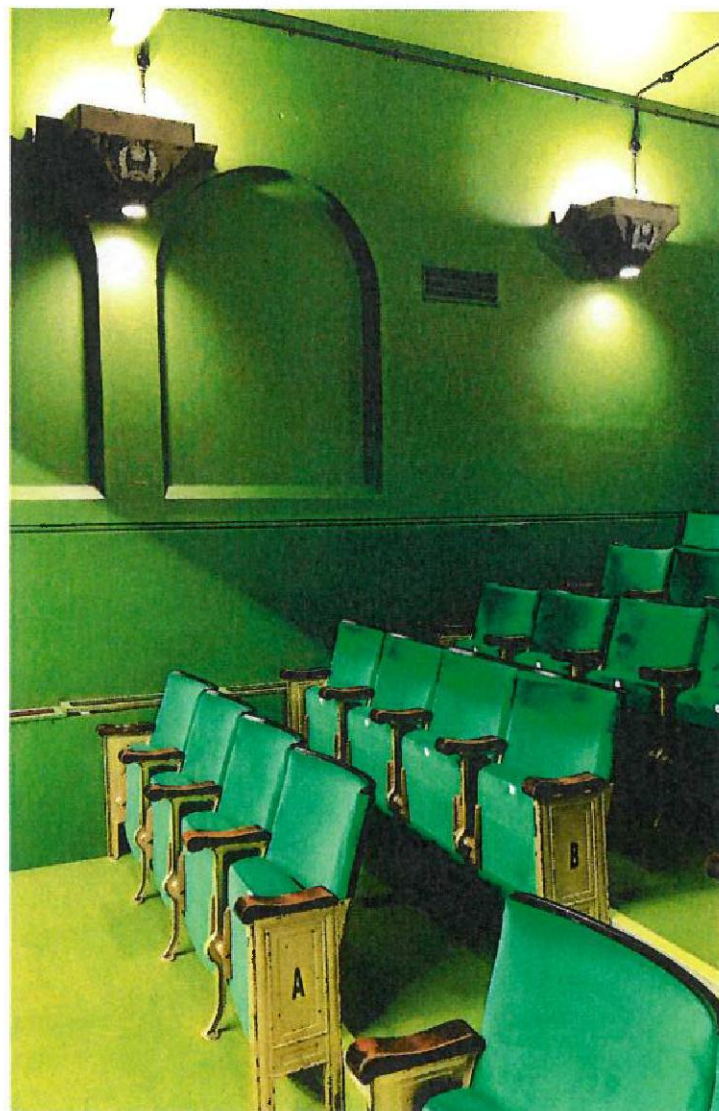




The Phoenix Theatre & Arts Centre

Trustees' Annual Report & Statement of Accounts

1 April 2020 / 31 March 2021



The Phoenix Theatre & Arts Centre

Station Road, Bordon
Hampshire, GU35 0LR

CIO Charity No. 1166858

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Administrative Information

The Phoenix Theatre & Arts Centre is a CIO Registered Charity (Number 1166858). The primary objectives, management and operation of the Association are laid down in its Constitution, which is based on the Model Constitution recommended by the National Federation of Community Organisations (Community Matters).

Trustees for the Period 1/4/2020 – 31/3/2021

Davina Hudson	President
Eric Clifford	Chair
Jim Miles	Vice-Chair
Brent Sigley	Treasurer
Paul Edwards	Secretary
Elaine Miles	
Liz Eves	Representative of The Phoenix Players
Grant Dawkins	Representative of the Deadwater Valley Trust
Cllr Adam Carew	Representative of Hampshire County Council
Cllr Trevor Maroney	Representative of East Hampshire District Council
Cllr Bisi Kennard	Representative of Whitehill Town Council
Cllr James Fryer	Representative of Whitehill Town Council

Bankers:

Lloyds TSB plc, 75 Castle Street, Farnham, Surrey, GU9 7LT

Independent Examiner:

Nicky Cole, Business Manager, Mad About Book-Keeping, The Parade, Petersfield Road, Whitehill, GU35 9AR

Arts for All Ages and Abilities (Arts4All...)

