

SECRETARY'S REPORT FOR THE AGM 2024

For the year 2023

Well, here we are again – another AGM – the time seems to fly by!

We have survived another year and the ever-increasing challenge to fund raise in times when money is tight for so many. As with everything the cost of both theatre tickets and coach travel have increased, so huge thanks to Priscilla and Theo for sourcing and arranging the many fantastic outings that we have this year.

Our outings for 2023 were:

January - The Best Marigold Hotel - Canterbury

February - Verdict – our Palace Theatre

February – Relatively Speaking - Cambridge Arts Theatre

March – The Grass is Greener - Windsor

April – Music Hall and afternoon tea – Brick Lane

May – weekend away CARMARTHEN

June - The Circle Orange Tree Theatre - Richmond

June – Summer Lunch at the Cliffs Pavilion – Amateur Award presented to LODS for Shrek

July - Wish You Were Dead – our Palace Theatre

July – Michelham House & Gardens – East Sussex

July – Ickworth House – Bury St Edmunds

September – Murder in the Dark - Oxford

October - 2.22 – A Ghost Story - Brighton

November – Christmas at Waddesdon Manor – Aylesbury

December – Christmas Lunch – Chalkwell Park Rooms

We are grateful to those who support these trips.

One of the really worthwhile fund-raising additions for us has been the Palace Theatre Lottery. Last year we gave out £ 633.20 in prizes, and the lottery raised £949.80 for the Club.

I would like to thank Jan Pope for all her hard work on this and of course Peter Knight for counting all the monies to make the lottery work.

And whilst I am on thanking people – a big thank you to David Simpson our archivist for enthusiastically continuing to keep our archive up to date and scanning programmes and fliers from all our shows. Do not forget if you ever want to visit the Palace archive or have any old Palace programmes that you want to donate, David is usually around at our Saturday foyer meetings.

Overall, despite the challenges as you have heard, we have had a good year and are holding our monies for various potential projects at the Palace.

We still would love to work on the safety curtain and restoring the design – but have been advised by the Palace that this will be a difficult and expensive project. Whilst we have the Royal Opera House still willing to work on the design, those who fitted the new grey safety curtain for Southend City Council have expressed doubt about the spacing and whether there is room to fit the design on top of the curtain, whilst still allowing it to move out from the stage as well maintaining the fireproofing that is installed. Our next move would be to commission a report to review the potential of restoring the design which is something we will look into.

However, we are also aware that there are many other projects to look at around the venue that are more urgent, and the Committee are due to meet with the Management to look at the best priorities. Times are hard in respect of Southend City Council helping much as of course they too are financially strapped.

Potential projects are:

- To assist with adding some new metal work on the bannisters heading up to the Dress Circle. Eagle eyed members may have noticed that there is some rather unattractive plastic over the iron work – this is present as the City Council noticed that there was a fall risk for small children who could push themselves through the large gaps. The plan is to add some more black iron scrolls over the larger gaps reducing the gaps so that the plastic can be removed.
- The Palace Theatre sign out the front of the building needs renovation as the lighting does not work and the installation needs refixing.
- Work is needed in the Dress Circle on the seating which is becoming unreliable and needs replacement and there is a longer-term project to improve the spacing in the Rear Circle seating.

So, we shall keep you updated on our discussions with the Theatre management and canvass your views on works that our proposed in forthcoming newsletters.

Apologies from me for the stamp issue with the recent newsletter. We purchase our stamps from a discount stamp service – but for some reason the most recent batch purchased late in 2023 contained several old-style stamps which I failed to spot. Hence the newsletter has been re posted at no extra cost to the Club and members advised not to collect the letter in response to a card from the post office. Plus I am seeking a refund of the stamps wrongly sent! Will watch out for that one again!

The Palace itself has had another successful year with 367 staged events, a little down on 2022, but this is in part due to the near three-month closure of the Dixon. The audience figures confirm that nearly 99,000 people visited the theatre, which is still up 8% on 2022.

Plus, good news for Southend Theatres is that the interim manager Nick Parr is staying on as a permanent manger. Since Nick joined us in an interim capacity in May 2023 he has made a great contribution across both the Cliffs Pavilion and Palace Theatre: developing the operations and managing relationships with Southend City Council and other stakeholders; and working with the wider project team to plan the forthcoming, exciting refurbishment project for the Cliffs but with an eye too on what we can achieve at the Palace and he is keen to work on projects going forward.

