



# **Brixham Theatre CIO**

**Annual Report 2022-2023**

## **BRIXHAM THEATRE CIO**



### **Annual Report to Members for the period April 2022 – April 2023**

<b>Charity name:</b>	<b>Brixham Theatre CIO</b>
<b>Other name the charity uses:</b>	<b>BTCIO</b>
<b>Registered charity number:</b>	<b>1178208</b>
<b>Charity's principal address:</b>	<b>Brixham Theatre Brixham Town Hall New Road Brixham Devon TQ5 8TA</b>

Brixham Theatre is a Charitable Incorporated Organisation (CIO). It conforms to the national regulations of The Charities Commission.

The Charity's Main Objectives as cited in its governing document are:

*(A) to promote public appreciation of the performing and visual arts (including, drama, music and dance, performances and exhibitions)*

*(B) to advance the education of the public in the knowledge, understanding and appreciation of the performing and visual arts (including, drama, music and dance, performances and exhibitions) in particular, but not exclusively, by encouraging and facilitating the practice of performing arts among children and young people by the provision of workshops.*

The Theatre occupies, as a tenant, premises owned by Brixham Town Council. Whilst the Theatre holds its own policies and risk assessments, it operates within the rules, regulations and guidance in operation for the Town Hall complex as a whole.

### **Trustees**

Trustees who managed the charity from April 2022 were:

- 1 Claire Carter as Chair from January 2023
- 2 John Budden
- 3 Ian Munro from May 2022
- 4 Dot Vickery from February 2023
- 5 Nick Noden from February 2023
- 6 Julie Munro from February 2023
- 7 Senga Wallace Roche to December 2022
- 8 Paul Sandell as Chair to January 2023

Members will need to vote on the new Trustee body for 2023-24 at the AGM. This past year has seen a number of Trustees resign due to changes in personal circumstances leaving only two elected members. Ian has been a co-opted member since May 2022 and we have been fortunate enough to recruit another three new Trustees this year: Dot, Julie and Nick. The Trustees are recommending the formal election of all four at the AGM, in addition to John, who will have completed his three-year term in November 2023, but would like to continue for a further term of office. See Appendix 1 for details.

A voting slip is attached (Appendix 3) should you be unable to attend the meeting in person.

Report prepared by Claire Carter as Chair and approved by the Trustees at their meeting on 7<sup>th</sup> May 2023.



**Welcome to members of Brixham Theatre CIO, old and new!**

*And a heartfelt thank you for all your support as, without people like you, Brixham Theatre would not exist. Where today there is music and drama, singing and dancing, laughter and tears, community and shared memories, there could have been cobwebs and spiders, or even worse, dull and drab, municipal council offices!*

Five years ago, Brixham Theatre was neglected and rejected, abandoned as being unviable and unnecessary. But a group of brave individuals stepped forward, lending their time and energy to set up a charitable incorporated organisation and even lending their own money to buy lights and other essential equipment.

It has not been an easy journey, with six different Chairs, a global pandemic, lockdowns, war in Ukraine and a cost of living crisis, but we are still here! With a 15-year lease signed and a great team, we are in the best position now to build on all that hard work and give Brixham the facility it deserves and needs.

The initial pioneers kept the dream alive but this is not just about one individual or a small group of individuals, it's about what people can achieve when they all work together, bringing their different strengths and ideas, dedication and hard work, but using them to work together to keep this place alive and relevant for the local community of Brixham to enjoy for future generations.

That is why this report is not written by me alone but by everyone: the volunteers who vacuum the floors and go out in the rain to put up the posters, by the people who book the acts and buy the stock and by the drama groups who breathe life and soul into these walls.

And although we are lucky to have a pretty special Grade II listed building, it is the people who work here who make this theatre a truly special place to be.

As in a production, everyone has a part to play in the story of Brixham Theatre and the show could not go on without each and every one of the amazing volunteers and members who put their heart and soul into giving their best performances, on and off the stage.

Thank you and I look forward to another great year of working together with you all!

