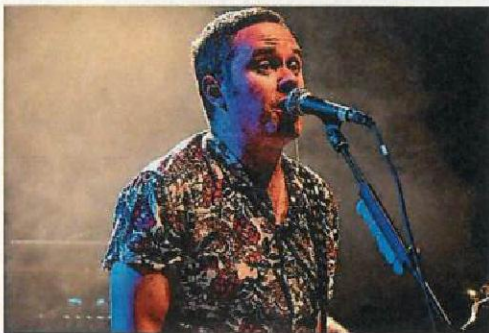




Trustees' Annual Report & Statement of Accounts 1st April 2022 – 31st March 2023



du
4 July 2023

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Administrative Information

The Phoenix Theatre & Arts Centre is a CIO Registered Charity (Number 1166858). The primary objectives, management and operations 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 1st April 2022 – 31st March 2023

Davina Hudson	President
Eric Clifford	Chair
Jim Miles	Vice-Chair
Brent Sigley	Treasurer
Paul Edwards	Secretary
Sarah Bawtree	Safeguarding
David Cartwright Forbes	
Elaine Miles	
Maureen Reid	
Nick Tupper	
Grant Dawkins	Representative Of Deadwater Valley Trust
Cllr Trevor Maroney	Representative Of East Hampshire District Council
Cllr James Fryer	Representative Of Whitehill Town Council

Bankers

Lloyds PLC, 75 Castle Street, Farnham, Surrey, GU9 7LT

Independent Examiner

MA Accounting, Wolfe Mead, Farnham Road, Bordon, GU35 0NH

Creating Community

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 consistent 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 artist's studio space available for rent.
- Offers conference/meeting rooms.
- Provides rooms available to hire for band practices and other rehearsals.
- Is home to an amateur theatrical group, Phoenix Players, in which members of the community participate in performing 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 Commission's 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 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 comprise of the following:

- 1 x full-time Director
- 1 x full-time Administrator
- 1 x full-time Operations & Project Coordinator
- 1 x full-time Marketing & Systems Coordinator
- 1 x part-time Audience & Community Engagement Officer
- 1 x part-time Cleaner
- 1 x 1-day-a-week Marketing Assistant
- Freelance, self-employed artists and actors are engaged to run workshops and to work as part of The Phoenix Theatre Company
- Volunteers who aid in operating the Bar, Front Of House, Box Office, Office, Theatre Technicians and distributing brochures and flyers

Funding Bodies

Revenue funding has been received from:

- Arts Council England
- Whitehill Town Council

Project Funding has been received from:

- East Hampshire District Council devolved budget

Chair's Report

Review of the year 2022 - 2023

Our A.G.M has usually previously been held in November each year, but following the decision of Arts Council England to award us the highly prestigious National Portfolio Organisation status it is now necessary to move it to nearer the end of our financial year.

Arts Council England's new ten-year Strategic Plan, 'Let's Create', which we have now committed ourselves to supporting, commenced in April this year and identifies three outcomes:

- a) Creative people
- b) Cultural communities
- c) A creative and cultural country.

Our role in achieving these outcomes in Whitehill & Bordon is based on the Activity Plan we have drawn up which sets out 10 projects which are specifically aimed at giving more people (and a greater range of people - particularly those sections of our community who are under-represented in the arts) the opportunity to engage in creativity and culture. This is in many ways a major development of the work that we have been doing for many years under our mission banner 'Arts for All'. The ten projects are:

1. Staffing Restructure

We are pleased to announce the appointment of Dan Hill as our new Operations & Project Coordinator. Dan will work closely with Rob Allerston who now takes on the role as CEO to focus on NPO project work and its successful delivery. Dan has over twenty years' experience working in theatres and arts centres and has a wealth of directing and producing experience, as well as the administrative skills that will be fundamental to The Phoenix moving forward successfully in the coming years.