There has been some investment over the last year by way of refurbishment of the Dixon Dressing Room toilets and the additional backstage corridor toilet.

The Palace has played host to some big names such as David Suchet, Leigh Francis, and some lovely week longs shows like Murder in the Dark, The Mousetrap, The Woman in Black and Sleuth.

Our Community and Education team produced the hugely successful Summer Youth Project in 2023 with School of Rock and one for diary is The Adams family which has been announced as the 2024 youth production with shows which will take place in early August 2024. As you will know we sponsor two under privileged children to take part in the Summer Project by covering their fees which is greatly appreciated.

There Palace is involved in many creative learning projects to include regular school group tours of the venue, with a focus on young people with children with Special Educational Needs.

As you will be aware we had a temporary Dixon closure from September to November whilst the Council made the space safe, after the discovery of Reinforced Autoclaved Aerated Concrete in the roof. Eagle eyed members will have spotted media announcements that the Dixon will close again in early 2025 to allow the Council time to remove the RAAC permanently.

There are also plans for the Council to replace the Stalls carpet this summer and the management are looking at other small capital projects throughout the year, subject to funding.

So despite the challenges the future still looks bright for the Palace – but we need to do our bit and keep supporting the Club and seeing lots of shows to keep our Palace going.

Jan W

The Palace Theatre Club - Year to 31st December 2023

Receipts & Payments Account

CLUB ACCOUNT

	2023	2022
Opening Balances	£	£
Co-op Bank/Current	13,791.62	
Lloyds Bank/Current	3,857.97	11,987.43
Petty Cash	78.30	77.26
Sub-Total (Gross Opening Balances)	17,727.89	12,064.69
Less Transfer of 'Last Year' Profit[From 2023]	4,831.25	-
Sub-Total [Net Opening Balance]	12,896.64	12,064.69
Receipts		
Subscriptions	3,506.31	3,153.97
Foyer, Lunch & Coach Raffles	1,399.80	1,118.50
Miscellaneous	-	52.90
Outings	38,555.09	41,152.60
Merchandising	649.81	758.48
Donations	552.00	992.68
Lottery	1,583.00	
Gift Aid	816.84	331.50
Sub-Total (Receipts during year)	47,062.85	47,454.83
Less Advance Payments for Next Year	455.00	1,346.75
Plus Advance Payments from Last Year	957.65	514.80
Net Receipts [Income 2023 P&L]	47,565.50	46,622.88

Payments		
Newsletters, PR & Publicity	2,136.53	1,826.74
Lottery	633.20	-
Stationary, Telephone & Postage	594.33	842.10
Sundries	33.00	40.94
Outings	36,466.00	37,530.53
Transfer to Amenities [Up to 2022]	-	1,241.32
Tips	529.00	310.00
Merchandising	-	-
Actual Payments During Year	40,392.06	41,791.63
Outstanding Debts	-	-
Sub-Total Payments [2023 P&L]	40,392.06	41,791.63
Net Advance Liabilities	455.00	1,346.75
Closing Balances *****	£ 19,112.43	£ 16,381.14

Bank - Co-op	11,752.76	13,791.62
Bank - Lloyds	7,790.81	3,857.97
Less Outstanding Debts	-	-
Bank [Available]	19,543.57	17,649.59
Net Advance Liabilities	455.00	1,346.75
Petty Cash	23.86	78.30
***** Should Match	£ 19,112.43	£ 16,381.14

TRADING STATEMENT

	31-Dec-23	31-Dec-22
Receipts	47,565.50	46,622.88
Less Payments	40,392.06	41,791.63
Net Profit	£ 7,173.44	£ 4,831.25

THEATRE AMENITIES ACCOUNT

Co-op Bank/35Day Deposit	2023	2022
	£	£
Opening Balances [**See Note Below]	23,835.93	22,573.83
Receipts		
Transfers from Club Account	4,831.25	1,241.32
Interest - N/Wide	n/a	14.67
Interest - Co-op	399.25	6.11
	29,066.43	23,835.93
Payments		
Last Year		nil
2023		
Foyer Media Screen Project	3,338.75	
Summer Youth Project Bursaries	370.00	
Closing Balances	25,357.68	23,835.93

