

# CHESTER LITTLE THEATRE

England & Wales · Charity number 1178159

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2018-04-30

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Chester Little Theatre  
Gloucester Street  
Newtown  
Chester  
CH1 3HR

**Phone** 01244322674

**Email** [info@chesterlittletheatre.co.uk](mailto:info@chesterlittletheatre.co.uk)

**Website** [www.chesterlittletheatre.co.uk](http://www.chesterlittletheatre.co.uk)

## Activities

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**Objects:** TO DEVELOP PUBLIC APPRECIATION OF THE ARTS OF DRAMA AND TO PROMOTE THE ADVANCEMENT AND IMPROVEMENT OF GENERAL EDUCATION IN RELATION TO ALL ASPECTS OF SUCH ARTS.

**Activities:** We are an amateur theatre group, with our own building, run entirely by volunteers. Each year we present six auditorium plays and a variable number of shorter studio productions. Our Youth Theatre provides three courses per year, with studio showcases to follow.

## Classification

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- **How:** Provides Buildings/facilities/open Space, Other Charitable Activities
- **What:** Arts/culture/heritage/science
- **Who:** Children/young People, The General Public/mankind

## Geography

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- Cheshire East
- Cheshire West & Chester
- Flintshire
- Halton
- Warrington

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-07-31	£68,978	£82,200	-	-
2024-07-31	£80,978	£76,101	-	-
2023-07-31	£57,010	£90,549	-	-
2022-07-31	£51,919	£77,830	-	-
2021-07-31	£1,769	£72,006	-	-

## Trustees

Name	Role	Appointed
<b>Teresa Carlota Nunez Cueto</b>	Chair	2025-07-16
ALISON SHEARER KNOTT		2025-07-16
Andrew Iain Fox-Hutchings		2025-07-16
Anthony Wheatcroft		2025-07-16
CHRISTOPHER JOHN EVANS		2025-07-16
JANE ELIZABETH BARTH		2025-07-16
Jennifer Louise Bazley		2025-07-16
Lexie Fox-Hutchings		2025-07-16
MALCOLM ERNEST GLEDHILL		2025-07-16
MARGARET BENNETT		2025-07-16
MARIAN LOVELL		2025-07-16
Mark Seymour Newman		2025-07-16
Patricia Cameron		2025-07-16
Peter Russell		2025-07-16
RAYMOND WILLIAM BENGREE		2025-07-16
SUSAN JOAN ELLIOTT		2025-07-16

**CHESTER LITTLE THEATRE**

England & Wales - Charity number 1178159

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# Accounts

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Charity registration number 1178159 (England and Wales)

**CHESTER LITTLE THEATRE**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2025**



# CHESTER LITTLE THEATRE

## LEGAL AND ADMINISTRATIVE INFORMATION

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### Trustees

Andrew Fox-Hutchings  
Susan Elliott  
Raymond Bengree  
Margaret Bennett  
Teresa Nunez  
Peter Russell  
Christopher Evans  
Malcolm Gledhill  
Alison Knott  
Marian Lovell  
Jane Barth  
Patricia Cameron  
Anthony Wheatcroft  
Mark Newman  
Lexie Fox-Hutchings  
Jennifer Bazley

(Appointed 16 July 2025)

### Charity number (England and Wales)

1178159

### Principal address

The Little Theatre  
Gloucester Street  
Chester  
Cheshire  
CH1 3HR

### Independent examiner

Xeinadin North West Limited  
First Floor, The Foundation  
Herons Way  
Chester Business Park  
Chester  
Cheshire  
CH4 9GB

# CHESTER LITTLE THEATRE

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# CHESTER LITTLE THEATRE

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 JULY 2025

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The trustees present their annual report and financial statements for the year ended 31 July 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)".

#### **Objectives and activities**

The Charity's objects are to develop public appreciation of the Arts of Drama and to promote the advancement and improvement of general education in relation to all aspects of such Arts.

#### **Significant activities:**

- Our main activity is the presentation of six full length auditorium plays over the season to run for 7 nights each. Plus, three 3-night productions in the Salisbury Studio
- Social evenings for Members/Supporters include play and poetry readings, quiz nights, showcases, etc.
- Hire of space to other cultural groups.

#### **Volunteers**

The Charity is run entirely by volunteers who are needed for each production not only for the acting, directing and back-stage activities but also to provide Front of House Management, serving refreshments, running the bar, and ensuring that we comply with health and safety regulations.

#### *Public benefit*

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

##### *Significant activities and achievements against objectives*

CLT performed 6 full length plays in the auditorium which reflected a wide range of genres from Shakespeare to a contemporary take on on-line dating which was written by one of our members. We also performed three new plays, all written by members, in the studio.

**Hiring/Visiting Groups:** CLT hosted two visiting companies this season, Against The Grain and White Cobra

**Development:** Work on the new public entrance has been completed and has been well received by patrons. There are no major building developments planned for the near future.

**Conclusion:** While CLT's diverse programme of plays for the season is reflected in the reduction in income from charitable activities, the Trustees are committed to maintaining a variety of productions which will appeal to a broad audience.

#### **Financial review**

##### *Reserves policy*

All funds are unrestricted with net loss in the year of £13,222 (2024: net expenditure £76,101) and resulting total funds of £975,313 (2024: £988,535). At 31 July 2025 cash at bank and in hand totalled £166,838 (2024: £192,020) and tangible fixed assets had a carrying value of £801,613 (2024: £785,986).

The Treasurer has carried out a review of the Charity's finances has concluded that the Charity has the ability to continue to pay the maintenance bills this season (2025/2026) from reserves and there will be continuing regular reviews of the finances to ensure the Charity remains solvent.

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

# CHESTER LITTLE THEATRE

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 JULY 2025**

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### **Risk management**

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. There is a safeguarding policy in place and DBS checks are carried out as appropriate. The Trustees have also drawn up and agreed Health & Safety policy. They are aware of and comply with local licensing requirements, and attend courses when relevant, e.g., on fundraising, improving publicity for the charity, etc. Trustees and Members give their time voluntarily and receive no remuneration or other benefits.

### **Plans for future periods**

There are currently no plans for further building developments but should any further projects be identified they will be subject to review by the Trustees

### **Structure, governance and management**

The charity is controlled by its governing document, a deed of trust, and constitutes a charitable incorporated organisation (CIO) registered from 30 April 2018, being operational from 01 August 2018 with assets transferred from the previous charity Chester Theatre Club.

The trustees who served during the year and up to the date of signature of the financial statements were:

Andrew Fox-Hutchings

Susan Elliott

Raymond Bengree

Margaret Bennett

Teresa Nunez

Peter Russell

Christopher Evans

Malcolm Gledhill

Alison Knott

Marian Lovell

Jane Barth

Patricia Cameron

Anthony Wheatcroft

Mark Newman

Lexie Fox-Hutchings

Jennifer Bazley

(Appointed 16 July 2025)

### *Recruitment and appointment of trustees*

Members of the charity pay an annual subscription and elect the Committee of Trustees at the AGM.

Following the 2016 AGM the membership approved that though all Trustees should be re-elected annually, the positions of Chair and ordinary Trustee members may hold the same post for four consecutive years, (subject to re-election) rising to a maximum of five years for the Chair if no suitable replacement is available. The Treasurer, subject to annual re-election, may continue in office at the discretion of the Trustee Committee. All other officers, subject to annual re-election, may continue in office for ten consecutive years but shall then not be eligible to seek re-election to the same position until twelve months have elapsed.

At July 2025 Chester Little Theatre had 72 (2024: 75) Members and 43 (2024: 48) Supporters.

# CHESTER LITTLE THEATRE

## TRUSTEES' REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 JULY 2025*

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### **Committee**

The current General Committee is made up of:

Chair: Teresa Nunez

Treasurer: Marian Lovell

Box Office: Jennifer Bazley

Artistic Director: Andrew Fox-Hutchings

Stage Director: Vacant

Marketing Manager: Lexie Fox-Hutchings

Membership Secretary: Teresa Nunez

Secretary: Susan Elliott

House Manager: Malcolm Gledhill

Bar Manager: Raymond Bengree

Chief Stage Manager: Patricia Cameron

Technical Director: Christopher Evans

Wardrobe Supervisor: Peter Russell

General Committee Members:

Margaret Bennett, Anthony Wheatcroft, Mark Newman, Jane Barth and Alison Knott

The trustees' report was approved by the Board of Trustees.

Marian Lovell

**Trustees**

23 March 2026

# CHESTER LITTLE THEATRE

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CHESTER LITTLE THEATRE

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I report to the trustees on my examination of the financial statements of Chester Little Theatre (the charity) for the year ended 31 July 2025.

### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act 2011.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

**Caroline Blake FCCA**

### **Xeinadin North West Limited**

First Floor, The Foundation  
Heron's Way  
Chester Business Park  
Chester  
Cheshire  
CH4 9GB  
23 March 2026

# CHESTER LITTLE THEATRE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 JULY 2025**

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	Notes	Unrestricted funds 2025 £	Unrestricted funds 2024 £
<b>Income from:</b>			
Donations and legacies	3	8,978	5,023
Charitable activities	4	43,553	55,008
Other trading activities	5	14,722	18,669
Investments	6	1,725	2,278
		<hr/>	<hr/>
<b>Total income</b>		<b>68,978</b>	<b>80,978</b>
		<hr/>	<hr/>
<b>Expenditure on:</b>			
Raising funds	7	6,410	8,644
Charitable activities	8	75,790	67,457
		<hr/>	<hr/>
<b>Total expenditure</b>		<b>82,200</b>	<b>76,101</b>
		<hr/>	<hr/>
<b>Net income/(expenditure) and movement in funds</b>		<b>(13,222)</b>	<b>4,877</b>
<b>Reconciliation of funds:</b>			
Fund balances at 1 August 2024		988,535	983,658
		<hr/>	<hr/>
<b>Fund balances at 31 July 2025</b>		<b>975,313</b>	<b>988,535</b>
		<hr/>	<hr/>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# CHESTER LITTLE THEATRE

## BALANCE SHEET

AS AT 31 JULY 2025

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		2025		2024	
	Notes	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		801,611		785,986
<b>Current assets</b>					
Stocks	13	1,028		1,185	
Debtors	14	10,898		13,201	
Cash at bank and in hand		166,838		205,299	
		<u>178,764</u>		<u>219,685</u>	
<b>Creditors: amounts falling due within one year</b>	15	<u>(5,062)</u>		<u>(17,136)</u>	
<b>Net current assets</b>			<u>173,702</u>		<u>202,549</u>
<b>Total assets less current liabilities</b>			<u>975,313</u>		<u>988,535</u>
<b>The funds of the charity</b>					
Unrestricted funds	16		<u>975,313</u>		<u>988,535</u>
			<u>975,313</u>		<u>988,535</u>

The financial statements were approved by the trustees on 23 March 2026

Marian Lovell  
Trustees

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 JULY 2025**

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### **1 Accounting policies**

#### **Charity information**

Chester Little Theatre is a charitable incorporated organisation (CIO) registered with the charity commission in England and Wales. The registered office is The Little Theatre, Gloucester Street, Chester, Cheshire CH1 3HR.

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### **1.4 Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2025

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### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Property	Nil
Property improvements	15% reducing balance
Plant and equipment	15% reducing balance
Fixtures and fittings	15% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2025

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### 1 Accounting policies

(Continued)

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### **Critical judgements**

##### **Determining residual values and useful economic lives of plant and equipment**

The charity depreciates tangible assets over their estimated useful lives based on historic performance. The actual lives can vary. Judgement is applied also in the residual values of assets. When determining the residual value the trustees aim to assess the amount that the asset would currently obtain if the asset were disposed using market prices where possible.

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2025

### 3 Income from donations and legacies

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Donations and gifts	4,157	1,480
Membership fees	4,821	3,543
	<u>8,978</u>	<u>5,023</u>

### 4 Income from charitable activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
<b>Production and running costs</b>		
Box office	42,334	53,881
Programmes	624	751
Sundry income	595	376
	<u>43,553</u>	<u>55,008</u>

### 5 Income from other trading activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Bar sales	13,471	16,975
Refreshments	1,251	1,694
	<u>14,722</u>	<u>18,669</u>

### 6 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Interest receivable	1,725	2,278
	<u>1,725</u>	<u>2,278</u>

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2025

### 7 Expenditure on raising funds

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
<b>Fundraising and publicity</b>		
Raffle expenses	88	174
Bar purchases	6,197	8,237
Refreshments	125	233
	<u>6,410</u>	<u>8,644</u>

### 8 Expenditure on charitable activities

	Production and running costs 2025 £	Production and running costs 2024 £
<b>Direct costs</b>		
Depreciation and impairment	28,261	27,955
Insurance	5,996	5,492
Light, heat & water	5,513	10,208
Telephone	477	475
Post, stationary & admin	245	669
Print & publicity	5,231	3,884
Production expenses	9,855	9,395
Repairs & maintenance	17,299	7,003
Licences	514	204
Sundry expenses	855	700
Independent Examiner's fees	1,544	1,472
	<u>75,790</u>	<u>67,457</u>
<b>Analysis by fund</b>		
Unrestricted funds	<u>75,790</u>	<u>67,457</u>

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2025

### 10 Employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
Total	-	-

There were no employees whose annual remuneration was more than £60,000.

#### Remuneration of key management personnel

Key management personnel are not remunerated.

### 11 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

### 12 Tangible fixed assets

	Property £	Property improvements £	Plant and equipment £	Fixtures and fittings £	Total £
<b>Cost</b>					
At 1 August 2024	600,000	322,050	1,067	41,890	965,007
Additions	-	42,892	-	995	43,887
At 31 July 2025	600,000	364,942	1,067	42,885	1,008,894
<b>Depreciation and impairment</b>					
At 1 August 2024	-	160,340	665	18,017	179,022
Depreciation charged in the year	-	24,417	60	3,784	28,261
At 31 July 2025	-	184,757	725	21,801	207,283
<b>Carrying amount</b>					
At 31 July 2025	600,000	180,185	342	21,084	801,611
At 31 July 2024	600,000	161,711	402	23,873	785,986

### 13 Stocks

	2025 £	2024 £
Finished goods and goods for resale	1,028	1,185

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2025

### 14 Debtors

	2025	2024
	£	£
<b>Amounts falling due within one year:</b>		
Other debtors	2	5,999
Prepayments and accrued income	10,896	7,202
	<u>10,898</u>	<u>13,201</u>

### 15 Creditors: amounts falling due within one year

	2025	2024
	£	£
Other creditors	3,135	3,325
Accruals and deferred income	1,927	13,811
	<u>5,062</u>	<u>17,136</u>

Deferred income represents income received in advance of the forthcoming financial year for performance. All deferred income is expected to be recognised in the 2026 financial year and all deferred income at 31 July 2024 has been recognised in the 2025 financial year.

### 16 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 August 2024	Incoming resources	Resources expended	At 31 July 2025
	£	£	£	£
General funds	<u>988,535</u>	<u>68,978</u>	<u>(82,200)</u>	<u>975,313</u>
<b>Previous year:</b>	<b>At 1 August 2023</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>At 31 July 2024</b>
	£	£	£	£
General funds	<u>983,658</u>	<u>80,978</u>	<u>(76,101)</u>	<u>988,535</u>

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2025

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### 17 Analysis of net assets between funds

	<b>Unrestricted funds 2025 £</b>
<b>At 31 July 2025:</b>	
Tangible assets	801,611
Current assets/(liabilities)	173,702
	<hr/>
	975,313
	<hr/> <hr/>
	<b>Unrestricted funds 2024 £</b>
<b>At 31 July 2024:</b>	
Tangible assets	785,986
Current assets/(liabilities)	202,549
	<hr/>
	988,535
	<hr/> <hr/>

### 18 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).

**CHESTER LITTLE THEATRE**

England & Wales - Charity number 1178159

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# Accounts

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Charity registration number 1178159 (England and Wales)

**CHESTER LITTLE THEATRE**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2024**



# CHESTER LITTLE THEATRE

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees**

Andrew Fox-Hutchings  
Susan Elliott  
Raymond Bengree  
Margaret Bennett  
Teresa Nunez  
Peter Russell  
Christopher Evans  
Malcolm Gledhill  
Alison Knott  
Marian Lovell  
Jane Barth  
P Cameron  
A Wheatcroft  
M Newman  
L Fox-Hutchings

**Charity number (England and Wales)**

1178159

**Principal address**

The Little Theatre  
Gloucester Street  
Chester  
Cheshire  
CH1 3HR

**Independent examiner**

Xeinadin North West Limited  
2 Hilliards Court  
Chester Business Park  
Chester  
Cheshire  
CH4 9QP

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# CHESTER LITTLE THEATRE

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# CHESTER LITTLE THEATRE

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 JULY 2024

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The trustees present their annual report and financial statements for the year ended 31 July 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)".

#### **Objectives and activities**

The Charity's objects are to develop public appreciation of the Arts of Drama and to promote the advancement and improvement of general education in relation to all aspects of such Arts.

#### **Significant activities:**

- Our main activity is the presentation of six full length auditorium plays over the season to run for 7 nights each. Plus, three 3-night productions in the Salisbury Studio
- Social evenings for Members/Supporters include play and poetry readings, quiz nights, showcases, etc.
- Hire of space to other cultural groups.