2. Disability Arts

For many years our work with the disabled in the communities of Whitehill & Bordon, with outreach activities in Alton, Basingstoke, Havant and Hayling Island, has been central to our ethos. Classes have included Music and Movement, Drumming, Street Dance and Drama. We are always looking at ways to develop this area of our work with new activities such as the recently introduced 'Dragonfly Accessible Performance'. We are also proud of the positive and rewarding relationship we have developed over many years with the Frozen Light Theatre Company, which has a national reputation for its work involving sensory perception with the severely disabled. Our Dance Officer Liz Blake in particular, has worked very successfully in our Disability Arts programmes with two local schools, Holly Lodge and Undershaw School in Hindhead.

3. Talking Together

This has been one of our most notable projects for many years, involving important partnerships with the police, education and health sector, addressing the issue of domestic abuse through extensive school workshops, targeting 9+ ages and touring under the banner 'Talking Together'. Working primarily within the neighbouring area of Rushmoor (Aldershot & Farnborough) which ACE now designates as an area of priority, 'Talking Together' has been seen by over 30,000 young adults. We will further develop this project, and we will roll it out to students in the wider East Hampshire area, starting in the very near future with two performances at our local school, Oakmoor.

4. Turn My Camera On: arts-based youth project

This is a new project for 2023 primarily aimed at young people aged 12 to 21 with mental health problems who have been referred to the programme by local medical services. We will be working with an organisation which is based at The Phoenix Theatre, Project 94 (Sport for Kids) as our associate facilitators, to support positive mental health using 5 major art-form genres. This has grown out of our successful issue-based work in the community undertaken during the Covid Pandemic.

5. New Writing Programme

This programme also had its origins in lockdown and was nurtured through the pandemic. We held our first Writers Scratch Night in March 2022 and a second will take place on July 6. This offers writers a platform ultimately to produce their work in association with Phoenix Arts. Our ambition is to then tour these productions to various communities across East Hampshire. Arts Council England particularly noted that one aspect of this project was our commitment to empower community participants, including in the way that it is the community itself which chooses which plays get developed and toured in their area.

6. Subsidised Ticket Scheme

With targeted input from our Audience & Community Engagement Officer, Jen Clarke, this scheme will encourage engagement with members of the community who either can't afford to come to events or view the arts as not being for them. We will introduce a subsidised ticket offer in quarters 1,2,3, and 4, initially targeting family audiences with a single across-the-board ticket price of £5 per family. We will also be undertaking further audience research, with the formation of a Young Persons Focus Group for those aged 13 to 18.

7. Intergenerational Dance

Our Dance Officer, Liz Blake, has successfully run socially based dance classes for several years under the title of 'Dance Picnic'; she currently runs two sessions on a Tuesday morning at the Phoenix. Liz and Rob feel the time is right to explore intergenerational dance and performance, bringing together the successful elements and diverse age ranges of our imaginative dance programme.

8. Supporting Wellbeing

This programme will further develop our already successful classes and work in supporting good health and wellbeing. Three examples are Chairobics, Entertaining Dementia and Dance Picnic. We will be taking art-based exercises out to the community.

9. New Music

We have set up a new Music School on Saturday mornings at The Phoenix Theatre to help aspiring young musicians develop their talents and technical know-how. This is already proving to be very successful, including the help we have given to a very talented young pianist (a Ukrainian refugee now living in Alton). We have also set up a new music venue at The Phoenix Theatre which we have named 'The Classroom', in addition to the facility at The Cube (in The Shed) which gives young musicians the opportunity to perform together and develop their own music.

10. Creative Venue Apprentice Technician

This is a scheme run in partnership with the Whitehill & Bordon Regeneration Company aimed at addressing the shortage of graduate theatre technicians. The partnership supports events at all the venues run by Phoenix Arts.

Arts Council England recognises that the projects we will be undertaking are based on clear suitable data and an in-depth knowledge of the communities we serve. The programme will build on strong, long-term community partnerships including WBRC for the town, as well as each tier of local authorities and key partners from the health, education and criminal justice sectors.