Primary Aims

The Objectives laid down in the Constitution are:

- (a) Providing facilities to advance education and to provide facilities in the interest of social welfare for recreation and leisure-time occupation
- (b) To establish or to secure the establishment of a Community Arts Centre and to maintain and manage or to co-operate with any local authority in the maintenance and management of such a centre for the activities promoted by the Association and its constituent bodies, without distinction of sex or of political, religious, or other opinions.

The principal activities of the charity reflect its objectives in that they provide opportunities for the wider public to have access to a variety of arts based activities and provide educational programmes and learning through the arts to all ages and abilities. To achieve this The Phoenix:

- Offers a broad programme of drama, music and theatre performances, both professional and amateur, at the theatre venue
- Provides a programme of art and drama activities for children and young people at the centre
- Delivers a programme of learning opportunities in visual and performing arts for adults with learning disabilities
- Delivers an Adult Learning Programme in the creative arts in Whitehill and Bordon
- Provides workshops in the arts to schools and community groups as one off or longer-term projects
- Offers artists studio space available for rent
- Offers conference / meeting rooms
- Provides rooms available to hire for band practises and other rehearsals
- Is home to an amateur theatrical group, The Phoenix Players, in which members of the community participate to perform plays at The Phoenix Theatre

Management

In accordance with its Constitution, the policy and affairs of the Association are determined by the Council which meets monthly. The members of the Council are also the Charity Management Trustees.

The Council consists of:

- The Officers of the Association
- The representatives appointed by the constituent bodies / sections
- Representatives of the full members
- One representative of the junior members
- Up to four co-opted members
- Representatives from funding bodies

Members of the Association are invited to nominate new Trustees when the notice of the AGM is issued.

A Director is appointed by the Trustees to manage the day to day operations of the charity. To facilitate effective operations, the Director has delegated authority for operational matters such as artistic and performance related activity policy, finance and staffing. The parameter of the authority is laid out by the Trustees who review this as appropriate.

Reserves Policy

A charity has an obligation to disburse money raised for its charitable objectives, without delay. However, all organisations need a certain level of cash reserves to ensure their smooth day-to-day running. The Trustees feel that it would be appropriate to build up a cash reserve of 20 - 25% of the annual running costs to cover operational requirements but are prepared to run the Association with a lower level of reserves in pursuance of our charitable objectives.

Public Benefit

The Charity Trustees understand the Charity Commissions guidance on public benefit and in accordance with the objectives of the organisation recognise that the charity operates primarily to provide public benefit in advancement of the arts and also through the advancement of education and community development. To facilitate this, work the charity maintains the fabric of a community arts centre in addition to providing arts related activities within the community.

Staffing

The staff for the year comprised the following:

- 1 x full-time Director
- 1 x full-time Administrator
- 1 x part-time Marketing Officer
- 1 x part-time Cleaner
- Freelance, self-employed artists and actors are engaged to run workshops and to work as part of The Phoenix Theatre Company
- Volunteer Bar Staff
- Volunteer Front of House Staff
- Volunteer Box Office Staff
- Volunteer Office Staff
- Volunteer Theatre Technicians
- Volunteers who distribute Marketing print locally

Funding Bodies

Revenue funding has been received from:

- Arts Council England
- Whitehill Town Council
- Hampshire County Council
- Headley Parish Council

Project Funding has been received from:

- Annington Homes
- Hampshire County Council Councillors devolved budget
- East Hants District Councillors devolved budget

Other:

- HMRC Furlough Grant

Chairman's Report

Review of the Year 2020-2021

At the end of 2021, I look back over what has been a very unsettling and strange two years for us all; the measures brought in to deal with the Covid Pandemic crisis resulted in restrictions that have affected all our lives and there is continued uncertainty very much to the fore over the next few months.

