 2,144 |

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

9. Staff Costs & Trustees' Remuneration

| | 2023 | 2022 |
|----------------------------------|----------------|----------------|
| | £ | £ |
| Gross Salary Costs | 82,097 | 71,515 |
| Employer's National Insurance | 1,949 | 2,132 |
| Employer's Pension Contributions | 1,795 | 1,599 |
| | £85,841 | £75,246 |

No employee received remuneration of more than £60,000 during the year (2022 - Nil).

The average number of staff employed during the year, calculated as full-time equivalents, was as follows:

| | 2023 | 2022 |
|---------------------------------|-------------|-------------|
| | No | No |
| Artistic Production and Support | 2.6 | 2.3 |

Pension benefits are provided through a Group Personal Pension Scheme, which is a defined contribution scheme. The assets of the scheme are held separately from those of the company in a separately administered fund. In the year to 31 March 2023 Unfolding Theatre made an employer's contribution of 3% of pensionable pay, provided that the employee makes a minimum contribution of 5%.

These amounts are paid over to the scheme on a monthly basis. No contributions were outstanding at 31 March 2023 (2022: £Nil).

No remuneration has been paid to any Trustees/Directors in the year (2022: £Nil).

No reimbursement of Travel and Subsistence expenses in respect of their attendance at meetings of the charity was made in the year (2022: £Nil).

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

10. Tangible Fixed Assets

| | IT & Stage Equipment £ | Total £ |
|---------------------------------|---|--------------------|
| Cost | | |
| At 1 April 2022 | 8,501 | 8,501 |
| Additions in year | 833 | 833 |
| At 31 March 2023 | <u>9,334</u> | <u>9,334</u> |
| Accumulated Depreciation | | |
| At 1 April 2022 | 7,701 | 7,701 |
| Charge for year | 678 | 678 |
| At 31 March 2023 | <u>8,379</u> | <u>8,379</u> |
| Net Book Value | | |
| At 31 March 2023 | <u>£955</u> | <u>£955</u> |
| At 1 April 2022 | <u>£800</u> | <u>£800</u> |

11. Debtors

| | 2023 £ | 2022 £ |
|-------------------------------------|-------------------|-------------------|
| Trade Debtors | 526 | 2,192 |
| Other Taxes & Social Security Costs | 484 | - |
| Accrued Income | 5,380 | - |
| Prepayments | <u>5,610</u> | <u>5,725</u> |
| | £12,000 | £7,917 |

12. Creditors – Amounts Falling Due Within 1 Year

| | 2023 £ | 2022 £ |
|-------------------------------------|-------------------|-------------------|
| Other Taxes & Social Security Costs | - | 388 |
| Trade Creditors | 1,348 | 220 |
| Deferred Income | 3,833 | 4,765 |
| Accruals | <u>5,483</u> | <u>2,876</u> |
| | £10,664 | £8,249 |

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

13. Analysis of Net Assets between Funds

| | Unrestricted Funds | Restricted Funds | Total 2023 | Total 2022 |
|---------------------------------------|-------------------------------|-----------------------------|-----------------------|-----------------------|
| | £ | £ | £ | £ |
| Fixed Assets | 955 | - | 955 | 800 |
| Debtors | 6,620 | 5,380 | 12,000 | 7,917 |
| Cash at Bank and In Hand | 73,966 | 8,611 | 82,577 | 71,857 |
| Creditors – Amounts Due Within 1 Year | (9,614) | (1,050) | (10,664) | (8,249) |
| | £71,927 | £12,941 | £84,868 | £72,325 |

14. Analysis of Charitable Funds

| | Fund at 1 April 2022 | Incoming Resources in Year | Resources Expended in Year | Fund at 31 March 2023 |
|--|---------------------------------|---|---|----------------------------------|
| | £ | £ | £ | £ |
| Unrestricted Funds | | | | |
| Charity General Fund | 70,417 | 180,840 | (179,330) | 71,927 |
| Restricted Funds | | | | |
| Comic Relief – East End Story Makers | - | 10,500 | (10,500) | - |
| Donations – A Street Like This | - | 2,088 | (2,088) | - |
| Donations – North East Deaf Youth Theatre | - | 400 | (400) | - |
| Foyle Foundation – A Street Like This | - | 10,000 | (6,599) | 3,401 |
| Reed Foundation – Champion Funding | - | 222 | (222) | - |
| Tyne & Wear High Sheriff Fund via the Community Foundation | - | 750 | - | 750 |
| Wellesley Trust - Creative Sessions for Young People | 1,908 | - | (1,908) | - |
| Wellesley Trust - North East Deaf Youth Theatre | - | 8,790 | - | 8,790 |
| Total Restricted Funds | 1,908 | 32,750 | (21,717) | 12,941 |
| Total Funds | £72,325 | £213,590 | £(201,047) | £84,868 |

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

14. Analysis of Charitable Funds (Cont.)

| Name of Restricted Fund | Description, Nature & Purpose of the Restricted Fund |
|---|---|
| Comic Relief / Tyne & Wear High Sheriff Fund via the Community Foundation | Towards the cost of the East End Story Makers project |
| Donations / Foyle Foundation / Reed Foundation – A Street Like This | Towards the cost of A Street Like This |
| Donations / Wellesley Trust - North East Deaf Youth Theatre | Towards the cost of North East Deaf Youth Theatre |
| Wellesley Trust - Creative Sessions for Young People | Towards the cost of creative sessions for young people |

15. Related Party Transactions

The charity has a close working relationship with Arts Council England which is a registered charity and has provided significant project funding which enables the charity to carry out its charitable objectives. In total, grant funding of £106,932 (2022: £140,932) was received from Arts Council England in the year.

At 31 March 2023, no sums were owing to Unfolding Theatre from Arts Council England (31 March 2022: £Nil).

In the year to 31 March 2023, sponsorship of £1,000 (2022: £1,000) was received from xsite Architecture, of which Tim Bailey, a Trustee of the charity, is a partner. The charity also rents office space from xsite.

UNFOLDING THEATRE
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2023

16. Taxation

The company is a registered charity and no provision is considered necessary for taxation.

17. Financial Commitments

No material financial commitments have been made in respect of future financial periods.

18. Company Limited by Guarantee

The charity is incorporated under the Companies Act 1985 and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding £1 as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter.

There are currently 7 members of the company (2022 - 7 members).