With these ten programmes, in addition to our existing range of work, we are confident that we can build on the confidence that Arts Council England has shown in us over the coming three years.

The Board of Trustees would like again to thank Andy Tree, the Leader of Whitehill & Bordon Town Council, and his fellow Councillors, for their continuing financial support, without which it would be impossible for us to continue to run the Phoenix Arts in its present form. We are always open to opportunities to work with them in partnership, to assist them to deliver their goals in the local community.

We would also like to thank East Hampshire District Council for its continued support and assistance, especially the detailed practical advice made available to us by two of their officers, Kate Hillerby and Harriet Coombes. A special mention and thanks are also due to their former District Councillor, Trevor Maloney, who until recently represented them on our Board, always making sound and valuable contributions to our monthly meetings.

The Board would also wish to express our very real appreciation to our Phoenix Arts partner, James Child, and his staff at the Whitehill & Bordon Regeneration Company for their continued invaluable

financial support and other advice. Working with them as our partner, we are ambitious in our plans to work to develop the arts and wider cultural sector in Whitehill & Bordon as the key component and driving force in the success of the development of the new town centre.

As part of that drive, we are proud to offer a full range of events on our new, enhanced website, where we offer activities to suit every taste, both here at The Phoenix and at our little sister venue The Cube, in the Shed.

The successful delivery of our programmes is due to our great staff team, led by our Director, Rob Allerston, whose leadership and personal dedication to Phoenix Arts has brought us to the highly successful position in which we find ourselves. Rob is supported by Thomas Hiller (Marketing & Systems Coordinator), Keri Smith (Administrator), Jen Clarke (Audience & Community Engagement Officer) and I must also give a special mention to Sam Cole, our Creative Venue Apprentice Technician, who is employed in partnership with WBRC. He has worked tremendously hard during his first year and achieved a mark of 89% in a recent major project as part of his studies with Chichester University. I must also thank Shirley Morgan, who does the vital job of keeping our building clean and tidy. Finally, I would like to thank Liz Blake, our resident Dance Officer, who makes a huge contribution through her work with Dance Picnic and activities for people with disabilities, as well as running several classes here at The Phoenix and out in the community. The Board of Trustees thank all our staff for their commitment and ongoing contribution to the success of Phoenix Arts.

On a personal note, as Chair, I would like to thank the members of the Board for their continued support to Rob and myself during the past year. All the members of the Board have, in their different ways, contributed to the smooth running of our organisation, making possible the success of the Phoenix Arts venture:

Jim Miles: Deputy Chairman (organisational and management matters and Health & Safety)

Brent Sigley: Treasurer

Davina Hudson: President (Health & Safety)

Nick Tupper: (Health & Safety and in-house DIY expert)

Elaine Miles: (Legal & Employment Issues Adviser)

Paul Edwards: (Minutes Secretary and Volunteer Coordinator)

Maureen Reid: (Bar Manager and Special Events organiser)

Sarah Bawtree: (newly Co-opted Trustee with responsibility for safeguarding and Bar work).

Finally, on behalf of the Board and members, I would like to thank all those who volunteer at the Phoenix itself and in our work beyond the building in any capacity on our behalf.

I would like this year to give special thanks to Daphne Chennell and Sue Kerr for taking over the special responsibility of looking after the flower beds at The Phoenix and making them so attractive. Our volunteers continue to provide a very warm welcome to all our patrons, and it is that which fully justifies our reputation, which we always strive to maintain, as "Hampshire's friendliest little Theatre".

The Phoenix is recognised by Arts Council England as a welcoming venue which is a key and vital part of Hampshire's cultural life, and a venue in which they are pleased to invest. We have a strong track record of facilitating creative opportunities for local artists, as well as putting on a wide-ranging programme of live events. We have a proven track record of bringing the arts into the local community and working with young people and disadvantaged groups.

