

## **Trustees annual report from 06.04.2021 to 05.04.2022**

**Charity Name**    **Spectrum Theatre Sheffield**

**Charity Number**    1166807

**Charity address**    14 Montrose Road Sheffield, S7 2EE

**Charity trustees**    Andrew Gardiner    Chair

                                 Lynne Gardiner    Treasurer

                                 Audrey Allen

                                 Ruth Blackburn

                                 Jan Atkins

                                 Pamela Hafekost

There are no advisers, Chief executive, employees or volunteers working for the charity.

### **Structure Governance and management**

Type of governing document    Constitution

How the charity is constituted    Charitable Incorporated organisation

There are no additional governance issues.

### **Objectives and Activities**

#### **Summary of the objects of the charity set out in its governing document.**

1. To provide performance arts opportunities for those on the autistic spectrum to work and perform as part of an integrated theatre group.
2. To enhance the understanding of autism held by the general public in our geographical area of Sheffield and its environs.

#### **Summary of the main activities undertaken for the public benefit in relation to these objects**

The Trustees can assert that the charity's activities have continued to benefit the membership and as much as the pandemic would allow, members of the wider public.

Outdoor activity continued in the Spring, but activity related to the theatre had to be online. In September, we began meeting in our rehearsal spaces. Two small groups worked alternate weeks to develop material on themes they had explored during Lockdown. Simultaneously, a large group, including several new members were introduced to a range of performance skills.

We coordinated the work of six 3rd Year University Medical students allocated to us on a placement for their Social Accountability Unit. We worked with 2 Secondary schools to film material for the teaching resources which will go into South Yorkshire schools in Autumn 2022; providing an 'Introduction to Autism' based on

our play 'In Someone Else's Shoes'. To enable this work, we purchased film-making equipment under the guidance of one of our members, Steve, an emeritus Professor of Film and Fine Art. The work involved a significant number of members. In Spring 2022, we started to develop the work of one of the small groups to produce a piece of theatre, 'Moving On', which explores the challenges that *Transition* presents to those on the spectrum.

We have continued work on script and songs for our next original musical, scheduled for performance in December 2022.

We also continue to provide social, emotional and mental health support to all members.

### **Summary of the main achievements and performance of the charity during the year.**

- welcomed several new members
- gave all opportunities to develop a range of performance skills
- developed a new piece of theatre about Autism
- developed material for teaching resources for Secondary schools
- continued to provide opportunities for outdoor activities

### **Financial Review**

The charity started the financial year with £27,765 in the current account, brought forward from the previous year.

We ended the year with £34,113 in the current account

The charity has no other reserves

There are no funds materially in deficit

Income included the following:

- Grants from Health Education England                      £15288

Expenditure included the following:

- Technical & Sound    £5766,
- Rehearsal room hire    £1047,
- Outdoor Activities    £481,
- Other Costs    £1645  
( including Administration, Transport and Running costs)

The trustees have approved the above report.