*Claire*

Chair of Trustees BTCIO



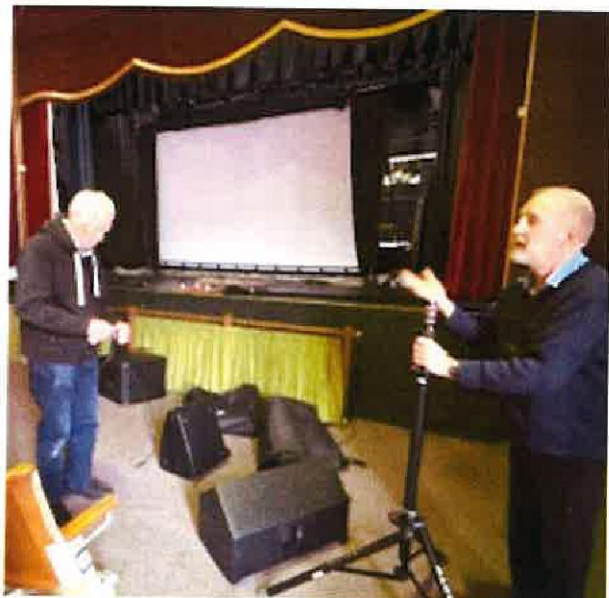
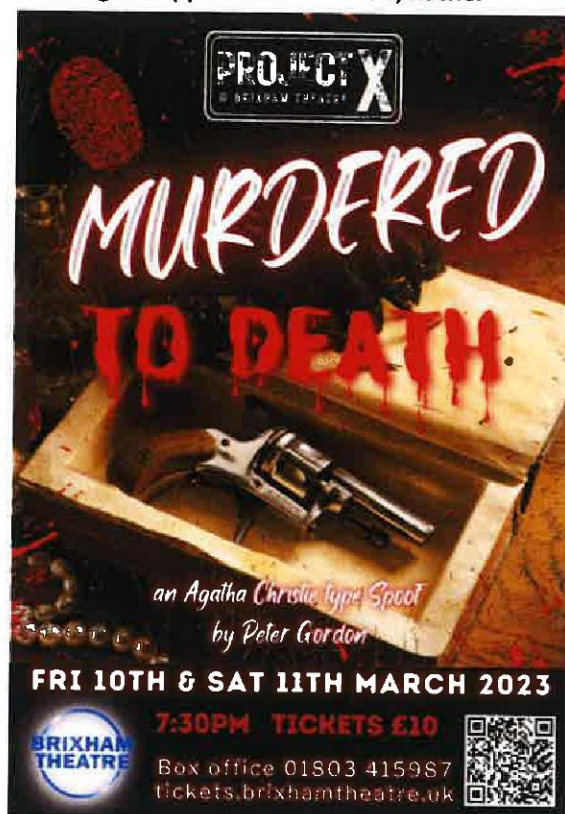


## Treasurer

Claire Carter held the position of Treasurer for 2022-23 but following her appointment as Chair, Rachel Thomas has taken over from 1<sup>st</sup> April 2023.

The year-end accounts to March 2023 have been signed off by Independent Examiners, Accounting & General Ltd, and are attached. **Claire** says: The bank balance has reduced slightly over the year, from £28,955 to a total of £26,366 at the end of March 2023 but includes one-off costs such as the lease. It provides a necessary working capital buffer to cope with spikes of cash in and out. There is a prior-year adjustment in the accounts (on page 4) as our 15-year lease with Brixham Town Council was only signed, and the legal costs paid, in 2022-23. However, the council insisted on backdating the start date to 2018 so the depreciation due has been included in the previous period.

**INCOME:** Ticket sales in 2022-23 more than doubled to £74,318 from £35,219 in the previous year (although there was only seven months of trading in 2021-22). Bar sales, ice cream sales and theatre hire have also all roughly doubled from last year giving a total income for 2022-23 of £92,242. 2021-22 saw income of £59,578 but this included Covid-related support which will not be repeated. We also secured a grant from the Torbay Community Development Trust.



We are very fortunate that our resident drama group Project X donates all of its profits from productions to the theatre. Their latest show, *Murdered to Death*, raised more than £2,000 but £500 of this is being kept in a separate account to pay set up expenses for their next production.