#### **Volunteers**

The Charity is run entirely by volunteers who are needed for each production not only for the acting, directing and back-stage activities but also to provide Front of House Management, serving refreshments, running the bar, and ensuring that we comply with health and safety regulations.

#### *Public benefit*

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

##### *Significant activities and achievements against objectives*

CLT has now returned to its normal activity of 6 full length plays performed in the auditorium for 7 days each, with one studio production in November. Audience numbers have returned to pre-COVID levels, with a noticeable increase of new audiences attending.

**Hiring/Visiting Groups:** CLT hosted visiting companies, including Against the Grain who performed on multiple occasions.

**Development:** The development of the public entrance is ongoing and will be completed during the 2025-26 season.

**Conclusion:** All Trustees agreed it had been a good season for CLT, with many artistic projects in the pipeline for the forthcoming season.

#### **Financial review**

##### *Reserves policy*

All funds are unrestricted with net income in the year of £4,877 (2023: net expenditure £33,539) and resulting total funds of £988,535 (2023: £983,658). At 31 July 2024 cash at bank and in hand totalled £205,229 (2023: £192,019) and tangible fixed assets had a carrying value of £785,986 (2023: £785,465).

The Treasurer has carried out a review of the Charity's finances has concluded that the Charity has the ability to continue to pay the maintenance bills this season (2024/2025) from reserves and there will be continuing regular reviews of the finances to ensure the Charity remains solvent.

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

# CHESTER LITTLE THEATRE

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 JULY 2024**

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### **Risk management**

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. There is a child protection policy in place and DBS checks are carried out on leaders as appropriate. The Trustees have drawn up and agreed health and safety procedures which have been approved by the local fire service. They are aware of and comply with local licensing requirements, and attend courses when relevant, e.g., on fundraising, improving publicity for the charity, etc. Trustees and Members give their time voluntarily and receive no remuneration or other benefits.

### **Plans for future periods**

The remodelling of the public entrance is ongoing and will be completed during the 2025-26 season. We will follow this with a review to identify any further projects that may be required, subject to financial constraints.

### **Structure, governance and management**

The charity is controlled by its governing document, a deed of trust, and constitutes a charitable incorporated organisation (CIO) registered from 30 April 2018, being operational from 01 August 2018 with assets transferred from the previous charity Chester Theatre Club.

The trustees who served during the year and up to the date of signature of the financial statements were:

Andrew Fox-Hutchings

Susan Elliott

Raymond Bengree

Margaret Bennett

Teresa Nunez

Peter Russell

Christopher Evans

Malcolm Gledhill

Alison Knott

Marian Lovell

Jane Barth

A Goodman

(Resigned 27 July 2024)

P Cameron

A Wheatcroft

M Newman

L Fox-Hutchings

### **Recruitment and appointment of trustees**

Members of the charity pay an annual subscription and elect the Committee of Trustees at the AGM.

Following the 2016 AGM the membership approved that though all Trustees should be re-elected annually, the positions of Chair and ordinary Trustee members may hold the same post for four consecutive years, (subject to re-election) rising to a maximum of five years if no suitable replacement is available. The Treasurer, subject to annual re-election, may continue in office at the discretion of the Trustee Committee. All other officers, subject to annual re-election, may continue in office for ten consecutive years but shall then not be eligible to seek re-election to the same position until twelve months have elapsed.

At July 2024 Chester Little Theatre had 75 (2023: 79) Members and 48 (2023: 227) Supporters.

# CHESTER LITTLE THEATRE

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 JULY 2024**

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### **Committee**

The existing General Committee (Trustees) have agreed to remain in their various positions until such time as we can hold an AGM.

The current General Committee is made up of:

Chair: Charlie Nunez

Treasurer: Marian Lovell

Box Office: Alison Knott

Artistic Director: Andrew Fox-Hutchings

Stage Director: Vacant

Marketing Manager: Lexie Fox-Hutchings

Membership Secretary: Charlie Nunez

Secretary: Sue Elliott

House Manager: Malcolm Gledhill

Bar Manager: Ray Bengree

Chief Stage Manager: Pat Cameron

Technical Director: Chris Evans

Wardrobe Supervisor: Peter Russell

General Committee Members:

Margaret Bennett, Anthony Wheatcroft, Mark Newman and Jane Barth

The trustees' report was approved by the Board of Trustees.

Marian Lovell

**Trustees**

22 May 2025

# CHESTER LITTLE THEATRE

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF CHESTER LITTLE THEATRE

---

I report to the trustees on my examination of the financial statements of Chester Little Theatre (the charity) for the year ended 31 July 2024.

#### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act 2011.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

**Caroline Blake FCCA**

#### **Xeinadin North West Limited**

2 Hilliards Court  
Chester Business Park  
Chester  
Cheshire  
CH4 9QP  
22 May 2025

# CHESTER LITTLE THEATRE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 JULY 2024**

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	Notes	Unrestricted funds 2024 £	Unrestricted funds 2023 £
<b>Income from:</b>			
Donations and legacies	3	5,023	3,077
Charitable activities	4	55,008	39,881
Other trading activities	5	18,669	13,233
Investments	6	2,278	819
<b>Total income</b>		<u>80,978</u>	<u>57,010</u>
<b>Expenditure on:</b>			
Raising funds	7	8,644	5,926
Charitable activities	8	67,457	84,623
<b>Total expenditure</b>		<u>76,101</u>	<u>90,549</u>
<b>Net income/(expenditure) and movement in funds</b>		4,877	(33,539)
<b>Reconciliation of funds:</b>			
Fund balances at 1 August 2023		<u>983,658</u>	<u>1,017,197</u>
<b>Fund balances at 31 July 2024</b>		<u>988,535</u>	<u>983,658</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# CHESTER LITTLE THEATRE

## BALANCE SHEET

AS AT 31 JULY 2024

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		2024		2023	
	Notes	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		785,986		785,465
<b>Current assets</b>					
Stocks	13	1,185		1,182	
Debtors	14	13,201		8,187	
Cash at bank and in hand		205,299		192,019	
		<u>219,685</u>		<u>201,388</u>	
<b>Creditors: amounts falling due within one year</b>	15	<u>(17,136)</u>		<u>(3,195)</u>	
<b>Net current assets</b>			<u>202,549</u>		<u>198,193</u>
<b>Total assets less current liabilities</b>			<u>988,535</u>		<u>983,658</u>
<b>The funds of the charity</b>					
Unrestricted funds	16		<u>988,535</u>		<u>983,658</u>
			<u>988,535</u>		<u>983,658</u>

The financial statements were approved by the trustees on 22 May 2025

Marian Lovell  
Trustees

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 JULY 2024**

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### 1 Accounting policies

#### Charity information

Chester Little Theatre is a charitable incorporated organisation (CIO) registered with the charity commission in England and Wales. The registered office is The Little Theatre, Gloucester Street, Chester, Cheshire CH1 3HR.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2024

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### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Property	Nil
Property improvements	15% reducing balance
Plant and equipment	15% reducing balance
Fixtures and fittings	15% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2024

---

### 1 Accounting policies

(Continued)

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### **Critical judgements**

##### **Determining residual values and useful economic lives of plant and equipment**

The company depreciates tangible assets over their estimated useful lives based on historic performance. The actual lives can vary. Judgement is applied also in the residual values of assets. When determining the residual value the trustees aim to assess the amount that the asset would currently obtain if the asset were disposed using market prices where possible.

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2024

### 3 Income from donations and legacies

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Donations and gifts	1,480	1,550
Membership fees	3,543	1,527
	<u>5,023</u>	<u>3,077</u>

### 4 Income from charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
<b>Production and running costs</b>		
Box office	53,881	38,607
Programmes	751	796
Sundry income	376	478
	<u>55,008</u>	<u>39,881</u>

### 5 Income from other trading activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Bar sales	16,975	12,052
Refreshments	1,694	1,181
	<u>18,669</u>	<u>13,233</u>

### 6 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	2,278	819
	<u>2,278</u>	<u>819</u>

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2024

### 7 Expenditure on raising funds

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
<b>Fundraising and publicity</b>		
Raffle expenses	174	107
Bar purchases	8,237	5,548
Refreshments	233	271
	<u>8,644</u>	<u>5,926</u>

### 8 Expenditure on charitable activities

	Production and running costs 2024 £	Production and running costs 2023 £
<b>Direct costs</b>		
Depreciation and impairment	27,955	31,296
Insurance	5,492	4,935
Light, heat & water	10,208	15,529
Telephone	475	497
Post, stationary & admin	669	1,013
Print & publicity	3,884	3,671
Production expenses	9,395	8,539
Repairs & maintenance	7,003	16,798
Licences	204	416
Sundry expenses	700	619
Independent Examiner's fees	1,472	1,310
	<u>67,457</u>	<u>84,623</u>
<b>Analysis by fund</b>		
Unrestricted funds	<u>67,457</u>	<u>84,623</u>

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2024

### 10 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Total	-	-

There were no employees whose annual remuneration was more than £60,000.

