



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	January	2021		31	December	2021

Section A Reference and administration details

Charity name **North East Theatre Organ Association**

Other names charity is known by

Registered charity number (if any) **1169463**

Charity's principal address **c/o The Chairman, Mr. J. L. Heslop**
26, The Green, Elwick,
Hartlepool
Postcode TS27 3EF

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	John Leister Heslop	Chairman	(Re-elected as Trustee at AGM 20/06/2021)	
2	David Wright	Honorary Secretary		
3	Joseph William Marsh	Honorary Treasurer		
4	David Kirkbride	Ticket Sales Officer	(Re-elected as Trustee at AGM 20/06/2021)	
5	Suzanne Kirkbride	General Sales Officer		
6	James Robinson			
7	Rosilyn Ann Raine	Joint Friends' Secretary	(Re-elected as Trustee at AGM 20/06/2021)	
8	Barry Raine	Joint Friends' Secretary	(Re-elected as Trustee at AGM 20/06/2021)	
9	Michael McLaren			
10				
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17				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CIO Foundation Model Constitution dated 31 st August 2016
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Elected by Members of the CIO to serve for a 3 year period

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

All Trustees give their time voluntarily and receive no remuneration or other benefits in return for duties carried out on behalf of the charity.

The Trustees have considered major risks associated with the day-to-day operations carried out by the NETOA and have produced a number of Risk Assessments and Policies to assist with addressing these and other statutory requirements. Insurance is carried to cover the charity against losses associated with the premises of the New Victoria Centre, Howden le Wear and the Wurlitzer Theatre Organ and other contents; also Public and Employers Liability Insurance. Although there are no paid employees of the charity, the 'Employees Liability' section of the insurance covers volunteers working on behalf of the charity and visiting professional musicians employed on a one-off contract basis.

Summary of the objects of the charity set out in its governing document

To promote, improve, develop and maintain public education in theatre pipe organ music, its history and heritage. This is to be achieved by the preservation of a theatre pipe organ (or organs) and using this / these organ(s) to educate the public through open days, performances and other means; training and education of those who wish to learn the skills of playing and maintaining such organs, etc. Also to further such other purposes as are exclusively charitable under the laws of England and Wales, as determined by the Trustees.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Trustees of the NETOA CIO have kept in mind the Charity Commission's guidance on public benefit at trustee meetings and when planning activities, etc. and when carrying out their duties.

The spread of the Covid 19 pandemic around the World and the United Kingdom during 2020 has continued to have major effects on the way all charities, etc., have been able to operate throughout 2021 and this has resulted in the cancellation of our usual programme of visits by outside organisations (such as U3As, Womens Institutes, Rotary & Probus Clubs, works organisations, etc.) who usually visit the New Victoria Centre to learn about the history and development of the theatre organ.

Likewise, our training and practice sessions for Friends of the NETOA have been curtailed, but when allowed, these have been continued on a limited basis within suitable 'Covid-safe guidelines'.

Additional information relating to the history and development of the theatre organ, the NETOA and details about our own organ installation in particular are now made available to the general public via the NETOA website in furtherance of the objectives relating to education in theatre organ matters.

Further detailed information about the activities and their success is provided in the 'Achievements and Performance' section of the report.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The contribution made by volunteers to the charity's operation has, as always, continued to be of the greatest importance as the North East Theatre Organ Association continues into its second half-century of activity.

Having been originally founded in 1968, the Association had operated as a non-charitable not-for-profit organisation until becoming a CIO on 4th October 2016 and during that earlier period, the great generosity of many donors and the practical help of almost 200 volunteers made possible a project that led to the great honour of the NETOA being presented with the 'Queen's Award for Voluntary Service' (sometimes called the "MBE for Volunteer Groups") in 2016. We believe that we are the first organisation operating in this particular sector to have been given this award.



Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Our regular live concert series featuring the Wurlitzer organ was reduced to only one concert in 2020 due to the Covid 19 pandemic but we did finish the year by streaming a live Christmas concert with organist Howard Beaumont on Sunday 20th December, which, in the absence of a live audience, was very well received and had well over 1,000 views. As Covid restrictions continued into 2021 we ran several further online concerts by other organists which also brought a good response from all around the World! Whilst we did not charge for viewing the online concerts, we did receive some donations and it did succeed in maintaining interest in our venue until we were able to re-open. Government 'Covid' grants received during this period helped with the cost of running the building, etc.