The past two years have been of mixed blessings for The Phoenix Theatre & Arts Centre: on the one hand, during the period of forced closure, we were able to complete our planned refurbishment of the building, although we were not able to achieve all we wanted due to the financial restrictions of the level of grant awarded. I would like to thank everybody who helped in achieving this, especially all our supporters who stepped in and decorated much of the downstairs of the building and to all of those patrons who generously contributed to our financial appeal to supplement the S106 grant from EHDC. On the other hand, being closed also meant that we had no income, which threatened our very survival, but thanks to the recognition by Arts Council England of the invaluable work we do as the only full-time professional theatre in East Hampshire they provided us with generous grants which enabled us to survive until the time when we could reopen.

As well as this, the Trustees would especially like to thank Andy Tree, the Leader of Whitehill Town Council and his fellow councillors for their invaluable continued financial support to The Phoenix and we look forward to working with them in partnership to deliver their goals wherever we can be of assistance to them.

It is good to say following the months of closure, we have been open and ready for business since October. We can already report of performances by Jack Dee, Romesh Ranganathan, and Dara O'Briain, three of the country's top comedians who all produced memorable evenings of entertainment to kick-start our year. Another highlight was the play, *The Unremarkable Death of Marilyn Monroe*, a stunning solo performance by the actress Lizzie Wort, who was justly rewarded with a standing ovation at the end of the evening. There is plenty to look forward to with a full list of events to suit every taste already programmed over the next year both here at The Phoenix and our little sister venue, The Cube at the Shed. The Cube opened earlier this year in the new town centre and is already proving a great hit.

As an organisation we are very ambitious and will continue to work our hardest to develop and support the cultural and arts sector here in Whitehill & Bordon, where we play such a critical and vital role. The presence in a town of a theatre and other arts facilities cannot be emphasised too strongly. It is where people can get together to enjoy themselves and share the experiences offered by performances of music, drama, dance or comedy, that make towns attractive places to live in and visit, where people can socialise and also gain an educational benefit. The arts have an ever-increasing role to play in helping us all to live well. Provision of the arts is important for the

role it can play in bringing communities together and we should all recognise how important that is with the many new residents who have already moved to Whitehill & Bordon and those who will be arriving over the next few years. The arts help the town to integrate and promote individual well-being as well as providing a focus for the younger generation growing up here. The Phoenix contributes a huge amount to creating a happier, more vibrant community that we can be proud to be a part of and is an important factor in attracting people to come and live here.

The continued support given to us by the outside representatives on our Board is greatly appreciated: Councillors Bisi Kennard and James Fryer (Whitehill Town Council), Councillor Trevor Maroney (East Hampshire District Council), Councillor Adam Carew (Chairman of East Hampshire District Council) and Grant Dawkins (Deadwater Valley Trust). The Board would like again to express our great appreciation to James Child and his staff at the Whitehill & Bordon Regeneration Company for their continuing financial support and advice.

Elizabeth Blake, the Phoenix Dance Officer, deserves our grateful thanks, as she has worked incredibly hard during the lockdown to continue her classes, in particular the Dance Picnic. This has a very loyal following, with classes outdoors on our performance area during the summer and then continuing on Zoom when the weather deteriorated.

The Board recognises, and is extremely grateful for, the tremendous contribution that Rob Allerston, our Theatre Director, provides through his leadership and personal dedication that makes such a success of The Phoenix. He has had a very challenging year, bearing the brunt of our financial crisis on his shoulders, and organising the opening and setting up the operation of The Cube. We would also like to thank Keri Smith, our Administrator, and Jenny Clarke, our Marketing Officer, and our new Marketing Assistant Tom Hiller for their ongoing contribution to the continued success of The Phoenix.