15 /06 /2022

Date	item / description	category	Debit	Credit	Balance
			£8,939.82	£15,288.00	
	Brought Forward (from 2020-2021)				£27,765.76
9 Apr 2021	Chris Grew Petrol	Transport	£29.98		£27,735.78
17 Apr 2021	B&Q Allotment equipment	Outdoor	£40.84		£27,694.94
17 Apr 2021	Kate B Petrol Allotment	Transport	£20.00		£27,674.94
18 Apr 2021	sainsbury's stationery	Admin	£5.00		£27,669.94
19 Apr 2021	zoom account	Tech	£14.39		£27,655.55
19 Apr 2021	HP ink	Admin	£3.49		£27,652.06
22 Apr 2021	Chris Grew Petrol	Transport	£35.52		£27,616.54
22 Apr 2021	Homebase storage/ back stage equipment	Props	£38.05		£27,578.49
22 Apr 2021	B&Q Allotment equipment	Outdoor	£122.00		£27,456.49
23 Apr 2021	bank charges	Admin	£7.50		£27,448.99
29 Apr 2021	New Leaf allotment plants	Outdoor	£33.57		£27,415.42
7 May 2021	B&Q Allotment equipment /tools	Outdoor	£15.67		£27,399.75
12 May 2021	B&Q Equipment / supplies	Outdoor	£64.81		£27,334.94
18 May 2021	zoom account	Tech	£14.39		£27,320.55
18 May 2021	HP ink	Admin	£3.49		£27,317.06
23 May 2021	bank charges	Admin	£7.50		£27,309.56
25 May 2021	Chris Grew Petrol	Transport	£34.93		£27,274.63
28 May 2021	New Leaf allotment plants	Outdoor	£31.99		£27,242.64
17 Jun 2021	Kate B Petrol Allotment	Transport	£40.00		£27,202.64
17 Jun 2021	B&Q Power tools	Outdoor	£109.00		£27,093.64
18 Jun 2021	zoom account	Tech	£14.39		£27,079.25
18 Jun 2021	HP ink	Admin	£3.49		£27,075.76
23 Jun 2021	bank charges	Admin	£7.50		£27,068.26
9 Jul 2021	B&Q tools	Outdoor	£22.00		£27,046.26
19 Jul 2021	HP ink	Admin	£3.49		£27,042.77
19 Jul 2021	zoom account	Tech	£14.39		£27,028.38
22 Jul 2021	bank charges	Admin	£7.50		£27,020.88
14 Aug 2021	Spectrum badges - Denise	Publicity	£80.00		£26,940.88
18 Aug 2021	zoom account	Tech	£14.39		£26,926.49
18 Aug 2021	HP ink	Admin	£3.49		£26,923.00
22 Aug 2021	bank charges	Admin	£7.50		£26,915.50
2 Sep 2021	Microsoft windows John Allen	Admin	£59.99		£26,855.51
5 Sep 2021	Sharrow CF room hire	Rehearsal	£24.00		£26,831.51
8 Sep 2021	City Taxis	Transport	£12.28		£26,819.23
8 Sep 2021	Stationery Tesco	Admin	£3.95		£26,815.28
9 Sep 2021	City Taxis	Transport	£11.55		£26,803.73
16 Sep 2021	City Taxis	Transport	£12.85		£26,790.88
16 Sep 2021	City Taxis	Transport	£8.19		£26,782.69
17 Sep 2021	Refreshments Tesco	Sundries	£16.00		£26,766.69
17 Sep 2021	Bargain basements stationery	Admin	£16.61		£26,750.08
18 Sep 2021	Bargain basements stationery	Admin	£7.16		£26,742.92
18 Sep 2021	zoom account	Admin	£14.39		£26,728.53
18 Sep 2021	HP ink	Admin	£3.49		£26,725.04
22 Sep 2021	bank charges	Admin	£7.50		£26,717.54
23 Sep 2021	City Taxis	Transport	£14.30		£26,703.24
30 Sep 2021	City Taxis	Transport	£14.05		£26,689.19
1 Oct 2021	B&Q Allotment supplies	Outdoor	£37.70		£26,651.49
1 Oct 2021	sainsbury's stationery	Admin	£9.50		£26,641.99
7 Oct 2021	City Taxis	Transport	£11.95		£26,630.04
14 Oct 2021	City Taxis	Transport	£12.85		£26,617.19
18 Oct 2021	HP ink	Admin	£9.99		£26,607.20
19 Oct 2021	Steve Hawley tech equip	Tech	£66.24		£26,540.96
21 Oct 2021	City Taxis	Transport	£14.45		£26,526.51
22 Oct 2021	bank charges	Admin	£7.50		£26,519.01