#### Remuneration of key management personnel

Key management personnel are not remunerated.

### 11 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

### 12 Tangible fixed assets

	Property £	Property improvements £	Plant and equipment £	Fixtures and fittings £	Total £
<b>Cost</b>					
At 1 August 2023	600,000	294,045	1,067	41,419	936,531
Additions	-	28,005	-	471	28,476
At 31 July 2024	600,000	322,050	1,067	41,890	965,007
<b>Depreciation and impairment</b>					
At 1 August 2023	-	136,654	594	13,818	151,066
Depreciation charged in the year	-	23,685	71	4,199	27,955
At 31 July 2024	-	160,339	665	18,017	179,021
<b>Carrying amount</b>					
At 31 July 2024	600,000	161,711	402	23,873	785,986
At 31 July 2023	600,000	157,391	473	27,601	785,465

### 13 Stocks

	2024 £	2023 £
Finished goods and goods for resale	1,185	1,182

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2024

### 14 Debtors

	2024	2023
	£	£
<b>Amounts falling due within one year:</b>		
Other debtors	5,999	-
Prepayments and accrued income	7,202	8,187
	<u>13,201</u>	<u>8,187</u>

### 15 Creditors: amounts falling due within one year

	2024	2023
	£	£
Other creditors	3,325	1,905
Accruals and deferred income	13,811	1,290
	<u>17,136</u>	<u>3,195</u>

Deferred income represents income received in advance of the forthcoming financial year for performance. All deferred income is expected to be recognised in the 2025 financial year and all deferred income at 31 July 2023 has been recognised in the 2024 financial year.

### 16 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 August 2023	Incoming resources	Resources expended	At 31 July 2024
	£	£	£	£
General funds	983,658	80,978	(76,101)	988,535
	<u>983,658</u>	<u>80,978</u>	<u>(76,101)</u>	<u>988,535</u>
<b>Previous year:</b>	<b>At 1 August 2022</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>At 31 July 2023</b>
	£	£	£	£
General funds	1,017,197	57,010	(90,549)	983,658
	<u>1,017,197</u>	<u>57,010</u>	<u>(90,549)</u>	<u>983,658</u>

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2024

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### 17 Analysis of net assets between funds

	<b>Unrestricted funds 2024 £</b>
<b>At 31 July 2024:</b>	
Tangible assets	785,986
Current assets/(liabilities)	202,549
	<hr/>
	988,535
	<hr/> <hr/>
	<b>Unrestricted funds 2023 £</b>
<b>At 31 July 2023:</b>	
Tangible assets	785,465
Current assets/(liabilities)	198,193
	<hr/>
	983,658
	<hr/> <hr/>

### 18 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

**CHESTER LITTLE THEATRE**

England & Wales - Charity number 1178159

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# Accounts

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**CHESTER LITTLE THEATRE**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 JULY 2023**

Approved by the Trustees  
31 July 2023

Patricia Coleman  
Andrew Richardson

17-18  
The Little Theatre  
Glebe Road  
Chester  
CH1 3HR

Company number  
Principal business

Widdows (Viv) Limited  
2 Hillside Court  
Glebe Business Park  
Chester  
CH1 3HR

Independent examiner

# CHESTER LITTLE THEATRE

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees**

Susan Elliott  
Raymond Bengree  
Margaret Bennett  
Teresa Nunez  
Peter Russell  
Christopher Evans  
Malcolm Gledhill  
Alison Knott  
Marian Lovell  
Jane Barth  
Alastair Goodman  
Patricia Cameron  
Andrew Fox-Hutchings

(Appointed 13 September  
2022)

**Charity number**

1178159

**Principal address**

The Little Theatre  
Gloucester Street  
Chester  
Cheshire  
CH1 3HR

**Independent examiner**

McLintocks (NW) Limited  
2 Hilliards Court  
Chester Business Park  
Chester  
Cheshire  
CH4 9QP

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The trustees present this annual report and financial statements for the year ended 31 July 2023.

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# CHESTER LITTLE THEATRE

## TRUSTEES REPORT

### FOR THE YEAR ENDED 31 JULY 2023

---

The trustees present their annual report and financial statements for the year ended 31 July 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

#### **Objectives and activities**

The Charity's objects are to develop public appreciation of the Arts of Drama and to promote the advancement and improvement of general education in relation to all aspects of such Arts.

#### **Significant activities:**

- Our main activity is the presentation of six full length auditorium plays over the season to run for 7 nights each. Plus, three 3-night productions in the Salisbury Studio
- Social evenings for Members/Supporters include play and poetry readings, quiz nights, showcases, etc.
- Hire of space to other cultural groups.

#### **Volunteers**

The Charity is run entirely by volunteers who are needed for each production not only for the acting, directing and back-stage activities but also to provide Front of House Management, serving refreshments, running the bar, and ensuring that we comply with health and safety regulations.

#### **Public benefit**

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

##### *Significant activities and achievements against objectives*

CLT has now returned to its normal activity of 6 full length plays performed in the auditorium for 7 days each, with one studio production in November. Audience numbers have returned to pre-COVID levels, with a noticeable increase of new audiences attending.

**Hiring/Visiting Groups:** CLT hosted 2 visiting companies, one of which performed on 2 different occasions.

**Development:** We have undertaken structural repairs to the roof above the entrance and have been granted planning permission for improvement works to the facade of the building which will create a more welcoming experience for our patrons. The kitchen area has been remodelled to provide a backstage area for the studio productions and the props storage room has been converted into a green room for studio productions and a toilet installed for the same purposes.

**Conclusion:** All Trustees agreed it had been a good season for CLT, with many artistic projects in the pipeline for the forthcoming season.

#### **Financial review**

All funds are unrestricted with net expenditure in the year of £33,539 (2022: net expenditure £25,911) and resulting total funds of £983,658 (2022: £1,017,197). At 31 July 2023 cash at bank and in hand totalled £192,019 (2022: £205,918) and tangible fixed assets had a carrying value of £785,465 (2022: £803,659).

The Treasurer has carried out a review of the Charity's finances has concluded that the Charity has the ability to continue to pay the maintenance bills this season (2023/2024) from reserves and there will be continuing regular reviews of the finances to ensure the Charity remains solvent.

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

# CHESTER LITTLE THEATRE

## TRUSTEES REPORT (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

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### **Risk management**

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. There is a child protection policy in place and DBS checks are carried out on leaders as appropriate. The Trustees have drawn up and agreed health and safety procedures which have been approved by the local fire service. They are aware of and comply with local licensing requirements, and attend courses when relevant, e.g., on fundraising, improving publicity for the charity, etc. Trustees and Members give their time voluntarily and receive no remuneration or other benefits.

### **Plans for future periods**

The Trustees are aiming to have the remodelling of the public entrance completed in the summer before the start of the 2024-25 season. We will follow this with a review to identify any further projects that may be required, subject to financial constraints.

### **Structure, governance and management**

The charity is controlled by its governing document, a deed of trust, and constitutes a charitable incorporated organisation (CIO) registered from 30 April 2018, being operational from 01 August 2018 with assets transferred from the previous charity Chester Theatre Club.

The trustees who served during the year and up to the date of signature of the financial statements were:

Susan Elliott	
Raymond Bengree	
Margaret Bennett	
Teresa Nunez	
Peter Russell	
Christopher Evans	
John McGinn	(Resigned 13 September 2022)
Malcolm Gledhill	
Alison Knott	
Marian Lovell	
Ann Massey	(Resigned 13 September 2022)
Jane Barth	
Keith Long	(Resigned 13 September 2022)
Alastair Goodman	
Patricia Cameron	
Andrew Fox-Hutchings	(Appointed 13 September 2022)

### **Recruitment and appointment of trustees**

Members of the charity pay an annual subscription and elect the Committee of Trustees at the AGM.

Following the 2016 AGM the membership approved that though all Trustees should be re-elected annually, the positions of Chair and ordinary Trustee members may hold the same post for four consecutive years, (subject to re-election) rising to a maximum of five years if no suitable replacement is available. The Treasurer, subject to annual re-election, may continue in office at the discretion of the Trustee Committee. All other officers, subject to annual re-election, may continue in office for ten consecutive years but shall then not be eligible to seek re-election to the same position until twelve months have elapsed.

At July 2023 Chester Little Theatre had 79 (2022: 72) Members and 227 (2022: 227) Supporters.

# CHESTER LITTLE THEATRE

## TRUSTEES REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2023

---

### Committee

The existing General Committee (Trustees) have agreed to remain in their various positions until such time as we can hold an AGM.