In preparation for reopening, improvements had been made to the New Victoria Centre, including the installation of extra safety notices, sanitiser dispensers, updating of ventilation systems, etc., and by September we felt that there was sufficient public confidence to start live concerts again when Phil Kelsall MBE from the Tower Ballroom at Blackpool played our (and his!) first concert for 18 months to an enthusiastic audience. To make our audience more confident to return we increased seat spacing and carried out regular cleaning of all surfaces.

Our doors were open again for the National Heritage Open Days Weekend in September and around 75 visitors came to see the Wurlitzer. Organ chamber tours were conducted by video link to avoid close contact with groups of people in confined spaces and once again the Gavioli fairground organ was playing outside in the car park to entertain visitors.

Two further concerts were held later in 2021 with increasing audience numbers as confidence gradually seemed to be returning amongst our audience members in attending events once more, culminating in a well-subscribed Christmas concert.

A Remembrance Sunday commemoration event was held at the New Victoria Centre in November 2021 for the first time following the closure of the Bridge Street Methodist Church (the last working church in the village), where a service had normally been held prior to the 11.00am gathering at the village cenotaph. This had been arranged jointly by the Howden le Wear History Society and the NETOA and whilst not a religious service, remembered those from village who had been killed and injured in the service of their country in a fitting manner. It is hoped that this will become an annual event.

The ownership of the New Victoria Centre at Howden-le-Wear and the adjoining land is currently held in the names of individual Trustees on behalf of the North East Theatre Organ Association. This arrangement dates back to pre-charity (CIO) times when, as a non-incorporated organisation, the NETOA could not own property directly in its own right.

Section D

Achievements and performance

Most of the original Trustees of the properties (it is owned in 3 separate sections) are no longer alive and the remaining Trustees (Mr. J.L. Heslop and Mr. J.W. Marsh) had held a meeting to discuss the best way to secure the future of both the properties and the NETOA. Having taken advice from the Charity Commission and our solicitors, they had concluded that the title to the properties should be transferred into the name of the North East Theatre Organ Association CIO (which is now able to own property under its current constitution). The CIO Trustees have agreed to accept the transfer of ownership and Hewitts solicitors (who hold the deeds) have been instructed to draw up the necessary legal documentation for the transfer.

Trustee Matters:

Four Trustees were due to retire by rota and were duly re-elected at the 2021 AGM (see above).

Section E

Financial review

Brief statement of the charity's policy on reserves

The charity's aim is to have a working reserve of approximately two years turnover available in the main bank account for day-to-day operational purposes (which has now generally been achieved). Additional (restricted) reserve funds are maintained for: a) 'Organ Maintenance, Repairs & Renovations' and b) 'Building Maintenance & Repair'.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The CIO's principal source of funding is from running of concerts and other events featuring the Wurlitzer theatre pipe organ at the New Victoria Centre, Howden le Wear, for which admission is charged.

Other funds are raised from an Annual Fair and events organised by the Friends of the NETOA; donations from visiting organisations; participation in the annual National Heritage Open Days weekend and general donations (including from those using the organ for private practice). Due to Covid 19, we have been unable to hold most of these events in 2021.

Expenditure in the year has supported key objectives by continuing to maintain the New Victoria Centre (the principal operating base for the NETOA) and its Wurlitzer theatre pipe organ in good overall condition and working order, thereby providing the basis for meeting the educational and heritage objectives.

Section F



Other optional information

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Section G	Declaration
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The trustees declare that they have approved the trustees’ report above.

Signed on behalf of the charity’s trustees

Signature(s)		
Full name(s)	John L. Heslop	Joseph W. Marsh
Position (eg Secretary, Chair, etc)	Chairman	Honorary Treasurer
Date	04.07.2022	



NORTH EAST THEATRE ORGAN ASSOCIATION

Registered Charity Number 1169463

RECEIPTS AND PAYMENTS ACCOUNTS

FOR THE YEAR ENDED

31st DECEMBER 2021

REPORT OF THE INDEPENDENT EXAMINER TO THE MEMBERS OF THE NORTH EAST THEATRE ORGAN ASSOCIATION

I have examined the financial statements on pages 2 to 5 with reference to bank statements and vouchers for receipts and payments.