On a personal note, I would like to thank members of the Board for their continued support to both Rob and me during the past year: I should mention the invaluable work carried out by our Treasurer, Brent Sigley, Minutes Secretary Paul Edwards, and the work undertaken by Jim Miles as Deputy Chairman, who has assisted me in various organisational and management matters. Jim, together with Davina Hudson and myself, work as small team helping Rob and Keri keep on top of Health & Safety matters at the venue. I am extremely grateful to all the other members of the Board who all in different ways contributed, to the smooth running of our organisation and who make possible the grounds for our success.

Finally, I would like to thank all those who work in The Phoenix and outside the building in any capacity on our behalf. And last, but very far from least, I thank all our volunteers, who between them steward, sell tickets, staff the Bar and undertake anything else we ask of them at the many events we hold each year. The difficult task of coordinating and organising our volunteers has been done by Paul Edwards, assisted by Nikki White, and our thanks go to them. Our volunteers continue to provide a very warm welcome to all our patrons and it is that which fully justifies our reputation as "Hampshire's friendliest little Theatre".

The Phoenix is the driving force in the area for the arts and culture and on behalf of the Board I pledge to continue our commitment to make the arts accessible to all - as we have done successfully for so many years.

Eric W Clifford
Chairman of the Board of Trustees

Treasurer's Report

For the Year Ending 31 March 2021

The year ending 31 March 2021 has of course been unprecedented in all of our lives. Overnight the Covid pandemic rendered the theatre and its activities totally dormant. The staff excluding Rob were formally furloughed for several months.

In spite of this lack of normal activity some musical and other activities were organised and grants were received to cover the costs of providing these activities. Rob continued to be very busy applying for grants from various sources, including most significantly a £79,000 grant from the Arts Council plus additional council grants. In total grants of £111,000 have been received over the period. The generosity of these grants has enabled the Phoenix to survive the year and into the current period during which the Phoenix is emerging from the consequences of the pandemic back into a more normal life subject to the continued impact of the pandemic.

The surplus for the year of £14,609 is attributable to the furlough credits received from HMRC whilst the furlough scheme was in operation during the financial year. The grants received during the year were not to enable the recipients of the grants to create surpluses but to meet expenses in accordance with the spirit in which the grants were awarded.

The cash balance at the end of the financial year stood at £100,685 reflecting the level of the grants received. However the grants unexpended stood at £64,644, but this balance has continued to cover major expenses, in particular staff salaries and now a new part time marketing assistant. The balance will also fall by £39,000 to cover additional refurbishment costs to the building. However this balance will be partially offset by £24,000 of revenue to cover Robs involvement in the development of the Shed and surrounding entertainment facilities.

Uncertainties around a return to precovid conditions will persist for some time for but at least I think we can plan a way forward. This is a more optimistic position than could be said during the lockdown with only a vague possibility of a vaccination and a future. I think it is a tribute to Robs persistence in applying for grants and Keri ensuring that all necessary payments were made whilst on furlough that has made an immeasurable difference..

Brent Sigley

Treasurer of The Phoenix Theatre & Arts Centre

Director's Review

Encompassing Covid and lockdown my review of 2020-21 includes the biggest upheaval to the Arts in my lifetime. I shouldn't measure this upheaval against personal tragedy, and for many having suffered the loss of loved ones is a tragedy that hasn't been hindered by postcodes or stopped by boundaries. Covid will have taken a number of our regulars and for anyone suffering loss I'd like to pass on my personal condolences.

The Phoenix has emerged from the last of Boris' four steps with a new set of clothes and renewed interest from the community of Whitehill & Bordon. I hope the latest Covid variant won't derail this optimism, with one eye on National Portfolio Funding from Arts Council England and further creative opportunities emerging via The Cube and The Mess it's a great time to be at the head of an organisation that recently celebrated its 40th Anniversary.

The Phoenix is special and with your continuing support I pledge to keep it at the forefront of Arts4All in Whitehill & Bordon.

