



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 2<sup>nd</sup> April 2021  
To 1<sup>st</sup> April 2022

Period start date  
Period end date

**Charity name: Monster Cat Theatre CIO**

**Charity registration number: 1177293**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance in life and help young people, living in, but not exclusively The London Borough of Ealing, for the public benefit, through theatrical drama-based activities that develop their skills, capacities and capabilities, to enable them to participate in society as mature and responsible individuals.
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	<p>We received a small grant of £5000 from John Lyons Charity (JLC) to support our Bullying Awareness Project</p> <p>We applied to Arts Council England (ACE) for a grant to support our Bullying Awareness Project and were awarded a grant of £14,750</p> <p>Both these grants allowed us to tour our Bullying Awareness Workshop to primary schools in Ealing, benefiting over 1000 children.</p> <p>We also received a small grant of £1000 from Young Ealing Foundation to allow primary aged children with a disadvantaged background to attend Monster Cat Theatre's after school drama club at several schools in Ealing.</p> <p>We also continued to improve and formalise our planning and governance policies and procedures with the invaluable help of our dedicated Trustees. The latter provided professional advice and practical help on funding, finance and child safeguarding. Our charity feels truly supported by our Trustees.</p> <p>Later in the year, we submitted an application for a main grant from John Lyons</p>

		Charity.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	In shaping our objectives for the year and planning our activities, our trustees have considered the Charity Commission's guidance on public benefit. The trustees always ensure that the projects we undertake are in line with our charitable objects and aims.

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We are not a grant making charity.
Policy on social investment including program related investment	Para 1.38	We do not make or receive any social investments.
Contribution made by volunteers	Para 1.38	Volunteers (often our trustees) contribute to: general office administration duties; development of policies and procedures; all aspects of finance and accounting; safeguarding advice and also grant applications. All of our trustees serve on a voluntary basis.
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	<p>As a consequence of our grants from ACE and JLC, we were able to tour our Bullying Awareness Workshop to 20 primary schools in Ealing, reaching over 1000 children and 35 teachers.</p> <p>We provide each class we visit with a monitoring report. The feedback was overwhelmingly positive, and indicated that the beneficiaries taking part had increased their abilities to deal positively and effectively with all aspects of bullying. The reports also showed an increased improvement in positive social interaction between the children taking part. Both these effects benefit the wider school community, and also the families and communities of the beneficiaries, as there is a general improvement in positive social behaviour.</p> <p>Our Young Ealing Foundation grant allowed children identified as disadvantaged in life by their schools to attend Monster Cat Theatre's after school drama club. This contributed to the social and educational development of the children taking part.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	<p>As set down in our Annual Business Plan (Jan 21):</p> <p>/ Due to the covid pandemic, we planned to deliver only 12 workshops, but were able to exceed this objective and deliver 35 to schools in Ealing.</p> <p>/ We had not planned to apply or receive a grant from Young Ealing Foundation and so this was an unexpected achievement.</p>
Performance of fundraising activities against objectives set	Para 1.41	<p>As set down in our Annual Business Plan (Jan 21):</p> <p>/ We planned to apply for funding for our Bullying Awareness Workshops from ACE, JLC and were successful with both objectives.</p> <p>We had not planned to apply to Young Ealing Foundation for a grant, but were successful in doing so.</p>

Investment performance against objectives	Para 1.41	We do not have any investments.
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>At the end of the period, the charity held cash at bank of £5892. The balance of £5892 consists of £5015 of restricted reserves and £877 of unrestricted reserves.</p> <p>The charity had no other assets at the end of the period.</p> <p>The charity had no liabilities at the end of the period.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The charity's reserve policy is to maintain free unrestricted reserves to provide a level of working capital that protects the continuity of our core work, to provide a level of funding for unexpected opportunities, and to provide cover for risks such as unforeseen expenditure or unanticipated loss of income.</p> <p>The Board of Trustees has reviewed the above criteria with reference to the CIO's strategy and business plan and has determined the target level of unrestricted free reserves should be 6 months of operating expenditure.</p> <p>In this context, operating expenditure excludes any project-related expenditure that is funded from restricted grants or restricted reserves.</p> <p>As at 1 April 2022, the charity held £877 unrestricted free reserves which was above the target level of 6 months' operating expenditure (excluding project-related expenditure).</p>
Amount of reserves held	Para 1.22	As at 1 April 2022, the charity held reserves of £5892 consisting of £5015 of restricted reserves and £877 of unrestricted reserves.
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	We do not have any funds in deficit.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	We do not have any uncertainties about the charity continuing as a going concern.

