

SPRINGERS AMATEUR OPERATIC & DRAMATIC SOCIETY

England & Wales · Charity number 1166649

Details

Other names SPRINGERS

Status Registered

Legal form CIO

Registered 2016-04-20

Register [View on the Charity Commission register](#)

Contact

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Activities

Objects: TO PROMOTE THE ADVANCEMENT AND IMPROVEMENT OF GENERAL EDUCATION IN RELATION TO ALL ASPECTS OF THE ART OF DRAMA AND MUSICAL THEATRICAL PERFORMANCE FOR ALL IN THE LOCAL COMMUNITY

Activities: to promote the advancement and improvement of general education in relation to all aspects of the art of drama and musical theatrical performance for all in the local community

Classification

- **How:** Provides Services
- **What:** Arts/culture/heritage/science
- **Who:** Children/young People, The General Public/mankind

Geography

- Essex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£102,214	£98,615	-	-
2024-03-31	£87,855	£99,795	-	-
2023-03-31	£92,899	£95,369	-	-
2022-03-31	£32,090	£46,300	-	-
2021-03-31	£3,864	£11,049	-	-

Trustees

Name	Role	Appointed
BARRY MILES		2021-06-19
CHRISTINE THERESA JAMES		2021-06-19
Daniel Screen		2023-06-21
GARY KENNETH JARVIS		2024-06-19
Helen Louise Naunton		2025-06-16
JACQUELINE BATES		2024-06-19
Karla Marie Brown		2024-06-19
LISA ROBERTSON		2021-07-05
MATHEW SMITH		2025-06-16
SHARON SCOTT		2021-06-19
Susan Diane Corina		2023-06-21

SPRINGERS AMATEUR OPERATIC & DRAMATIC SOCIETY

England & Wales - Charity number 1166649

Accounts



Report of the Trustees and Financial Statements

For the year ending **31 March 2025**



Legal status

The charity is registered and is a charity incorporated organisation governed by its Constitution. Charity No. 1166649.

Trustees

The Trustees during the year under review were:

Alfie Back
Jackie Bates
Karla Brown (part year from AGM June 24)
Susan Corina
Sophie Holmes (part year from AGM June 24)
Christine James
Gary Jarvis
Barry Miles
Ben Miller (part year to AGM June 24)
Lisa Robertson
Sharon Scott
Dan Screen
Rebecca Webber

Registered office

42 Wilshire Avenue
Chelmsford
Essex
CM2 6QW

Independent examiner

Ross Rogers

Bankers

Barclays Bank plc
40 High Street
Chelmsford
CM1 1DE

Report of the trustees for the year ending 31 March 2025

The Trustees present their report and the financial statements for the year ended 31 March 2025. These comply with current statutory requirements and with the governing document. This report also serves as a Trustees Annual Report as required by the Charity Commission. Springers Amateur Operatic & Dramatic Society, ("Springers") was registered on 20 April 2016 as a charity with the Charity Commission.

Objectives

Springers' constitution states that its objective is to promote the advancement and improvement of general education in relation to all aspects of the art of drama and musical theatrical performance for all in the local community.

Activities

The principal activity undertaken is the performance of two shows a year in the local Chelmsford theatres by our adult group and one show by Offspringers, our youth group. Offspringers engages children between the ages of 7 to 18 years of age. In addition, performances are made at various events, concert groups and running workshops in all aspects of theatre arts.

Public benefit

The service is a public benefit available for the enjoyment of all in the local community. Both Springers and Offspringers welcome new members.

Organisation

Responsibility under Springers Constitution for controlling its management and administration lies with a Management Board made up of the Trustees, together with the nominated honorary Springers president, who is ineligible to vote on the Management Board, unless they are also a Trustee, but can make submissions. Christine James is the Springers' President for 2024-2025. The Management Board is appointed by the membership at the Annual General Meeting. At each Annual General Meeting a third of all Board members are required to retire from office, though all such members are eligible for re-election. The minimum number of Board members is three and the maximum is currently twelve. New appointees are identified as a result of Springers' members putting themselves forward at the Annual General Meeting, where they will be proposed and elected by the membership.

All Board members are volunteers and they currently meet monthly to receive reports from sub-committees and to monitor progress. The Chair normally deals with any urgent issues arising between meetings and takes decisions when necessary. Reading, Production, Publicity and Offspringers all have separate subcommittees which are led by the appropriate Trustee as detailed below and meet as often as reasonably required. Additional meetings comprising Board members occur when required; for example, to deal with fundraising or urgent complaints. They report their findings back to the Board. Board members are also often involved in assisting the running of the organisation in a variety of ways. The current Board comprises the following Trustees undertaking the following roles as at 31.3.25. Some Trustees have carried out alternative roles during the reporting period.

Jackie Bates - Chair

Christine James - Secretary

Susan Corina - Treasurer

Gary Jarvis - Production Chair

Dan Screen - Publicity

Barry Miles - Vice Chair and IT Support

Sharon Scott - Membership and Offspringers Vice Chair

Lisa Robertson - Offspringers Chair

Rebecca Webber - Reading Committee and Social & Fundraising

Alfie Back - Social and Fundraising

Sophie Holmes - Springers Singers and Social & Fundraising

Karla Brown - Supporting role

The Trustees comply with the duty in section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission in deciding what activities are to be undertaken.

Risk review & register

The Society has a Risk Register and Risk Assessment Policy that are reviewed and updated annually. These were last reviewed and signed off in March 2025.

Review and progress of achievements

Jackie Bates - Chair Report

June 2024 saw the Society perform *Legally Blonde* in the Main Theatre. The show was well staged and produced and was well received by the audiences, with some sections of the auditorium turning pink! Unfortunately, despite more funding being obtained for publicity a financial loss of £2336 was seen due to low ticket sales. The show was nominated for the Noda Best Musical Award in our region.

November 2024, returning to the Studio theatre, saw a return to a show we performed quite a few years ago – *Seussical The Musical*. The cast had great fun during rehearsals bringing strange characters to life, and brought the characters to Chelmsford City centre at the publicity day. A small loss of £309 was seen, but it is incredibly difficult to even break even in the Studio, so this is a testimony to the hard work put in by everyone in producing and publicising this show. In addition, the profit from the Pink Party helped to mitigate a bigger loss.

Springers achieved a first for theatre in Essex in staging a Sensory Adapted Performance of the show. (See detailed report below). A huge thank you to Rebecca Webber for being the Trustee leading with this event.

Seussical was also nominated for the Noda Best Musical Award, making it 2 out of the 3 nominations in that category for Springers shows. A remarkable achievement, especially given the feedback from our Noda rep that any one of 6 productions could have won that category!

Currently, the Society is in the advanced stages of rehearsals of *All Shook Up* which will be performed in June 2025 in the Chelmsford Main Theatre. We are excited to be looking forward to *Nativity!* in November 2025 again in the Main Theatre, being a joint production with Springers and Offspringers.

Our Offspringers have performed twice in this financial year due to theatre dates being available. The show from April 2024 – *The Dracula Spectacula* – saw our young people return to the Studio theatre and was a great production. Financially, ticket sales brought in a small profit of £804 and the show was nominated for the NODA best Youth Production award. More recently Offspringers returned to the theatre in March 2025 with *The Lion, The Witch and The Wardrobe*, bringing the magic of Narnia to life.

The Stagecraft Group is flourishing and has continued to welcome new children at various entry times, rather than them having to wait until after the next show. They have had fun learning different theatre skills and benefitting from the experience of workshops.

Springers Singers were re-established, led by Rebecca Webber and Sophie Holmes, and took part in various events such as the Round Table Fireworks in Admirals Park and helping City Sound Radio with the Xmas Advent Calendar event. They are available for community and social events so please do let us know if any opportunities arise.

Finances continue to show evidence of the need to raise funds via other methods apart from shows and membership, and details can be found in the other sections within this report.

I would like to say a personal thank you to my fellow Officers, Trustees, Members, Parents and everyone who has contributed to the running and support of the Society during this last financial year.

Rebecca Webber – Sensory Adapted Performance Report

In 2024, Springers delivered our first ever Sensory Adapted Performance (SAP) to the Chelmsford community as part of our mission to make theatre more accessible – and it was a great success!

Springers was the first in Essex to present a SAP, which aims to create a more comfortable and enjoyable theatre environment for children and adults who are neurodivergent, or usually would avoid theatre due to sensory sensitivities, behavioural expectations or disabilities which would make a typical theatre experience uncomfortable. But did Chelmsford need this kind of access offer? We thought it did, so the Board gave the SAP team the green light and added a third performance on the Saturday.

We started by putting a team in place six months before to specifically deliver our SAP with a wide range of expertise from working with people with special educational needs or disabilities, to how a performance like this works in a theatre. We worked with the creative team and cast to write a pre-show introduction to the show, characters and the effects that our audience could expect. We also worked with the technical team to ensure the lighting and sound effects were less intense and quieter, and delved into the story of Seussical, taking away elements that would not translate well for a SAP audience.

We wanted people to be able to have space to move around, so seats were unallocated and only sold at half capacity. We engaged over 100 local organisations in Essex to share news of our exciting event, and managed to secure 20 sponsored seats from members and local businesses. We had a piece in the Moulsham Times and regular shout outs on CCR, and attended local events to meet the support organisations for this community – all to drum up interest and awareness. We designed a visual story for the show – highlighting the key themes and story points and matched these up with our fabulous rehearsal shots by Aaron Crowe Photography. This was sent out a few days in advance so all attending could familiarise themselves with what they were going to see, and prepare themselves for the scary bits like Horton getting kidnapped, or the Grinch's green appearance.

The week of Seussical – we got some great news. Our little SAP was sold out. On the day, there was a great buzz from the society and the groups and families that had bought a ticket. We had a team of Springers volunteers on the day providing information, answering questions and assisting during the performance itself, and everyone started to take their seats.

The lights went down (only half way of course), and what happened next was just short of magical. The audience loved it – they engaged with the story, danced in their seats and reminded us that theatre is for everyone. The character 'meet and greets' after the show were the icing on the cake – and the photos and feedback shared with us has brought a lot of joy and reminded us of the importance of inclusive theatre spaces. Here are just three of the comments:

- 'Thank you for the pre email story, the reading and introducing characters and noises at the beginning. For letting us know it was okay not to be okay, need help, make noises, need to leave for breaks etc. during performance. The pressure was removed from families who otherwise would have stressed.'
- 'We loved it, and got more confident to wave, high 5 and smile by the end. You all rocked... please do another sen adapted performance next year.'
- 'All we ever ask for with our little humans is inclusion, and this has gone above and beyond. Thank you Springers, from the bottom of my heart.'

Huge thank you to Rebecca Webber, Kate Diaz, Ellie West and Dan Screen in particular, to the creative team and cast of Seussical, the team at Chelmsford Theatre and the group of SAP volunteers that assisted throughout and on the day.

Lisa Robertson - Offspringers Report

It has been another great year for Offspringers.

We started the summer term with our current Offspringers being joined by several new members. During this term, the Offspringers enjoyed a variety of workshops which were run by members of the committee, ex-Offspringers and some of our friends from Springers.

We then spent a few weeks preparing for the auditions for *The Lion, The Witch and the Wardrobe* and ended the term with the show being cast. We were excited to again be able to offer places in the Stagecraft group for those who were not cast in the show, as well as to those who chose not to audition.

The Autumn term saw the start of rehearsals for the show group and the launch of the new group of Stagecraft for the others. The show group spent the next two terms working hard to put together a fantastic show, which was greatly enjoyed by its audience at the Chelmsford Studio Theatre in March. The whole production team produced another outstanding production and the Offspringers showed off their amazing talent throughout the week.

The Stagecraft group spent the two terms working on a variety of skills to help develop and extend their theatre knowledge and ability. They worked on developing their confidence and stage presence through games, song and dance, putting on a few mini performances for the parents and the show group over this time. We are very grateful to Samantha Randall and her team for giving their time and talents to run this group again. The group gradually grew over the two terms as new members joined.

The Offspringers Committee has continued to meet one Tuesday a month this year and is always keen to welcome some new members to help with the day-to-day running of the group, as well as adding extra support at the theatre.

Sharon Scott - Membership Report

A year after we reviewed and overhauled our membership structure, things are running smoothly! Most members pay a monthly standing order with some still preferring to pay at the beginning of the year in one lump sum. The option of a free t-shirt has been taken up by lots of members, and although some don't feel the need - it's good for us to have something to offer!

	2025	2024
Full Members	77	63
Social Members	12	6
Life Members	14	14
Offspringers	65	

We have had new members joining us over the year for both *Seussical* and *All Shook Up* and are looking forward to welcoming more when we start *Nativity* next month! Our membership across both groups has increased which is lovely to see and I am receiving new enquiries regularly.

Dan Screen - Publicity Report

From joining the committee in 2023 (part year from AGM) – I then took over the publicity team officially last Spring of 2024 taking the team forward into 2025.

The team has grown in that time to 8 members, and I am privileged to lead such a talented group of people with such a diverse range of skills in social media ranging from digital skills on Facebook and Instagram to new developments in videography on Tiktok and other platforms. We are also becoming more adept in flexible publicity promoting via live content creation from the cast directly at rehearsals and our successful publicity days in Chelmsford City Centre. The team also get involved with set design, and health and safety and other roles within the society taking an active part in performing and also co-directing, part of backstage and chaperoning. The team have a wide range of resources available to them to help create content: ranging from Hootsuite (scheduling software), to Canva, to Photoshop and Illustrator.

We also have good representation across the team with skills in photography, administration, logistics, communication and integration in both Springers and Offspringers. In March 2025 I welcomed three new members to the team – Lisa Robertson, Cassie Burrell and Karla Marie Brown and from Spring 2025 Lisa has assisted with Programme Content Design.

In the reporting year of 2024-2025 my team members are below:

The Team

- Daniel Screen
- Bethan Dagworthy
- Shannen Hamilton-Devenish
- Abel Brett
- Emily Peplow
- Cassie Burrell
- Karla Marie Brown
- Matt Scott

In the reporting year of 2024-2025 we have helped publicise for Springers and Offspringers to over 5000 audience patrons from across Chelmsford far and wide. We have presence online as well as radio now across Essex helping our reach to more audiences from across our County.

Over this last year it is proving harder to push shows out to audiences when budgets are becoming tighter, and people's priorities of attending theatrical entertainment against cost of living is hard. Revenue generation of advertising needs to be a focus into 2025 for both publicity and the wider Society teams and beyond but not limited to fundraising and sponsorship to aid and offset the pressure of overheads including rising ticket prices. We are fighting strong as a Society within all of our publicity to increase our reach wherever possible into this year and beyond with shows such as All Shook Up in June, and Nativity in November, and shows such as Matilda and Witches of Eastwick in 2026.

The publicity of the Society is not only for promoting productions but increases the reach of the Society across Chelmsford and other areas of Essex to bring in new enquiries from potential new Society members via our website, and social media pages on Facebook and Instagram on a regular basis, so confident that these numbers will continue to increase over 2025.

We are always open to suggestions from across our membership of the Society and parents on how to market shows, gain revenue from adverts, and help promote our social calendar as well.

Rebecca Webber - Social and Fundraising Report

We have had another great year of social events as a society

- **Pink Party:** May saw members and friends enjoy a Pink Party, themed in line with Legally Blonde. Great fun was had and £624 was raised which was used towards funding the Seussical show.
- **Springers Pub Golf:** In July we had a mini bar crawl with 9 holes (pubs) and some challenges at each venue. This was a great opportunity to have a few drinks and get to know each other better. It was such good fun, that we have arranged another one for this summer.
- **Springers Bowling Night:** In September, we lived our Grease 2 dreams (a highly underrated
- **Springers' Barn Dance/Ceilidh Fundraiser:** In September, we held our ceilidh fundraiser in a new venue, and we welcomed 75 dancers to learn a number of dance moves and raise a much needed £635 for the society. A huge thank you to The Gentlemen of iO kindly donating their services on the night.
- **Rocky Horror Theatre trip:** In January, 18 of us donned full costume and graced the Cliffs Pavillon with our presence. It was a fantastic night with Jason Donovan leading the tour cast, and a number of our members experienced Frank N Furter for the first time.
- **Springers' Annual Quiz and Fundraiser:** In January, Eric Smart led the annual quiz with quiz rounds, table exercises and a raffle. We raised £1178 for the society which was put towards the general running costs. Massive thanks to Eric and his team for yet another brilliantly organised night of fun.
- **Springers do Singo Bingo:** In February, a group of members danced their way down to Popworld to join their karaoke bingo event.
- **Pottery Painting:** February also saw us return to Ceramics on the Hop creating more wacky designs on plates, flower pots, chickens and frogs, to name a few!
- **Rock Around the Clock Fundraiser:** After the success of the Pink Party linked to Legally Blonde in May 2024, we arranged 'Rock Around the Clock' to promote All Shook Up and to raise funds with a 1950s themed event. Sadly, despite radio and social media coverage, we did not sell enough tickets among the cast and society. We had to cancel the party which was a real shame after the time and energy that had gone into creating a fun evening.

Going forward, we do need to remind the membership that promoting our events and getting involved in our fundraisers is a huge factor in our success. It takes a few minutes to share and like social media posts, and to invite friends and family to the events we work so hard to put on. Here is a taster of what is planned so far this year:

- Springers' Pub Golf: Saturday 26 July
- Springers' Ceilidh Fundraiser: Saturday 6 September
- Springers' Annual Quiz : Saturday 24 January 2026

Thank you to everyone who has donated, given their time, skills and energy in helping, and to those who were a part of each event by attending. Thank you to Jackie, Rebecca, Alfie and Sophie for leading the social calendar for this year.