The current General Committee is made up of:

Chair: Charlie Nunez

Treasurer: Marian Lovell

Box Office: Alison Knott

Artistic Director: Jane Barth

Stage Director: Vacant

Marketing Manager: Ally Goodman

Membership Secretary: Charlie Nunez

Secretary: Sue Elliott

House Manager: Malcolm Gledhill

Bar Manager: Ray Bengree

Chief Stage Manager: Pat Cameron

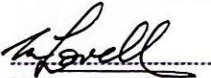
Technical Director: Chris Evans

Wardrobe Supervisor: Peter Russell

General Committee Members:

Margaret Bennett, Andrew Fox-Hutchings

The trustees report was approved by the Trustees.



Marian Lovell

Trustee

Date: 16 May 2024

# CHESTER LITTLE THEATRE

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CHESTER LITTLE THEATRE

---

I report to the trustees on my examination of the financial statements of Chester Little Theatre (the charity) for the year ended 31 July 2023.

### Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

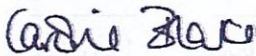
I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Caroline Blake FCCA  
McLintocks (NW) Limited  
2 Hilliards Court  
Chester Business Park  
Chester  
Cheshire  
CH4 9QP

Dated: 16/5/2024.

# CHESTER LITTLE THEATRE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 JULY 2023

	Notes	Unrestricted funds 2023 £	Unrestricted funds 2022 £
<b>Income from:</b>			
Donations and legacies	3	3,077	7,490
Charitable activities	4	39,881	33,257
Other trading activities	5	13,233	11,152
Investments	6	819	20
<b>Total income</b>		<b>57,010</b>	<b>51,919</b>
<b>Expenditure on:</b>			
Raising funds	7	5,926	5,107
Charitable activities	8	84,623	72,723
<b>Total expenditure</b>		<b>90,549</b>	<b>77,830</b>
<b>Net expenditure and movement in funds</b>		<b>(33,539)</b>	<b>(25,911)</b>
<b>Reconciliation of funds:</b>			
Fund balances at 1 August 2022		1,017,197	1,043,108
<b>Fund balances at 31 July 2023</b>		<b>983,658</b>	<b>1,017,197</b>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# CHESTER LITTLE THEATRE

## BALANCE SHEET AS AT 31 JULY 2023

	Notes	2023		2022	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		785,465		803,659
<b>Current assets</b>					
Stocks	13	1,182		896	
Debtors	14	8,187		7,911	
Cash at bank and in hand		192,019		205,918	
		201,388		214,725	
<b>Creditors: amounts falling due within one year</b>	15	3,195		1,187	
<b>Net current assets</b>			198,193		213,538
<b>Total assets less current liabilities</b>			983,658		1,017,197
<b>The funds of the charity</b>					
Unrestricted funds			983,658		1,017,197
			983,658		1,017,197

The financial statements were approved by the trustees on .....

  
Marian Lovell  
Trustee

16 MAY 2024

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2023

---

### 1 Accounting policies

#### Charity information

Chester Little Theatre is a charitable incorporated organisation (CIO) registered with the charity commission in England and Wales. The registered office is The Little Theatre, Gloucester Street, Chester, Cheshire CH1 3HR.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2023

### 1 Accounting policies

(Continued)

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Property	Nil
Property improvements	15% reducing balance
Plant and equipment	15 % reducing balance
Fixtures and fittings	15% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 JULY 2023

#### 1 Accounting policies

(Continued)

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

##### **Critical judgements**

##### **Determining residual values and useful economic lives of plant and equipment**

The company depreciates tangible assets over their estimated useful lives based on historic performance. The actual lives can vary. Judgement is applied also in the residual values of assets. When determining the residual value the trustees aim to assess the amount that the asset would currently obtain if the asset were disposed using market prices where possible.

#### 3 Income from donations and legacies

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Donations and gifts	1,550	6,003
Membership fees	1,527	1,487
	<u>3,077</u>	<u>7,490</u>

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2023

### 4 Income from charitable activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
<b>Theatre productions</b>		
Box office	38,607	32,474
Programmes	796	659
Sundry income	478	124
	<u>39,881</u>	<u>33,257</u>

### 5 Income from other trading activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Bar sales	12,052	10,358
Refreshments	1,181	794
Other trading activities	<u>13,233</u>	<u>11,152</u>

### 6 Income from investments

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Interest receivable	<u>819</u>	<u>20</u>

### 7 Raising funds

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Raffle expenses	107	95
Bar purchases	5,548	4,927
Refreshments	271	85
	<u>5,926</u>	<u>5,107</u>

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2023

### 8 Expenditure on charitable activities

	Production and running costs 2023 £	Production and running costs 2022 £
<b>Direct costs</b>		
Depreciation and impairment	31,296	35,940
Insurance	4,935	5,521
Light, heat & water	15,529	6,104
Telephone	497	473
Post, stationery & admin	1,013	1,541
Print & publicity	3,671	4,312
Production expenses	8,539	6,873
Repairs & maintenance	16,798	10,329
Licences	416	265
Sundry expenses	619	285
Independent Examiner's fees	1,310	1,080
	<u>84,623</u>	<u>72,723</u>
<b>Analysis by fund</b>		
Unrestricted funds	<u>84,623</u>	<u>72,723</u>

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 10 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Total	<u>-</u>	<u>-</u>

There were no employees whose annual remuneration was more than £60,000.

#### Remuneration of key management personnel

Key management personnel are not remunerated.

### 11 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2023

### 12 Tangible fixed assets

	Property improvements £	Property improvements £	Plant and equipment £	Fixtures and fittings £	Total £
<b>Cost</b>					
At 1 August 2022	600,000	290,322	1,067	32,041	923,430
Additions	-	3,723	-	9,378	13,101
At 31 July 2023	600,000	294,045	1,067	41,419	936,531
<b>Depreciation and impairment</b>					
At 1 August 2022	-	108,934	510	10,326	119,770
Depreciation charged in the year	-	27,720	84	3,492	31,296
At 31 July 2023	-	136,654	594	13,818	151,066
<b>Carrying amount</b>					
At 31 July 2023	600,000	157,391	473	27,601	785,465
At 31 July 2022	600,000	181,387	557	21,715	803,659

### 13 Stocks

	2023 £	2022 £
Finished goods and goods for resale	1,182	896

### 14 Debtors

	2023 £	2022 £
<b>Amounts falling due within one year:</b>		
Prepayments and accrued income	8,187	7,911

### 15 Creditors: amounts falling due within one year

	2023 £	2022 £
Deferred income	1,905	98
Accruals	1,290	1,089
	3,195	1,187

Deferred income represents income received in advance of the forthcoming financial year for performance. All deferred income is expected to be recognised in the 2024 financial year and all deferred income at 31 July 2022 has been recognised in the 2023 financial year.

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2023

### 16 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 August 2022	Incoming resources	Resources expended	At 31 July 2023
	£	£	£	£
General funds	1,017,197	57,010	(90,549)	983,658
	<u>1,017,197</u>	<u>57,010</u>	<u>(90,549)</u>	<u>983,658</u>
<b>Previous year:</b>	<b>At 1 August 2021</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>At 31 July 2022</b>
	£	£	£	£
General funds	1,043,108	51,919	(77,830)	1,017,197
	<u>1,043,108</u>	<u>51,919</u>	<u>(77,830)</u>	<u>1,017,197</u>

### 17 Analysis of net assets between funds

	Unrestricted 2023	Unrestricted 2022
	£	£
Fund balances at 31 July 2023 are represented by:		
Tangible assets	785,465	803,659
Current assets/(liabilities)	198,193	213,538
	<u>983,658</u>	<u>1,017,197</u>

### 18 Related party transactions

There were no disclosable related party transactions during the year.

**CHESTER LITTLE THEATRE**

England & Wales - Charity number 1178159

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# Accounts

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Charity registration number 1178159

**CHESTER LITTLE THEATRE**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2022**

# CHESTER LITTLE THEATRE

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees**

Susan Elliott  
Raymond Bengree  
Margaret Bennett  
Teresa Nunez  
Peter Russell  
Christopher Evans  
Malcolm Gledhill  
Alison Knott  
Marian Lovell  
Jane Barth  
Alastair Goodman  
Patricia Cameron  
Andrew Fox-Hutchings

(Appointed 13 September  
2022)

**Charity number**

1178159

**Principal address**

The Little Theatre  
Gloucester Street  
Chester  
Cheshire  
CH1 3HR

**Independent examiner**

McLintocks (NW) Limited  
2 Hilliards Court  
Chester Business Park  
Chester  
Cheshire  
CH4 9PX

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# CHESTER LITTLE THEATRE

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Independent examiner's report	4
Statement of financial activities	5
Balance sheet	6
Notes to the financial statements	7 - 13

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# CHESTER LITTLE THEATRE

## TRUSTEES REPORT

### *FOR THE YEAR ENDED 31 JULY 2022*

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The trustees present their annual report and financial statements for the year ended 31 July 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

#### **Objectives and activities**

The Charity's objects are to develop public appreciation of the Arts of Drama and to promote the advancement and improvement of general education in relation to all aspects of such Arts.