Annual Health & Safety Task Force Report

The Health & Safety Task Force has the following members:

Rob Allerston (Chair)

Eric Clifford

Jim Miles

Davina Hudson

Keri Smith

The Health & Safety Task Force meets quarterly.

Based on the excellent foundations laid by Ted Wood, Linda Gouldsmith and David Birch, we have continued to review the scheduled inspections needed in the building and of the management systems involved.

A calendar programme of tasks is reviewed at each meeting so that all aspects of The Phoenix Health and Safety management system are regularly checked for necessity, practicality and implementation. Checks are carried out by the Health & Safety Task Force through walk-around inspections of the building, the examination of documents, physical checks on lights, signs, fire alarms, extinguishers and first aid boxes etc.

During the year we carried over a simple system of quantified risk assessment to sharpen focus on those aspects of activities and tasks which have the greatest potential to cause harm. The Health & Safety Task Force will now implement this system across all our audited activities.

With major enhancement works on the building now completed and a number of areas of concern now resolved, the Health & Safety Task Force, along with the Director, will use this positive window to ensure health and safety monitoring is continuous and building wide.

Appendix A

**Independently Examined Accounts for the Year
Ended 31 March 2021**

Independent examiner's report to the Trustees of

BARBADOS HOUSE ASSOCIATION / THE PHOENIX THEATRE & ARTS CENTRE

I report on the accounts of the Association for the year ended 31 March 2021, which are set out on pages 12 to 20.

Respective responsibilities of the trustees and the examiner

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

It is my responsibility to:

- Examine the accounts under section 145 of the Act:
- To follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act; and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mrs Nicky Cole
Mad About Book-keeping
Wolfe Mead
Farnham Road
Bordon GU35 0NH
www.madaboutbookkeeping.co.uk

15 November 2021



Statement of Financial Activities

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Incoming Resources (Note 2)				
Incoming resources from generated funds	-	-	-	-
Voluntary income	5,851	-	5,851	1,344
Activities for generating funds	60	-	60	18,386
Investment income	30	-	30	138
Incoming resources from other charitable activities	157,890	-	157,890	205,779
Other incoming resources	-	-	-	-
Total Incoming Resources	163,831	-	163,831	225,648
Resources Expended (Notes 3 - 5)				
Costs of generating funds				
Costs of generating voluntary income	-	-	-	-
Fundraising trading costs	241	-	241	7,964
Charitable activities	148,881	-	148,881	226,784
Governance costs	100	-	100	100
Total Resources Expended	149,222	-	149,222	234,848
Net incoming/(outgoing) resources	14,609	-	14,609	(9,200)
Total funds brought forward	19,431	-	19,431	28,631
Total funds transferred in	0	-	0	-
Total Funds Carried Forward	34,040	-	34,040	19,431

The notes on pages 14-20 also form an integral part of these accounts

Balance Sheet

	Notes	Unrestrict ed Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Fixed Assets					
Computer equipment	6	1,623	-	1,623	2,768
		<u>1,623</u>	<u>-</u>	<u>1,623</u>	<u>2,768</u>
Current Assets					
Stock and work in progress		348	-	348	589
Debtors	7	16,785	-	16,785	18,613
Cash at bank & in hand		100,685	-	100,685	37,019
Total Current Assets		<u>117,818</u>	<u>-</u>	<u>117,818</u>	<u>56,220</u>
Creditors: amounts falling due within one year	8	85,401	-	85,401	39,556
Net current assets/(liabilities)		<u>32,418</u>	<u>-</u>	<u>32,418</u>	<u>16,663</u>
Assets less current liabilities		<u>34,040</u>	<u>-</u>	<u>34,040</u>	<u>19,431</u>
Creditors: amounts falling due after one year	8	-	-	-	-
Net assets		<u>34,040</u>	<u>-</u>	<u>34,040</u>	<u>19,431</u>
Funds Of The Charity					
Unrestricted funds	9	34,040	-	34,040	19,431
Restricted funds		-	-	-	-
Total Funds		<u>34,040</u>	<u>-</u>	<u>34,040</u>	<u>19,431</u>