Susan Corina – Treasurer Report

The current financial year has seen a marginal improvement against the previous financial year with a final outturn £4.5K greater than last financial year, however it should be noted that the income for the 2025 presidents' dinner has been accounted for in the current year whilst the expenditure will fall in FY26, and this sits in the accounts along with pre-payments for future shows and fundraising events.

Two of our three shows during the year made losses despite the hard work on keeping to budgets. Ticket sales for our main house show were overall disappointing and the increasing costs of staging shows in the studio continue to give concern. Detail can be found in the accompanying accounts sheet and final outturns.

Whilst show costs remain an issue our attention turned to increasing fundraising streams to support both our shows and general running costs. Our regular small fundraising income from Essex lottery and Easy Fundraising were supplemented by the Gift Aid we were able to claim and a donation from the Chelmsford Round Table for our appearances at their fireworks and a Santa street collection. We held three major fundraising events during the financial year - Pink Party, Barn Dance and Quiz night - raising over £2,300 towards our running costs.

During the year a decision was made to move our rehearsal venue hire to running costs from direct show related (effected after our summer 2024 show) and to assist in offsetting this, 50% of fees from Offspringers were captured as term fees and 50% as show income.

Interest from our fixed term investment and bank accounts totalled £1,588.35. No Assets were purchased in the last financial year however a realignment of depreciation timing meant a slight additional depreciation cost in FY25.

Accounts

Annex 1 to this document.

The accounts will be examined and signed off by Ross Rogers having regard to the requirements of current legislation and the Charity Reporting and Accounting guidance updated by The Charities Commission in June 2023

Quality management

Work is continuing on an ongoing basis to ensure that Springers has in place a basic set of documented procedures to ensure that quality standards are met and maintained in order that it can undertake its activities in a professional manner and in compliance with all relevant professional codes of conduct.

Reserves policy

At the present time Springers' monies that are not immediately required are in bank accounts held with Barclays Bank plc. There are no immediate plans to change this and therefore all remaining monies will continue to be held in "risk free" bank accounts and the Virgin Money Term Deposit account with a fixed interest rate for 12 months.

The Trustees have decided that £40,000 should be ring-fenced as a reserve. This roughly equates to the total cost of one production in the Chelmsford theatre without any income.

Investment policy

On the maturity of the Virgin Money Term Deposit account in February 2025 the officers of the Society took the decision to leave the account invested with a fixed interest rate for a further 12 months, including investing the interest received on initial maturity.

Annex 1 - Accounts

SIMPLE SUMMARY

At the end of March 2024 the society was worth	£60,805.68
At the end of March 2025 the society was worth	£65,398.07
Our net worth increased by	£4,592.39

During the current financial year

The general funds changed in value by	£6,510.13
The total amount of "loss" on performed shows was	-£2,645.79
The total amount of "profit" from performed shows was	£804.85
Prior year pre-payments carried forward	-£76.80
Total	£4,592.39

Note profit and losses for shows relate to accounting movements for the current financial year only. For detail of individual show profits or losses refer to the individual show reports.

Over £13K has been invested in pre-payments for future shows* as of the end of the financial year

Over £5K worth of income from 2025 presidents dinner is currently held without offsetting costs (dinner being held in May)
£1K donation ring fenced for Offspringers use treated as advance income

Rehearsal venue hire was moved to general running costs after June show

Whilst both Springers shows made losses they were lower than previous losses
and fortunatly Offspringers production of Dracula Spectacular made a small profit reducing the overall show losses

**includes The Lion the Witch and the Wardrobe as accounts and invoicing not yet finalised*

SPRINGERS

BALANCE SHEET AS AT 31ST MARCH 2025

3/31/2025				3/31/2024				FY25	
	£	£		£	£				
FIXED ASSETS									
Projector (purchased FY20)		£1,674.00		£1,674.00					
Depreciation Year 6 of 8		-£1,255.50		-£1,046.25				-£209.25	
PA System & Mic's (purchased 02/19)		£2,500.00		£2,500.00					
Depreciation Year 7 of 8		-£2,187.50		-£1,875.00				-£312.50	
Scaffolding Poles (purchased 11/21)**		£416.46		£416.46					
Depreciation Year 4 of 20		-£83.28		-£41.65				-£41.63	
Marquee (purchased 4/22)**		£1,062.99		£1,062.99					
Depreciation Year 3 of 6		-£531.51		-£177.17				-£354.35	
Speaker (purchased 7/22)**		£400.00		£400.00					
Depreciation Year 3 of 6		-£200.01		-£66.67				-£133.34	
			£1,795.65		£2,846.72			-£1,051.07	
CURRENT ASSETS									
Cash in Hand		£59.59		£56.26				£3.33	
Current Account		£1,741.56		£1,250.11				£491.45	
Springers Savings Account		£16,499.19		£14,702.53				£1,796.66	
Offspringers Savings Account		£1,959.01		£2,001.94				-£42.93	
Term Deposit		£32,474.37		£31,125.00				£1,349.37	
			£52,733.72		£49,135.84			£3,597.88	
PRE-PAID EXPENSES									
	FY25	Prior Year	TOTAL						
Dracula Spectacular	-£2,388.08	£2,388.08	£0.00	£2,388.08				-£2,388.08	
Legally Blonde	-£3,063.06	£3,063.06	£0.00	£3,063.06				-£3,063.06	
Seussical The Musical	-£500.00	£500.00	£0.00	£500.00				-£500.00	
All Shook Up	£2,602.16	£660.00	£3,262.16	£660.00				£2,602.16	
The Lion the Witch and	£4,184.89	£500.00	£4,684.89	£500.00				£4,184.89	
Nativity the Musical	£4,743.77	£500.00	£5,243.77	£500.00				£4,743.77	
Matilda Jr	£495.00	£0.00	£495.00	£0.00				£495.00	
Witches of Eastwick	£500.00	£0.00	£500.00	£0.00				£500.00	
Xanadu	£500.00	£0.00	£500.00	£0.00				£500.00	
Oliver	-£500.00	£500.00	£0.00	£500.00				-£500.00	
Advanced-income (non show)	-£6,201.80	£0.00	-£6,201.80	£0.00				-£6,201.80	
Pre-payments (non show)	£1,672.70	£711.98	£2,384.68	£711.98				£1,672.70	
	£2,045.58	£8,823.12	£10,868.70		£8,823.12			£2,045.58	
			£65,398.07		£60,805.68			£4,592.39	
REPRESENTED BY									
INCOME AND EXPENDITURE ACCOUNT									
Opening Balance			£60,805.68		£70,018.92			-£9,213.24	
General Fund - Springers		£2,936.22		-£5,318.69				£2,936.22	
General Fund - Offspringers		£4,624.98		£2,868.37				£4,624.98	
In Year Cost of Depreciation		-£786.41		-£786.41				-£786.41	
Adj to Prior Year Cost of Depreciation		-£264.66		-£786.41				-£264.66	
			£6,510.13		-£3,236.73			£6,510.13	
SHOWS									
	FY25	Prior Year Pre	TOTAL Accounted						
The Adventures of Mr Toad				£7,465.85				-£7,465.85	
The Little Mermaid				-£11,996.27				£11,996.27	
Urinetown				-£1,446.09				£1,446.09	
Dracula Spectacular	£3,192.93	-£2,388.08	£804.85	£0.00				£804.85	
Legally Blonde	£726.88	-£3,063.06	-£2,336.18	£0.00				-£2,336.18	
Seussical The Musical	£190.39	-£500.00	-£309.61	£0.00				-£309.61	
Pre-payments (non shc)	£635.18	-£711.98	-£76.80	£0.00				-£76.80	
			-£1,917.74		-£5,976.51			-£1,840.94	
			£65,398.07		£60,805.68			-£4,592.39	
								-£4,544.05	
SUMMARY									
Opening Balance			£60,805.68		£70,018.92			-£9,213.24	
Closing Balance			£65,398.07		£60,805.68			£4,592.39	
Profit/Loss			£4,592.39		-£9,213.24			-£4,620.85	

FY25 notes

Additional Notes:

**New Accounting treatment applied. Asset depreciated from first year of purchase to be consistent with earlier purchases.

Term deposit earned interest of £1,349. This was reinvested for a further year

Pre paid Expenses and Advanced Income

Over £5K worth of income from 2025 presidents dinner is currently held without offsetting costs (dinner being held in May)
£1K donation ring fenced for Offspringers use treated as advance income

<u>SPRINGERS GENERAL FUND PRE-PAYMENTS</u>	<u>FY25</u>
<i>Advanced Income</i>	
President Dinner 25	£5,085.00
Event Rock Around the Clock Party	£24.00
Event 2025 Barn Dance	£16.00
Ring Fenced Donation	£1,000.00
Website Costs	£76.80
<i>notional credit from FY24</i>	
<i>Total Pre-Payment Income</i>	£6,201.80
<i>Pre-Payment Expenditure</i>	
Team app adverts blocked	-£464.00
President Dinner 25	-£50.00
Event Rock Around the Clock Party	-£855.70
Event 2025 Barn Dance	-£303.00
Ring Fenced Donation	
Website Costs	
<i>Total Pre-Payment Expenditure</i>	-£1,672.70
<u>PRE-PAYMENT TOTAL</u>	£4,529.10

SPRINGERS

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2025

SPRINGERS GENERAL FUND

	<u>INCOME</u>	<u>EXPENDITURE</u>	<u>PROFIT/LOSS</u>
Admin general expenses		£1,437.98	-£1,437.98
Amazon fundraising	£72.15		£72.15
Auditor fee		£50.00	-£50.00
Bank Interest	£238.98		£238.98
Cards and gifts		£70.50	-£70.50
Clothing commission	£112.00		£112.00
Easy Fundraising	£162.48		£162.48
Equipment Purchase - Low value		£260.98	-£260.98
Equipment rental	£150.00		£150.00
Essex Lottery	£516.00		£516.00
Event Barn Dance	£1,686.52	£779.46	£907.06
Event Pink Party	£1,205.00	£957.01	£247.99
Fundraising	£24.42		£24.42
Future show planning		£20.40	-£20.40
General backstage		£233.20	-£233.20
General Donations	£100.00	£25.00	£75.00
General Hall Hire		£31.98	-£31.98
General publicity		£280.80	-£280.80
Gift Aid	£2,984.57		£2,984.57
Hire out of Costumes	£210.00		£210.00
Hire out of Props	£50.00		£50.00
Hire out of Set	£50.00		£50.00
Insurance		£1,894.47	-£1,894.47
Meeting venue hire		£480.00	-£480.00
Membership fees	£6,290.00		£6,290.00
Membership joining fee	£450.00		£450.00
President Dinner 24	£129.00		£129.00
Quiz night	£2,352.90	£1,174.22	£1,178.68
Rehearsal venue		£1,229.42	-£1,229.42
Sale of non Fixed Assests	£433.00	£50.00	£383.00
Stripe fees		£504.94	-£504.94
Team app adverts blocked		£134.00	-£134.00
Term Deposit Maturity	£1,349.37		£1,349.37
T-shirts (members)		£432.00	-£432.00
Website Costs			
Workshop events for members plus			
Total Barn Expenses		£5,583.81	-£5,583.81
TOTAL GEN FUND	£18,566.39	£15,630.17	£2,936.22

SPRINGERS

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2025

<u>BARN EXPENSES</u>	<u>INCOME</u>	<u>EXPENDITURE</u>	<u>PROFIT/LOSS</u>
Barn Electricity	£0.00	£187.79	-£187.79
Barn General Expenses	£0.00	£235.29	-£235.29
Barn Rates	£0.00	£420.73	-£420.73
Barn Rental	£0.00	£4,740.00	-£4,740.00
Total Barn Expenses	<u>£0.00</u>	<u>£5,583.81</u>	<u>-£5,583.81</u>

SPRINGERS

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2025

OFFSPRINGERS GENERAL FUND

	<u>INCOME</u>
Offspringers Holding Fee	£60.00
Offspringers Joining Fees	£126.00
Stagecraft Fees	£1,498.00
Term Fees	£5,277.25

TOTAL GEN FUND **£6,961.25**

EXPENDITURE

Chaperone Expenses	
DBS checks	£240.00
General Hall Hire	£86.34
Offspringers Holding Fee	£0.00
Rehearsal venue	£1,037.56
Stagecraft Classes	£778.87
T-Shirt purchase	£193.50
Workshop events for members plus	

TOTAL GEN FUND **£2,336.27**

PROFIT/LOSS

£4,624.98

SPRINGERS

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2025

Excluding those who are deposit only paid in FY25

PRODUCTION FUNDS

	<u>Dracula Spectacular</u>	<u>Legally Blonde</u>	<u>Seussical the Musical</u>	<u>The Lion the Witch and the Wardrobe</u>	<u>All Shook Up</u>	<u>Nativity the Musical</u>
INCOME						
After show party		£270.00				
Deposit refund		£500.00				
Fundraising	£406.86	£444.14	£1,012.86	£300.45		
General Donations			£200.00			
Licence Deposit			£500.00			
Photo sale	£210.00	£310.00	£216.00			
Programme adverts	£105.00	£75.00	£175.00	£50.00		
Programme sales	£390.00	£636.00	£624.00	£270.00		
Script and T-Shirt				£824.00		
Show Levy	£355.00	£330.00	£1,200.00	£2,103.75	£2,688.00	
Show sponsorship				£1,000.00		
Ticket Income	£8,850.00	£32,688.60	£13,236.00	£30.00		
T-shirt sales				£60.00		
	<u>£10,316.86</u>	<u>£35,253.74</u>	<u>£17,163.86</u>	<u>£4,638.20</u>	<u>£2,688.00</u>	<u>£0.00</u>
EXPENDITURE						
After show party		-£240.00				
Band scores		-£621.25				
Box Office fees	-£495.96	-£1,365.10	-£685.30			
BSL Interpreter / Captioning		-£225.00				
Costumes	-£102.50	-£1,289.13	-£528.91	-£500.00		-£50.00
Credit card commission	-£253.98	-£960.64	-£382.56			
FOH refreshments for guests	-£30.05	-£53.20	-£47.00			
FOH refreshments for guests				-£38.35		
Hair & makeup	-£25.86	-£78.70		-£76.12		
Libs & Vocal scores (inc p&p)		-£971.25		-£20.95		
Licence and Show Kit						
Licence Deposit						
Lighting & Projection	-£252.00	-£1,222.80	-£216.00	-£24.30		
Logo pack			-£150.00			
Logo pack & Rehearscore		-£150.00				
MD - rehearsals and show week				-£1,227.50	-£100.00	
MD - working with backing tracks			-£1,500.00			
MD & Band	-£1,750.00	-£4,410.00				
Musicians - show week				-£750.00		
Performance Accompaniment Recording			-£820.00			
Photographer	-£250.00	-£250.00	-£250.00	-£250.00		
Printing - Audition packs			-£7.20	-£15.40		
Printing - Scripts/Scores			-£1.05	-£41.65	-£187.97	-£223.77
Programmes	-£395.00	-£628.00	-£280.00	-£298.00		
Props	-£100.00	-£328.84	-£41.97	-£117.50	-£40.00	
Publicity	-£470.00	-£2,290.99	-£767.32	-£382.64	-£266.77	
Rehearsal venue	-£40.96	-£864.56	-£1,498.82			
Rehearscore			-£330.00			
Royalties	-£1,533.60	-£6,184.97	-£2,448.38			
Script Hire			-£691.00			
Set	-£578.02	-£4,761.37	-£893.47	-£864.68	-£225.42	
Sound	-£846.00	-£2,571.00	-£1,186.50			
Theatre hire		-£5,010.00	-£4,173.00	-£3,840.00	-£4,470.00	-£4,470.00
T-Shirt purchase				-£376.00		
Van Hire		-£50.06	-£74.99			
	<u>-£7,123.93</u>	<u>-£34,526.86</u>	<u>-£16,973.47</u>	<u>-£8,823.09</u>	<u>-£5,290.16</u>	<u>-£4,743.77</u>
Total Income	£10,316.86	£35,253.74	£17,163.86	£4,638.20	£2,688.00	£0.00
Total Expenditure	<u>-£7,123.93</u>	<u>-£34,526.86</u>	<u>-£16,973.47</u>	<u>-£8,823.09</u>	<u>-£5,290.16</u>	<u>-£4,743.77</u>
Income less Expenditure	<u>£3,192.93</u>	<u>£726.88</u>	<u>£190.39</u>	<u>-£4,184.89</u>	<u>-£2,602.16</u>	<u>-£4,743.77</u>

Dracula

	BUDGET	OUTTURN	VARIANCE		BUDGET	OUTTURN	VARIANCE
Fixed Costs					Non-ticket Income		
Band scores	nil			Programme sales	£256.00	£390.00	£134.00
Libs & Vocal scores (inc p&p)	£474.00	£495.78	-£21.78	Show Levy	£4,144.00	£4,374.00	£230.00
Lighting	£324.00	£252.00	£72.00	Programme adverts	£150.00	£105.00	-£45.00
MD & Band	£1,750.00	£1,750.00	£0.00	Photos	£250.00	£210.00	-£40.00
Programmes	£350.00	£395.00	-£45.00	Script Hire	£407.00	£440.00	£33.00
Rehearsal venue	£1,200.00	£1,397.04	-£197.04	Fundraising	£0.00	£406.86	£406.86
Sound	£1,100.00	£846.00	£254.00	T shirt Sales		£440.00	£440.00
Theatre hire	£3,840.00	£3,840.00	£0.00				
Photographer	£250.00	£250.00	£0.00	Ticket Income			
T Shirts		£400.00	-£400.00	Ticket Income	£9,945.94	£8,850.00	-£1,095.94
Variable Costs							
Royalties	£2,044.00	£2,044.80	-£0.80				
Box Office fees	£597.00	£495.96	£101.04				
Credit Card	£223.78	£253.98	-£30.20				
Costumes	£1,000.00	£702.50	£297.50				
Hair & makeup	£200.00	£25.86	£174.14				
Props	£200.00	£100.00	£100.00				
FoH refreshments for guests		£30.05	-£30.05				
Publicity	£600.00	£470.00	£130.00				
Set	£1,000.00	£662.04	£337.96				
Totals	BUDGET	OUTTURN	VARIANCE				
Fixed Costs	£9,288.00	£9,625.82	-£337.82				
Variable Costs	£5,864.78	£4,785.19	£1,079.59				
TOTAL COSTS	£15,152.78	£14,411.01	£741.77				
Non-ticket Income	£5,207.00	£6,365.86	£1,158.86				
Ticket Income	£9,945.78	£8,850.00	-£1,095.78				
TOTAL INCOME	£15,152.78	£15,215.86	-£63.08				
PROFIT / LOSS							
		£804.85					