**EXPENDITURE:** Most Direct Costs have increased in line with the number of shows. However, Till Costs have reduced as our new system has no ongoing monthly costs. Function Room costs are lower as a pop-up bar in the auditorium is used for quieter shows.

Commissions did include the TicketSource booking fees but these are now paid by the customer as this is standard in the industry. It currently includes Credit/Debit Card processing fees on Sum-up and Stripe in addition to PRS payments. Other Show Costs are the FilmBank cinema night licences.

Overall Net Receipts for 2022-23 were £2,395 compared to £407 for the previous year (after the prior-year depreciation adjustment). Closing Funds have therefore increased, now standing at £50,973.



[treasurer@brixhamtheatre.uk](mailto:treasurer@brixhamtheatre.uk)

[www.brixhamtheatre.uk](http://www.brixhamtheatre.uk)



## Membership

Our Secretary Dot takes care of all our admin as well as membership renewals, training and policies.

**Dot** says: This year has been challenging with the growth within the theatre. As secretary I support all areas such as the events team, by booking all the events with Brixham Town Council. I also assist our volunteer coordinator by endeavouring to recruit for volunteers on social media, and occasionally I do a stint in the Box Office. We did have some volunteer assistance in the office during the year and that was very welcomed, but due to personal reasons, there are vacancies presently and if anyone is interested in helping out in the office, they should make contact with me.



Additionally we have seen an introduction to our quarterly newsletter, which is distributed to members and volunteers and keeps all informed of newsworthy items past, present and future. I do hope you have been enjoying the read!



Memberships saw us raising the price last year for the first time in forever, from £10 to £15, and for whatever reason we saw a dip in memberships. It was difficult to understand when we looked at the numbers for our theatre users, how so few people wanted to purchase a membership and support us financially.



I should add if you refer a friend, neighbour, colleague or family member you are entitled to claim a free cinema ticket.

So this year we have offered our membership 10% off all tickets sales and a free cinema ticket for two, and I am very pleased to say that we have already surpassed last year's figures!



Be sure to drop me a line and let me know who you have referred!

[membership@brixhamtheatre.uk](mailto:membership@brixhamtheatre.uk)

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## Volunteers

With no paid members of staff, we rely on our volunteers and particularly Volunteer Co-ordinator Pauline to keep everyone happy and informed and get everyone in the right place at the right time!

**Pauline** says: The 22/23 year has seen the number of volunteers remain approximately the same. New people joining, but others retiring, withdrawing with health or family issues, or relocating.

Recruitment by posters or flyers has had minimal effect, flagging up opportunities online has been more

successful. Historically, personal recommendation has been the most fruitful way for new people to become involved but we are now endeavouring to recruit from wider areas by involvement in dedicated organisations.

Our trustee board has ended the year with a group of enthusiastic committed individuals working together both operationally and to improve the financial security and artistic viability of Brixham Theatre. Our management team has ensured improvements in the efficiency and effectiveness of our organisation.

Our Duty Manager team has been expanded by both new people and existing members of the team coming forward. Our events stewards team has a core of experienced individuals with some new members rapidly clocking up event hours.

Our volunteer tech team has continued to devote many hours to the benefit of local community groups.

Our box office team represent the face of the Theatre during the daytime.



Volunteer events are the ideal chance for everyone to meet up and have included a Curry Night, Coffee and Cake, Afternoon Cream and Cheese Teas and of course the annual summer garden party.



[volunteers@brixhamtheatre.uk](mailto:volunteers@brixhamtheatre.uk)

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## Events

It will be no surprise that our Artistic Director John is actually an accomplished musician himself so knows all the best acts to book!

**John** says: Events were completely stopped, and the theatre closed by the Covid lockdown March 2020 to September 2021. We reopened to a world that was still reticent to go out to large gatherings of people and audiences were poor - we had to cancel many events because of poor ticket sales.

April 2022 saw sales picking up slowly and although more events had to be cancelled the numbers were going up. The BOADS musical Oliver in October 2022 had excellent houses. Since then numbers have risen and currently are looking good for the future.