#### **Significant activities:**

- Our main activity is the presentation of six full length auditorium plays over the season to run for 7 nights each. Plus, three 3-night productions in the Salisbury Studio
- Social evenings for Members/Supporters include, play and poetry readings, quiz nights, showcases, etc.
- We hire out space to other cultural groups.

#### **Volunteers**

The Charity is run entirely by volunteers who are needed for each production not only for the acting, directing and back-stage activities but also to provide Front of House Management, serving refreshments, running the bar, and ensuring that we comply with health and safety regulations

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

As there was still a shadow over when Covid lockdowns would be removed, the Trustees agreed to; a) provide at least 5 auditorium productions once the lockdown restrictions were removed.  
b) the 2021/22 season would provide light entertainment productions for the whole season in order to encourage the public to return to the theatre safely.

Fortunately, Chester Little Theatre (CLT) was able to carry out this proposal beginning auditorium productions in October 2021 plus 3 studio performances and happily 1 visiting company production.

Hiring/visiting groups: CLT was able to provide a pre-Covid regular visiting company with 1 production slot.

Although we were able to provide an extensive programme for the 2021/22 season audience numbers were noticeable poor, which the Trustees put down to many still being wary of leaving their homes for public events.

**Development:** During Covid (subject to the regulations at the time) CLT was able to undertake some outstanding building maintenance such as a revamp and upgrade of our box office area.

**Conclusion:** All Trustees agreed it was good to resume activities including the regular face-to-face trustee meetings. The Trustees agreed to move their meetings from monthly to bi-monthly, with the Business Planning Group (a sub-committee of 4 main trustees) meeting in between to ensure the safe and viable running of the charity

# CHESTER LITTLE THEATRE

## TRUSTEES REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 JULY 2022

---

#### Financial review

The report and accounts for 2021-2022 season have been submitted to the Charity Commission and can be found on their web site.

The Treasurer has carried out a review of our finances and it would seem that we should be able to pay our maintenance bills this season (2022/2023) from our 'reserves' – though there will be regular reviews of the finances to ensure that we are staying solvent. However of course, the sooner we open and begin generating income again the better.

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

#### Risk management

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. There is a child protection policy in place and DBS checks are carried out on leaders as appropriate. The Trustees have drawn up and agreed health and safety procedures which have been approved by the local fire service. They are aware of and comply with local licensing requirements, and attend

#### Plans for future periods

The Trustees were keen to progress the extension but having sought cost estimates for the project it has proved to be too expensive. They have therefore decided to undertake remodeling of the public entrance to provide a more welcoming experience for patrons. This will also afford the opportunity for structural repairs to be carried out. We will also be redesigning the kitchen area to provide greater flexibility for studio productions.

#### Structure, governance and management

The charity is controlled by its governing document, a deed of trust, and constitutes a charitable incorporated organisation (CIO) registered from 30 April 2018, being operational from 01 August 2018 with assets transferred from the previous charity Chester Theatre Club.

The trustees who served during the year and up to the date of signature of the financial statements were:

Susan Elliott

Raymond Bengree

Margaret Bennett

Teresa Nunez

Peter Russell

Christopher Evans

John McGinn

(Resigned 13 September 2022)

Malcolm Gledhill

John Turner

(Resigned 7 September 2021)

Alison Knott

Marian Lovell

Ann Massey

(Resigned 13 September 2022)

Jane Barth

Keith Long

(Resigned 13 September 2022)

Alastair Goodman

Patricia Cameron

Andrew Fox-Hutchings

(Appointed 13 September 2022)

# CHESTER LITTLE THEATRE

## TRUSTEES REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 JULY 2022**

---

### **Recruitment and appointment of new trustees**

Members of the charity pay an annual subscription and elect the Committee of Trustees at the AGM.

Following the 2016 AGM the membership approved that though all Trustees should be re-elected annually, the positions of Chair, Vice Chair and ordinary members may hold the same post for four consecutive years, rising to a maximum of five years if no suitable replacement is available. The Treasurer, subject to annual re election, may continue in office at the discretion of the Committee. All other officers, subject to annual re-election, may continue in office for ten consecutive years but shall then not be eligible to seek re-election to the same position until twelve months have elapsed.

At July 2022 Chester Little Theatre had 72 Members and 227 Supporters.

### **Committee**

The existing General Committee (Trustees) have agreed to remain in their various positions until such time as we can hold an AGM.

The current General Committee is made up of:

Chair: Charlie Nunez	Secretary: Sue Elliott
Treasurer: Marian Lovell	House Manager: Malcolm Gledhill
Box Office: Alison Knott	Bar Manager: Ray Bengree
Artistic Director: Jane Barth	Chief Stage Manager: Pat Cameron
Stage Director: Vacant	Technical Director: Chris Evans
Marketing Manager: Ally Goodman	Wardrobe Supervisor: Peter Russell
Membership Secretary: Charlie Nunez	

General Committee Members:

Margaret Bennett, Andrew Fox-Hutchings

During challenging time our Trustees continued to work hard on behalf of the Charity. There were regular communications either electronically or by telephone between this group during the period of closure with great enthusiasm from all members to keep going using some alternative routes such as our YouTube venture.

The trustees report was approved by the Trustees.

Marian Lovell

**Trustee**

5 May 2023

# CHESTER LITTLE THEATRE

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF CHESTER LITTLE THEATRE

---

I report to the trustees on my examination of the financial statements of Chester Little Theatre (the charity) for the year ended 31 July 2022.

#### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Caroline Blake FCCA  
McLintocks (NW) Limited  
2 Hilliards Court  
Chester Business Park  
Chester  
Cheshire  
CH4 9PX

Dated: 5 May 2023

# CHESTER LITTLE THEATRE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 JULY 2022

		Unrestricted funds 2022 £	Unrestricted funds 2021 £
	Notes		
<b><u>Income and endowments from:</u></b>			
Donations and legacies	2	7,490	1,311
Charitable activities	3	33,257	39
Other trading activities	4	11,152	30
Investments	5	20	29
Other income	6	-	360
<b>Total income</b>		<u>51,919</u>	<u>1,769</u>
<b><u>Expenditure on:</u></b>			
Raising funds	7	<u>5,107</u>	<u>368</u>
Charitable activities	8	<u>72,723</u>	<u>71,638</u>
<b>Total expenditure</b>		<u>77,830</u>	<u>72,006</u>
<b>Net expenditure for the year/ Net movement in funds</b>		(25,911)	(70,237)
Fund balances at 1 August 2021		<u>1,043,108</u>	<u>1,113,345</u>
<b>Fund balances at 31 July 2022</b>		<u><u>1,017,197</u></u>	<u><u>1,043,108</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# CHESTER LITTLE THEATRE

## BALANCE SHEET

AS AT 31 JULY 2022

---

	Notes	2022 £	£	2021 £	£
<b>Fixed assets</b>					
Tangible assets	11		803,659		827,388
<b>Current assets</b>					
Stocks	12	896		426	
Debtors	13	7,911		3,085	
Cash at bank and in hand		205,918		213,299	
		<u>214,725</u>		<u>216,810</u>	
<b>Creditors: amounts falling due within one year</b>	14	<u>(1,187)</u>		<u>(1,090)</u>	
Net current assets			<u>213,538</u>		<u>215,720</u>
<b>Total assets less current liabilities</b>			<u>1,017,197</u>		<u>1,043,108</u>
<b>Income funds</b>					
Unrestricted funds			<u>1,017,197</u>		<u>1,043,108</u>
			<u>1,017,197</u>		<u>1,043,108</u>

The financial statements were approved by the Trustees on 5 May 2023

Marian Lovell  
Trustee

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 JULY 2022

---

#### 1 Accounting policies

##### Charity information

Chester Little Theatre is a charitable incorporated organisation (CIO) registered with the charity commission in England and Wales. The registered office is The Little Theatre, Gloucester Street, Chester, Cheshire CH1 3HR.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2022

---

### 1 Accounting policies

(Continued)

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Property	Nil
Property improvements	15% reducing balance
Plant and equipment	15 % reducing balance
Fixtures and fittings	15% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2022

### 1 Accounting policies

(Continued)

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

### 2 Donations and legacies

	<b>Unrestricted funds</b>	Unrestricted funds
	<b>2022</b>	2021
	£	£
Donations and gifts	6,003	998
Membership fees	1,487	313
	<u>          </u>	<u>          </u>

