



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From 10th October 2019 Period start date

To 9th October 2020 Period end date

Charity name: Zenith Youth Theatre Company

Charity registration number: 1169585

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objectives of the CIO are:- To educate young people in the dramatic/musical arts and theatre studies, and to further the development of public appreciation and taste in the said arts. To provide practical experiences in all aspects of theatre production to young people. To engage with young people who otherwise might not see musical theatre as a means of enhancing life chances and opportunity.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Cast members are tasked to study their characters and are given guidance on how these characters are portrayed to the public. They are asked to practice their dances, songs and lines outside of the rehearsal process. Where appropriate, cast members are encouraged to reflect on how the characters and the shows values may not 'fit' within a modern society. In Pinocchio the cast were asked to tailor their performances to a new, younger audience. Zenith cast members performed one musical in this year, Pinocchio. The second show, Chicago, was postponed due to the pandemic. To keep the cast engaged during the Spring lockdown we continued rehearsals online, along with a programme of quizzes and other games for the members, volunteers, ex-members and supporters. We also produced a 2 hour long online performance entitled A Night In of Variety. Zenith shows are promoted through website, social media, word of mouth and leaflet drops across all socio economic groups in and around Bath. In addition we produce a quarterly newsletter which is available via email and through our website
Statement confirming whether the trustees have had regard to the guidance	Para 1.18	With reference to the statutory guidance on public benefit, the Trustees continue to promote a 'No Audition Policy' to become a member of Zenith Youth Theatre Company. In

issued by the Charity Commission on public benefit		addition, due regard is given to ticket pricing and the continuation of offering tickets at concessionary rates. This year in particular we were aware of potential financial difficulties of members and their families and set aside monies to help them with their membership fees.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Our Roper Legacy Fund supported three members with the costs of auditioning for dance college and payment of fees due to financial difficulties brought about by the pandemic.
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	The valued contribution made by volunteers is welcomed and appreciated, especially during show weeks and is essential to the operation of Zenith Youth Theatre.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The company rehearses Friday evenings at St Mark's Community Centre, Bath. During the lockdown we rehearsed online. In October 2019 we won the Rose Bowl Award for the best youth production for Westside story. Zenith cast members performed one musical in this year, Pinocchio at the Kingswood Theatre, in Bath. It was well received, with an increased effort to get a younger audience. The second show, Chicago, was postponed due to the pandemic. To keep the cast engaged during the Spring lockdown we continued rehearsals online, along with a programme of quizzes and other games for the members, volunteers, ex-members and supporters. We also produced a 2 hour long online performance entitled A Night In of Variety.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The Company has undertaken a review of its committee and volunteer structure to ensure that we remain effective and responsive that meets the needs and challenges of a successful youth musical theatre group.
Performance of fundraising activities against objectives set	Para 1.41	Due to the pandemic, fundraising was limited, but expenditure was also low. We managed to raise money through our Night In Of Variety online show which has gone towards our Project Pop Up.
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Due to the pandemic our income and expenditure was much lower than normal. However, we still ended the year with a surplus.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity policy is to ensure that we hold enough reserves to cover any outstanding costs due to cancelation of a show through unforeseen circumstance.
Amount of reserves held	Para 1.22	£32272 (excluding funds already allocated).
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Our principal sources are through ticket sales, which have obviously been limited this year and may continue to be limited for the near future. We continue to apply for grants for our Project Pop Up which will enable us to continue our shows in an outdoor setting and a socially distanced way.
Investment policy and objectives including any social investment policy adopted	Para 1.46	Our investment policy is continuously monitored with the focus on balance of risk versus income.
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Incorporated Organisation (Foundation)
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Five Appointed Trustees Six Elected Trustees

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Induction Includes a general questionnaire compiled from the Essential Trustee Guidance (CC3) Relevant regular updates from the CC are circulated to all Trustees
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The day to day activities of the charity are managed by a Management Committee of volunteers, of which five members of the Committee are Trustees.
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Zenith Youth Theatre Company
Other name the charity uses	
Registered charity number	1169585
Charity's principal address	St Marks Community Centre Widcombe Bath BA2 4PA

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	Michelle Tucker	Chair		
2	Delia Lee	Vice Chair		
3	Carol Jones	Treasurer		
4	Joanna Griffin	Secretary		
5	Chris Jones			
6	Joel White			
7	Patricia McSherry			
8	Roy Page			
9	Scott Rogers			
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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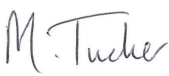
Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Michelle Tucker	
Position (eg Secretary, Chair, etc)	Chair of Trustees	
Date	4/12/20	

Zenith Youth Theatre Company			1169585	CC16a
Receipts and payments accounts				
For the period from	10-Oct-19	To	09-Oct-20	

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Transferred funds	-	0	-	0	-
Income from ticket sales	9,181	-	-	9,181	22,719
Membership and patron fees	6,239	-	-	6,239	8,167
Fundraising, grants & donations	-	6,074	-	6,074	9,138
Front of house sales & advertising	2,213	-	-	2,213	6,363
Costume & prop hire	690	-	-	690	692
Payments for meals etc.	1,529	-	-	1,529	1,883
Collected for charities	-	-	-	-	-
Bank interest	22	-	-	22	23
Sub total (Gross income for AR)	19,874	6,074	-	25,948	48,985
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	19,874	6,074	-	25,948	48,985
A3 Payments					
Cost of productions	17,460	-	-	17,460	29,857
Insurance and membership fees	1,210	-	-	1,210	1,258
Website, photography and marketing	1,449	-	-	1,449	2,304
Sundry admin expenses	505	-	-	505	2,505
DBS expenses	15	-	-	15	60
Donations	-	-	-	-	-
Roper Legacy	-	582	-	582	1,040
Capital expenditure	1,921	-	-	1,921	476
Accountancy	210	-	-	210	204
Sub total	22,770	582	-	23,352	37,704
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	22,770	582	-	23,352	37,704
Net of receipts/(payments)	(2,896)	5,492	-	2,596	11,281
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	33,139	20,460	-	53,599	-
Cash funds this year end	30,243	25,952	-	56,195	11,281

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at Bank	2,018	-	-
	Cash on Deposit	30,254	23,922	-
	Cash at Building Society	-	-	-
	Total cash funds	32,272	23,922	-

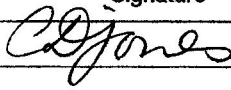
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	CAROL JONES	03 November 2020

Independent examiner's report to the trustees of Zenith Youth Theatre Company

I report on the receipts and payments account of the Charity for the year ended 9 October 2020, which are set out on pages 1 and 2

Respective responsibilities of trustees and 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 2011 Act) and that an independent examination is needed.

It is my responsibility to:

1. examine the accounts under section 145 of the 2011 Act
2. to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
3. 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 Commission. 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

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:

1. to keep accounting records in accordance with section 130 of the 2011 Act and
2. 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



Matthew Porter FCA
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3 November 2020