



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month 07	Year 2019		Day 31	Month 08	Year 2020

### Section A Reference and administration details

Charity name	Lewes Passion Play
Other names charity is known by	LPP
Registered charity number (if any)	1177730
Charity's principal address	11, Peckham Close
	Lewes
	Sussex
	Postcode BN7 2EW

#### 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	Serena Smith	Chair of Trustees		Charity Trustees
2	Eleanor Austin	Secretary		Charity Trustees
3	Andrew Deans			Charity Trustees
4	Peter Shears			Charity Trustees
5	Gretel Scott			Charity Trustees
6	Graham Purdye			Charity Trustees
7	Stella Hull			Charity Trustees
8	David Farey		12.07.2020	Charity Trustees
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				



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

Name	Dates acted if not for whole year
None	

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

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

--

## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document  
(eg. trust deed, constitution)

Constitution

How the charity is constituted  
(eg. trust, association, company)

Foundation CIO

Trustee selection methods  
(eg. appointed by, elected by)

Appointed by existing Trustees

**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.

We work closely with Churches Together in Lewes which is affiliated with Churches Together in England

We are affiliated with 'Thirty One Eight' a Christian Safeguarding Company to advise and create DBS checks

We appointed a specific Safeguarding officer. A number of volunteers registered with ESCC as voluntary Chaperones, completing the required training and checks.

We worked with the Lewes Musical Theatre company who assisted with additional lighting and staging.



## Section C

## Objectives and activities

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

To advance the Christian faith in Lewes for the benefit of the public through the holding of prayer meetings, participating in dramatic and musical performances, broadcasting, producing and /or distributing literature on Christianity to enlighten others.

Lewes Passion Play is a focus group which aims to extend Christian unity through artistic and social activities, culminating in a passion play every 5 years. Lewes Passion Play tells the story of Easter to the local community. The Gospel account is brought to life on the streets of the town. Performances are throughout Holy Week.

**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)**

Fully inclusive social events

Spiritual enlightening prayer meetings, workshops.

Formation of teams to create costumes, props and set.

Formation of team to manage production issues including publicity.

Formation of choir and instrumental groups.

Composition of music for performance.

Liaison with churches to use facilities.

Preparation for Public performances.

### **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.

All our work is based on the goodwill of volunteers – fundraisers, designers, script writers, actors, hospitality, health and safety officers, safeguarding, set builders, costume makers, musicians, publicity and website.



**Summary of the main achievements of the charity during the year**

Summary of the main achievements of the charity during the year August 2019 – August 2020

This year was to have been the busiest and most exciting with the staging of the Passion Play during Holy Week but unfortunately, like the rest of the world, we were overtaken by events.

Having reached our financial target of £20,000 for the Lewes Passion Play 2020 production we were ready for action; September saw finalisations of the script and open auditions for the cast. We were delighted to cast nearly all key parts, including the role of Jesus. Participants came from Lewes and the immediate surrounding area with a few from further afield. Radio appeals on BBC Sussex in October and November for the last few specific characters were successful. Our host churches generously gave us rehearsal spaces and all those across the local area supported with promotion.

At Christmas we used the opportunity of our traditional Carol Singing evening to promote the play within the churches and wider town. Further support with publicity came from the bi-monthly community paper and also the local press.

Our biggest expense was to have been the lights, staging and sound; our previous provider was unable to assist this time. We were very fortunate to find another local company at a reasonable rate. In addition, the Lewes Musical Theatre Society kindly offered staging and sound services including practical support, for a nominal fee.

We had a setback with one of our intended venues when part of Lewes Castle wall collapsed into it and repairs looked unlikely to be completed by Easter. Once again, we found Lewes Town Council and Harvey's brewery very forthcoming and willing to offer alternative settings.

The production team consisted solely of volunteers from a range of churches and the community: Production manager, director, musical director, wardrobe mistress and team, set and props co-ordinator and team, fight choreographer, head of carpentry and team, core committee, safe-guarding officers, publicity and trustees all worked together to create and build the infrastructure for the planned, week-long Lewes Passion Play, starting on Palm Sunday and ending on Easter Sunday. A licensed donkey had also been sourced.

However, from February the Covid virus situation was becoming an increasing threat and it was absolutely devastating, after one full dress rehearsal, to have to halt the project in response to the national lockdown.

As part of our outreach to the community and promotion we had a full window display in the Lewes Tourist Information Office. This was ultimately in place for several months!