Over the past year we have enjoyed a wide variety of events at the theatre ranging from Giles Shenton's one man shows, Missin' Tackle Shanty Crew, BOADS musicals, Darkside of Pink Floyd benefit concert for Ukraine, children's showcases from Spark, Razzamataz and Dramatically Different and some of the best tribute acts available – Fleetwood Mac, ABBA, Carpenters and Phil Collins to mention just a few. The movie nights showed some classic movies and audiences are building for the cinema.

The theatre has hosted 67 shows – sold almost 7000 tickets and taken nearly £80,000 in ticket sales alone.

The future is looking good with more top class tribute acts including the early Genesis tribute – The Watch – who are coming all the way from Milan. We have some comedy plays, BOADS musicals, our regular performers South Devon Players, Dramatically Different, Spark, Razzamataz and much more!

Our great line up for the next few months:

## WHAT'S ON

### SPRING - SUMMER 2023

**SIMON & GARFUNKEL THROUGH THE YEARS**  
7.30 pm Friday 12th May  
TICKETS: £20

**MOVIE: WEST SIDE STORY**  
7.30 pm Wednesday 17th May  
TICKETS: £5 (Students)

**INDIE KILLERS**  
7.30 pm Friday 26th May  
TICKETS: £22

**THE DARKSIDE OF PINK FLOYD**  
7.30 pm Saturday 3rd June  
TICKETS: £22

**ALANIS UK**  
7.30 pm Friday 9th June  
TICKETS: £22

**MOVIE: ELVIS**  
7.30 pm Wednesday 14th June  
TICKETS: £5 (Students)

**QUO-INCIDENCE**  
7.30 pm Friday 16th June  
TICKETS: £22

**SHERLOCK'S EXCELLENT ADVENTURES**  
7.30 pm Friday 30th June  
TICKETS: £15 (Students) £12

Box Office: 01802 415987  
open Monday - Friday 10am - 12 noon  
Book tickets online: [www.tickets.brixhamtheatre.uk](http://www.tickets.brixhamtheatre.uk)

[info@brixhamtheatre.uk](mailto:info@brixhamtheatre.uk)

### Brixham Theatre Open Day

Sat 13 May 2023, 10:00AM - 2:00PM  
 Brixham Theatre  
 Devon

Tickets sold by TicketSource

**BOOK NOW**

Share this event

Find us on

© 2023 TicketSource

## WHAT'S ON

### SPRING - SUMMER 2023

**ONE STEP BEHIND**  
7.30 pm Saturday 15th July  
TICKETS: £22

**THE ED SHEERAN SONG BOOK**  
7.30 pm Friday 21st July  
TICKETS: £22

**CHASING MUMFORD**  
7.30 pm Saturday 29th July  
TICKETS: £22

**HELLS BELLS**  
7.30 pm Friday 4 August  
TICKETS: £10

**A HEAD FULL OF COLDPLAY**  
7.30 pm Saturday 12th August  
TICKETS: £22

**WRONG JOVI**  
7.30 pm Friday 18th August  
TICKETS: £22

**SUPERSONIC QUEEN**  
7.30 pm Friday 25th August  
TICKETS: £22

**GUITAR EXPERIENCE**  
7.30 pm Friday 1st September  
TICKETS: £22

Box Office: 01802 415987  
open Monday - Friday 10am - 12 noon  
Book tickets online: [www.tickets.brixhamtheatre.uk](http://www.tickets.brixhamtheatre.uk)

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## Box Office and Ticketing

Trustee Ian has taken on the vital Box Office Lead role to create the best possible first impression of Brixham Theatre.

**Ian** says: The Box Office is the theatre's day-to-day link with customers wishing to buy tickets to the shows. It is important to us, providing personal contact with members of the theatre, local residents and visitors who want to ask questions about upcoming shows or deal with queries relating to their bookings.

The Box Office is manned for one hour before every performance and each weekday from 10:00 to 12:00. However, recently we have lost three of our regular weekday Box Office team. We have been joined by another volunteer, but we are currently left with two weekdays which are not regularly covered and for which we ask other



volunteers to step in when they can. We are actively advertising for additional help from among our current volunteers, as well as seeking new volunteers to assist in this area.