Legally Blonde								
Fixed Costs	Budget	Actual Expenditure	Variance	Non-ticket Income	Budget	Actual Income	Variance	
Band scores	£705.00	£621.25	£83.75	Programme sales	£795.66	£636.00	-£159.66	
Libs & Vocal scores (inc p&p)	£910.00	£971.25	-£61.25	Show Levy	£1,881.00	£2,160.00	£279.00	
Lighting	£1,000.00	£1,222.80	-£222.80	Programme advert	£200.00	£75.00	-£125.00	
MD & Band	£4,600.00	£4,440.00	£160.00	Photo sale	£250.00	£310.00	£60.00	
Programmes	£700.00	£628.00	£72.00	After Show Party		270	£270.00	
Rehearsal venue	£2,100.00	£1,934.08	£165.92	Licence Deposit Refund		£500.00	£500.00	
Sound	£2,300.00	£2,571.00	-£271.00	Fundraising:				
Theatre hire	£8,940.00	£9,480.00	-£540.00	Donation for captiv	£200.00	£200.00	£0.00	
Logo pack & Rehearscore	£480.00	£480.00	£0.00	Legally Blonde Marketing Spons		£3,000.00	£3,000.00	
After Show Party		£240.00	-£240.00	Raffle		£444.14	£444.14	
Licence Deposit		£500.00	-£500.00					
Directors travelling	£400.00		£400.00					
Variable Costs	Budget	Actual Expenditure	Variance	Ticket Income		£42,081.73	£32,688.60	-£9,393.13
Royalties	£8,079.69	£6,184.97	£1,894.72					
Box Office fees	£2,446.00	£1,365.10	£1,080.90					
Credit card commission	£946.84	£960.64	-£13.80					
Costumes	£2,000.00	£1,782.67	£217.33					
Hair & makeup	£500.00	£78.70	£421.30					
Props	£500.00	£328.84	£171.16					
Publicity -inc flyers & posters	£1,500.00	£2,290.99	-£790.99					
Van hire	£300.00	£50.06	£249.94					
Set	£6,500.00	£5,961.37	£538.63					
Captioning	£250.00	£225.00	£25.00					
Photographer	£250.00	£250.00	£0.00					
FoH Refreshments		£53.20	-£53.20					
Totals	BUDGET	OUTTURN	VARIANCE					
Non-ticket Income	£3,326.66	£7,595.14	£4,268.48					
Ticket Income	£42,081.73	£32,688.60	-£9,393.13					
TOTAL INCOME	£45,408.40	£40,283.74	-£5,124.65					
Fixed Costs	£22,135.00	£23,088.38	-£953.38					
Variable Costs	£23,272.53	£19,531.54	£3,740.99					
TOTAL COSTS	£45,407.53	£42,619.92	£2,787.61					
PROFIT / LOSS		-£2,336.18						

Seussical								
	Budget	Outturn	Variance		Non-ticket Income	Budget	Outturn	Variance
Fixed Costs								
Band scores	£430.00	£0.00	£430.00		Programme sales	£320.00	£624.00	£304.00
Libs & Vocal scores (inc p&p)	£700.00	£691.00	£9.00		Show Levy	£1,710.00	£1,200.00	£510.00
Printing - Scripts/Scores	£0.00	£1.05	£-1.05		Programme adverts	£150.00	£175.00	£25.00
Printing - Audition packs	£0.00	£7.20	£-7.20		Photo sale	£250.00	£216.00	£34.00
Licence Deposit	£0.00	£500.00	£-500.00		Fundraising	£3,000.00	£1,012.86	£-1,987.14
Lighting	£240.00	£216.00	£24.00		General Donations	£0.00	£200.00	£200.00
MD - working with backing tracks	£1,500.00	£1,500.00	£0.00		Licence Deposit	£0.00	£500.00	£500.00
Performance Accompaniment Recording	£820.00	£820.00	£0.00		Ticket Income	£14,395.92	£13,236.00	£-1,159.92
Rehearscore	£330.00	£330.00	£0.00					
Programmes	£400.00	£280.00	£120.00					
Rehearsal venue	£1,700.00	£1,498.82	£201.18		Ticket Income	£14,395.92	£13,236.00	£-1,159.92
Sound	£1,600.00	£1,186.50	£413.50					
Theatre hire	£3,840.00	£4,173.00	£-333.00					
Logo pack	£150.00	£150.00	£0.00					
Van hire	£300.00	£74.99	£225.01					
Royalties	£2,591.27	£2,448.38	£142.89					
Box Office fees	£863.76	£685.30	£178.46					
Credit card commission	£323.91	£382.56	£-58.65					
Costumes	£1,500.00	£528.91	£971.09					
Hair & makeup	£400.00	£0.00	£400.00					
Props	£200.00	£41.97	£158.03					
Publicity	£500.00	£648.95	£-148.95					
Flyers & Posters	£200.00	£118.37	£81.63					
Set	£1,000.00	£893.47	£106.53					
Photographer	£250.00	£250.00	£0.00					
FOH refreshements for guests	£0.00	£47.00	£-47.00					
Totals	Budget	Outturn	Variance					
Costs	£19,838.93	£17,473.47	£2,365.46					
TOTAL COSTS	£19,838.93	£17,473.47	£2,365.46					
Non-ticket Income	£5,430.00	£3,927.86	£1,502.14					
Ticket Income	£14,395.92	£13,236.00	£1,159.92					
TOTAL INCOME	£19,825.92	£17,163.86	£2,662.06					
PROFIT / LOSS		-£309.61						

Signed – on behalf of the Trustees

Jackie Bates- Chair

JABates

Dated.....1.6.25

Financial Accounts signed by the Auditor

.....

Dated.....

SPRINGERS AMATEUR OPERATIC & DRAMATIC SOCIETY

England & Wales - Charity number 1166649

Accounts



Report of the Trustees and Financial Statements

For the year ending **31 March 2024**

Legal status

Springers Amateur Operatic & Dramatic Society, ("Springers") was registered on 20 April 2016 as a charity with the Charity Commission. The Society is a charity incorporated organisation (CIO) and is governed by its Constitution. Charity No. 1166649.

Trustees

The Trustees during the year under review were:

Anver Anderson – (part year - Chair to AGM)

Jackie Bates – Treasurer to AGM then Chair

Christine James – Secretary

Steve James (part year to AGM)

Bethan Anderson (part year to AGM)

Barry Miles

Sharon Scott

Lisa Robertson

Ben Miller

Rebecca Webber

Gary Jarvis

Susan Corina (part year from AGM)

Dan Screen (part year from AGM)

Matilda Wanless (part year)

Alfie Back (part year from AGM)

Registered office

42 Wilshire Avenue

Chelmsford

Essex

CM2 6QW

Independent examiner (Accounts)

Ross Rogers

33 Byron Road

Chelmsford

CM2 6EP

Bankers

Barclays Bank plc

40 High Street

Chelmsford

CM1 1DE

Report of the trustees for the year ending 31 March 2024

The Trustees present their report and the audited financial statements for the year ended 31 March 2024. These comply with current statutory requirements and with the governing document. This report also serves as a Trustees' Annual Report as required by the Charity Commission.

Objectives

Springers' Constitution states that its objective is to promote the advancement and improvement of general education in relation to all aspects of the art of drama and musical theatrical performance for all in the local community.

Public benefit

The service is a public benefit available for the enjoyment of all in the local community. Both Springers and Offspringers welcome new members.

Activities

The principal activity undertaken is the performance of two shows a year in the local Chelmsford theatres by our adult group and one show by our youth group, Offspringers. Offspringers engages children between the ages of 7 to 18 years of age.

In addition, performances are made at various events, concert groups and running workshops in various aspects of theatre arts.

The Trustees comply with the duty in section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission in deciding what activities are to be undertaken.

Organisation

Responsibility under Springers Constitution for controlling its management and administration lies with a Management Board made up of twelve Trustees, together with the nominated honorary Springers president, who is ineligible to vote on the Management Board (unless they are also a Trustee) but who can make submissions. Bethan Anderson is the Springers' President for 2023-2024.

At each Annual General Meeting (AGM), a third of all current Board members are required to retire from office, though all such members are eligible for re-election. New Trustees are appointed by the members at the AGM in accordance with the Constitution.

All Board members are volunteers and currently meet monthly to receive reports and to monitor progress. The Chair normally deals with any urgent issues arising between meetings and takes decisions when necessary. Additional meetings comprising Board members occur when required; for example, to deal with fundraising or urgent complaints. The findings are reported back to the Board. Board members are also often involved in assisting the running of the organisation in a variety of other ways.

The current Board comprises the following Trustees undertaking the following roles as at 31.3.24. Some Trustees have carried out alternative roles during the reporting period.

Jackie Bates – Chair
Christine James – Secretary
Susan Corina - Treasurer
Gary Jarvis - Production Chair
Ben Miller - Marketing
Barry Miles – Vice Chair and IT Support
Sharon Scott – Membership and Offspringers Vice Chair
Lisa Robertson – Offspringers Chair
Rebecca Webber – Reading Committee
Alfie Back – Social and Fundraising
Dan Screen – Graphic Design and Production/Publicity committee support

Reading, Production, Marketing and Offspringers all have separate subcommittees which are led by the appropriate Trustee as detailed above and meet as often as reasonably required. They are supported by other members of the Society.

Quality management

Work is continuing on an ongoing basis to ensure that Springers has in place a basic set of documented procedures to ensure that quality standards are met and maintained in order that it can undertake its activities in a professional manner and in compliance with all relevant professional codes of conduct.

Risk review & register

The Society has a Risk Register and Risk Assessment Policy that are reviewed and updated annually. These were last reviewed and approved by the Board in March 2024.

Review and progress of achievements

Jackie Bates - Chair Report

June 2023 saw the Society tackle a Disney show with *The Little Mermaid*, with a budget of over £40k. The show was well staged and produced and was well received by the audiences, but sadly did not sell as well as hoped. A huge financial loss of £11,996.27 was seen.

In November 2023, returning to our usual November spot at the Studio theatre, we performed *Urinetown*. Our publicity quote for this show was along the lines of ‘terrible title but a super funny show’. The cast had great fun during rehearsals, and the show sales were better than expected in the end, albeit attaining a further financial loss of £1,446.09. The show recently won the Best Technical NODA award in our region – a super reflection on the amazing talent we also have off stage - and was also nominated for Best Musical, reflecting our amazing talent on the stage! (which we sadly lost out on to our friends at CAODS).

March 2024 saw the Springers family and friends come together for a Memorial Celebration for Fiona Lipscomb, who sadly passed away last Summer very unexpectedly after a short illness. Fiona was a long-standing member of Springers and a founder member of Offspringers. It was a lovely event with monies raised being split between the two charities of UK Pancreatic Cancer and Springers and Offspringers.

The Board also decided to initiate the “Fiona Lipscomb Award for Kindness” which will be awarded to an individual at each show going forwards in conjunction with the Eric Smart plate for Springers and the Phil Knight cup for Offspringers.

Currently, the Society is in the advanced stages of rehearsals of *Legally Blonde* which will be performed in June 2024 in the Chelmsford Main Theatre. *Seussical The Musical* will be performed in November 2024 in the Studio Theatre.

Our Offspringers show from March 23 – *The Adventures of Mr Toad* – was nominated for the NODA best Youth Production award in our region at the recent event. Despite not winning this was a great achievement for everyone involved in the Production and was a truly fabulous show to watch. Financially, a respectable profit of £1,179.44 was seen.

The Theatre had to change our usual March dates for this year’s Offspringers show, so they did not perform during this reporting period. However, *The Dracula Spectacular* took place at the end of April and was superbly staged. At the time of writing, the final financial outcome is not known, but it is anticipated that a small profit will be seen.

The Stagecraft Group resumed in September and has been able to welcome new children at various entry times, rather than them having to wait until after the next show. They have had fun learning different theatre skills which will hopefully assist them in getting involved in the next Offspringers show in 2025, *The Lion, the Witch and the Wardrobe*.

During this year it has become increasingly evident that we need to raise funds via other methods in addition to shows and membership. The Board has spent many hours discussing how we can achieve this and has begun to implement some of the ideas such as a refresh of our membership structure and fees, social and fundraising events and a new Sponsorship package. The Social and Fundraising report contains further details on these aspects.

Lisa Robertson - Offspringers Report

Offspringers has gone from strength to strength this year. We started the summer term with our current Offspringers being joined by several new members. During this term the Offspringers enjoyed a variety of workshops which were run by members of the committee, ex-Offspringers and some of our friends from Springers. We then spent a few weeks preparing for the auditions for *The Dracula Spectacula* and ended the term with the show being cast. We were very excited to be able to offer places in the Stagecraft group for those who were not cast in the show, as well as to those who chose not to audition.

The Autumn term saw the start of rehearsals for the show group and the launch of Stagecraft for the others. The show group spent the next two terms working hard to put together a fantastic show, which was greatly enjoyed by its audience at the Chelmsford Studio Theatre in April. The whole production team produced another outstanding production and the Offspringers showed off their amazing talent throughout the week.

The Stagecraft group spent the two terms working on a variety of skills to help develop and extend their theatre knowledge and ability. They worked on developing their confidence and stage presence through games, song and dance, putting on a few mini performances for the parents and the show group over this time. We are very grateful to Samantha Randall and Abel Brett for giving their time and talents to run this group. The group gradually grew over the two terms as new members joined.

The Offspringers Committee has continued to meet one Tuesday a month this year and is always keen to welcome some new members to help with the day-to-day running of the group, as well as adding extra support at the theatre.

Sharon Scott - Membership Report

We have had an overhaul of our membership this year, changing the structure and creating a new category of Social member to replace the Associate membership from previous years. As well as being able to pay membership annually in a lump sum, we now offer a monthly standing order option for members, with a one-off joining fee for anyone new or returning after a break. We are also offering incentives for Full members in the form of society t-shirts and discounted tickets. Taking all of this into account, numbers are similar to last year:

	2024	2023
Full Members	63	59
Social/Associate	14	6
Life Members	14	14

We have welcomed a large number of new members for our current production of Legally Blonde and are receiving enquiries from potential new members via our website on a regular basis, so we are confident that numbers will continue to increase.

Ben Miller - Marketing Report

The first production following the 2023 AGM was Urinetown which proved to be a tough show for us to sell. Despite the show being fantastic with huge amounts of energy, it appears the public could not get past the name! The publicity team were aware of the challenges and hurdles that we would need to overcome, and as such, relied heavily upon the use of social media to publicise the show.

All social media posts over the last year have been created via Canva and scheduled using Hootsuite. As a society, it is important that we recognise the sheer volume of time that goes in to developing a social media strategy, in addition to creating the collateral needed to encourage engagement. Whilst the publicity team would not expect our members to share all posts, the algorithms within social media platforms rely heavily upon engagement. The more engagement, the further the reach.

As a society, it is therefore important that our members are liking, commenting, and sharing posts as frequently as possible. In doing so, more of the public will become aware of our performances, and ticket sales should increase.

Springers 23-24 Social Stats

Social Platform	End of Year Followers 22/23	End of Year Followers 23/24	Engagement 23/24	Number of Posts 22/23	Number of Posts 23/24
Facebook	1336	1395	4.95%	275	274
Twitter	837	822	2.82%	222	184
Instagram	644	737	7.91%	321	55
TikTok	119	209	5.12%	40	19

It is the consensus that Twitter, or X, is a redundant channel for us to be using, and therefore, posts are no longer scheduled on this platform. As we support the other subcommittees within Springers, the addition of a LinkedIn page is also in development. Whilst posts here will be to help publicise the shows, the primary focus is to help us in securing sponsorship from local businesses within the area.

In addition to social media, Chelmsford Theatre have introduced a new marketing package that includes:

- Minimum ¼ page entry within their nearest season brochure.
- Adverts on digital screens in the theatre foyer & windows. In addition, ads displayed at the Park and Ride sites throughout Chelmsford.
- Feature in the nearest monthly highlights email to Chelmsford Theatre's full database.
- Feature in the internal e-newsletter to Chelmsford City Council employees.
- Listings on Chelmsford 4 You and Visit Essex.
- Venue & local display distribution.
- Minimum of 2 organic social posts shared on sale announcement and the week before the show (unless the show has sold out).

This has proved to be a valuable addition that the theatre provides and has been utilised on our shows. I would recommend that Springers continue to use this package on all shows moving forward. In addition to the marketing package, Chelmsford Theatre also have the ability to send solus email campaigns to their database, which was purchased for Urinetown, and again for Legally Blonde.

Having secured sponsorship of £3,000 for the marketing of Legally Blonde, we have also invested in a 2-week radio advert with Radio Essex. This will be aired during the two weeks leading up to show week.