On behalf of the Board and Rob, I pledge that we will continue our drive to deliver community-focused arts in Whitehill & Bordon and continue our commitment to make arts accessible to all, as we have done successfully for so many years.

Eric Clifford

Chair of the Board of Trustees

July 2023

Treasurer's Report

Treasurers report for the year ended 31 March 2023

As stated in last year's annual report the 2022 year was a tale of two halves; the emergence from COVID and the return to the activities the Phoenix strives to provide the community. The 2022 - 2023 year has continued its emergence into a more normal pre-COVID environment.

However, the impact of COVID was still observable when comparing the 2022 year with the 2023 year. The Net (outgoing)/incoming resources as shown in the Statement of Financial Activities (SOFA) has outgoing resources of £21,709 for the 2023 year compared to £46,121 incoming resources for the 2022 year. I have attached an Appendix to the Financial statements to illustrate the points I wish to make. The normal operating activities of the Phoenix (see note 1 and 2 in the Appendix) have increased significantly in the 2022-23 year compared to the 2021-22 year. Theatre, Arts Workshops, Phoenix Players, Arts Projects, Room Hire plus the Bar and even some sponsorship are all up on the previous year. As can be seen Other Activities which include all of the above activities except Bar have increased from £98,920 to £162,087. Bar increased from £12,929 to £16,551. I think more importantly looking further down the Appendix page the surplus on these activities has substantially improved. This surplus which is the income from the activities minus the direct costs related to producing those activities has risen from £32,684 to £87,765. This surplus helps us cover our overhead costs which have increased overall by less than £10 thousand to £137,651 from £128,998. Whilst salaries have increased due to new staff in the period, these additional costs have been offset by grants. However, Premises costs have decreased to £6,050 from £15,846 helped in part by the installation of a new boiler, removing a worry that has been ongoing for years.

What the foregoing is leading me to illustrate is that whilst we have improved our operating activities in the 2023 year compared to 2022, we have still ended up with a deficit in the year, whereas the 2022 year with significantly lower surpluses on operating activities and an overall surplus was achieved. Overall, there was a deficit before grants, but after taking account of overheads, of £48,305 whereas the deficit in 2022 was £95,482. However, 2022 benefited from grants of £141,604 whilst 2023 benefited from grants of only £26,899. Much of the uplift in grants in 2022 came from the Arts Council COVID assistance grants which were not required to be paid back provided we met certain underspend conditions. I think we still need to focus ourselves on receiving support in the form of operating grants probably at least in the medium term, which should be distinguished from those most vital strategic grants which we strive to receive from the Arts Council England and Section 106 funding. It should not be forgotten that further improvements in activity surpluses whilst controlling costs and further exploration of new strategies are all on the table.

The above has focused on the Incoming and Outgoing activities for the year which leads to the financial position at year-end as portrayed by the Balance sheet. The amount we expect to receive from our customers (Debtors) has increased upon the previous year to £31,340. This is largely due to the increase in operating activities. The amount which we expect to pay our trade suppliers has also increased whilst amounts payable to other suppliers has decreased. Cash has decreased from £88,101 to £47,808, largely due to the fall-off in Grant funding.

We are only a short way into the new financial year, but I am very confident that the Phoenix is going to progress well with the very able and experienced hands of Dan Hill to support Rob in developing the potential of the Phoenix. They are also ably assisted by Jen, Keri, Thom, Sam, Sophia and Liz who have all played their individual parts, and as a team they can drive Phoenix Arts to be a more significant player in the Arts and within its community.

Brent Sigley

Treasurer,

July 2023

A Footnote From The Director

2022 will always be remembered as the year we secured Arts Council England National Portfolio Organisation funding. A great achievement for us all, and as I look at the next 3 years, and a team that now includes Dan Hill, I'm excited at our potential and where we can take a community that deserves the best of arts delivery. I'd like to thank the Trustees for their continued support, and I promise to continue to deliver their aspirations and our driver towards regional recognition. Their hard work must never be forgotten or indeed taken for granted.