Apart from the Box Office, tickets can be purchased in person at both Brixham and Churston Libraries. We pay the Libraries 10% of our ticket sales to cover their costs in doing this for us. Most of our sales are made on-line through the Ticket Source website. Ticket Source charge the customers a booking fee to cover their costs, which is standard in the industry. Neither the Box Office nor the Libraries charge this fee.

For the shows shown in the 12 months to 31 March 2023, the theatre has sold 6,280 tickets of which 4,697 tickets (75%) were sold online through Ticket Source, 1,193 tickets (19%) were sold by the Box Office and 390 tickets (6%) were sold by the Libraries.



[boxoffice@brixhamtheatre.uk](mailto:boxoffice@brixhamtheatre.uk)



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## Technical Team

Our Tech Team is led by Mr Brixham Theatre himself, Dave, and includes Chris, John, Harley, Steven and Tony as well as visiting tech and special co-opted member Angela who helps out when needed!

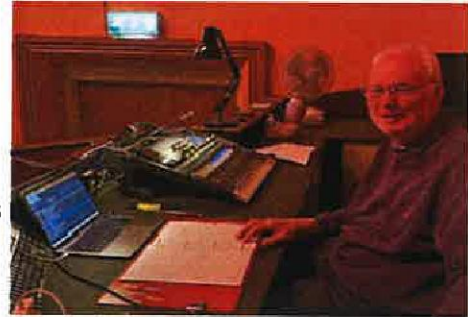
**Dave** says: We now have a camera focused on the stage with the image on show in the green room, this complements the speaker system so that actors and stage staff can now see the action on stage as well as hear. We are considering expanding this facility to other locations eg. tech and prompt locations. The camera is infra-red sensitive so can operate during stage blackouts.

We have begun to refurbish the back of stage speakers and wiring. We had also began to clean and overhaul the auditorium lights, sadly we need to begin this again due to dust from the works to the Scala Hall ceiling (see below!)

The green auditorium curtains have been re-strung so they now open and close on the cords, they have also been sprayed with fire retardant to bring them up to the same standard of the stage curtaining.

We assisted and liaised with the works to eliminate rot in the Scala Hall ceiling, this involved removing and replacing seats and carpet tiles on the left side of the auditorium.

We have installed an extra row of seats (row K) this has increased our capacity by ten seats. We now have a capacity of 250.



Two wireless microphones have been purchased, reducing our reliance on personal equipment. These consist of one hand held unit and one headset type of unit. These will support visiting speakers and "single person" type of shows.

Parts of the stage have been reinforced to reduce the "bounce" in some areas.

The lighting part of our team continue to replace old style lighting with led units, they have also obtained a new fog machine, this seems to have found fire detectors which we didn't realise were sensitive to smoke! These are being replaced with sensors that aren't!

We have made a change to the PAT testing routine by deciding to test the stage lighting every two years all other portable equipment continues to have an annual test and inspection.

Contact has been made with a local advisor and installer of cinema equipment with a view of increasing the theatre going experience and simplifying the job of setting up and taking down.



[tech@brixhamtheatre.uk](mailto:tech@brixhamtheatre.uk)

[www.brixhamtheatre.uk](http://www.brixhamtheatre.uk)



## The Bar and Ice Creams

Although the theatre does not have its own dedicated bar space, it is still a very important social and fundraising part of our organisation. As well as hiring the ground floor Function Room from Brixham Town Council, we have experimented with having a facility within the auditorium for smaller audiences in an effort to keep costs to a minimum and this has worked well for Cinema Nights in particular.

We have a new till system which is much easier to use and automatically produces sales and low stock reports. We also have a portable Sum up card reader which can be linked to a mobile phone.

As well as our licence holder Andy, our regular bar volunteers include bar manager Laraine, Pete, Annie, Tony, Ian and Julie, with many others helping out when it's busy! And of course we have Lynn who orders the ice-cream.

**Laraine** says: 'The bar has taken on a new vibe!

Taking inspiration from the theatre lovers that make up our audience, we have introduced music and decorations to support the excellent shows being produced.

We aim to enhance the experience of a night out by adding an element and fun and welcoming atmosphere as well as extended the range of refreshments including a little sparkle here and there.