The year has seen us hold two publicity days, one for Urinetown and the other for Legally Blonde. Urinetown taking place at our usual stomping ground, Chelmsford High Street outside of Barclays, and Legally Blonde at Half Moon Square. Having held the publicity day at Half Moon Square, the amount of footfall was far higher, and therefore, we will be looking to hold all publicity days there from here on in. We are also looking at holding the publicity days closer to the show. We are seeing that people are buying tickets for our productions later and later, and therefore we are going to try holding the publicity days around three weeks before the curtain goes up.

The Publicity Team for 23/24 has consisted of; Dan Screen, Shannen Hamilton, Emily Peplow, Abel Brett and myself. The Publicity Team is always on the lookout for new volunteers to help with the ever-growing demands needed to publicise our performances. If you would be interested in finding out more about how you could help the Publicity Team, please speak with Dan Screen, or email dan.screen@springers.co.uk

The entire team have worked incredibly hard in the production of all marketing collateral, and programmes. Due to personal circumstances, I shall be stepping down this year, however, I shall remain on the subcommittee. It's been a pleasure working with the team and Board, and I look forward to seeing what the 24/25 year has to bring for Springers & Offspringers.

Alfie Back - Social and Fundraising Report

In the face of increasing running costs, fundraising is an element of our society that each of us will need to get behind to secure the continued success of Springers. You'll see through our Quiz Night (which raised £694.50) and Pink Party, that, where possible, we're joining fundraising and social together, however, our main source of income is strong ticket sales, support from local businesses, as well as, in future, successful grant applications. As members, there are ways which you can support the success of this.

Currently, we are working on a fundraising strategy to help us and the Springers members to understand how and where we'll be getting our fundraising from.

One of the key things we know is that along with our increasing running costs, our members and trustees have personal increases in the cost of living.

Therefore, we want to promote the ways in which you can support us for **free**:

- We have an account with **easyfundraising** which sends money directly to springers every time you shop in places like Amazon, and it costs you as the buyer absolutely nothing. Head here to sign up- <https://www.easyfundraising.org.uk/>
- Ensuring you've ticked the box on Team App for GiftAid- this means your membership, for example, will give us 25% more in funding at no extra cost to you.
- Our publicity team are constantly promoting our shows and finding ways they can drive sales (our main source of income!). We, as members, wherever possible, need to share the posts and show our support - this boosts our reach and may convert to a sale which you are facilitating completely **free**. This means that by clicking share, you could generate a spend of at least £24 for Legally Blonde.

We hope to reap the benefit of applying for grants over the next year and beyond. If any of you are aware of any funds or grants available, please let us know so we can apply.

Another fundraising stream is corporate sponsorship which is a project being worked on by multiple trustees. These packages are affordable, and whilst supporting our society, also provides valuable exposure to our audiences. These sponsorships help us to do great things - for example, we have received a recent sponsorship of £3,000 to support Legally Blonde. Please do share with local businesses you have a connection with - as they may be able to support us to put on our great shows!

Fundraising is going to be a huge focus for Springers, so if you would like to support me on this, I would love to hear from you. This is core to our future success, and I would love to welcome you to a new committee. Drop me an email on Alfie.back@springers.co.uk

Social

I'd love to update you on the plans for the rest of the year for social events! As with any event with Springers, please do join us where you can- it helps to boost relationships and help those new to the society, or not taking part in shows to remain engaged in a society that is really important to them.

You'll see that wherever possible we have introduced member prices and non-member prices. This hopefully helps to reduce personal costs. We are also working with the venues we attend to get the best prices possible for you.

So far, we've had our Pottery Painting night, Fireworks Night, Christmas social, Singing Workshop, Pub Drinks and here are some more of our plans:

May 18 - Pink Party

June - Legally Blonde- Book your tickets!

June 22 - Pride - Join us to celebrate the LGBTQIA + Community and support our Springers members performing!

July - Pub Golf (Date TBC)

August - Karaoke night (Venue tbc)

Sept 15 - 5pm at City Bowl - Comms to follow, families welcome!

Sept 28 - Barn Dance

Oct - Paint and Sip

Nov - Seussical The Musical - buy your tickets!

Nov - Awaiting confirmation from some venues for a springer's dinner and cabaret.

We look forward to reporting on these events in next year's report!

Again, we'd love to welcome some members to join a social committee. Equally I'd love to hear from you if you'd like to support us on individual events rather than join a committee due to other commitments. Just drop me an email on Alfie.back@springers.co.uk

Susan Corina – Treasurer

To begin, I want to thank Jackie Bates for covering the Treasurer work during the first half of the financial year when I was unable to take on the role immediately due to personal circumstances.

The current financial year has proved to be quite challenging with the society worth £9,213 less than at the end of the previous financial year. It should be noted that the expenditure for the 2023 presidents' dinner has been accounted for in the current year whilst the ticket sales income was recorded in the prior year.

Along with our assets over £7,000 of future show and other prepayments are captured on the balance sheet. Two of our three shows during the year made losses despite the hard work on keeping to budgets. Ticket sales for our main house show were overall disappointing and the increasing costs of staging shows in the studio continue to give concern. Detail can be found in the accompanying accounts sheet.

Whilst show costs remain an issue our attention is turning to increasing fundraising streams to support both our shows and general running costs which include the costs of our barn workshop and wardrobe storage.

Our regular small fundraising income from Essex lottery and easy fundraising were supplemented by the Gift Aid we were able to claim (covering a period of 18 months) and a donation from the Chelmsford Round Table for our appearances at the fireworks and a Santa street collection. We also received a generous sponsorship towards the publicity for Legally Blonde (which will be reflected in next year's final accounts) from The Lead Gen specialists.

Interest from our fixed term investment and bank accounts totaled £1,357.97.

No Assets were purchased in the last financial year.

The accounts have been examined and signed off by Ross Rogers having regard to the requirements of current legislation and the Charity Reporting and Accounting guidance updated by The Charities Commission in June 2023.

Accounts

Annex 1 to this document.

Reserves policy

At the present time Springers' monies that are not immediately required are in bank accounts held with Barclays Bank plc. There are no immediate plans to change this and therefore all remaining monies will continue to be held in "risk free" bank accounts and the Virgin Money Term Deposit account with a fixed interest rate for 12 months.

The Board has decided that £40,000 should be ring-fenced as a reserve. This roughly equates to the total cost of one production in the Chelmsford theatre without any income.

Investment policy

On the maturity of the Virgin Money Term Deposit account in February 2024 the officers of the society took the decision to leave the account invested with a fixed interest rate for a further 12 months, including investing the interest received on initial maturity.

Annex 1 - Accounts

SIMPLE SUMMARY

At the end of March 2023 the society was worth	£70,018.92
At the end of March 2024 the society was worth	£60,805.68
Our net worth reduced by	-£9,213.24

During the current financial year

The general funds changed in value by	-£3,236.73
The total amount of "loss" on performed shows was	-£13,442.36
The total amount of "profit" from performed shows was	£7,465.85
Total	-£9,213.24

Note profit and losses for shows relate to accounting movements for the current financial year only. For detail of individual show profits or losses refer to the individual show reports.

Over £7K has been invested in pre-payments for future shows as of the end of the financial year

Income for Presidents Dinner FY23 was not accounted as an advanced income so nearly 4K of general funds change is due to costs of FY23 dinner paid in FY24

Some of the other running costs were offset in FY24 by the 18 months' worth of gift aid claim

Both Springers shows made losses, fortunately Offspringers production of Mr Toad made a reasonable profit reducing the overall show losses

SPRINGERS

BALANCE SHEET AS AT 31ST MARCH 2024

	31/03/2024			31/03/2023		
	£	£		£	£	
FIXED ASSETS						
Projector (purchased FY20)	£1,674.00			£1,674.00		
Depreciation Year 6 of 8	-£1,255.50			-£837.00		
PA System & Mic's (purchased 02/19)	£2,500.00			£2,500.00		
Depreciation Year 7 of 8	-£2,187.50			-£1,562.50		
Piano No.2 - Cost				£1,395.00		
Depreciation Completed FY23				-£1,395.00		
Scaffolding Poles (purchased 11/21)	£416.46			£416.46		
Depreciation Year 3 of 20	-£62.47			-£20.82		
Marquee (purchased 4/22)	£1,062.99			£1,062.99		
Depreciation Year 2 of 6	-£354.33					
Speaker (purchased 7/22)	£400.00			£400.00		
Depreciation Year 2 of 6	-£133.34					
			£2,060.31		£3,633.13	
CURRENT ASSETS						
Cash in Hand	£56.26			£64.00		
Current Account	£1,250.11			£559.46		
Springers Savings Account	£14,702.53			£29,488.29		
Offspringers Savings Account	£2,001.94			£963.71		
Term Deposit	£31,125.00			£30,000.00		
			£49,135.84		£61,075.46	
PRE-PAID EXPENSES						
	FY24	Prior Year	TOTAL			
The Adventures of f	-£500.00	£500.00	£0.00	£500.00		
Little Mermaid	-£3,299.13	£3,299.13	£0.00	£3,299.13		
Urintetown	-£500.00	£500.00	£0.00	£500.00		
Dracula Spectacular	£1,876.88	£511.20	£2,388.08	£511.20		
Legally Blonde	£2,563.06	£500.00	£3,063.06	£500.00		
Seussical The Musii	£500.00		£500.00			
All Shook Up	£660.00		£660.00			
Nativity the Musica	£500.00		£500.00			
The Lion the Witch	£500.00		£500.00			
Oliver	£500.00		£500.00			
Into The Woods	£0.00		£0.00			
Total Other Gen Pre	£711.98		£711.98			
	£7,811.92	£1,011.20	£8,823.12			
			£8,823.12		£5,310.33	
			£60,019.27		£70,018.92	

REPRESENTED BY

INCOME AND EXPENDITURE ACCOUNT

Opening Balance			<u>£70,018.92</u>	£72,488.75
General Fund - Springers		-£5,318.69		£332.48
General Fund - Offspringers		£2,868.37		£416.90
In Year Cost of Deprecation		-£786.41		
			<u>-£3,236.73</u>	
SHOWS	FY24	Prior Year Pre Payments	TOTAL Accounted	
The Adventures of I	£7,965.85	-£500.00	£7,465.85	-£5,922.41
The Little Mermaid	-£8,697.14	-£3,299.13	-£11,996.27	
Urinetown	-£946.09	-£500.00	-£1,446.09	
Honk				£5,003.15
KB				£2,920.32
AF				-£5,220.27
			<u>£60,805.68</u>	<u>£70,018.92</u>
SUMMARY	Opening Balance		<u>£70,018.92</u>	<u>£72,488.75</u>
	Closing Balance		<u>£60,805.68</u>	<u>£70,018.92</u>
	Profit/Loss		<u>-£9,213.24</u>	<u>-£2,469.83</u>

FY24 notes

Additional Notes:

Presidents Dinner 2023 income was accounted for in FY23

FY23 Net Income £4,120, FY24 Net Expenditure -£3,950.12 = total profit donation held for Springers £169.88

Term deposit earned interest of £1,125. This was reinvested for a further year

Outstanding unpaid invoices:

None

Pre paid Expenses

Two licences have been applied for for November 2025. In due course one should be refunded

SPRINGERS

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2024

SPRINGERS GENERAL FUND

	<u>INCOME</u>	<u>EXPENDITURE</u>	<u>PROFIT/LOSS</u>	
Admin general expenses	£62.40	£1,307.83	-£1,245.43	Note 1
Auditor fee		£50.00	-£50.00	
Bank Goodwill gesture	£75.00		£75.00	
Bank Interest	£232.97		£232.97	
Cards and gifts		£98.98	-£98.98	
Clothing commission	£112.00		£112.00	
Easy Fundraising	£85.56		£85.56	
Equipment rental	£600.00		£600.00	
Essex Lottery	£355.50		£355.50	
Fiona Memorial celebration	£953.86	£571.92	£381.94	
Future show planning		£12.00	-£12.00	
General backstage		£389.02	-£389.02	
General Donations	£326.75		£326.75	
General Hall Hire	£63.96	£223.85	-£159.89	Note 1
General publicity		£561.60	-£561.60	
Gift Aid	£2,558.94		£2,558.94	
Hire out of Costumes	£50.00		£50.00	
Hire out of Set	£215.00		£215.00	
Insurance		£1,892.70	-£1,892.70	
Meeting venue hire		£400.00	-£400.00	
Membership fees	£4,053.50		£4,053.50	
Membership joining fee	£255.00		£255.00	
NDDA summer school grant		£360.00	-£360.00	
Piano storage		£84.38	-£84.38	
President Dinner 23	£863.50	£4,813.62	-£3,950.12	
President Dinner 24	£5,427.00	£5,492.00	-£65.00	
Quiz night	£914.50	£220.00	£694.50	
Sale of non Fixed Assets	£230.00		£230.00	
Stripe fees		£428.93	-£428.93	
Team app adverts blocked		£199.00	-£199.00	
Term Deposit Maturity	£1,125.00		£1,125.00	
Website Costs		£38.40	-£38.40	
Workshop events for members plus	£116.00	£150.00	-£34.00	
Total Barn Expenses		£6,700.90	-£6,700.90	
TOTAL GEN FUND	£18,676.44	£23,995.13	-£5,318.69	

Note 1:

Income is due to refunds or contributions to expenses

SPRINGERS

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2023

<u>BARN EXPENSES</u>	<u>INCOME</u>	<u>EXPENDITURE</u>	<u>PROFIT/LOSS</u>
Barn Electricity	£0.00	£245.47	-£245.47
Barn General Expenses	£0.00	£1,248.80	-£1,248.80
Barn Rates	£0.00	£396.13	-£396.13
Barn Rental	£0.00	£4,810.50	-£4,810.50
Total Barn Expenses	<u>£0.00</u>	<u>£6,700.90</u>	<u>-£6,700.90</u>

SPRINGERS

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2024

OFFSPRINGERS GENERAL FUND

	<u>INCOME</u>
General Donations	£1.00
Stagecraft Fees	£1,190.00
Term Fees	£2,792.00
TOTAL GEN FUND	£3,983.00

EXPENDITURE

Chaperone Expenses	£40.74
DBS checks	£96.00
General Donations	£0.00
General Hall Hire	£172.69
Stagecraft Classes	£612.20
T-Shirt purchase	£143.00
Workshop events for members plus	£50.00
TOTAL GEN FUND	£1,114.63

PROFIT/LOSS

£2,868.37

SPRINGERS

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2024

PRODUCTION FUNDS

	<u>The Adventure s of Mr Toad</u>	<u>The Little Mermaid</u>	<u>Urinetown</u>	<u>Dracula Spectacula</u>	<u>Legally Blonde</u>	<u>Seussical the Musical</u>	<u>All Shook Up</u>	<u>Nativity the Musical</u>	<u>The Lion the Witch and the Wardrobe</u>	<u>Oliver</u>
EXPENDITURE										
After show party			-£84.00							
Band scores	-£165.00	-£530.00	-£220.00							
Box Office fees	-£565.82	-£1,086.56	-£648.98							
BSL Interpreter / Captioning		-£250.00	-£200.00							
Costumes		-£4,292.76	-£56.11	-£600.00	-£493.54					
Credit card commission	-£291.66	-£725.06	-£351.36							
Deposit refund										
Flyers & Posters		-£92.00	-£200.00							
FOH refreshments for guests		-£48.80	-£44.90							
Fundraising										
Hair & makeup	-£57.14	-£475.18								
Libs & Vocal scores (inc p&p)	-£21.00	-£832.00	-£660.02	-£495.78						
Licence Deposit						-£500.00	-£660.00	-£500.00	-£500.00	-£500.00
Lighting & Projection	-£180.00	-£500.00	-£234.00							
MD & Band		-£5,110.00	-£2,630.00		-£360.00					
Photo sale										
Photographer		-£250.00	-£250.00							
Programme adverts										
Programme sales										
Programmes		-£614.00	-£347.00							
Props	-£100.00	-£274.13	-£180.76							
Publicity	-£210.00	-£947.69	-£712.00							
Rehearsal venue		-£1,075.32	-£1,643.59	-£1,356.08	-£1,069.52					
Royalties	-£1,748.16	-£4,663.42	-£2,108.16							
Script Hire										
Set		-£5,294.02	-£835.85	-£84.02	-£1,200.00					
Show Lewy										
Sound	-£56.40	-£2,230.70	-£1,364.00							
Theatre hire	-£31.97	-£6,979.60	-£3,932.91	-£3,840.00	-£4,470.00					
Ticket Income		-£18.00								
T-Shirt purchase				-£400.00						
T-shirt sales										
	-£3,427.15	-£36,289.24	-£16,703.64	-£6,775.88	-£7,593.06	-£500.00	-£660.00	-£500.00	-£500.00	-£500.00
Total Income	£11,393.00	£27,592.10	£15,757.55	£4,899.00	£5,030.00	£0.00	£0.00	£0.00	£0.00	£0.00
Total Expenditure	-£3,427.15	-£36,289.24	-£16,703.64	-£6,775.88	-£7,593.06	-£500.00	-£660.00	-£500.00	-£500.00	-£500.00
Income less Expenditure	£7,965.85	-£8,697.14	-£946.09	-£1,876.88	-£2,563.06	-£500.00	-£660.00	-£500.00	-£500.00	-£500.00