The notes on pages 14 - 20 also form an integral part of these accounts

Signed on behalf of the trustee Brenda Sigley Print name Kate Curran
[Signature] Print name duayn
Date of approval: 29/11/21

Notes To The Accounts

Note 1 Accounting Policies

Basis of Accounting

These Accounts have been prepared under the basis of historic cost in accordance with applicable accounting standards and follow recommendations in Accounting and Reporting by Charities: Statement of Recommended Practice (SORP 2005) and with the Charities Act 1993

Incoming Resources

Incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income, and the amount can be quantified with reasonable accuracy.

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Intangible Income

Intangible income, which comprises donated services, is included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised when there is no financial cost borne by a third party.

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis.

Stock

Bar stock is stated at the lower of cost or net realisable value.

Fund accounting

Funds held by the charity are either:

- Unrestricted funds. These are funds which can be used in accordance with the charitable objectives at the discretion of the trustees.
- Restricted funds. These are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Covid 19 Pandemic

During the mandatory lockdown periods caused by the COVID 19 pandemic which fell within the financial year ended 31 March 2021 all of the employees except the Arts director were furloughed.

The statement of Financial activities includes a grant from HMRC to assist in covering the costs of furloughed employees. This grant covered 80% of the costs of employing furloughed employees. The furlough grant is separately disclosed in note 2.

The Phoenix Theatre & Arts Centre
Registered CIO Charity No. 1166858
Annual Accounts for the year ended 31st March 2021

Note 2 Analysis of incoming resources

		2021 £	2020 £
Voluntary income	Donations	5,391	513
	Barbados House Association Membership	460	831
Total		5,851	1,344
Activities for generating funds	Theatre bar takings	60	18,386
	Amazon.co.uk royalty payments	-	-
Total		60	18,386
Investment income	COIF deposit fund income	30	138
Total		30	138
Incoming resources from charitable activities	Grants:		
	East Hampshire District Council - <i>Arts Centre</i>	-	11,000
	Hampshire County Council - <i>Culture & Recreation Fund</i>	10,000	
	Hampshire County Council - <i>Cllr Grant Adam Carew</i>	2,500	
	Headley Parish Council - <i>Arts Centre</i>	500	500
	Lindford Parish Council - <i>Arts Centre</i>	-	250
	Whitehill Town Council - <i>Arts Centre</i>	16,000	25,000
	Arts Council England	46,622	-
	Annington Homes	10,000	-
	HMRC Furlough Grant	14,514	-
	Other activities:		
	Arts workshops	23,479	21,877
	Phoenix Players	19	7,827
	Phoenix Theatre Company/Productions	-	2,000
	Arts Projects	12,653	38,161
	Theatre	8,753	75,974
	Programme Marketing	-	650
	Room Hire	12,850	22,535
	Other Income - Sundries	-	6
Total		157,890	205,779
Restricted Funds:		-	-

Sum for reference	163,831
Perfect match to SAGE 29/7/11	

The Phoenix Theatre & Arts Centre
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Note 3 Analysis of resources expended

		2021 £	2020 £
Fundraising trading costs	Cost of Bar sales	241	7,964
	Total	241	7,964
Charitable activities	Arts Workshops	29,362	17,160
	Phoenix Players	-	1,297
	Phoenix Theatre Company	5,965	2,547
	Arts Projects	-	36,459
	Theatre	2,921	62,320
	Premises Costs	21,661	16,780
	Staff Costs	65,041	73,316
	Office Costs	17,236	9,192
	Marketing	6,694	7,712
		-	-
	Total	148,881	226,784
No Rates payable to East Hampshire District Council as the charity is given a Rates Dispensation to the value of £1,037 (2018 £1,008)			
Governance Costs	Independent examination fee	100	100
	Total	100	100
Restricted Funds		-	-
	Total	-	-
Sum for reference		149,221	
Perfect match to SAGE 29/7/11			