# Spectrum Theatre Sheffield

# 2021-22 Accounts

Date	item / description	category	Debit	Credit	Balance
2 Nov 2021	Steve Hawley tech equip	Tech	£60.00		£26,459.01
2 Nov 2021	CVP microphone	Tech	£189.99		£26,269.02
2 Nov 2021	discountsSLR camera	Tech	£2,418.99		£23,850.03
2 Nov 2021	memory cow tech equip	Tech	£61.98		£23,788.05
3 Nov 2021	sainsbury's staitionery	Admin	£7.00		£23,781.05
4 Nov 2021	City Taxis	Transport	£11.15		£23,769.90
5 Nov 2021	sainsbury's refreshments	Sundries	£10.00		£23,759.90
6 Nov 2021	Med school refreshments	Sundries	£2.65		£23,757.25
6 Nov 2021	Med school refreshments	Sundries	£5.50		£23,751.75
6 Nov 2021	Med school refreshments	Sundries	£10.80		£23,740.95
7 Nov 2021	Starprint script printing	Rehearsal	£20.00		£23,720.95
9 Nov 2021	Policybee public liability & equip insurance	Admin	£188.96		£23,531.99
11 Nov 2021	City Taxis	Transport	£10.90		£23,521.09
11 Nov 2021	Refreshments Tesco	Sundries	£10.00		£23,511.09
11 Nov 2021	Steve Hawley tech equip	Tech	£137.98		£23,373.11
12 Nov 2021	Steve Hawley tech equip	Tech	£111.78		£23,261.33
17 Nov 2021	HP ink	Admin	£9.99		£23,251.34
17 Nov 2021	Sharrow CF room hire	Rehearsal	£561.60		£22,689.74
17 Nov 2021	foodworks refreshments	Sundries	£10.00		£22,679.74
18 Nov 2021	City Taxis	Transport	£7.80		£22,671.94
19 Nov 2021	Steve Hawley tech equip	Tech	£26.98		£22,644.96
19 Nov 2021	foodworks refreshments	Sundries	£30.00		£22,614.96
23 Nov 2021	bank charges	Admin	£7.50		£22,607.46
24 Nov 2021	Uni drama theatre tickets	Sundries	£32.55		£22,574.91
25 Nov 2021	City Taxis	Transport	£12.95		£22,561.96
25 Nov 2021	Steve Hawley tech equip	Tech	£21.00		£22,540.96
25 Nov 2021	Sharrow CF room hire	Rehearsal	£70.20		£22,470.76
27 Nov 2021	foodworks refreshments	Sundries	£10.00		£22,460.76
2 Dec 2021	City Taxis	Transport	£12.95		£22,447.81
4 Dec 2021	Apple Mac laptop	Tech	£2,599.00		£19,848.81
8 Dec 2021	Patchwork garden material	Outdoor	£3.40		£19,845.41
8 Dec 2021	Annie's Panto material	Props	£32.85		£19,812.56
8 Dec 2021	Cash withdrawal Panto/taxis/expenses	Sundries	£200.00		£19,612.56
9 Dec 2021	City Taxi	Transport	£13.35		£19,599.21
15 Dec 2021	Tesco Party food	Sundries	£7.00		£19,592.21
15 Dec 2021	Tesco Party food	Sundries	£43.43		£19,548.78
16 Dec 2021	Sainsburys party food	Sundries	£16.00		£19,532.78
16 Dec 2021	City Taxi	Transport	£13.25		£19,519.53
16 Dec 2021	City Taxi	Transport	£11.95		£19,507.58
16 Dec 2021	Tesco Party food	Sundries	£3.50		£19,504.08
16 Dec 2021	M&S Party food	Sundries	£12.25		£19,491.83
16 Dec 2021	Waitrose party food	Sundries	£34.64		£19,457.19
17 Dec 2021	Sharrow CF room hire	Rehearsal	£102.60		£19,354.59
18 Dec 2021	HP ink	Admin	£19.99		£19,334.60
22 Dec 2021	bank charges	Admin	£7.50		£19,327.10
31 Dec 2021	Alice costumes and props	Props	£46.85		£19,280.25
4 Jan 2022	HE Grant Medical students	Grant		£15,288.00	£34,568.25
18 Jan 2022	HP ink	Admin	£9.99		£34,558.26
22 Jan 2022	bank charges	Admin	£7.50		£34,550.76
16 Feb 2022	sainsburys refreshments	Sundries	£12.50		£34,538.26
18 Feb 2022	HP ink	Admin	£9.99		£34,528.27
19 Feb 2022	Dysh Café A team meeting	Sundries	£10.45		£34,517.82
22 Feb 2022	bank charges	Admin	£7.50		£34,510.32
24 Feb 2022	Rhyme & reason books script	Rehearsal	£8.99		£34,501.33
24 Feb 2022	City taxis	Transport	£13.45		£34,487.88
3 Mar 2022	City taxis	Transport	£13.55		£34,474.33

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Date	item / description	category	Debit	Credit	Balance
10 Mar 2022	City taxis	Transport	£13.25		£34,461.08
11 Mar 2022	Sharrow CF room hire	Rehearsal	£259.20		£34,201.88
17 Mar 2022	City taxis	Transport	£17.50		£34,184.38
18 Mar 2022	HP ink	Admin	£16.49		£34,167.89
19 Mar 2022	City taxis	Transport	£11.65		£34,156.24
22 Mar 2022	bank charges	Admin	£7.50		£34,148.74
31 Mar 2022	city taxis	Transport	£14.05		£34,134.69
31 Mar 2022	sainsburys refreshments	Sundries	£20.75		£34,113.94