The company was hugely disappointed, but, resourcefully, many of them responded to a call to record an audio version of the play to be presented on our website. The Script writer and director edited the play and many of the cast recorded their parts individually at home. These were then all edited together



and Lewes Passion Play 2020 became an audio play on You Tube and on our website in time for Easter week.

With the overwhelming support from the company – both backstage and front - the project has had many positive outcomes. A wide range of costumes, including some stunning 'Roman armour' is in storage, along with significant set and props items; once the opportunity arises, they will form an excellent basis for future projects.

The audio version of the play has reached many people who would probably not otherwise have had access to the performances. Friendships and connections formed during rehearsals and workshops have lasted into and beyond lockdown.

At this point the Trustees had hoped that we would resurrect the production for 2021.



## Section E Financial review

Brief statement of the charity's policy on reserves

Funds are raised and held for the purpose of producing a Lewes Passion Play

Details of any funds materially in deficit

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.

Key funds come from fundraising, donations, gift aid and charitable grants. We do not charge for any of our performances.

## Section F Other optional information

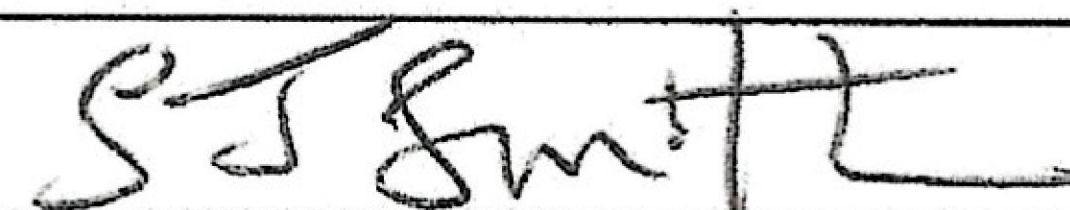

Covid 19 resulted in the cancellation of the 2020 Lewes Passion Play in the final two weeks prior to production.

All possible elements were put into storage and an audio version of a modified script was created, with individuals recording their parts and the edited version posted online accessible via Youtube and the LPP website.

## 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)	Serena Smith	Eleanor Austin
Position (eg Secretary, Chair, etc)	Chair of Trustees	Secretary

Date 21/06/2021





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Lewes Passion Play

No (if any)  
117730

## Receipts and payments accounts

CC16a

For the period from	Period start date 01/09/2019	To	Period end date 31/08/2020
------------------------	---------------------------------	----	-------------------------------

### 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>					
Donations	3,636	-	-	3,636	-
Grants	1,464	-	-	1,464	-
Fund raising	194	-	-	194	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>5,293</b>	<b>-</b>	<b>-</b>	<b>5,293</b>	<b>-</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>5,293</b>	<b>-</b>	<b>-</b>	<b>5,293</b>	<b>-</b>
<b>A3 Payments</b>					
Production costs	1,030	-	-	1,030	-
Venue hire	1,183	-	-	1,183	-
Printing/stationery	1,194	-	-	1,194	-
Professional costs	1,107	-	-	1,107	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>4,514</b>	<b>-</b>	<b>-</b>	<b>4,514</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>4,514</b>	<b>-</b>	<b>-</b>	<b>4,514</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>780</b>	<b>-</b>	<b>-</b>	<b>780</b>	<b>-</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>20,656</b>	<b>-</b>	<b>-</b>	<b>20,656</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>21,436</b>	<b>-</b>	<b>-</b>	<b>21,436</b>	<b>-</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 £
B1 Cash funds		21,436	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	21,436	-	-
	(agree balances with receipts and payments account(s))			

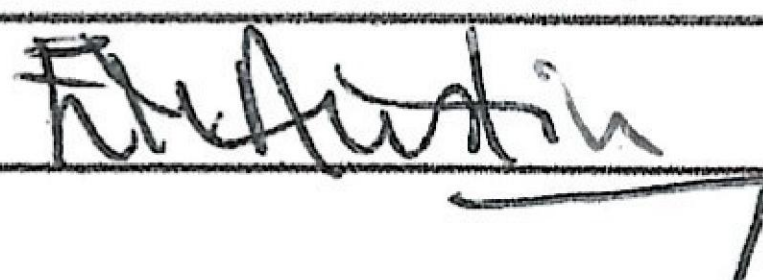
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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		0	-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	Eleanor Austin	10/06/2021