SUMMARY AS AT 31st DECEMBER 2023

	2023	2022
NET ASSETS	£	£
Co-op Bank/Current	11,752.76	13,791.62
Lloyds Bank/Current	7,790.81	3,857.97
Petty Cash	23.86	78.30
Net Advance Liabilities	-	1,346.75
Co-op Bank/35Day Dep/Amenity Acct.**	25,357.68	23,835.93
	44,470.11	40,217.07

**** There is an additional £2300 in our account which we are holding on behalf of 'Welfare for the Blind' and does not feature in this Statement.**

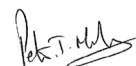
Profit to be transferred to Amenities Account

£ 7,173.44

Honorary Treasurer:- Peter Knight



Accounts audited and agreed
Honorary Auditor - Peter Morley FCMA CGMA





CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name

The Palace Theatre Club

No (if any)

1175187

Receipts and payments accounts

CC16a

For the period
from

Period start date
01-Jan-23

To

Period end date
31-Dec-23

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					
Subscriptions	3,506.31	-	-	3,506.31	3,153.97
Foyer, Lunch & Coach Raffles	1,399.80	-	-	1,399.80	1,118.50
Miscellaneous	-	-	-	-	52.90
Outings	38,555.09	-	-	38,555.09	41,152.60
Merchandising	649.81	-	-	649.81	758.48
Donations	552.00	-	-	552.00	992.68
Lottery	1,583.00	-	-	1,583.00	-
Gift Aid	816.84	-	-	816.84	331.50
Interest	-	399.25	-	399.25	20.78
Restricted Grant - Welfare for the Blind	-	-	-	-	-
Sub total (Gross income for AR)	47,062.85	399.25	-	47,462.10	47,475.61

A2 Asset and investment sales, (see table).

	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-

Total receipts

47,062.85	399.25	-	47,462.10	47,475.61
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A3 Payments

Newsletters & Publicity	2,136.53	-	-	2,136.53	1,826.74
Lottery	633.20	-	-	633.20	-
Stationary, Telephone & Postage	594.33	-	-	594.33	842.10
Sundries	33.00	-	-	33.00	40.94
Outings	36,466.00	-	-	36,466.00	37,530.53
Tips	529.00	-	-	529.00	310.00
Merchandising	-	-	-	-	-
	-	-	-	-	-
Sponsorship of Summer Youth Project	-	370.00	-	370.00	-
Foyer Media Screens	-	3,338.75	-	3,338.75	-
	-	-	-	-	-
Sub total	40,392.06	3,708.75	-	44,100.81	40,550.31

A4 Asset and investment purchases, (see table)

	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-

Total payments

40,392.06	3,708.75	-	44,100.81	40,550.31
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Net of receipts/(payments)

6,670.79	-	3,309.50	-	3,361.29	6,925.30
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A5 Transfers between funds

-	7,173.44	7,173.44	-	-	-
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A6 Cash funds last year end

12,896.64	30,967.18	-	43,863.82	36,938.52
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Cash funds this year end

12,393.99	34,831.12	-	47,225.11	43,863.82
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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	Bank Lloyds - Club C/Account	7,790.81		-
	Bank Co-op - Club C/Account	4,579.29	7,173.44	
	Bank Co-op [35d-Dep] - 'Amenities'	-	27,657.68	-
	Petty Cash	23.86	-	-
	Total cash funds	12,393.96	34,831.12	-
	account(s))	OK	OK	OK

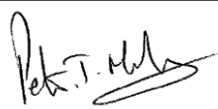
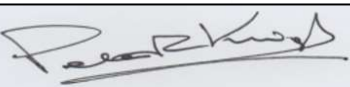
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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	Income corrected in advance of 2024	General	720.00	
			-	
			-	
	Welfare for the Blind funds	Restricted	2,300.00	
			3,020.00	

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

Signature	Print Name	Date of approval
	Peter T Morley FCMA CGMA	23-Feb-24
	Peter R Knight	23-Feb-24