### 3 Charitable activities

	<b>Theatre Activities</b>	<b>Theatre Activities</b>
	<b>2022</b>	<b>2021</b>
	£	£
Box office	32,474	-
Programmes	659	-
Sundry receipts	124	39
	<u>          </u>	<u>          </u>
	<u>33,257</u>	<u>39</u>

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2022

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### 4 Other trading activities

	<b>Unrestricted funds</b>	Unrestricted funds
	<b>2022</b>	2021
	<b>£</b>	<b>£</b>
Bar sales	10,358	30
Refreshments	794	-
	<u>          </u>	<u>          </u>
Other trading activities	11,152	30
	<u>          </u>	<u>          </u>

### 5 Investments

	<b>Unrestricted funds</b>	Unrestricted funds
	<b>2022</b>	2021
	<b>£</b>	<b>£</b>
Interest receivable	20	29
	<u>          </u>	<u>          </u>

### 6 Other income

	<b>Total</b>	Unrestricted funds
	<b>2022</b>	2021
	<b>£</b>	<b>£</b>
Net gain on disposal of tangible fixed assets	-	360
	<u>          </u>	<u>          </u>

### 7 Raising funds

	<b>Unrestricted funds</b>	Unrestricted funds
	<b>2022</b>	2021
	<b>£</b>	<b>£</b>
Raffle Expenses	95	-
Bar Purchases	4,927	368
Refreshments	85	-
	<u>          </u>	<u>          </u>
	5,107	368
	<u>          </u>	<u>          </u>

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2022

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### 8 Charitable activities

	<b>Theatre Activities 2022 £</b>	<b>Theatre Activities 2021 £</b>
Depreciation and impairment	35,940	40,127
Insurance	5,521	6,954
Light, heat & water	6,104	7,618
Telephone	473	502
Post, stationery & admin	1,541	91
Print & publicity	4,312	826
Production expenses	6,873	409
Repairs & maintenance	10,329	13,993
Licences	265	98
Sundry expenses	285	-
Professional fees	1,080	1,020
	<u>72,723</u>	<u>71,638</u>

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 10 Employees

The average monthly number of employees during the year was:

	<b>2022 Number</b>	<b>2021 Number</b>
Total	-	-

There were no employees whose annual remuneration was more than £60,000.

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2022

### 11 Tangible fixed assets

	Property £	Property improvements £	Plant and equipment £	Fixtures and fittings £	Total £
<b>Cost</b>					
At 1 August 2021	600,000	286,810	1,067	23,341	911,218
Additions	-	3,512	-	8,700	12,212
At 31 July 2022	600,000	290,322	1,067	32,041	923,430
<b>Depreciation and impairment</b>					
At 1 August 2021	-	76,925	412	6,494	83,831
Depreciation charged in the year	-	32,010	98	3,832	35,940
At 31 July 2022	-	108,935	510	10,326	119,771
<b>Carrying amount</b>					
At 31 July 2022	600,000	181,387	557	21,715	803,659
At 31 July 2021	600,000	209,886	655	16,847	827,388

### 12 Stocks

	2022 £	2021 £
Finished goods and goods for resale	896	426

### 13 Debtors

	2022 £	2021 £
<b>Amounts falling due within one year:</b>		
Prepayments and accrued income	7,911	3,085

### 14 Creditors: amounts falling due within one year

	2022 £	2021 £
Other creditors	98	-
Accruals and deferred income	1,089	1,090
	1,187	1,090

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2022

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### 15 Analysis of net assets between funds

	<b>Unrestricted 2022 £</b>	Unrestricted 2021 £
Fund balances at 31 July 2022 are represented by:		
Tangible assets	803,659	827,388
Current assets/(liabilities)	213,538	215,720
	<u>1,017,197</u>	<u>1,043,108</u>

### 16 Related party transactions

There were no disclosable related party transactions during the year.

**CHESTER LITTLE THEATRE**

England & Wales - Charity number 1178159

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# Accounts

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**CHESTER LITTLE THEATRE**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2021**

# CHESTER LITTLE THEATRE

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees**

Susan Elliott  
Raymond Bengree  
Margaret Bennett  
Teresa Nunez  
Peter Russell  
Christopher Evans  
John McGinn  
Malcolm Gledhill  
John Turner  
Alison Knott  
Marian Lovell  
Ann Massey  
Jane Barth  
Keith Long  
Alastair Goodman  
Patricia Cameron

**Charity number**

1178159

**Principal address**

The Little Theatre  
Gloucester Street  
Chester  
Cheshire  
CH1 3HR

**Independent examiner**

McLintocks (NW) Limited  
2 Hilliards Court  
Chester Business Park  
Chester  
Cheshire  
CH4 9PX

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# CHESTER LITTLE THEATRE

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Statement of financial activities	6
Balance sheet	7
Notes to the financial statements	8 - 14

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# CHESTER LITTLE THEATRE

## TRUSTEES REPORT

**FOR THE YEAR ENDED 31 JULY 2021**

---

The trustees present their annual report and financial statements for the year ended 31 July 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

### **Objectives and activities**

The Charity's objects are to develop public appreciation of the Arts of Drama and to promote the advancement and improvement of general education in relation to all aspects of such Arts.

### **Significant activities:**

- Our main activity is the presentation of six full length auditorium plays over the season to run for 7 nights each. Plus, three 3-night productions in the Salisbury Studio
- Social evenings for Members/Supporters include, play and poetry readings, quiz nights, showcases, etc.
- We hire out space to other cultural groups.

### **Volunteers**

The Charity is run entirely by volunteers who are needed for each production not only for the acting, directing and back-stage activities but also to provide Front of House Management, serving refreshments, running the bar, and ensuring that we comply with our health and safety

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

### **Covid Pandemic**

- During the Covid pandemic monthly meeting of Trustees became challenging. As there was little business within the building it was agreed that regular electronic updates would be issued by the Chair as required. During this period the Chair issued several CLT updates to members and supporters also.
- Trustees also agreed that subscriptions for members and supporters be extended to the end of the 2020-2021 season.
- It was also agreed that season ticket holders would be refunded the remaining part of their subscription as CLT closed half-way through the 2019-2020 season.
- With Charity commission approval CLT did not hold an AGM for the conclusion of the 2019-2020 season.

# CHESTER LITTLE THEATRE

## TRUSTEES REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 JULY 2021**

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### **Achievement and Performance**

Due to Covid restrictions introduced in March 2020, Chester Little Theatre (CLT) did not have a season from 23rd March 2020 until October 2021. Under Government regulations CLT, as an amateur theatre, was classed as a 'household' which meant that we could not provide public performances during that period.

When regulations slightly relaxed on occasion for households during this period, we did provide two YouTube productions of casts of two people each, filmed by one person.

Youth Theatre: As our youth leaders had announced their retirement at the end of the 2019-2020 season, finding replacement volunteer leaders became difficult and along with the Covid pandemic, the Youth Theatre section closed.

Hiring/visiting groups: Though a number of hires were scheduled for the first half of 2020, due to the Covid pandemic these were cancelled.

Development: As CLT became classed as a 'household' during the pandemic development of the building was only undertaken as each level of restrictions were removed. During the summer of 2020 our team upgraded the men's toilets. In May 2021 (due to the age of the building) part of the ceiling over the main stairwell collapsed. The Trustees agreed (electronically) that the whole of the ceiling should come down and be replaced. This work was undertaken by our team.

### **Financial review**

The report and accounts for 2019-2020 season have been submitted to the Charity Commission and can be found on their web site.

The Treasurer has carried out a review of our finances and it would seem that we should be able to pay our maintenance bills this season (2021/2022) from our 'reserves' – though there will be regular reviews of the finances to ensure that we are staying solvent. However of course, the sooner we open and begin generating income again the better.

Although CLT decided to extend the 2019/2020 subscriptions until the summer of 2021, quite a number of supporters and some members, have sent in their subscriptions as donations to CLT to help us through these strange times. Many Thanks to them.

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. There is a child protection policy in place and DBS checks are carried out on leaders as appropriate. The trustees have drawn up and agreed health and safety procedures which have been approved by the local fire service. They are aware of and comply with local licensing requirements, and attend courses when relevant, e.g., on fundraising, improving publicity for the charity, etc. Trustees and Members give their time voluntarily and receive no remuneration or other benefits.

### **Plans for the future**

The trustees have agreed that, subject to any further government restrictions, we will reopen for a new season in September 2021. They acknowledge that audience retention will be vital to the continuing success of the Chester Little Theatre and so the Directors' committee will be meeting to put together a suitable programme of plays which we hope will appeal to patrons old and new.

Having considered the charity's financial position, the trustees have also agreed that any minor building improvement projects which are underway will be completed before reopening but the plan for the extension will be halted until such time as the trustees can be assured that the charity is able commit to any major item of capital expenditure.