The Phoenix Theatre & Arts Centre
Registered CIO Charity No. 1166858
Annual Accounts for the year ended 31st March 2021

Note 4 Trustee Expenses

	2021	2020
Number of trustees who were paid expenses	-	-

Note 5 Paid Employees

5.1 Staff Costs

	2021 £	2020 £
Gross wages, salaries and benefits in kind	61,684	70,746
Employer's National Insurance costs	913	2,570
Total Staff Costs	62,597	73,316

5.2 Average number of full-time equivalent employees in the year

	2021	2020
Part of the charity in which the Employees work		
Fundraising	-	-
Charitable activities	3	3
Other	-	-
Total	3	3

The Phoenix Theatre & Arts Centre
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Annual Accounts for the year ended 31st March 2021

Note 6 Fixed Assets

	Computer Equipment £
Cost	
Opening balance 1 April 2020	5,726
Additions	-
Closing balance 31 March 2021	<u>5,726</u>
Depreciation	
Opening balance 1 April 2020	2,958
Depreciation	1,145
Closing balance 31 March 2021	<u>4,103</u>
Carrying amount 31 March 2021	<u>1,623</u>
Carrying amount 31 March 2020	<u>2,768</u>

During the year the theatre seats were refurbished at a cost of £8,545, but the cost was funded by crowd funding grant. The refurbished seats were not brought into operation in the 2021/22 year.

Note 7 Debtors and Prepayments

Analysis of debtors	Amounts Falling due within one year	
	2021 £	2020 £
Trade debtors	14,303	17,908
Prepayments and Accrued income	2,482	704
Total	<u>16,785</u>	<u>18,613</u>

Note 8 Creditors and Accruals

Analysis of Creditors	Amounts Falling due within one year	
	2021 £	2020 £
Trade creditors	3,205	2,670
Other taxes and Social security costs	460	958
Accruals and Deferred income	7,935	35,929
Advanced sales and other deferred income	8,752	-
Unexpended grants - Arts Council	32,577	-
Unexpended grants - East Hampshire District Council-Marketing role contribution	22,272	-
Unexpended grants - East Hampshire District Council-Marketing role contribution	10,000	-
Accred examiners fees	200	-
Total	<u>85,401</u>	<u>39,556</u>

The Phoenix Theatre & Arts Centre
Registered CIO Charity No. 1166858
Annual Accounts for the year ended 31st March 2021

Note 9 Restricted Funds

8.1 Funds Held None

Note 10 Movement of Funds

Fund name	Fund balances brought forward £	Incoming resources £	Outgoing resources £	Transfer from another fund £	Gains & Losses £	Fund balances carried forward £
Unrestricted Funds	19,431	163,831	149,222	-	-	34,040
Restricted Funds	-	-	-	-	-	-
Total Funds	19,431	163,831	149,222	-	-	34,040

Note 11 Transactions With Related Parties

11.1 Remuneration and benefits

No remuneration or any other benefits were paid to a trustee or other related parties by the charity this financial year (2021) or in the previous financial year (2020)

11.2 Loans

	Name of trustee or connected party	Legal Authority	Amount Owing		
			2021	£ 2020	£
Due to trustees and related parties			None		None
Due from trustees and related parties			None		None

11.3 Other transaction(s) with trustees and related parties

Name of trustee or related party	Relationship to charity	Description of the transaction	2021	£ 2020	£
None	None	None	None		None