In my opinion the financial statements give a true and fair view of the receipts and payments of the North East Theatre Organ Association for the year ended 31st December 2021.

MRS I HATTON
Independent Examiner
8th April 2022
Newcastle upon Tyne

NORTH EAST THEATRE ORGAN ASSOCIATION

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31st DECEMBER 2021

UNRESTRICTED FUNDS

	Note	2021	2020
		£	£
<i>Receipts from ordinary activities</i>			
Concert income	1	2,388	1,278
Friends' subscriptions		646	676
Donations	2	3,652	1,699
Sales office takings		335	145
Prize Draw		-	566
Gift Aid		-	728
Bank interest		3	12
Covid-19 enforced shutdown support grants		16,335	14,302
		<u>23,359</u>	<u>19,406</u>
<i>Payments on ordinary activities</i>			
Concert expenses	3	2,929	1,988
Building expenses	4	6,740	4,708
Organ tuning and maintenance		430	249
Printing, postage, telephone and advertising		1,802	1,513
Website charges		650	435
Covid-19 protection equipment	5		642
		<u>12,556</u>	<u>9,535</u>
<i>Surplus on ordinary activities</i>		10,803	9,871
Balance brought forward		29,277	30,456
Income from other activities	5	27,134	-
Payments for other activities	6	(6,937)	(11,050)
Balance carried forward		<u>£ 60,277</u>	<u>£ 29,277</u>

J L HESLOP

Chairman

J W MARSH FCA MCM

Honorary Treasurer

8th April 2022

NORTH EAST THEATRE ORGAN ASSOCIATION

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31st DECEMBER 2021

RESTRICTED FUNDS

	BUILDING FUND	ORGAN FUND	2021 £	2020 £
Receipts				
Balance brought forward	8,006	10,282	18,288	9,984
Transfer from Unrestricted Funds	3,500	-	3,500	10,000
Sponsor a pipe appeal	-	277	277	1,720
Sale of organ parts	-	-	-	100
	<u>11,506</u>	<u>10,559</u>	<u>22,065</u>	<u>21,804</u>
Payments				
Tonal work	-	-	-	(3,516)
New colour printer	(537)	-	(537)	-
New computer	(967)	-	(967)	-
	<u>£ 10,002</u>	<u>£ 10,559</u>	<u>£ 20,561</u>	<u>£ 18,288</u>
Balance carried forward				

J L HESLOP

Chairman

J W MARSH FCA MCM

Honorary Treasurer

8th April 2022

NORTH EAST THEATRE ORGAN ASSOCIATION

NOTES ON THE ACCOUNTS

FOR THE YEAR ENDED 31st DECEMBER 2021

	2021 £	2020 £
1 Concert income		
Ticket sales	2,122	1,258
Refreshments and programmes	266	20
	<u>£ 2,388</u>	<u>£ 1,278</u>
2 Donations		
Use of New Victoria Centre	-	200
Organ private practice	1,582	485
General donations	2,070	1,014
	<u>£ 3,652</u>	<u>£ 1,699</u>
3 Concert expenses		
Organists' fees and expenses	2,590	708
Printing	-	793
Refreshments	160	54
Performing Right and Licence fees	179	187
Programme distribution	-	246
	<u>£ 2,929</u>	<u>£ 1,988</u>
4 Building expenses		
Electricity and gas	2,409	2,117
Insurance	1,230	1,107
Water rates	122	205
Repairs and maintenance	2,979	1,279
	<u>£ 6,740</u>	<u>£ 4,708</u>

NORTH EAST THEATRE ORGAN ASSOCIATION

NOTES ON THE ACCOUNTS

FOR THE YEAR ENDED 31st DECEMBER 2021

	2021 £	2020 £
5 Income from other activities		
Bequest - J Lee Dec'd	27,134	-
	<u>£ 27,134</u>	<u>£ 0</u>
6 Payments for other activities		
Transfer to Organ Fund	-	5,000
Transfer to Building Fund	3,500	5,000
Donations to unrelated causes	-	1,050
CCTV equipment	2,661	-
Replacement of refrigerator & freezer	776	
	<u>£ 6,937</u>	<u>£ 11,050</u>