SPRINGERS

FINAL INCOME AND EXPENDITURE ACCOUNT FOR PRODUCTIONS IN THE YEAR ENDED 31ST MARCH 2024

PRODUCTION FUNDS

	<u>The</u> <u>Adventures</u> <u>of Mr Toad</u>	<u>The Little</u> <u>Mermaid</u>	<u>Urinetown</u>
INCOME			
After show party			£115.50
BSL Interpreter / Captioning		£344.36	
Deposit refund	£500.00	£500.00	£500.00
Fundraising	£374.00	£479.50	£982.05
Photo sale	£260.00	£230.00	£270.00
Programme adverts	£170.00	£240.00	£125.00
Programme sales	£447.00	£654.00	£438.00
Script Hire and T Shirt	£890.00		
Show Lewy	£4,315.00	£1,530.00	£1,485.00
Ticket Income	£9,862.00	£24,600.60	£11,842.00
	<u>£16,818.00</u>	<u>£28,578.46</u>	<u>£15,757.55</u>
EXPENDITURE			
After show party			-£84.00
Band scores	-£165.00	-£530.00	-£220.00
Box Office fees	-£857.48	-£1,086.56	-£648.98
BSL Interpreter / Captioning		-£250.00	-£200.00
Costumes	-£1,016.33	-£5,492.76	-£56.11
Credit card commission		-£725.06	-£351.36
Flyers & Posters		-£92.00	-£200.00
FOH refreshments for guests	-£10.00	-£48.80	-£44.90
Hair & makeup	-£174.32	-£475.18	
Libs & Vocal scores (inc p&p)	-£527.90	-£832.00	-£660.02
Licence Deposit	-£500.00	-£500.00	-£500.00
Lighting & Projection	-£180.00	-£500.00	-£234.00
MD & Band	-£1,750.00	-£5,110.00	-£2,630.00
Photographer	-£250.00	-£250.00	-£250.00
Programmes	-£347.00	-£614.00	-£347.00
Props	-£100.00	-£274.13	-£180.76
Publicity	-£490.00	-£947.69	-£712.00
Rehearsal venue	-£1,155.08	-£1,973.27	-£1,643.59
Royalties	-£1,748.16	-£4,663.42	-£2,108.16
Set	-£1,098.27	-£5,294.02	-£835.85
Sound	-£1,070.80	-£2,230.70	-£1,364.00
Theatre hire	-£3,698.22	-£8,685.14	-£3,932.91
T-Shirt purchase	-£500.00		
	<u>-£15,638.56</u>	<u>-£40,574.73</u>	<u>-£17,203.64</u>
Total Income	£16,818.00	£28,578.46	£15,757.55
Total Expenditure	<u>-£15,638.56</u>	<u>-£40,574.73</u>	<u>-£17,203.64</u>
Income less Expenditure	<u>£1,179.44</u>	<u>-£11,996.27</u>	<u>-£1,446.09</u>

Urinetown

Non-ticket Income	Budget	ACTUAL INCOME	VARIANCE
Programme sales	£360.03	£438.00	£77.97
Show Levy	£1,710.00	£1,485.00	-£225.00
Programme adverts	£300.00	£125.00	-£175.00
Photo sale	£250.00	£270.00	£20.00
Fundraising	£200.00	£982.05	£782.05
Deposit refund		£500.00	£500.00
After show party		£115.50	£115.50

Ticket Income	Budget	ACTUAL INCOME	VARIANCE
Ticket Income	£16,001.28		
Comp & free tickets	-£1,056.00		
Net ticket income	£14,945.28	£11,842.00	-£3,103.28

Fundraising	
Donation towards BSL	£200.00
Programme sponsorship	£400.00
Purchase of costume	£16.00
Raffle	£366.05
Fundraising Total	£982.05

Totals	BUDGET	OUTTURN	VARIANCE
Non-ticket Income	£2,820.03	£3,915.55	£1,095.52
Ticket Income	£16,001.28	£11,842.00	-£4,159.28
TOTAL INCOME	£18,821.30	£15,757.55	-£3,063.75
Fixed Costs	£10,959.00	£11,531.52	-£572.52
Variable Costs	£7,862.30	£5,672.12	£2,190.18
TOTAL COSTS	£18,821.30	£17,203.64	£1,617.66


PROFIT / LOSS	-£1,446.09
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Fixed Costs	Budget	ACTUAL EXPENDITURE	VARIANCE
Band scores	£185.00	£220.00	-£35.00
Libs & Vocal scores (inc p&p)	£534.00	£660.02	-£126.02
Lighting & Projection	£240.00	£234.00	£6.00
MD & Band	£2,700.00	£2,630.00	£70.00
Programmes	£400.00	£347.00	£53.00
Rehearsal venue	£1,600.00	£1,643.59	-£43.59
Sound	£1,500.00	£1,364.00	£136.00
Theatre hire	£3,800.00	£3,932.91	-£132.91
Licence Deposit		£500.00	-£500.00

Variable Costs	Budget	ACTUAL EXPENDITURE	VARIANCE
Royalties	£2,880.23	£2,108.16	£772.07
Box Office fees	£816.05	£648.98	£167.06
Credit card commission	£360.03	£351.36	£8.67
Costumes	£400.00	£56.11	£343.89
Hair & makeup	£200.00	£0.00	£200.00
Props	£100.00	£180.76	-£80.76
Publicity	£700.00	£712.00	-£12.00
Flyers & Posters	£100.00	£200.00	-£100.00
Set	£800.00	£835.85	-£35.85
BSL Interpreter / Captioning	£200.00	£200.00	£0.00
Photographer	£250.00	£250.00	£0.00
FOH refreshments for guests		£44.90	-£44.90
After Show Party		£84.00	-£84.00

Signed – on behalf of the Trustees

Jackie Bates - Chair


.....

Dated 28/5/24

Financial Accounts signed by the Auditor

Ross Rogers


.....

Dated 29-5-24

SPRINGERS AMATEUR OPERATIC & DRAMATIC SOCIETY

England & Wales - Charity number 1166649

Accounts



Registered Charity Number **1166649**

Report of the Trustees and Financial Statements

For the year ending **31 March 2023**

Contents



	1
Contents	2
Legal status	3
Trustees	3
Registered office	3
Independent examiner	3
Bankers	3
Report of the trustees for the year ending 31 March 2023	3
Objectives	3
Activities	4
Public benefit	4
Organisation	4
Review and progress of achievements	5
Anver Anderson - Chair Report	5
Lisa Robertson - Offspringers Report	5
Gary Jarvis - Membership Report	6
Bethan Anderson - Marketing Report	6
Ben Miller - Social and Fundraising Report	7
Jackie Bates – Treasurer	7
Accounts	8
Quality management	8
Reserves policy	8
Investment policy	8
Risk review & register	8
RISK MANAGEMENT POLICY AND RISK REGISTER	9
1. INTRODUCTION	9
Annex 1 - Accounts	12

Legal status

The charity is registered and is a charity incorporated organisation governed by its Constitution. Charity No. 1166649.

Trustees

The Trustees during the year under review were:

Anver Anderson – Chair
Jackie Bates – Treasurer
Christine James – Secretary
Steve James
Bethan Anderson
Sara Mortimer (part year)
Barry Miles
Sharon Scott
Lisa Robertson
Ben Miller
Rebecca Webber
Gary Jarvis
Susan Corina (part year to AGM)
Kieran Bedwell (part year to AGM)
Mat Smith (part year to AGM)
Colin Shoard (part year to AGM)

Registered office

42 Wilshire Avenue
Chelmsford
Essex
CM2 6QW

Independent examiner

Ross Rogers
33 Byron Road
Chelmsford
Essex
CM2 6EP

Bankers

Barclays Bank plc
40 High Street
Chelmsford
CM1 1DE

Report of the trustees for the year ending 31 March 2023

The Trustees present their report and the audited financial statements for the year ended 31 March 2023. These comply with current statutory requirements and with the governing document. This report also serves as a Trustees Annual Report as required by the Charity Commission.

Springers Amateur Operatic & Dramatic Society, (“Springers”) was registered on 20 April 2016 as a charity with the Charity Commission.

Objectives

Springers’ constitution clearly states that its objective is to promote the advancement and improvement of general education in relation to all aspects of the art of drama and musical theatrical performance for all in the local community.

Activities

The principal activity undertaken is the performance of two shows a year in the local Chelmsford theatres by our adult group and one show by our youth group, Offspringers. Offspringers engages children between the ages of 7 to 18 years of age. In addition, performances are made at various events, including corporate carol singing, concert groups and running workshops in all aspects of theatre arts.

Public benefit

The service is a public benefit available for the enjoyment of all in the local community. Both Springers and Offspringers welcome new members.

Organisation

Responsibility under Springers Constitution for controlling its management and administration lies with a Management Board made up of the Trustees, together with the nominated honorary Springers president, who is ineligible to vote on the Management Board but can make submissions. Leonie Rose is the Springers' President for 2022-2023. The Management Board is appointed by the membership at the Annual General Meeting. At each Annual General Meeting a third of all Board members are required to retire from office, though all such members are eligible for re-election. The minimum number of Board members is three and the maximum is currently twelve. New appointees are identified as a result of Springers' members putting themselves forward at the Annual General Meeting, where they will be proposed, seconded and elected by the membership.

All Board members are volunteers and they currently meet monthly to receive reports and to monitor progress. The Chair normally deals with any urgent issues arising between meetings and takes decisions when necessary. Committee meetings comprising Board members occur when required; for example, to deal with fundraising or urgent complaints. They report their findings back to the Board. Board members are also often involved in assisting the running of the organisation in a variety of ways. The current Board comprises the following Trustees undertaking the following roles:

Anver Anderson – Chair
Jackie Bates – Treasurer
Christine James – Secretary
Steve James – Production Chair
Bethan Anderson - Marketing
Sara Mortimer (part year) - Membership
Barry Miles – IT Support
Sharon Scott – Offspringers – Vice Chair
Lisa Robertson – Offspringers – Chair
Ben Miller – Social and Fundraising
Rebecca Webber – Reading Committee
Gary Jarvis – Membership

All Trustees detailed above served on the Board during this reporting year.

Reading, Production, Marketing and Offspringers all have separate subcommittees which are led by the appropriate Trustee as detailed above and meet as often as reasonably required.

The Trustees comply with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission in deciding what activities are to be undertaken.

Review and progress of achievements

Anver Anderson - Chair Report

2023 saw the biggest budget show that Springers has ever performed; *Kinky Boots*, with a budget around £45,000. The show was a spectacular success, receiving large audiences and great acclaim for the Society. Not only did the show make a healthy profit for the Society, it also received great critical acclaim from all those who came to see it. Moreover, the show recently won the NODA Awards for Best Musical in our region (some 220 societies performing musicals, dramas, pantomimes and gang shows), as well as the prodigious Best Production Shield for the region. The show was supported by excellent marketing and promotion and was stage managed and directed to a professional level.

It was unfortunate, that our usual November slot at the Cramphorn Theatre was not available to us during 2022, due to major building works on Chelmsford's Theatre Complex. This meant that the production of *The Addams Family* had to be taken out to the Brentwood theatre – away from our normal audience and in a smaller theatre. The production of the show was a success, with the technical aspects being nominated for technical award at the NODA annual awards ceremony – only being beaten into second place by another society. However, the show was not a financial success, losing some £5,220 because of the move to an 'out of town' smaller theatre.

Currently, the Society is in the advanced stages of rehearsals of *Disney's The Little Mermaid* which will be performed mid-June 2023. This show will be using mapped projection for the scenery and will be technically sophisticated. *Urinetown* is expected to be produced in the Autumn of 2023 – now back at the Chelmsford Theatre Studio (previously The Cramphorn Theatre).

March saw our youth group, Offspringers, perform *The Adventures of Mr Toad*. Despite some difficulties with some stage management aspects of the show, Production Chair Steve James took the reins to ensure the vision of the new directorship team of Lula Hemmings and Matt Scott was brought to the stage. The costumes by Leonie Rose and the music and complex choreography brought the show great acclaim from the theatre critics, receiving as they did, the very best show critique ever received by our youth group. The show more than met its budget by generating over £1,178 in profit.

Next year, Offspringers will return in the Spring with a production of *Dracula Spectacula!* Also, this year has seen the return of the Offspringers' workshop group – now renamed as The Stagecraft Group, which allows our younger members to gain theatre skills ahead of them getting involved in the main show.

Lisa Robertson - Offspringers Report

Another great year for Offspringers, culminating in an amazing show week for *The Adventures of Mr. Toad* at the theatre in March.

We had a few new members join Offspringers, in the summer term, filling the spaces created by children leaving due to their age and other commitments. The new group mixed well and as the year progressed, have again, become a tight-knit team who work well together and look out for each other.

The summer term was spent preparing for *The Adventures of Mr. Toad* auditions and casting the show before the summer holidays. Through the Autumn and Spring terms the *Toad* rehearsals ran

well, and in March, it was fantastic to take it to the stage in the Chelmsford Studio, where it was a roaring success.

The Offspringers Committee has continued to meet one Tuesday a month this year and is hoping to be able to welcome some new committee members to help with the day-to-day running of the group, as well as adding extra support at the theatre.

This year, the workshop group – now to be known as the Stagecraft Group - has been re-established. This brings our membership numbers from 40 to 60 and further connects Offspringers with the local community through the very young.

Gary Jarvis - Membership Report

There has been a significant drop in membership numbers (-32%) of which the comparison is below:

	2023	2022	Diff
Full Members	59	95	-38%
Associate Members	6	10	-40%
Life Member	14	11	+27%

There is no one factor that has contributed, but based on feedback, it is a mix of how we use our time since covid, the ability to jump from one society to another, removal of the 6-month rule and upcoming shows.

However, we are still receiving a strong number of enquiries from potential new members and we will be reviewing cost and types of membership with a strong emphasis on being part of the Springers family.

Bethan Anderson - Marketing Report

Springers' production of the Addams Family was definitely the biggest challenge to date, the changes of venue etc., made it difficult to hit the ground running with the marketing plan -but the job was done! Hosting/being part of three publicity events, one in Chelmsford High Street and the others in Brentwood and Shenfield, in an aim to broaden outreach in the best way possible. The Directing team worked closely with the Marketing Team on the strategy for the show and marketing teammate Shannen Hamilton (social media guru) won the plate for all her hard work!

Social media has again been a key strategy, and the team continues to track engagement via the scheduling platform (Hootsuite).

Social Platform	End of year followers 21/22	End of year followers 22/23	Engagement 21/22	Engagement 22/23	Number of posts 21/22	Number of posts 22/23
Facebook	1200	1336	5000 (reactions 3400, comments 887, shares 700)	(547 comments, 906 link clicks, 2461 reactions, 1394 shares)	148	275
Twitter	844	837	243 (likes 133, retweets, 96, quoted tweets 9, replies 5)	(7 comments, 21 link clicks, 367 reactions, 232 shares)	95	222
Instagram	536	644	1800 (like photo 1100, like video 482, like album 185)	(51 comments, 3489 reactions)	108	321
TikTok	n.a	119	n.a	(22 comments, 1927 reactions, 33 shares)	n.a	40

The team continues to change and grow, with the additions of Daniel Screen, Abel Brett and Emily Peplow joining Bethan, Ben Miller and Shannen Hamilton. This year, Bethan Anderson steps down from chairing the team after almost a decade but will still take part in the team under its new

leadership. Bethan would like to take this opportunity to thank everybody that has been on the Publicity team over the last 10 years.

Full Society involvement still is, and always will be, the most important part of implementing plans when marketing, not just the shows, but our entire society! The Marketing Team is always open to ideas/suggestions for promotional activities as well as new members that would like to join.

Ben Miller - Social and Fundraising Report

This year has been quiet on the fund-raising front, however, the annual Springers' quiz had a phenomenal turnout and resulted in the society raising an impressive £612.18. Future events are currently being planned which includes the annual Springers Beach Day - Saturday 12th August.

The Committee is also looking for a venue for a karaoke night as part of our social activities. The Board is keen to increase the social side of Springers, in order to increase interaction across the Society.

For future fundraising, plans are currently being worked on to help bring outside funds into the Society by way of direct sponsorship. We are actively negotiating with local businesses to sponsor shows to help with publicity activities and for them to gain advertising for their business. Although in the early stages of discussion, one such opportunity could raise as much as £3,000. A promotional package will be designed to show the benefits of supporting a local community theatre.

The Social Committee is always looking for new members and to help bring new ideas forward. The camaraderie of Springers is something that all members enjoy, and the opportunity for us to get together more frequently, not only for fundraising activities but to help build the team spirit will benefit the society as a whole.

Jackie Bates – Treasurer

With the financial transactions being completed for the Offspringers show Honk in March 22 a small loss of £234.91 was seen. This was mainly due to lack of ticket sales- the show occurring at a time when Covid was still present, and it was a huge challenge to be able to get the Show on stage at all! We then moved into the wonderful spectacle that was Kinky Boots in June 22 – with a respectable profit of £2,944.32 being achieved.

The Chelmsford Theatres then closed down and we were forced to take the Addams Family show to Brentwood. Again, due to lack of ticket sales, a large loss of £5,220.27 was seen.

Premium Bond wins totalled £250 and with the rising of interest rates the decision was taken to move the £30k held in the Bonds to a Virgin Money Term Deposit account with a fixed interest rate for 12 months.

The Essex Lottery was suspended whilst the Council sorted out their licence issues, but has now restarted, so I would like to encourage members to sign up to this, along with the Easyfundraising/Amazon when shopping online to raise funds for Springers.

The Singathon event raised a fantastic £1,059 with funds being used to engage a BSL interpreter for both Kinky Boots and The Addams Family. The Quiz night raised £692.80 and the fabulous 40th Anniversary concert £144.36.

The valuable resource that is Gift Aid brought in £4,088.50- this covered a couple of years due to Covid. Please check that you have indicated on your Teamapp profile if you are eligible for Gift Aid so this can be claimed on the subscriptions and donations you make to your Society.

Expenditure has continued in line with our usual costs, and it is pleasing to see that the General funds of Springers and Offspringers combined produced a small profit of £749.38.