Rob Allerston

Director

Annual Health & Safety Task Force Report

The Health & Safety Task Force has the following members:

Rob Allerston	Davina Hudson
Eric Clifford	Keri Smith
Jim Miles	Nick Tupper

The Health & Safety Task Force meets quarterly.

A calendar of programmes of tasks is reviewed at each meeting so that all aspects of The Phoenix Health & Safety management system are regularly checked for necessity, practicality and implementation. During our quarterly meetings, checks are carried out including inspecting the building, examining documents, carrying out physical checks on lights, signs, fire alarms, extinguishers and first aid boxes, etc.

During the year The Health & Safety Task Force implemented their new quantified risk assessment which has allowed them to gain a sharper focus on elements of activities and tasks which could cause harm.

If Phoenix Arts were to be awarded Section 106 funding more development work can be carried out internally and externally on The Phoenix Theatre. This would allow The Health & Safety Task Force to be able to resolve areas they have concerns.

Appendix A

Independently Examined Accounts for the Year

Ended 31st March 2023

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 2023, 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.

Miss Jodi Bishop MAAT
MA Accountancy Group
Wolfe Mead
Farnham Road
Bordon
GU35 0NH
<https://maaccountancygroup.co.uk/>

14 June 2023



The Phoenix Theatre & Arts Centre
Registered CIO Charity No. 1166858
Annual Accounts for the year ended 31st March 2023

Statement of Financial Activities

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Incoming Resources (Note 2)				
Incoming resources from generated funds	-	-	-	-
Voluntary income	1,516	-	1,516	1,135
Activities for generating funds	16,551	-	16,551	12,929
Investment income	370		370	13
Incoming resources from other charitable activities	188,985		188,985	240,524
Other incoming resources	-	-	-	-
Total Incoming Resources	207,423	-	207,423	254,601
Resources Expended (Notes 3 - 5)				
Costs of generating funds				
Costs of generating voluntary income	-	-	-	-
Fundraising trading costs	6,707	-	6,707	5,086
Charitable activities	222,022		222,022	203,294
Governance costs	100	-	100	100
Total Resources Expended	228,829	-	228,829	208,480
Net (outgoing)/incoming resources	(21,406)		(21,406)	46,121
Total funds brought forward	80,163		80,163	34,042
Total funds transferred in	0		0	-
Total Funds Carried Forward	58,757	-	58,757	80,163

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

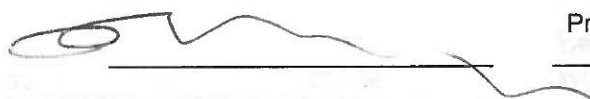
The Phoenix Theatre & Arts Centre**Registered CIO Charity No. 1166858****Annual Accounts for the year ended 31st March 2023****Balance Sheet**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Fixed Assets					
Computer equipment	6	-	0	-	478
		-	0	0	478
Current Assets					
Stock and work in progress		688	-	688	898
Debtors	7	31,340	-	31,340	16,580
Cash at bank & in hand		47,808	-	47,808	88,101
Total Current Assets		79,836	-	79,836	105,579
Creditors: amounts falling due within one year	8	21,079	-	21,079	25,894
Net current assets/(liabilities)		58,757	-	58,757	79,685
Total assets less current liabilities		58,757	-	58,757	80,163
Creditors: amounts falling due after one year	8	-	-	-	-
Net assets		58,757	-	58,757	80,163
Funds Of The Charity					
Unrestricted funds	9	58,757	-	58,757	80,163
Restricted funds		-	-	-	-
Total Funds		58,757	-	58,757	80,163

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

Signed on behalf of the trustees

Print name



Print name

Rob Augerson

Date of approval: 4 July 2023

The Phoenix Theatre & Arts Centre

Registered CIO Charity No. 1166858

Annual Accounts for the year ended 31st March 2023

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 2023****Note 2 Analysis of incoming resources**