**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	<p>During the 2021-22 financial year, the charity applied successfully for restricted grants for specific projects from ACE and JLC.</p> <p>The overhead costs of the charity are minimal due to its small size and the contribution of services made by its volunteers. In the year ended 1 April 2022, our main overhead cost was insurance for the CIO.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	<p>We do not have an investment policy as we are not planning to make any investments for the foreseeable future. The charity will develop an appropriate investment policy should the need arise.</p>
A description of the principal risks facing the charity	Para 1.46	<p>The charity is currently reliant on a single supplier, Monster Cat Theatre, for the delivery of drama workshops. If Monster Cat Theatre's business were disrupted and to cease to trade, this would impact on the charity's ability to commission the delivery of workshops. Monster Cat Theatre also makes a significant contribution towards the preparation of the charity's grant application to funders and general administration.</p>
Other		<p>Particulars of Any Outstanding Guarantee Given by the Charity:</p> <p>The Trustees declare that the charity has given no guarantee where potential liability is outstanding at the date of the statement of assets &amp; liabilities.</p> <p>Particulars of Any Outstanding Debt:</p> <p>The Trustees declare that the charity has no outstanding debts that are secured by an express charge on any of the assets of the charity at the date of the statement of assets &amp; liabilities.</p>

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution, adopted 23/2/18 with registration of CIO
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	We are a Charitable Incorporated Organisation (CIO).
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	<p>1) Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.</p> <p>2) In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.</p>

### 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	<p>The charity trustees make available to each new charity trustee, on or before <u>their</u> first appointment:</p> <p>a) a copy of the current version of our constitution; and</p> <p>b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts.</p> <p>As the need arises, we will develop fuller policies and procedures for the induction and training of new trustees.</p> <p>All trustees are required to sign the CIO's Code of Conduct.</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>We are still a very small charity. The Trustees provide expertise and guidance in finance and financial planning, safeguarding, fundraising and project planning. Our drama workshops are purchased from and delivered by Monster Cat Theatre, a related party.</p> <p>Day to day running of the charity relies on</p>

		<p>volunteers, one of whom is also a Trustee (Erica Georgeson).</p> <p>The charity is a member of Young Ealing Foundation's network, The National Council of Voluntary Organisations and London Youth.</p>
Relationship with any related parties	Para 1.51	<p>After the year end, Monster Cat Theatre entered into transactions for the purchase of drama workshops from Monster Cat Theatre, a related party.</p> <p>Monster Cat Theatre is a partnership of Erica Georgeson and Richard Georgeson. Erica Georgeson is a Trustee of Monster Cat Theatre CIO. Richard Georgeson is a volunteer with Monster Cat Theatre CIO who regularly attends meetings with the CIO's Trustees.</p>
Other		

## Reference and Administrative details

Charity name	Monster Cat Theatre CIO
Other name the charity uses	None
Registered charity number	1177293
Charity's principal address	24d, Windsor Road Ealing London W5 5PD



### **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	Jacqueline Anneliese Ashmenall	Chair		
2	Waveney Patel	Designated Safeguarding Officer		
3	Hugo Chiarella	Whistleblowing Officer		
4	David Wilson	Trustee (Treasurer up to 13 December 2022)		
5	Erica Georgeson	Deputy Designated Safeguarding Officer		
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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	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

### Additional information (optional)

#### 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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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

Following the year end, Nick Dale was appointed as trustee and treasurer on 13 December 2022.

## Declarations

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	Jacqueline Anneliese Ashmenall	David Wilson
<b>Position (eg Secretary, Chair, etc)</b>	Chair	Trustee
<b>Date</b>	13 Dec 2022	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Monster Cat Theatre CIO

Charity number  
1177293

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
2 April 2021

To

Period end date  
1 April 2022

### 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 £
<b>A1 Receipts</b>					
Grant - John Lyon's Charity	-	5,000	-	5,000	-
Grant - Arts Council England	-	13,365	-	13,365	-
Grant - Young Ealing Foundation	-	1,000	-	1,000	-
Reimbursement by trustee - car parking	2	-	-	2	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Donation	-	-	-	-	1,000
<b>Sub total (Gross income for AR)</b>	<b>2</b>	<b>19,365</b>	<b>-</b>	<b>19,367</b>	<b>1,000</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>2</b>	<b>19,365</b>	<b>-</b>	<b>19,367</b>	<b>1,000</b>
<b>A3 Payments</b>					
Monster Cat Theatre - fees for workshops	-	14,350	-	14,350	-
Payment by trustee - car parking	2	-	-	2	-
Insurance	128	-	-	128	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>130</b>	<b>14,350</b>	<b>-</b>	<b>14,480</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>130</b>	<b>14,350</b>	<b>-</b>	<b>14,480</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>- 128</b>	<b>5,015</b>	<b>-</b>	<b>4,887</b>	<b>1,000</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>1,005</b>	<b>-</b>	<b>-</b>	<b>1,005</b>	<b>5</b>
<b>Cash funds this year end</b>	<b>877</b>	<b>5,015</b>	<b>-</b>	<b>5,892</b>	<b>1,005</b>

### 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 £
<b>B1 Cash funds</b>				
	Current account	877	5,015	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>877</b>	<b>5,015</b>	<b>-</b>
(agree balances with receipts and payments account(s))		OK	OK	OK



		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

		Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	Details			
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Jackie Ashmenall	13-Dec-22
	David Wilson	13-Dec-22