Springers funded the 40th Anniversary dinner to the extent of £2,567.82 with our single highest expenditure relating to the Barn at £5,573.31.

Assets purchased this year have been the Marquee £1,002.99 and a new Speaker at £400.

The accounts have been examined and signed off by Ross Rogers having regard to the requirements of current legislation and the Charity Reporting and Accounting guidance updated by The Charities Commission in July 2021.

Accounts

Annex 1 to this document.

Quality management

Work is continuing on an ongoing basis to ensure that Springers has in place a basic set of documented procedures to ensure that quality standards are met and maintained in order that it can undertake its activities in a professional manner and in compliance with all relevant professional codes of conduct.

Reserves policy

At the present time Springers' monies that are not immediately required are in bank accounts held with Barclays Bank plc. There are no immediate plans to change this and therefore all remaining monies will continue to be held in "risk free" bank accounts and the Virgin Money Term Deposit account with a fixed interest rate for 12 months – as mentioned in the Treasurer's report, above.

The Trustees have decided that £40,000 should be ring-fenced as a reserve. This roughly equates to the total cost of one production in the Civic theatre without any income.

Investment policy

In February 2023, Springers sold its £30,000 Premium Bonds, in favour of investing the same amount to be held in the Bonds to a Virgin Money Term Deposit account with a fixed interest rate of 3.75% for 12 months.

Risk review & register

RISK MANAGEMENT POLICY AND RISK REGISTER

SPRINGERS AMATEUR OPERATIC & DRAMATIC SOCIETY ("the Charity")

1. INTRODUCTION

- 1.1. It is the responsibility of the Board of a charitable organisation to protect it from the effects of foreseeable risk.
- 1.2. In order to meet this responsibility, the Board have identified, evaluated and taken steps to minimise the risks that could cause physical or financial loss to the Charity.

2. POLICY STATEMENT

- 2.1 It is the policy of the Charity that it will undertake an annual assessment of the risks affecting the organisation and prepare and keep updated an organisational Risk Register.
- 2.2. The risk review will reflect external advice from, and the requirements of, the Charity Commissioners.

Reviewed and updated by the Board May 2023

SPRINGERS & OFFSPRINGERS RISK REGISTER 2022/23

No.	Nature of Risk	Likelihood	Impact	Rating	Controls in place	Comments
1	Loss of money from bank accounts	1	3	3	Most payments are now made using Online Banking. Bank requires all payments are dual authorised by a second signatory. The Stripe account is managed by one of the Trustees with the Treasurer having access and sees the transfers.	Account statements are available to all trustees and anything untoward should be picked up by the auditor, albeit after the event
2	Improper use of chequebooks	1	3	3	2 signatures on every cheque required. Only cheque book is held by treasurer. No blank cheques to be signed by any signatory.	Anything untoward should be picked up by auditor, albeit after the event
3	Signed acceptance of inappropriate contracts	2	2	4	Long-standing relationships exist with contractual 3 rd parties. With new contractual relationships, contracts need to be double-checked by a competent individual. Where appropriate or high value/risk external legal advice should be sought	Chairman will sign new contracts with support from Production Committee. Members are advised that they are not allowed to enter into any contractual agreements themselves.

4	Loss of cash	1	2	2	Monies banked at earliest opportunity. Encourage use of electronic banking.	Advise all holders of cash to pass to treasurer asap.
5	Incorrect claims / payment of invoices	1	2	2	All invoices scrutinised by treasurer and payments only made against receipts.	Make budget heads aware.
6	Loss of membership data – electronic / manual	1	3	3	Springers have a clear policy on the storage and use of data (personal and non-personal) which includes personal storage, backup, security, cloud storage and mobile policy.	Membership details will be downloaded quarterly from Teamapp and stored on Google drive
7	Trustee negligence	1	3	3	Trustee Indemnity Insurance in place. Major decisions taken collectively by board. Agreement to seek specialist advice when required. All trustees should be competent to fulfil the role with which they are charged. Clear policy on appointment/removal of trustees is documented. All trustee roles have clear role descriptions to ensure volunteers know what the role entails and what is expected of them. Declarations of interest to be made at start of each Board meeting.	Accept consequences.
8	Health & Safety negligence	1	3	3	A Risk assessment is in place for the venues we use and is reviewed annually. A specific section covers the Barn. Public Liability insurance is in place.	Any unusual or 'extreme' social events may require risk assessments also.
9	Injury incurred at rehearsal	1	2	2	Correct clothing and footwear to be worn at rehearsal. Encourage and minimise inappropriate use of furniture.	Accident log is online. First aid boxes held at SPC and the theatres. First Aid box at the barn.
10	Child abuse	1	3	3	Chaperones are always in place at performances and are DBS checked in line with local authority policy. Additional adults are also DBS checked as deemed necessary. Ratio of adults to children at rehearsals is appropriate.	Chaperones not required to attend rehearsals but everyone to remain vigilant at all times. Our Safeguarding policy details this under 3.1.2.

11	Reputational damage from inappropriate external communication via email or social media	2	3	6	Social media policy in place. Teamapp is a closed environment for members.	Monitoring and enforcement essential.
12	Show abandonment	2	3	6	Insurance against such risk is in place, although abandonment due to a Pandemic is no longer covered. Limiting financial commitment to mitigate risk.	The circumstances which would lead to this are usually outside our control.

SIMPLE SUMMARY

At the end of March 2022 the society was worth	£72,488.75
At the end of March 2023 the society was worth	£70,018.92
Our net worth reduced by	-£2,469.83

During the current financial year

The general funds increased in value by	£749.38
The total amount of "loss" on performed shows was	-£11,142.68
The total amount of "profit" from performed shows was	£7,923.47
Total	-£2,469.83

Note profit and losses for shows relate to accounting movements for the current financial year only. For detail of individual show profits or losses refer the individual show reports.

SPRINGERS					
BALANCE SHEET AS AT 31ST MARCH 2023					
		31/03/2023		31/03/2022	
		£	£	£	£
FIXED ASSETS					
Projector		£1,674.00		£1,674.00	
Depreciation		-£837.00		-£627.75	
PA System & Mic's (purchased 02/19)		£2,500.00		£2,500.00	
Depreciation		-£1,562.50		-£1,250.00	
Piano No.2 - Cost		£1,395.00		£1,395.00	
Depreciation		-£1,395.00		-£1,307.85	
Scaffolding Poles (purchased 11/21)		£416.46		£416.46	
Depreciation		(£20.82)			
Marquee (purchased 4/22)		£1,062.99			
Depreciation					
Speaker (purchased 7/22)		£400			
Depreciation					
			£3,633.13		£2,799.86
CURRENT ASSETS					
Cash in Hand		£64		£50.00	
Current Account		£559.46		£2,331.64	
Springers Savings Account		£29,488.29		£25,528.81	
Offspringers Savings Account		£963.71		£1,334.12	
Premium Bonds		0		£30,000.00	
Term Deposit		£30,000			
			£61,075.46		£59,244.57
PRE-PAID EXPENSES					
The Addams Family				£2,496.00	
The Adventures of Mr Toad	500			£500.00	
Legally Blonde	500				
Urintetown	500				
Kinky Boots				£7,448.32	
Dracula Spectacular	511.2				
Little Mermaid	3299.13				
			5310.33		£10,444.32
			£70,018.92		£72,488.75
REPRESENTED BY					
INCOME AND EXPENDITURE ACCOUNT					
Opening Balance			72488.75		£81,030.54
Transfer	General Fund - Springers		332.48	-£	6,176.04
	General Fund - Offspringers		416.9		£825.15
	The Adventures of Mr Toad		-5922.41		
	Addams Family		-5220.27		
	Honk		5003.15	-£	5,238.06
	LSOH				£2,047.16
	Kinky Boots		2920.32		
			£70,018.92		£72,488.75
SUMMARY					
	Opening Balance		£72,488.75		
	Closing Balance		£70,018.92		
	Profit/Loss		-£2,469.83		
Additional Notes:					
Fixed Assets held - 2 x Pianos; Projector; PA System & Mic's - total less depreciation is £1774.50					
Asset value is written off after 8 years.					
Scaffolding poles - total less depreciation is £395.64					
Asset value written off after 20 years					
New fixed assets purchased - Marquee and Speaker					
Asset value written off after 6 years					
7					
Outstanding unpaid invoices:					
£30.00 for B & C Programme Advertising (19/20)					
£10.00 for Lost/damaged Annie scripts (20/21)					
Invoice iro £380.00 not yet received for Bonnie & Clyde Set (19/20)					
Pre paid Expenses					
The Adventures of Mr Toad £500 remains as the royalties and licence deposit have not been paid/received yet					

SPRINGERS			
<u>INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2023</u>			
<u>SPRINGERS GENERAL FUND</u>			
<u>INCOME</u>			
Premium Bond wins		£	250.00
Bank Interest & Gesture Goodwill		£	124.46
Membership fees		£	3,690.00
Essex Lottery		£	56.00
Equipment Hire		£	600.00
Easy Fundraising		£	46.60
Costume Hire		£	230.00
Clothing commission		£	158.37
General Donations		£	20.00
Singathon		£	1,059.00
President Dinner 23		£	4,620.00
Gift Aid		£	4,088.50
Quiz night		£	692.80
Bus rates refund (covid)		£	166.56
Concert profit		£	144.36
			<u>£ 15,946.65</u>
<u>EXPENDITURE</u>			
Stripe fees		£	424.36
Team app adverts blocked and website		£	246.94
Long service awards		£	357.00
Piano storage		£	83.09
Insurance		£	1,986.21
Admin general expenses		£	129.40
General publicity		£	561.60
Cards and gifts		£	415.92
Show levy refunds - South Pacific		£	60.00
General Hall Hire		£	230.74
Auditor fee		£	50.00
General backstage		£	77.70
Meeting venue hire		£	400.00
Barn expenses		£	5,573.31
Depreciation		£	629.72
Noda awards lunch		£	376.00
President Dinner		£	500.00
Singathon allocated to shows		£	800.00
concert profit to Little Mermaid		£	144.36
Anniversary Dinner		£	2,567.82
			<u>£ 15,614.17</u>
SURPLUS		£	332.48
			<u>£ 15,946.65</u>

SPRINGERS				
<u>INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2023</u>				
<u>OFFSPRINGERS GENERAL FUND</u>				
<u>INCOME</u>				
Term Fees		£ 1,833.00		
Grant income		£ 90.00		
		£ 1,923.00		
<u>EXPENDITURE</u>				
General Hall Hire		£ 556.61		
DBS checks		£ 122.45		
T-shirts		£ 78.00		
Chaperone Expenses		£ 128.58		
Music - 25 Anniversary concert		£ 360.00		
Concert expenses		£ 26.49		
Course refund reimbursement		£ 20.97		
Fee overpayments to shows		£ 213.00		
		£ 1,506.10		
SURPLUS		£ 416.90		
		£ 1,923.00		

SPRINGERS				
<u>INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2023</u>				
<u>BARN EXPENSES</u>				
Rent		£ 4,740.00		
Electricity		£ 219.45		
Business Rates		£ 373.76		
General Expenses		£ 240.10		
		£ 5,573.31		

Auditor

Signed

On behalf of the Trustees

Anver Anderson (Chair of the Trustees)



Date: 5th June 2023.

Auditor



Ross Rogers FCA

Date: 5 June 23

SPRINGERS AMATEUR OPERATIC & DRAMATIC SOCIETY

England & Wales - Charity number 1166649

Accounts



Registered Charity Number **1166649**

Report of the Trustees and Financial Statements

For the year ending **31 March 2022**

Contents



	1
Contents	2
Legal status	3
Trustees	3
Registered office	3
Independent examiner	3
Bankers	3
Report of the trustees for the year ending 31 March 2022	3
Objectives	3
Activities	3
Public benefit	4
Organisation	4
Review and progress of achievements	5
Anver Anderson - Chair Report	5
Lisa Robertson - Offspringers Report	5
Sara Mortimer - Membership Report	5
Bethan Anderson - Marketing Report	6
Mat Smith - Social and Fundraising Report	6
Jackie Bates – Treasurer	7
Accounts	7
Quality management	7
Reserves policy	7
Investment policy	8
Risk review & register	8
Annex 1 - Accounts	11
Signed	16

Legal status

The charity is registered and is a charity incorporated organisation governed by its Constitution. Charity No. 1166649.

Trustees

The Trustees during the year under review were:

Barry Miles - part year; Anver Anderson – part year (Chair)
Sharon Scott – part year; Jackie Bates – part year (Treasurer)
Jackie Bates – part year; Christine James – part year (Secretary)
Bethan Anderson
Mat Smith
Sara Mortimer
Susan Corina
Colin Shoard
Kieran Bedwell
Lisa Robertson

Registered office

Little Highways
86 Main Road
Great Leighs
Essex
CM3 1NE

Independent examiner

Ross Rogers
33 Byron Road
Chelmsford
Essex
CM2 6EP

Bankers

Barclays Bank plc
40 High Street
Chelmsford
CM1 1DE

Report of the trustees for the year ending 31 March 2022

The Trustees present their report and the audited financial statements for the year ended 31 March 2022. These comply with current statutory requirements and with the governing document. This report also serves as a Trustees Annual Report as required by the Charity Commission.

Springers Amateur Operatic & Dramatic Society, (“Springers”) was registered on 20 April 2016 as a charity with the Charity Commission.

Objectives

Springers’ constitution clearly states that its objective is to promote the advancement and improvement of general education in relation to all aspects of the art of drama and musical theatrical performance for all in the local community.

Activities

The principal activity undertaken is the performance of two shows a year in the local Chelmsford theatres by our adult group and one show by our youth group, Offspringers.

Offspringers engages children between the ages of 7 to 18 years of age. In addition, performances are made at various events, including corporate carol singing, concert groups and running workshops in all aspects of theatre arts.

Public benefit

The service is a public benefit available for the enjoyment of all in the local community. Both Springers and Offspringers welcome new members.

Organisation

Responsibility under Springers Constitution for controlling its management and administration lies with a Management Board made up of the Trustees, together with the nominated honorary Springers president, who is ineligible to vote on the Management Board but can make submissions. Jackie Bates is the Springers President for 2021-2022. Due to the current coronavirus situation, her term was extended by an additional year. The Management Board is appointed by the membership at the Annual General Meeting. At each Annual General Meeting a third of all Board members are required to retire from office, though all such members are eligible for re-election. The minimum number of Board members is three and the maximum is currently twelve. New appointees are identified as a result of Springers' members putting themselves forward at the Annual General Meeting, proposed and seconded by two other members.

All Board members are volunteers and they currently meet monthly to receive reports and to monitor progress. The Chair normally deals with any urgent issues arising between meetings and takes decisions when necessary. Committee meetings comprising Board members occur when required; for example, to deal with fundraising or urgent complaints. They report their findings back to the Board. Board members are also often involved in assisting the running of the organisation in a variety of ways. The current Board comprises the following Trustees undertaking the following roles:

Barry Miles - part year; Anver Anderson – part year (Chair)
Sharon Scott – part year; Jackie Bates – part year (Treasurer)
Jackie Bates – part year; Christine James – part year (Secretary)
Susan Corina – Vice Chair
Lisa Robertson– Offspringers
Bethan Anderson – Marketing
Christine James - part year; Steve James [non-trustee] - part year (Production)
Mat Smith – Social and Fundraising
Sara Mortimer – Membership
Kieran Bedwell – without portfolio
Colin Shoard – Reading Committee

Several changes occurred mid-term, which brought Anver Anderson in as Chair and the movement of Sharon Scott from Treasurer, taken up by Jackie Bates; and the movement of Jackie Bates as Secretary, taken up by Christine James. Steve James, as a non-trustee, stepped up to manage the Production Chair position.

All Trustees detailed above served on the Board during this reporting year.

Reading, Production, Marketing and Offspringers all have separate subcommittees which are led by the appropriate Trustee as detailed above and meet as often as reasonably required.

The Trustees comply with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission in deciding what activities are to be undertaken.

Review and progress of achievements

Anver Anderson - Chair Report

2022 saw the lights come back on in the theatre world – both amateur and professional. Springers return to the stage saw an award-winning production of *Little Shop of Horrors*. The award, for technical design, took into consideration the use of a ‘human’ plant – rather than the usual ‘puppet’ version of the alien invader as well as the ingenious use of the set to provide the magic of the disappearance of people after the plant had devoured them. The show was well attended, considering the reluctance of theatre audiences in general and the show more than met its costs.

Currently, the Society is in the advanced stages of rehearsals of *Kinky Boots* which will be performed mid-June 2022. *Kinky Boots* is one of the largest productions undertaken so far and has required a large budget to produce. *The Addams Family* is expected to be produced in the Autumn of 2022.

March saw our youth group Offspringers return to the stage too; having had the disappointment of actually putting the Annie set into the theatre and having to close following the dress rehearsal performance, Offspringers came back with *Honk!*; a musical retelling of Hans Christian Andersen’s tale of the *Ugly Duckling*. Now the group is preparing for *The Adventures of Mr Toad* in 2023.

This year marks 40 years of Springers and 25 years of Offspringers and both groups continue to serve all parts of the local community.

Lisa Robertson - Offspringers Report

A great year for Offspringers, as it was so good to be back properly after the disruption of the last 18 months!

Quite a number of new members joined Offspringers as the numbers had dipped with children leaving due to their age and other commitments. The new group mixed well and as the year progressed, have become a tight-knit team who work well together and look out for each other.

