

Patricia Common

Andrew Fox-Hughes

Michael Turner

Thomas Turner

Patricia Common

Andrew Fox-Hughes

CHESTER LITTLE THEATRE

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2023

Patricia Common

Andrew Fox-Hughes

(Appointed 13 September 2023)

1015159

Charity number

1015159

Principal business

Gloucester Road

Chester

Cheshire

CH1 3JH

Malincocks (UK) Limited

Independent examiner

2 Hillside Court

Gloucester Business Park

Chester

Cheshire

CH1 9DP

CHESTER LITTLE THEATRE

LEGAL AND ADMINISTRATIVE INFORMATION

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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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

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).

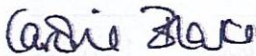
I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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 £
Income from:			
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
Total income		57,010	51,919
Expenditure on:			
Raising funds	7	5,926	5,107
Charitable activities	8	84,623	72,723
Total expenditure		90,549	77,830
Net expenditure and movement in funds		(33,539)	(25,911)
Reconciliation of funds:			
Fund balances at 1 August 2022		1,017,197	1,043,108
Fund balances at 31 July 2023		983,658	1,017,197

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 £
Fixed assets			
Tangible assets	12	785,465	803,659
Current assets			
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
Creditors: amounts falling due within one year	15	3,195	1,187
Net current assets		198,193	213,538
Total assets less current liabilities		983,658	1,017,197
The funds of the charity			
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 £
Theatre productions		
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 £
Direct costs		
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>
Analysis by fund		
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	-	-

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 £	Property improvements £	Plant and equipment £	Fixtures and fittings £	Total £
Cost					
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
Depreciation and impairment					
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
Carrying amount					
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 £
Amounts falling due within one year:		
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

Previous year:	At 1 August 2021	Incoming resources	Resources expended	At 31 July 2022
	£	£	£	£
General funds	1,043,108	51,919	(77,830)	1,017,197

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.