



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	January	2023		31	December	2023

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**
25, 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		
2	David Wright	Honorary Secretary		
3	Joseph William Marsh	Honorary Treasurer	(Re-elected as Trustee at AGM 04/06/2023)	
4	David Kirkbride	Ticket Sales Officer		
5	Suzanne Kirkbride	General Sales Officer		
6	James Robinson		(Re-elected as Trustee at AGM 04/06/2023)	
7	Rosilyn Ann Raine	Joint Friends' Secretary		
8	Barry Raine	Joint Friends' Secretary		
9	Michael McLaren		(Retired as Trustee at AGM 04/06/2023)	
10				
11				
12				
13				
14				
15				
16				
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 after-effects of the Covid 19 pandemic on the operation of the charity were further reduced during 2023, but whilst we were able to operate a near-normal programme of events, audience numbers were still below pre-covid levels and visits by outside organisations (such as U3As, Womens Institutes, Rotary & Probus Clubs, works organisations, etc.) who typically visit the New Victoria Centre to learn about the history and development of the theatre organ were still few and far between.

Practice sessions for Friends of the NETOA and Friends Concerts were resumed but numbers attending were limited with some former regulars still uncertain about being in places of public assembly.

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 and we were able to fully participate in the Heritage Open Days programme in September - see below).

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 were 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

Following on to the renewal of the slate roof of the main building of the New Victoria Centre in 2022, a major 'tidy-up' of the loft space was undertaken by the NETOA volunteer team during the 'shut-down' period in January and February 2023, this involved installing new passage boards to give easier access for future maintenance of house lights, etc., and completing installation of the thick blanket of loft insulation to meet current Building Regulations and help keep our heating costs down. The fitting of additional insulation in the Tea Room loft was also undertaken to bring this up to current standards.

A further phase of lighting upgrading was undertaken by replacing the 12 fluorescent lighting fittings in the Tea Room with new LED fittings, giving both better illumination and lower power consumption. A programme of replacing older (poor performing) emergency lights was also undertaken.

The A.G.M. of 'Members' of the NETOA CIO was held on 4th June 2023.

Painting of all exterior woodwork was carried out at the New Victoria Centre in June. This was much needed and all old paint was completely stripped back, doors and window frames thoroughly prepared re-painted in new dark red colour. A new building name sign was also made and fitted.

The NETOA Website had been designed and hosted by 'Autus' web services. Autus were taken over by the company 'Creative Marketing' during 2023 resulting in annual operating costs for our website more than doubling. Alternative options are being explored.

Fuel prices remain a concern and the Gas contract for the New Victoria Centre came up for renewal in July 2023: initial quotes showed an almost 10 times increase in the unit price (per kWh), however by the time the renewal was due we managed to secure a better rate from British Gas Lite at about 10p/kWh, although this was still about 4 times the previous cost.

Concert audience numbers for 2023 were slowly improving and made more seats available (up to a capacity of 140, although still reduced from our usual maximum of 160) by having increased seat spacing. Attendance was variable, but the Christmas concert was once again 'sold out'.

We were fully open again for the National Heritage Open Days Weekend in September and nearly 150 visitors came to see the Wurlitzer with organ chamber tours being conducted 'in person' and visitors were able to enjoy the return of the Gavioli fairground organ playing outside in the car park, this having been 'rested' the previous year during the period of mourning for Her Late Majesty Queen Elizabeth II.

Section D	Achievements and performance
	<p><u>Trustee Matters:</u></p> <p>Three Trustees were due to retire by rota and two were duly re-elected at the 2023 AGM (see above).</p>

Section E	Financial review
<p>Brief statement of the charity's policy on reserves</p>	<p>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'. Two new savings accounts were opened with Building Societies for 'reserve funds' (one giving easy access and one 'notice' account - both paying significantly better interest than our high street bank had been offering.</p>
<p>Details of any funds materially in deficit</p>	<p>N/A</p>

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 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). A special 'Raise The Roof' event in June raised £750 towards the cost of the recent roof repair work.

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

Section G

Declaration

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	01.07.2024	



NORTH EAST THEATRE ORGAN ASSOCIATION

Registered Charity Number 1169463

**BALANCE SHEET AND
RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED
31st DECEMBER 2023**

**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 6 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 2023.

MRS I HATTON
Independent Examiner
26th April 2024
Newcastle upon Tyne

NORTH EAST THEATRE ORGAN ASSOCIATION

BALANCE SHEET AT 31st DECEMBER 2023

	Note	2023	2022
		£	£
FIXED ASSETS	1		
Land & Buildings		150,000	150,000
Wurlitzer Theatre Pipe Organ		50,000	50,000
Fixtures & Fittings		20,000	20,000
		<u>220,000</u>	<u>220,000</u>
CURRENT ASSETS			
Bank & Building Society deposits -- unrestricted	62,517		61,511
Bank & Building Society deposits -- restricted	54,882		53,459
		<u>117,399</u>	<u>114,970</u>
		337,399	334,970
		<u><u>£ 337,399</u></u>	<u><u>£ 334,970</u></u>
REPRESENTED BY :			
Accumulated Funds brought forward		334,970	80,838
Total net surplus on all Funds for the year		2,429	34,132
Fixed Assets transferred to the Association		-	220,000
Accumulated Funds carried forward		<u><u>£ 337,399</u></u>	<u><u>£ 334,970</u></u>