The summer term was spent preparing for the production of *Honk!* auditions and casting the show before the summer holidays. *Honk!* rehearsals ran well, although they continued to be affected by absences due to Covid, which had some impact on the speed of progress made on the schedule. However, in March, it was fantastic to be back in the Cramphorn for show week and all the Offspringers (and related supporting teams) enjoyed a successful run of *Honk!*

The Offspringers Committee has returned to face-to-face meetings this year and is looking forward to being able to welcome some new committee members to help with the day-to-day running of the group, as well as adding extra support once we finally move into the theatre.

Sara Mortimer - Membership Report

Since getting back into the theatre last November for the production of *Little Shop of Horrors* we have received lots of enquiries about membership – especially during lockdown. It has been fantastic to welcome many new members to Springers over this past year.

There are currently 95 full members, 10 associate members and 11 life members and there continues to be lots of enquiries about membership through our website and social media pages. Also this year, we have welcomed new members from the deaf and hard of hearing community. As a result, Springers will provide BSL signed performances of both *Kinky Boots* and *The Addams Family*.

Bethan Anderson - Marketing Report

During 2021/22 some normality returned to Springers' marketing endeavours. *Little Shop of Horrors'* publicity day was rained off part way through and *Kinky Boots* almost met the same fate – rain often accompanies a promotion day it seems. Though inclement, both days went very well and boosted ticket sales by roughly 10% each time (based on sales for the week following), proving that our singing and chatting in the high street is well worth it.

The team has had a reshuffle and we have gained some new members (new to the team as well as the Society). Over the next year the team will be working closely together to develop and evolve our current processes.

Social media engagement with our audiences has been at an all-time high. Our scheduling tool, Hootsuite, is proving invaluable - over 100 posts have been scheduled for our 40th/25th anniversaries taking us through to the end of the year. With this tool we are also able to check our analytics and compare year on year to ensure engagement with our audiences remains high.

Social Platform	End of Year followers 20/21	End of year followers 21/22	Engagements 20/21	Engagement 21/22	Number of posts 20/21	Number of posts 21/22
Facebook	1100	1200	1100	5000 (reactions 3400, comments 887, shares 700)	34	148
Twitter	843	844	14	243 (likes 133, retweets, 96, quoted tweets 9, replies 5)	11	95
Instagram	422	536	527	1800 (like photo 1100, like video 482, like album 185)	30	108

Full Society involvement still is, and always will be, the most important part of implementing plans when marketing; not just the shows, but our entire society.

The Marketing Team is always open to ideas/suggestions for promotional activities.

Mat Smith - Social and Fundraising Report

The Social & Fundraising Team & Committee was started 28 years ago when it was realised that Springers needed to raise funds for the Society whilst enjoying taking part in fun events and activities. Over the years, significant funds have been raised at events such as quiz nights, garden parties, safari suppers, theatre trips and days out. Over the past couple of years support for these events has diminished and several events have had to be cancelled, largely due to the pandemic restrictions, but also possibly due to the change in membership, as yet unaware of the events of the more distant past.

All members are encouraged to help plan events and regular calls for members with particular skills in this area are made to the membership. In the last couple of years, these calls have largely gone unanswered, very likely due to the world situation. However, as this is Springers' 40th anniversary year and Offspringers' 25th anniversary year, a whole range of activities have been organised, including a grand ball, a celebratory concert, a 24-hour singing marathon, a coffee morning and an Offspringers' concert and garden party.

All these events are maintained on the Society calendar which is accessed online via the TeamApp application.

Jackie Bates – Treasurer

Having finally been able to return to performing in November 21, *Little Shop of Horrors* was a fabulous, almost sold-out show, making a respectable profit in the Cramphorn Theatre of £1,415.

Premium Bond wins have continued, with £175 received and the missing income from The Essex Lottery was traced with £703 received. A small amount was received from Easyfundraising/Amazon and this could really be increased with members using this option when online shopping.

Thanks to the members who continued paying their monthly Standing Orders during lockdown, these totalled another £385.

The President's Ball finally took place and raised a wonderful £1,125.02. With Gift Aid this increases by £225. All members continue to be encouraged to donate using Gift Aid, either by manual form or signing up by their Teamapp profile. From the proceedings, £625.02 was donated to our Springers Charity and £500 to the British Lung Society.

Expenditure has continued in line with our usual costs. Scaffolding poles were purchased which have been added as an asset at a cost of £416.46. Meeting venue hire is high this year as payments cover the period from 2019. Going forwards this will be paid on a quarterly basis. The funds previously reported as being earmarked to the Future Planning Pot have now been included within the General fund.

The accounts have been examined and signed off by Ross Rogers having regard to the requirements of current legislation and the Statement of Recommended Practice on Accounting and Reporting by Charities issued by the Charities Commission in March 2005.

Accounts

Annex 1 to this document.

Quality management

Work is continuing on an ongoing basis to ensure that Springers has in place a basic set of documented procedures to ensure that quality standards are met and maintained in order that it can undertake its activities in a professional manner and in compliance with all relevant professional codes of conduct.

Reserves policy

At the present time Springers' monies that are not immediately required are in bank accounts held with Barclays Bank plc along with an amount of Premium Bonds which can be accessed at short notice should it be deemed necessary. There are no immediate plans to change this and therefore all remaining monies will continue to be held in "risk free" bank accounts.

The Trustees have decided that £30,000 should be ring-fenced as a reserve. This roughly equates to the total cost of one production in the Civic theatre without any income.

Investment policy

Springers currently hold £30,000 in premium bond investments.

Risk review & register

It is the stated policy of the Management Board to conduct an annual assessment of the risks affecting Springers and to prepare and keep updated a risk register. The likelihood and impact of the identified risks are considered as are the controls in place and possible further steps to mitigate them to reduce the residual risk to the organisation. The Trustees can confirm that the major risks to which the Springers is exposed to were reviewed on **17th May 2022** and systems have been established to mitigate those risks as detailed in the risk register below.

LIKELIHOOD of harm being caused - 1=LOW, 2=MEDIUM, 3=HIGH

IMPACT of risk - 1=LOW, 2=MEDIUM, 3=HIGH

RATING - LIKELIHOOD x IMPACT

#	Nature of Risk	Likelihood	Impact	Rating	Controls in place	Comments
1	Loss of money from bank accounts	1	3	3	Most payments are now made using Online Banking. New Bank requires all payments are dual authorised by a second signatory. The Stripe account is managed by the Chairman with the Treasurer having access and sees the transfers.	Account statements are available to all trustees and anything untoward should be picked up by the auditor, albeit after the event
2	Improper use of cheque books	1	3	3	2 signatures on every cheque required. Only the cheque book is held by the treasurer. No blank cheques to be signed by any signatory.	Anything untoward should be picked up by auditor, albeit after the event
3	Signed acceptance of	2	2	4	Long-standing relationships exist with contractual 3 rd	Chairman will sign new contracts with support from the

	inappropriate contracts				parties. With new contractual relationships, contracts need to be double-checked by a competent individual. Where appropriate or high value/risk external legal advice should be sought	Production Committee. Members are advised that they are not allowed to enter into any contractual agreements themselves.
4	Loss of cash	2	1	2	Monies banked at earliest opportunity. Encourage use of electronic banking.	Advise all holders of cash to pass to the treasurer asap.
5	Incorrect claims / payment of invoices	1	2	2	All invoices scrutinised by the treasurer and payments only made against receipts.	Make department heads aware.
6	Loss of membership data – electronic / manual	1	3	3	Springers have a clear policy on the storage and use of data (personal and non-personal) which includes personal storage, backup, security, cloud storage and mobile policy.	Membership details will be downloaded quarterly from Teamapp and stored on Google drive.
7	Trustee negligence	1	3	3	Trustee Indemnity Insurance in place. Major decisions taken collectively by board. Agreement to seek specialist advice when required. All trustees should be competent to fulfil the role with which they are charged. Clear policy on appointment/removal of trustees is documented. All trustee roles have clear role descriptions to ensure volunteers know what the role	Accept consequences

					entails and what is expected of them. Declarations of interest to be made at the start of each Board meeting.	
8	Health & Safety negligence	1	3	3	Risk assessments are in place for the venues we use. A specific one is in place for the Barn which will be reviewed annually . Public liability Insurance in place.	Any unusual or 'extreme' social events may require risk assessments also. PC chair to review Barn RA annually.
9	Injury incurred at rehearsal	1	2	2	Correct clothing and footwear to be worn at rehearsal. Encourage and minimise inappropriate use of furniture.	Accident log is online. First aid boxes held at SPC and the theatres. First Aid box at the barn.
10	Child abuse	1	3	3	Chaperones are always in place at performances and are DBS checked in line with local authority policy. Additional adults are also DBS checked as deemed necessary. Ratio of adults to children at rehearsals is appropriate.	Chaperones are not required to attend rehearsals but everyone to remain vigilant at all times. Our Safeguarding policy details this under 3.1.2
11	Reputational damage from inappropriate external communication via email or social media	2	3	6	Social media policy in place. Teamapp is a closed environment for members.	Monitoring and enforcement essential
12	Show abandonment	2	3	6	Insurance against such risk is in place, although abandonment due to a Pandemic is no longer covered. Limiting financial commitment to mitigate risk.	The circumstances which would lead to this are usually outside our control.

Annex 1 - Accounts

SPRINGERS			
<u>YEAR END 31ST MARCH 2022</u>			
Opening Balances			£ 73,455.01
Income		£	
General Fund		7231.54	
Offspringers General Fund		1481	
Shows			
	Honk	5266	
	LSOH	18112	
			£ 32,090.54
			£ 105,545.55
Expenses			
General Fund		12711.45	
Offspringers General Fund		655.85	
Scaffolding poles asset purchase		416.46	
Shows			
	Kinky Boots- net	6948.32	
	Honk	10004.06	
	LSOH	15064.84	
	The adventures of Mr Toad	500	
			£46,300.98
Closing Balances			£ 59,244.57
Summary - we have £14210.44 less in the bank accounts as at 31st March 2022			

SPRINGERS				
<u>INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2021</u>				
<u>OFFSPRINGERS GENERAL FUND</u>				
<u>INCOME</u>				
Term Fees		£	936.00	
Grant income		£	500.00	
Annie scripts damaged		£	45.00	
			£ 1,481.00	
<u>EXPENDITURE</u>				
General Hall Hire		£	208.85	
DBS checks		£	200.00	
T-shirts		£	247.00	
			£ 655.85	
SURPLUS/DEFICIT		£	825.15	
			£ 1,481.00	

SPRINGERS						
<u>INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2022</u>						
<u>BARN EXPENSES</u>						
Rent		£	4,740.00		* Racking and boxes	£ 294.99
Electricity		£	200.69		* Step ladder	£ 120.00
Business Rates		£	373.76		* Wood, glue, sprays etc	£ 368.98
General Expenses *		£	783.97			£ 783.97
			£ 6,098.42			

SPRINGERS			
INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2022			
PRODUCTION FUNDS			
	HONK		LITTLE SHOP OF HORRORS
INCOME			
T shirts	£400.00	-	
Scripts	£380.00	-	
Term Fees/Show Levy	£3,500.00		£1,110.00
Donation	£250.00		£250.00
Programme adverts	£115.00		£330.00
Raffle	£266.00		
Programme sales	£287.00		£414.00
Springers/Offspringers Tickets	£68.00		£390.00
Photos			£80.00
Theatre Ticket Sales			£15,538.00
	£5,266.00		£18,112.00
EXPENDITURE			
Libs and scores	-£334.88		-£480.00
T shirts	-£420.00	-	
Rehearsal venue hire	-£1,065.30		-£1,556.40
Theatre Hire	-£3,611.86		-£4,019.26
Publicity, Printing etc	-£288.00		-£444.00
Hair & make up	-£17.28	-	
Backstage	-£172.84		-£869.05
Director fee	-£1,000.00	-	
MD & band	-£1,880.00		-£2,315.00
Photographer	-£250.00		-£260.00
Sound	-£917.00		-£646.80
Front of House	-£46.90		-£34.70
Props			-£253.80
Box office fees			-£1,140.38
Lighting			-£120.00
Programmes			-£306.00
Postage & Packing			-£87.43
Royalties			-£1,983.30
Wardrobe			-£548.72
Prior year expense			-£1,000.00
Licence deposit	-£500.00		
	-£10,504.06		-£16,064.84
Income less expenditure	-£5,238.06		£2,047.16
	£5,266.00		£18,112.00
Note: Honk income from ticket sales not received until after 31/3			

SPRINGERS			
FINAL FIGURES FOR PRODUCTIONS Y/E 31ST MARCH 2022			
		LITTLE SHOP OF HORRORS	
		Income	
		Ticket sales	15538
		Show Levy	1110
		Programme sales	414
		Programme adverts	330
		Photos	80
		Offspringers Trip	390
		Donations	400
			18262
		Expenditure	
		Backstage and set	924
		Props	224
		Lighting	120
		Sound	646
		Rehearsals	1556
		Music	2130
		Libs, Scores, Band parts (inc postage)	811
		Wardrobe	548
		Theatre Hire	4019
		Box office expenses	1140
		Publicity	270
		Programmes	306
		Hair & Make up	150
		Royalties	2983
		Flyers and posters	115
		FOH expenses	35
		Photos	260
		Comps	440
		Discount to O/Springers	170
			16847
		PROFIT	£1,415.00

Signed

On behalf of the Trustees

Anver Anderson (Chair of the Trustees)

Date: 5th June 2022

Auditor

Ross Rogers FCA

Date: 5th June 2022

SPRINGERS AMATEUR OPERATIC & DRAMATIC SOCIETY

England & Wales - Charity number 1166649

Accounts



Registered Charity Number **1166649**

Report of the Trustees and Financial Statements

For the year ending **31 March 2021**

Contents

Contents	2
Legal status	3
Trustees	3
Registered office	3
Independent examiner	3
Bankers	3
Report of the trustees for the year ending 31 March 2021	3
Objectives	4
Activities	4
Public benefit	4
Organisation	4
Review and progress of achievements	5
Barry Miles - Chairperson Report	5
Offspringers Report	5
Sara Mortimer - Membership Report	6
Bethan Anderson - Marketing Report	6
Mat Smith - Social and Fundraising Report	7
Sharon Scott – Treasurer	7
Accounts	7
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Barry Miles (Chairperson)
Sharon Scott (Treasurer)
Jackie Bates (Secretary)
Bethan Anderson
Mat Smith
Christine James
Sara Mortimer
Susan Corina
Colin Shoard (appointed July 2020)
Kieran Bedwell (appointed July 2020)
Eric Smart (stepped down July 2020)
Becky Scott (stepped down July 2020)
Alison Pritchard (stepped down May 2020)

Registered office

Little Highways
86 Main Road
Great Leighs
Essex
CM3 1NE

Independent examiner

Ross Rogers
33 Byron Road
Chelmsford
Essex
CM2 6EP

Bankers

Barclays Bank plc
40 High Street
Chelmsford
CM1 1DE

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Barry Miles – Chairperson
Susan Corina – Vice Chair
Sharon Scott – Treasurer
Lisa Robertson (not currently a Trustee) – Offspringers
Bethan Anderson – Marketing
Christine James – Production
Mat Smith – Social and Fundraising
Sara Mortimer – Membership
Jackie Bates - Secretary
Kieran Bedwell - no specific role
Colin Shoard - no specific role

All Trustee detailed above served on the Board during this reporting year.

Reading, Production, Marketing and Offspringers all have separate subcommittees which are led by the appropriate Trustee as detailed above and meet as often as reasonably required.

The Trustees comply with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission in deciding what activities are to be undertaken.

Review and progress of achievements

Barry Miles - Chairperson Report

Along with all other amateur theatre groups, the stage lights have been off for Springers this year. Despite this, the board has continued to meet virtually to take care of the limited operational management of the Society and planning for our return to the stage, whenever that may be.

Springers and Offspringers have not been completely dormant, as restrictions have allowed, we have run a number theatre skills workshops for both groups. In addition to this, we invested in some recording equipment so that we could record our members singing their favourite musical numbers and put together a virtual concert.

We finish the year hoping that our twice-delayed production of Little Shop of Horrors is able to proceed in November and both Springers and Offspringers can return to normal activities very soon.

Offspringers Report

A very quiet year for Offspringers, as with everyone! Having closed during 'Annie' show week in March, we were pleased to be able to offer some workshops on dance and drama from September once the main lockdown lifted. Unfortunately, lockdown hit once more and we had to close from November and were still inactive at the end of March. During our closed time, we were able to invite the Offspringers to join in some of the Springers Zoom events, although not many did.

We have had quite a lot of members leave due to reaching the age limit of Offspringers and so we have been actively contacting people on the waiting list and inviting them to join us once we were up and running.

Workshops are now planned commencing May for six weeks with a view to starting work on 'Honk' mid-June and everyone is very much looking forward to getting back to 'normal'!

Our Offspringers committee has continued to meet throughout the year via Zoom and we are hoping that we will be able to meet in person soon. We are also hoping that we will be able to welcome some new committee members to help with the day-to-day running of the group, as well as adding extra support once we finally move into the theatre. If anyone reading this would like to know more about being involved, please get in touch!

Sara Mortimer - Membership Report

What a challenging year! As we were not able to perform any shows in 2020 the Board decided to waive membership fees in 2021 for those who were members last year, with everyone becoming full members.

We currently have 106 members, 10 of which are life members. Despite the challenges of last year there have been many enquiries about Springers via our website and Facebook page and we have several prospective new members who hope to become involved in our future productions.

If you have any questions about membership please contact me.

Barrie Chapman, a great stalwart of Springers over many years and honorary life member, passed away in January. Barrie was instrumental in so many of our shows and performances, building sets, making and repairing props. He was also the driving force behind the development of the Springers' barn, where sets are constructed, painted and stored – as well as some 4,000 costumes. Barrie was also the face of Springers as a key member of the Front of House Team – always smartly turned out in a dinner suit to welcome the audience – and to twist their arms to buy a programme! Barrie will be greatly missed, but his presence will remain in all the sturdily built set pieces that reside at the barn.