		2023	2022
		£	£
Voluntary income	Donations	1,131	487
	Barbados House Association Membership	385	649
Total		1,516	1,136
Activities for generating funds	Theatre bar takings	16,551	12,929
	Amazon.co.uk royalty payments	-	-
Total		16,551	12,929
Investment income	COIF deposit fund income	370	13
	Total	370	13
Incoming resources from charitable activities	Grants:		
	East Hampshire District Council - <i>Arts centre</i>	909	52,939
	Hampshire County Council - <i>Culture & Recreation Fund</i>		-
	Hampshire County Council - <i>Cllr Grant Adam Carew</i>		-
	Headley Parish Council - <i>Arts Centre</i>		-
	Just Giving - <i>Arts Centre</i>	-	15,665
	Whitehill Town Council - <i>Arts Centre</i>	18,490	17,467
	Arts Council England	7,500	55,077
	Annington Homes		-
	HMRC Furlough Grant	-	456
	Other activities:		
	Arts workshops	28,522	20,829
	Phoenix Players	5,839	22
	Phoenix Theatre Company/Productions		-
	Arts projects	48,412	15,435
	Theatre	61,450	52,397
	Sponsorship	1,125	-
	Room Hire	16,680	10,237
	Other Income - Sundries	60	-
Total		188,985	240,524
Restricted Funds:		-	-

The Phoenix Theatre & Arts Centre**Registered CIO Charity No. 1166858****Annual Accounts for the year ended 31st March 2023****Note 3****Analysis of resources expended**

		2023 £	2022 £
Fundraising trading costs	Cost of Bar sales	6,707	5,086
	Total	6,707	5,086
Charitable activities	Arts Workshops	11,350	9,179
	Phoenix Players	3,279	-
	Room Hire	752	-
	Arts Projects	11,377	10,060
	Theatre	57,408	54,840
	Premises Costs	6,050	15,846
	Staff Costs	96,503	84,018
	Office Costs	32,497	27,535
	Marketing	2,501	1,499
	Interest expense	306	317
	Total	222,022	203,294
Governance Costs	Independent examination fee	100	100
	Total	100	100
Restricted Funds		-	-
	Total	-	-

The Phoenix Theatre & Arts Centre**Registered CIO Charity No. 1166858****Annual Accounts for the year ended 31st March 2023**

Note 4 Trustee Expenses

	2023	2022
Number of trustees who were paid expenses	-	-

Note 5 Paid Employees**5.1 Staff Costs**

	2023 £	2022 £
Gross wages, salaries and benefits in kind	94,167	81,560
Employer's National Insurance costs	2,336	2,457
Total Staff Costs	96,503	84,017

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

	2023	2022
Part of the charity in which the Employees work		
Fundraising	-	-
Charitable activities	5	3
Other	-	-
Total	5	3

The Phoenix Theatre & Arts Centre
Registered CIO Charity No. 1166858
Annual Accounts for the year ended 31st March
2023

Note 6 Fixed Assets

	Computer Equipment £
Cost	
Opening balance 1 April 2022	5,726
Additions	-
Closing balance 31 March 2023	<u>5,726</u>
Depreciation	
Opening balance 1 April 2022	5,248
Depreciation	478
Closing balance 31 March 2023	<u>5,726</u>
Carrying amount 31 March 2023	<u>0</u>
Carrying amount 31 March 2022	<u>478</u>

Note 7 Debtors and Prepayments

Analysis of debtors	Amounts Falling due within one year	
	2023 £	2022 £
Trade debtors	29,321	16,479
Prepayments and Accrued income	82	101
Other debtors	1,937	-
Total	<u>31,340</u>	<u>16,580</u>