J L HESLOP
Chairman

J W MARSH FCA MCMI
Honorary Treasurer

26th April 2024

NORTH EAST THEATRE ORGAN ASSOCIATION

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31st DECEMBER 2023

UNRESTRICTED FUNDS

	Note	2023		2022	
		£	£	£	£
<i>Receipts from ordinary activities</i>					
Concert income	2		8,158		6,030
Friends' subscriptions			621		476
Donations	3		3,770		5,807
Sales office takings			231		378
Friends' & other events			1,500		1,013
Raffles			854		677
Gift Aid			342		744
Bank and Building Society interest			1,660		464
			<u>17,136</u>		<u>15,589</u>
<i>Payments on ordinary activities</i>					
Concert expenses	4	5,690		4,787	
Building expenses	5	7,877		6,375	
Organ tuning and maintenance		720		575	
Printing, postage, telephone and advertising		899		2,023	
Website charges		944		345	
			<u>16,130</u>		<u>14,105</u>
<i>Surplus on ordinary activities</i>			1,006		1,484
Balance brought forward			61,511		60,277
Income from other activities	6		-		-
Payments for other activities	7		-		(250)
Balance carried forward			<u>£ 62,517</u>		<u>£ 61,511</u>

NORTH EAST THEATRE ORGAN ASSOCIATION

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31st DECEMBER 2023

RESTRICTED FUNDS

	BUILDING FUND	ORGAN FUND	2023 £	2022 £
<i>Receipts</i>				
Balance brought forward	27,501	25,958	53,459	20,561
Sponsor a pipe appeal	-	565	565	50
Transfer from Trust	-	-	-	32,999
General donation	-	-	-	1,000
Building Society interest	429	329	758	-
Transfer from Unrestricted Funds	50	50	100	-
	<u>27,980</u>	<u>26,902</u>	<u>54,882</u>	<u>54,610</u>
<i>Payments</i>				
Tonal work	-	-	-	(1,151)
Balance carried forward	<u>£ 27,980</u>	<u>£ 26,902</u>	<u>£ 54,882</u>	<u>£ 53,459</u>

NORTH EAST THEATRE ORGAN ASSOCIATION

NOTES ON THE ACCOUNTS

FOR THE YEAR ENDED 31st DECEMBER 2023

1 Fixed Assets

The values attributed to these assets represents the estimated value that the Association would expect to receive at the Balance Sheet date if these assets were sold on the open market. It is our policy to review these values at each year end and revise the figures as necessary. This policy removes the need for an annual depreciation charge.

The Land & Buildings comprise the New Victoria Centre plus attached Car Park.

The Wurlitzer Theatre Pipe Organ is the original instrument from the New Victoria Theatre, Bradford complete with all additions and upgrades.

The Fixtures & Fittings comprise the Brenkert F7 Master Brenograph with attachments, the sound and lighting equipment, the seating and the kitchen equipment.

	2023 £	2022 £
2 Concert income		
Ticket sales	7,578	5,486
Refreshments and programmes	580	544
	<u>£ 8,158</u>	<u>£ 6,030</u>
3 Donations		
Use of New Victoria Centre	210	1,650
Organ private practice	1,555	1,560
General donations	2,005	2,597
	<u>£ 3,770</u>	<u>£ 5,807</u>
4 Concert expenses		
Organists' fees and expenses	3,320	2,790
Printing	950	824
Refreshments	934	673
Performing Right and Licence fees	90	86
Programme distribution	396	414
	<u>£ 5,690</u>	<u>£ 4,787</u>

NORTH EAST THEATRE ORGAN ASSOCIATION

NOTES ON THE ACCOUNTS

FOR THE YEAR ENDED 31st DECEMBER 2023

	2023 £	2022 £
5 Building expenses		
Electricity and gas	3,082	2,558
Insurance	1,758	1,492
Water rates	212	157
Repairs and maintenance	2,825	2,168
	<u>£ 7,877</u>	<u>£ 6,375</u>
6 Income from other activities		
	-	-
	<u>£ 0</u>	<u>£ 0</u>
7 Payments for other activities		
Donations to unrelated causes	-	250
	<u>£ 0</u>	<u>£ 250</u>