Bethan Anderson - Marketing Report

Although the last year has been anything but normal for any of us, the team started the 'Springers year' off strong with promotion of Bonnie & Clyde and Annie.

Social media engagement at that time was at a high but overall 2020 engagement statistics are understandably lower (fewer posts due to no shows to promote) than the previous year. We hope to bring ourselves back up to the levels we were at 'pre-covid' over the coming year.

SOCIAL PLATFORM	END OF YEAR FOLLOWERS (2019)	END OF YEAR FOLLOWERS (2020)	ENGAGEMENT 2019	ENGAGEMENT 2020	NUMBER OF POSTS 2019	NUMBER OF POSTS 2020
FACEBOOK	1,133 (increase by 135)	1,143	4.3k reactions 782 shares 472 comments	1.8k reactions 233 shares 384 comments	175 posts	66 posts
TWITTER	843 (increase unknown)	854 (increase of 11)	150 likes 37 retweets 9 replies	45 likes 10 retweets 1 reply	153 posts	43 posts
INSTAGRAM	379 (increase unknown)	424 (increase of 45)	1.3k engagement 863 video views	736 engagement	99 posts	40 posts

The team plan to hold the usual 'live' publicity days for both Springers and Offspringers shows, take part in various radio interviews and work with the theatre to publicise the upcoming productions.

The processes are always in development, the support given by members of the society is invaluable. Full Society involvement still is, and always will be, the most important part of implementing our plans when marketing not just the shows but our group as a whole.

We are always open to ideas/suggestions so if there is anything you think we should look at I encourage you to get in touch!

Mat Smith - Social and Fundraising Report

Even though we were in lockdown during much of the year we still organised some great events! Whilst we were stuck indoors we had virtual bingo, a great quiz organised by Gary Jarvis and two games nights organised by Eric Smart. During the summer Helen Arber invited us to the Billericay theatre for a Springers summer party and also organised a great virtual dance workshop with a quiz and wine! At the end of the summer Eric took us all on an adventure around the Essex countryside with the well attended car treasure hunt, which ended up at a pub for Sunday lunch!. I would like to thank everyone who has supported our events throughout the pandemic and to those that gave their time in helping to organise them. If you would like to host or organise an event please let me know.

Sharon Scott – Treasurer

It goes without saying, this year has been a strange one! We had hoped to make some fantastic profits on the planned shows, but unfortunately these had to be cancelled. Fortunately, we were able to recoup some of our costs and claim on insurance for the rest, meaning that thankfully, our bank balance hasn't been adversely affected.

Our Future Planning 'pot' income increased by just under £750 this year - £175 from Premium Bond Wins and just under £500 from the two Social & Fundraising Events we were able to hold - one before lockdown and the other as restrictions eased slightly last summer. In addition we've had around £80 from Amazon and Easyfundraising - there are still a large number of members that don't use this option when shopping online and it could really increase our income, so well worth considering. The Essex Lottery money income appears to have gone astray since changing bank accounts - this is currently under investigation and the missing payments will be included in next year's accounts.

Although show expenses haven't affected our balances much this year, we have still had to pay out the usual general expenses including rent and electricity for the barn units. Following the rental of the additional unit, we are now also liable for business rates charges, albeit at a reduced rate for charities. The figure paid this year includes a backdated payment, so will be less going forward.

The accounts have been examined by Ross Rogers having regard to the requirements of current legislation and the Statement of Recommended Practice on Accounting and Reporting by Charities issued by the Charity Commission in March 2005.

Accounts

Addendum to this document.

Quality management

Work is continuing on an ongoing basis to ensure that Springers has in place a basic set of documented procedures to ensure that quality standards are met and

maintained in order that it can undertake its activities in a professional manner and in compliance with all relevant professional codes of conduct.

Reserves policy

At the present time Springers deposit monies that are not immediately required are in bank accounts held with Barclays Bank plc along with an amount of Premium Bonds which can be accessed at short notice should it be deemed necessary. There are no immediate plans to change this and therefore all remaining monies will continue to be held in “risk free” bank accounts.

The Trustees have decided that £30,000 should be ring fenced as a reserve. This roughly equates to the total cost of one production in the Civic theatre without any income.

Investment policy

Springers currently hold £30,000.00 in premium bond investments.

Risk review & register

It is the stated policy of the Management Board to conduct an annual assessment of the risks affecting Springers and to prepare and keep updated a risk register. The likelihood and impact of the identified risks are considered as are the controls in place and possible further steps to mitigate them to reduce the residual risk to the organisation. The Trustees can confirm that the major risks to which the Springers is exposed to were reviewed on **17th June 2021** and systems have been established to mitigate those risks as detailed in the risk register below.

LIKELIHOOD of harm being caused - 1=LOW, 2=MEDIUM, 3=HIGH

IMPACT of risk - 1=LOW, 2=MEDIUM, 3=HIGH

RATING - LIKELIHOOD x IMPACT

#	Nature of Risk	Likelihood	Impact	Rating	Controls in place	Comments
1	Loss of money from bank accounts	1	3	3	Most payments are now made using Online Banking. New Bank requires all payments are dual authorised by a second signatory. The Stripe account is managed by the Chairman with the Treasurer having access and sees the transfers.	Account statements are available to all trustees and anything untoward should be picked up by the auditor, albeit after the event
2	Improper use of cheque books	1	3	3	2 signatures on every cheque required. Only the	Anything untoward should be picked

					cheque book is held by the treasurer. No blank cheques to be signed by any signatory.	up by auditor, albeit after the event
3	Signed acceptance of inappropriate contracts	2	2	4	Long-standing relationships exist with contractual 3 rd parties. With new contractual relationships, contracts need to be double-checked by a competent individual. Where appropriate or high value/risk external legal advice should be sought	Chairman will sign new contracts with support from the Production Committee. Members are advised that they are not allowed to enter into any contractual agreements themselves.
4	Loss of cash	2	1	2	Monies banked at earliest opportunity. Encourage use of electronic banking.	Advise all holders of cash to pass to the treasurer asap.
5	Incorrect claims / payment of invoices	1	2	2	All invoices scrutinised by the treasurer and payments only made against receipts.	Make department heads aware.
6	Loss of membership data – electronic / manual	1	3	3	Springers have a clear policy on the storage and use of data (personal and non-personal) which includes personal storage, backup, security, cloud storage and mobile policy.	Membership details will be downloaded quarterly from Teamapp and stored on Google drive.
7	Trustee negligence	1	3	3	Trustee Indemnity Insurance in place. Major decisions taken collectively by board. Agreement to seek specialist advice when required. All trustees should be	Accept consequences

					<p>competent to fulfil the role with which they are charged. Clear policy on appointment/removal of trustees is documented. All trustee roles have clear role descriptions to ensure volunteers know what the role entails and what is expected of them. Declarations of interest to be made at the start of each Board meeting.</p>	
8	Health & Safety negligence	1	3	3	<p>Risk assessments are in place for the venues we use. A specific one is in place for the Barn which will be reviewed annually . Public liability Insurance in place.</p>	<p>Any unusual or 'extreme' social events may require risk assessments also. PC chair to review Barn RA annually.</p>
9	Injury incurred at rehearsal	1	2	2	<p>Correct clothing and footwear to be worn at rehearsal. Encourage and minimise inappropriate use of furniture.</p>	<p>Accident log is online. First aid boxes held at SPC and the theatres. First Aid box at the barn..</p>
10	Child abuse	1	3	3	<p>Chaperones are always in place at performances and are DBS checked in line with local authority policy. Additional adults are also DBS checked as deemed necessary. Ratio of adults to children at rehearsals is appropriate.</p>	<p>Chaperones are not required to attend rehearsals but everyone to remain vigilant at all times. Our Safeguarding policy details this under 3.1.2</p>
11	Reputational damage from inappropriate external communication via	2	3	6	<p>Social media policy in place. Teamapp is a closed</p>	<p>Monitoring and enforcement essential</p>

	email or social media				environment for members.	
12	Show abandonment	2	3	6	Insurance against such risk is in place, although abandonment due to a Pandemic is no longer covered. Limiting financial commitment to mitigate risk.	The circumstances which would lead to this are usually outside our control.

Signed

On behalf of the Trustees

Barry Miles (Chairman of the Trustees)

Date: 17/06/2021

Auditor

Ross Rogers FCA

Date:

SPRINGERS

YEAR END 31ST MARCH 2021

Opening Balances £ 75,494.27

Income

General Fund £ 2,650.83

Offspringers General Fund £ 468.00

Future Planning £ 746.86

Shows

Annie £5,644.68

South Pacific £2,613.03

Lion Witch & Wardrobe £ 500.00

£ 12,623.40

Expenses

Equipment -

General Fund £ 9,661.83

Offspringers General Fund £ 692.30

Shows

Annie £ 2,191.21

South Pacific £ 2,117.32

£ 14,662.66

Closing Balances

£ 73,455.01

Summary - we have £2,039.26 less in the accounts as at 31st March 2021

Additional Notes:

Fixed Assets held - 2 x Pianos; Projector; PA System & Mic's - total less depreciation is **£3,079.53**

Outstanding unpaid invoices:

£30.00 for B & C Programme Advertising (19/20)

£55.00 for Lost/damaged Annie scripts (20/21)

Invoice iro **£380.00** not yet received for Bonnie & Clyde Set (19/20)

SPRINGERS

BALANCE SHEET AS AT 31ST MARCH 2021

	31/03/2021		31/03/2020	
	£	£	£	£
<u>FIXED ASSETS</u>				
Projector	£1,674.00		£1,674.00	
Depreciation	-£418.50		-£209.25	
PA System & Mic's (purchased 02/19)	£2,500.00		£2,500.00	
Depreciation	-£937.50		-£625.00	
Piano No.2 - Cost	£1,395.00		£1,395.00	
Depreciation	-£1,133.47		-£959.09	
Piano - Cost (Less Donation)	£473.98		£473.98	
Depreciation	-£473.98		-£473.98	
		£3,079.53		£3,775.66
<u>CURRENT ASSETS</u>				
Cash in Hand	£220.00		£415.89	
Current Account	£956.07		£1,883.02	
Springers Savings Account	£37,294.43		£49,190.84	
Offspringers Savings Account	£4,984.51		£4,004.52	
Premium Bonds	£30,000.00		£20,000.00	
		£73,455.01		£75,494.27
Annie Receipts in Advance	£0.00		-£6,299.20	
South Pacific Receipts in Advance	£0.00		-£1,117.00	
		£0.00		-£7,416.20
<u>PRE-PAID EXPENSES</u>				
Annie Expenses	£0.00		£4,358.01	
South Pacific Expenses	£0.00		£1,687.96	
The Addams Family Expenses	£2,496.00		£2,496.00	
The Lion, The Witch and The Wardrobe Expenses	£0.00		£500.00	
Hairspray Expenses	£0.00		£500.00	
Little Shop of Horrors Expenses	£1,000.00		£500.00	
Honk Expenses	£500.00		£500.00	
Kinky Boots Expenses	£500.00		£500.00	
		£4,496.00		£11,041.97
		<u>£81,030.54</u>		<u>£82,895.70</u>
<u>REPRESENTED BY</u>				
<u>INCOME AND EXPENDITURE ACCOUNT</u>				
Opening Balance		£82,895.70		£81,257.90
Transfer	General Fund - Springers	-£ 7,707.13	-£ 5,574.23	
	General Fund - Offspringers	-£ 224.30	£713.26	
	Future Planning Fund	£746.86	£5,299.14	
		-£7,184.57		£438.17
	LWW	£0.00		
	Joseph	£0.00		£78.75
	Annie	£5,394.66		
	South Pacific	-£35.25		
	Bonnie & Clyde			-£2,802.21
	Grease			£4,966.40
	Wonderland High			-£1,043.31
		<u>£81,070.54</u>		<u>£82,895.70</u>

SPRINGERS

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2021

SPRINGERS GENERAL FUND

INCOME

Advertising	£	15.00
Donations	£	210.00
Bank Interest Received	£	23.83
Members Subscriptions	£	1,035.00
Tuck Shop	£	110.00
Hire of Scenery/Props	£	50.00
Unused Show Fees c/fwd	£	1,207.00

£ 2,650.83

EXPENDITURE

Auditor's Fee	£	50.00
Barn Expenses	£	5,852.55
Workshops	£	310.00
General Expenses	£	387.10
General Hall Hire	£	392.97
Insurance	£	1,597.79
General Wardrobe	£	16.00
Piano Storage	£	51.45
President's Dinner 2020	£	326.77
General Publicity	£	360.00
TeamApp	£	19.93
Website Expenses	£	25.02
Trustee Expenses - Zoom	£	143.90
Quiz Night 2019 profit adj (to FP)	£	28.35
Springo Prizes	£	100.00
Depreciation	£	696.13

£ 10,357.96

SURPLUS/DEFICIT

-£ 7,707.13

£ 2,650.83

SPRINGERS

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2021

OFFSPRINGERS GENERAL FUND

INCOME

Term Fees	£	398.00
Donation	£	70.00
	£	468.00

EXPENDITURE

General Hall Hire	£	273.30
Workshops	£	260.00
T-shirts	£	136.00
General Expenses	£	23.00
	£	692.30
SURPLUS/DEFICIT	-£	224.30
	£	468.00

FUTURE PLANNING FUND

INCOME

Amazon	£	35.86
Easyfundraising	£	45.04
Social & Fundraising events	£	490.96
Premium Bond Wins	£	175.00
	£	746.86

EXPENDITURE

	£	-
SURPLUS/DEFICIT	£	746.86
	£	746.86

SPRINGERS

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2021

BARN EXPENSES

Rent	£ 4,740.00
Electricity	£ 201.56
Business Rates	£ 860.99
General Expenses *	£ 50.00

- * Keys
- * Fire extingui
- * First Aid Kit

£ 5,852.55

	£ 7.00
isher	£ 23.01
	£ 19.99
	£ 50.00

SPRINGERS

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2021

PRODUCTION FUNDS

	<u>ANNIE</u>	<u>SOUTH PACIFIC</u>
INCOME		
Box Office	-	-
Programme Sales	-	-
Advertising	-	-
Term Fees/Show Levy	£546.00	£90.00
Libs & Scores	-	-
Insurance claim	£4,378.68	£1,883.03
Licence refund	£500.00	£600.00
Springers/Offspringers Tickets	-£90.00	-
Photos	£310.00	-
Retained re non-return of script		£40.00
	<hr/> <hr/>	<hr/> <hr/>
	£5,644.68	£2,613.03

EXPENDITURE		
Theatre Hire	£808.62	-
Box Office Exps	-	-
Lighting & Sound	-£760.00	-
Royalties	-	-
MD & Band	-£675.25	-£550.00
Director's Fee	-£350.00	-
Backstage	-£723.99	-
Rehearsals	-	£83.68
Wardrobe	-	-
Publicity, Printing etc	-	-
Libs, Scores, Band Parts etc	-£490.59	-£444.00
Hair & Make-Up	-	-
Unused show fees to gen pot	-	-£1,207.00
	<hr/> <hr/>	<hr/> <hr/>
	-£2,191.21	-£2,117.32
Income less expenditure	£3,453.47	£495.71
	<hr/> <hr/>	<hr/> <hr/>
	£5,644.68	£2,613.03

SPRINGERS

FINAL FIGURES FOR PRODUCTIONS Y/E 31ST MARCH 2020

	<u>WONDERLAND HIGH</u>	<u>GREASE</u>	<u>BONNIE & CLYDE</u>
<u>INCOME</u>			
Box Office	£6,662.00	£34,316.00	£9,000.00
Programme Sales	£264.00	£557.00	£388.00
Advertising	£105.00	£38.00	£99.00
Term Fees/Show Levy	£4,059.00	£2,518.00	£1,530.00
Libs & Scores	£380.00	-	-
T-Shirts	-£19.00	-	-
Raffle Proceeds	£251.00	-	-
Springers/Offspringers Tickets	£190.00	£560.00	£250.00
Bar	-	-	-
Tuck Shop	-	-	-
Donations	£519.00	£20.00	-
	<u>£12,411.00</u>	<u>£38,009.00</u>	<u>£11,267.00</u>
<u>EXPENDITURE</u>			
Theatre Hire	-£3,034.00	-£6,918.00	-£3,448.00
Box Office Exps	-£527.00	-£2,071.00	-£695.00
Lighting & Sound	-£1,575.00	-£1,958.00	-£318.00
Royalties inc licence	-£1,199.00	-£10,030.00	-£1,620.00
MD & Band	-£1,200.00	-£2,520.00	-£2,260.00
Backstage	-£1,144.00	-£4,235.00	-£1,514.00
Rehearsals	-£795.00	-£1,461.00	-£1,227.00
Wardrobe	-£1,088.00	-£2,575.00	-£809.00
Publicity, Printing etc	-£293.00	-£598.00	-£907.00
Libs, Scores, Band Parts etc	-£1,721.00	-£302.00	-£1,162.00
Hair & Make-Up	-£128.00	-£90.00	-
Director's Fee	-£500.00	-	-
Programmes	-£210.00	-£240.00	-
Sundry expenses	-£39.00	-£129.00	-£30.00
DVD & Photos	-	-	-£80.00
	<u>-£13,453.00</u>	<u>-£33,127.00</u>	<u>-£14,070.00</u>
Income less expenditure	<u>£12,411.00</u>	<u>£4,882.00</u>	<u>£2,803.00</u>
	<u>£12,411.00</u>	<u>£38,009.00</u>	<u>£11,267.00</u>