# CHESTER LITTLE THEATRE

## TRUSTEES REPORT (CONTINUED)

*FOR THE YEAR ENDED 31 JULY 2021*

---

### **Structure, governance and management**

The charity is controlled by its governing document, a deed of trust, and constitutes a charitable incorporated organisation (CIO) registered from 30 April 2018, being operational from 01 August 2018 with assets transferred from the previous charity Chester Theatre Club.

The trustees who served during the year and up to the date of signature of the financial statements were:

Susan Elliott  
Raymond Bengree  
Margaret Bennett  
Teresa Nunez  
Peter Russell  
Christopher Evans  
John McGinn  
Malcolm Gledhill  
John Turner  
Alison Knott  
Marian Lovell  
Ann Massey  
Jane Barth  
Keith Long  
Alastair Goodman  
Patricia Cameron

### **Recruitment and appointment of new trustees**

Members of the charity pay an annual subscription and elect the Committee of Trustees at the AGM.

Following the 2016 AGM the membership approved that though all Trustees should be re-elected annually, the positions of Chair, Vice Chair and ordinary members may hold the same post for four consecutive years, rising to a maximum of five years if no suitable replacement is available. The Treasurer, subject to annual re election, may continue in office at the discretion of the Committee. All other officers, subject to annual re-election, may continue in office for ten consecutive years but shall then not be eligible to seek re-election to the same position until twelve months have elapsed.

At July 2020 Chester Little Theatre had 72 Members and 227 Supporters.

# CHESTER LITTLE THEATRE

## TRUSTEES REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 JULY 2021**

---

### **Committee**

The existing General Committee (Trustees) have agreed to remain in their various positions until such time as we can hold an AGM.

The current General Committee is made up of:

Chair: Margaret Bennett	Vice Chair: Alison Knott
Secretary: Sue Elliott	Treasurer: Marian Lovell
House Manager: Malcolm Gledhill	Box Office: vacant
Chair of Directors: Jane Barth	Bar Manager: Ray Bengree
Stage Director: Keith Long	Technical Director: Chris Evans
Publicity Officer: Ally Goodman	Wardrobe Supervisor: Peter Russell
Membership Secretary: Margaret Bennett	

General Committee Members:

Pat Cameron, John McGinn, Ann Massey, Charlie Nunez

During challenging time our Trustees continued to work hard on behalf of the Charity. There were regular communications either electronically or by telephone between this group during the period of closure with great enthusiasm from all members to keep going using some alternative routes such as our YouTube venture.

The trustees report was approved by the Trustees.



**Marian Lovell**

Trustee

Dated: 12 April 2022

# CHESTER LITTLE THEATRE

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF CHESTER LITTLE THEATRE

---

I report to the trustees on my examination of the financial statements of Chester Little Theatre (the charity) for the year ended 31 July 2021.

#### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act;  
or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Caroline Blake FCCA  
McLintocks (NW) Limited  
2 Hilliards Court  
Chester Business Park  
Chester  
Cheshire  
CH4 9PX

Dated: 12 April 2022

# CHESTER LITTLE THEATRE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 JULY 2021

		Unrestricted funds	Unrestricted funds
		2021	2020
	Notes	£	£
<b><u>Income and endowments from:</u></b>			
Donations and legacies	3	1,311	3,230
Charitable activities	4	39	26,201
Other trading activities	5	30	7,506
Investments	6	29	127
Other income	7	360	-
<b>Total income</b>		<u>1,769</u>	<u>37,064</u>
<b><u>Expenditure on:</u></b>			
Raising funds	8	368	3,637
Charitable activities	9	71,638	94,232
<b>Total resources expended</b>		<u>72,006</u>	<u>97,869</u>
<b>Net expenditure for the year/ Net movement in funds</b>		(70,237)	(60,805)
Fund balances at 1 August 2020		<u>1,113,345</u>	<u>1,174,150</u>
<b>Fund balances at 31 July 2021</b>		<u><u>1,043,108</u></u>	<u><u>1,113,345</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# CHESTER LITTLE THEATRE

## BALANCE SHEET

AS AT 31 JULY 2021

---

	Notes	2021		2020	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		827,388		867,514
<b>Current assets</b>					
Stocks	13	426		794	
Debtors	14	3,085		39	
Cash at bank and in hand		213,299		247,200	
		<u>216,810</u>		<u>248,033</u>	
<b>Creditors: amounts falling due within one year</b>	15	<u>(1,090)</u>		<u>(2,202)</u>	
Net current assets			215,720		245,831
<b>Total assets less current liabilities</b>			<u>1,043,108</u>		<u>1,113,345</u>
<b>Income funds</b>					
Unrestricted funds			1,043,108		1,113,345
			<u>1,043,108</u>		<u>1,113,345</u>

The financial statements were approved by the Trustees on 12 April 2022



Marian Lovell  
Trustee

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS

*FOR THE YEAR ENDED 31 JULY 2021*

---

### 1 Accounting policies

#### Charity information

Chester Little Theatre is a charitable incorporated organisation (CIO) registered with the charity commission in England and Wales. The registered office is The Little Theatre, Gloucester Street, Chester, Cheshire CH1 3HR.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2021

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### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Property	Nil
Property improvements	15% reducing balance
Plant and equipment	15 % reducing balance
Fixtures and fittings	15% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2021

### 1 Accounting policies

(Continued)

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Donations and legacies

	<b>Unrestricted funds</b>	Unrestricted funds
	<b>2021</b>	2020
	£	£
Donations and gifts	998	1,062
Membership fees	313	2,168
	<u>          </u>	<u>          </u>

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2021

### 4 Charitable activities

	Theatre Activities 2021 £	Theatre Activities 2020 £
Box office	-	24,820
Programmes	-	503
Room hire	-	400
Sundry receipts	39	478
	<u>39</u>	<u>26,201</u>

### 5 Other trading activities

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Bar sales	30	6,715
Refreshments	-	791
Other trading activities	<u>30</u>	<u>7,506</u>

### 6 Investments

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Interest receivable	<u>29</u>	<u>127</u>

### 7 Other income

	Unrestricted funds 2021 £	Total 2020 £
Net gain on disposal of tangible fixed assets	<u>360</u>	<u>-</u>

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2021

### 8 Raising funds

	<b>Unrestricted funds</b>	Unrestricted funds
	<b>2021</b>	2020
	£	£
Raffle Expenses	-	59
Bar Purchases	368	3,510
Refreshments	-	68
	<u>368</u>	<u>3,637</u>

### 9 Charitable activities

	<b>Theatre Activities 2021</b>	<b>Theatre Activities 2020</b>
	£	£
Depreciation and impairment	40,127	42,232
Insurance	6,954	6,176
Light, heat & water	7,618	6,986
Telephone	502	532
Post, stationery & admin	91	2,326
Print & publicity	826	7,638
Production expenses	409	8,888
Repairs & maintenance	13,993	15,566
Licences	98	431
Sundry expenses	-	1,417
Professional fees	1,020	2,040
	<u>71,638</u>	<u>94,232</u>

### 10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 11 Employees

The average monthly number of employees during the year was:

	<b>2021 Number</b>	<b>2020 Number</b>
Total	<u>-</u>	<u>-</u>

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2021

### 11 Employees

(Continued)

There were no employees whose annual remuneration was more than £60,000.

### 12 Tangible fixed assets

	Property £	Property improvements £	Plant and equipment £	Fixtures and fittings £	Total £
<b>Cost</b>					
At 1 August 2020	600,000	286,810	1,067	23,341	911,218
At 31 July 2021	600,000	286,810	1,067	23,341	911,218
<b>Depreciation and impairment</b>					
At 1 August 2020	-	39,886	296	3,521	43,703
Depreciation charged in the year	-	37,038	116	2,973	40,127
At 31 July 2021	-	76,924	412	6,494	83,830
<b>Carrying amount</b>					
At 31 July 2021	600,000	209,886	655	16,847	827,388
At 31 July 2020	600,000	246,923	771	19,820	867,514

### 13 Stocks

	2021 £	2020 £
Finished goods and goods for resale	426	794

### 14 Debtors

Amounts falling due within one year:	2021 £	2020 £
Prepayments and accrued income	3,085	39

### 15 Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals and deferred income	1,090	2,202

# CHESTER LITTLE THEATRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2021

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### 16 Analysis of net assets between funds

	<b>Unrestricted 2021</b>	Unrestricted 2020
	£	£
Fund balances at 31 July 2021 are represented by:		
Tangible assets	827,388	867,514
Current assets/(liabilities)	215,720	245,831
	<u>1,043,108</u>	<u>1,113,345</u>
	<u><u>1,043,108</u></u>	<u><u>1,113,345</u></u>

### 17 Related party transactions

There were no disclosable related party transactions during the year.