Note 8 Creditors and Accruals

Analysis of Creditors	Amounts Falling due within one year	
	2023 £	2022 £
Trade creditors	16,353	12,720
Other taxes and Social security costs	2,007	-
Accruals and Deferred income	2,319	12,873
Advanced sales and other deferred income	-	-
Unexpended grants - Arts Council	-	-
Unexpended grants - East Hampshire District Council- Marketing role contribution	-	-
Unexpended grants - East Hampshire District Council- Marketing role contribution	-	-
Accred examiners fees	400	300
Total	<u>21,079</u>	<u>25,893</u>

**The Phoenix Theatre & Arts
Centre
Registered CIO Charity No.
1166858**

Annual Accounts for the year ended 31st March 2023

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	80,163	207,423	228,829	-	-	58,757
Restricted Funds	-	-	-	-	-	-
Total Funds	80,163	207,423	228,829	-	-	58,757

The Phoenix Theatre & Arts Centre**Registered CIO Charity No. 1166858****Annual Accounts for the year ended 31st March 2023**

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

(2023) or in the previous financial year (2022).

11.2 Loans

	Name of trustee or connected party	Legal Authority	Amount Owing			
			2023	£	2022	£
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	2023	£	2022	£
None	None	None	None		None	

The Phoenix Theatre & Arts Centre**Statement of Contribution to Overheads****This is not a formal document; it is only to assist with understanding****Extracted from Note 2**

	2023	2022	Note
Theatre bar takings	16,551	12,929	
Cost of Bar sales	6,707	5,086	
	9,843	7,843	1
Voluntary Income	1,516	1,136	
Investment Income	370	13	
Grants:			
East Hampshire District Council - <i>arts centre</i>	909	52,939	
Hampshire County Council - <i>theatre programme</i>			
Just Giving - <i>Arts Centre</i>		15,665	
Arts Council England	7,500	55,077	
HMRC Furlough Grant		456	
Whitehill Town Council - <i>Arts Centre</i>	18,490	17,467	
	26,899	141,604	
Other activities:			
Arts workshops	28,522	20,829	
Phoenix Players	5,839	22	
Phoenix Theatre Company/Productions	-	-	
Arts projects	48,412	15,435	
Theatre	61,450	52,397	
Sponsorship	1,125		
Room Hire	16,680	10,237	

Other Income - Sundries

60 -

Total	162,087	98,920	2
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Extracted from Note 3

Arts Workshops	11,350	9,179	
Phoenix Players	3,279	-	
Room Hire	752	-	

Arts Projects	11,377	10,060	
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Theatre	57,408	54,840	
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Theatre related direct costs	84,165	74,079	3
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Total surplus from Theatre activities	87,765	32,684	1+2-3
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Overhead costs

Premises Costs	6,050	15,846	
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Staff Costs	96,503	84,018	
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Office Costs	32,497	27,535	
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Marketing	2,501	1,499	
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Interest expense	306	317	
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Total Overhead costs	137,857	129,215	
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The Phoenix Theatre & Arts Centre**Contribution to Overheads from Theatre activities**

Income by activity minus direct costs by activity (as above)

Bar	9,843	7,843	
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Arts workshops	17,172	11,650	
Phoenix Players	2,560		22
Phoenix Theatre Company/Productions	-		-
Arts projects	37,035		5,375
Theatre	4,042	-	2,443
Sponsorship	1,125		-
Room Hire	15,928	10,237	
Other Income - Sundries	60		-
Total surplus from Theatre activities	87,765	32,684	
<u>Overheads</u>			
Premises Costs	6,050	15,846	
Staff Costs	96,503	84,018	
Office Costs	32,497	27,535	
Marketing	2,501		1,499
Governance costs	100		100
Total overheads	137,651	128,998	
<u>Other income/Expense</u>			
Voluntary income	1,516		1,136
Investment income	370		13
Interest Expense	(306)		(317)
<u>Deficit before Grants received</u>	(48,305)		(95,482)
Grants received	26,899	141,604	
<u>Net (deficit)/surplus for the year (See Statement of Financial Activities)</u>	(21,407)		46,122