Appendix B

Financial Trends for the Last 4 Years

	2021	2020	2019	2018	2017	2016
Theatre bar takings			18,457	14,821	16,458	14,128
Cost of Bar sales			8,427	5,630	6,059	5,531
			10,030	9,191	10,399	8,597
Grants:						
East Hampshire District Council - arts centre			10,098	8,042	7,324	4,800
Hampshire County Council - theatre programme			12,240	14,100	14,380	16,318
Hampshire County Council - Councillors Devolved Budget			500	-		
Headley Parish Council - Arts Centre			250	250	250	250
Lindford Parish Council - Arts Centre			19,000	19,000	19,000	16,000
Whitehill Town Council - Arts Centre			42,088	41,392	40,954	37,368
Other activities:						
Arts workshops			18,038	18,153	18,193	18,230
Phoenix Players			8,806	10,021	8,767	9,217
Phoenix Theatre Company/Productions			2,000	5,375	4,345	3,610
Arts projects			27,833	69,135	24,141	48,670
Theatre			60,966	51,033	48,937	40,882
Programme Marketing			400	200	1,240	725
Room Hire			23,623	18,633	25,582	35,793
Other Income - Sundries			3,236	809	1,121	2,495
Total			186,990	214,749	173,280	196,990
Arts Workshops			17,010	18,456	14,389	18,674
Phoenix Players			1,064	2,196	1,074	1,613
Phoenix Theatre Company			2,628	2,360	1,950	2,234
Arts Projects			24,472	61,271	23,023	34,537
Theatre			54,773	43,442	44,248	35,811
Premises Costs			20,906	18,144	17,832	28,196
Staff Costs			69,552	68,046	63,442	61,697
Office Costs			10,625	9,129	6,700	6,769
Marketing			7,258	6,887	6,600	6,239
Total			208,289	229,932	179,258	195,770
Voluntary income			5,851	1,344	1,209	2,044
Investment income			30	138	98	68

The Phoenix Theatre & Arts Centre

Appendix to the Treasurers report

Surplus from Theatre activities

	2019	2018	2017	2016	2019/2018 By activity % change	2018/2017 By activity % change	2017/2016 By activity % change	2019 As a % of total surplus	2018
Bar	10,030	9,191	10,399	8,597	8	(13)	17	18	17
Arts workshops	1,027	(304)	3,804	(444)	130	1,353	112	2	(1)
Phoenix Players	7,742	7,824	7,693	7,604	(1)	2	1	14	14
Phoenix Theatre Company/Productions	(628)	3,015	2,395	1,376	(580)	21	43	(1)	5
Arts projects	3,361	7,864	1,118	14,133	(134)	86	(1,164)	6	14
Theatre	6,193	7,591	4,689	5,071	(23)	38	(8)	11	14
Programme Marketing	400	200	1,240	725	50	(520)	42	1	0
Room Hire	23,623	18,633	25,582	35,793	21	(37)	(40)	43	34
Other Income - Sundries	3,236	809	1,121	2,495	75	(39)	(123)	6	1
Total surplus from Theatre activities	54,984	54,823	58,041	75,350	0	(6)	(30)		

Overheads

	2019	2018	2017	2016	2019/2018 By activity % change	2018/2017 By activity % change	2017/2016 By activity % change	2019 As a % of total overheads	2018
Premises Costs	20,906	18,144	17,832	28,196	13	2	(58)	19	18
Staff Costs	69,552	68,046	63,442	61,697	2	7	3	64	67
Office Costs	10,625	9,129	6,700	6,769	14	27	(1)	10	9
Marketing	7,258	6,887	6,600	6,239	5	4	6	7	7
Governance costs	100	100	100	100	0	0	0	0	0
Total overheads	108,441	102,307	94,674	103,001	6	8	(9)		

Other income

	2019	2018	2017	2016
Voluntary income	5,851	1,344	1,209	2,044
Investment income	30	138	98	68

Deficit before Grants received

	(47,576)	(46,002)	(35,326)	(25,539)
	(3)	(23)	(28)	

Grants received

	42,088	41,392	40,954	37,368
	2	1	9	

Net (deficit)/surplus for the year

	(5,488)	(4,611)	5,628	11,829
	(16)	(222)	110	