The bar volunteers work to make it a happy environment and have taken training to keep it safe too.



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# Safeguarding



## SAFEGUARDING

Brixham Theatre has recently taken on a new safeguarding team under the leadership of former trustee Laura Jury, who has a wealth of experience as an actor, teacher and running a touring theatre company.

Laura says: 'It is imperative that the theatre is a safe, welcoming place for all volunteers, creatives and audience to come and share in the joy of theatre-based arts & culture, regardless of previous experience, ethnicity, any disability, age, gender or background, and the role of the new safeguarding team is to ensure that. Safeguarding relates to both physical and psychological wellbeing, ensuring that there are no opportunities for any form of abuse, bullying or other negative behaviour. This role focusses on our volunteers at Brixham Theatre, but will also be available to liaise as needed with the safeguarding staff with visiting acts and productions.

Laura Jury, the safeguarding lead, is a local actor and theatre maker, running her own touring professional touring theatre company (South Devon Players) since 2005, which is one of the regular companies performing at Brixham Theatre.

She also served three years as a trustee at Brixham Theatre.

Additionally, Laura has a Masters degree in teaching secondary/ college level theatre, and is one of four directors nationally on Equity's national Directors Committee. Equity, as a trade union for actors and creatives, also has strict guidelines on the safeguarding and wellbeing of creatives, all of which will inform the safeguarding policies of Brixham Theatre, alongside relevant national legislation, and lived experience.

The safeguarding team (pictured on the poster right) will have contact details readily available in the theatre, and encourage anyone with questions or concerns, to make contact at any time.

## Brixham Theatre's Safeguarding Team



**Laura**  
Safeguarding Lead  
laura@brixhamtheatre.uk



**Julie**  
julie@brixhamtheatre.uk



**Phil**  
phil@brixhamtheatre.uk



**Pete**



**Rachel**



**Lynn**

If you have any safeguarding concerns please  
speak to a member of the team or email  
[safeguarding@brixhamtheatre.uk](mailto:safeguarding@brixhamtheatre.uk)

[safeguarding@brixhamtheatre.uk](mailto:safeguarding@brixhamtheatre.uk)

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## Groups

Brixham Theatre's adult amateur dramatic group, **Project X**, has been meeting regularly in the theatre for performance-related workshops, rehearsals and live shows since 2018. But as well as entertaining us, the group makes a vital financial contribution too, as all profits from productions are ploughed back into the theatre to help improve the facilities and infrastructure.

**Vanessa** says: We are a group of very enthusiastic, adult amateur dramatic locals who want to support our lovely Brixham Theatre, improve our own theatre and performance related skills and have fun!

We have an educative role too as we mix rehearsals with drama exercises for character development and enhancing stage craft skills. Project X performers recently demonstrated this at the theatre's Open Day!

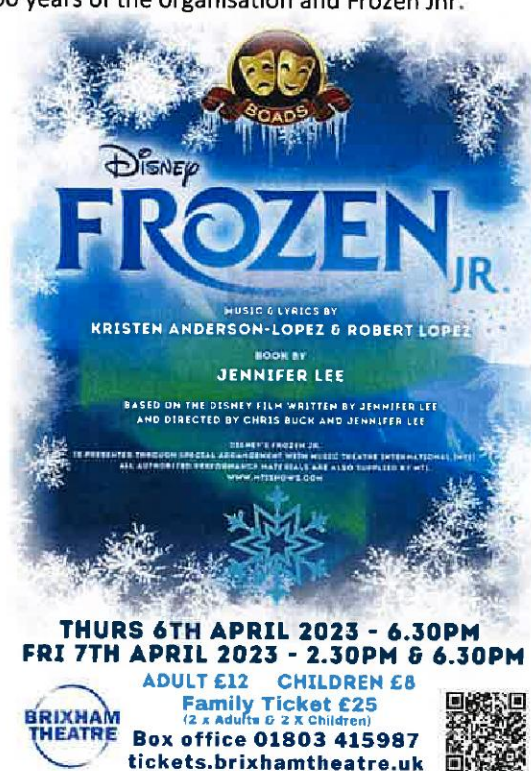
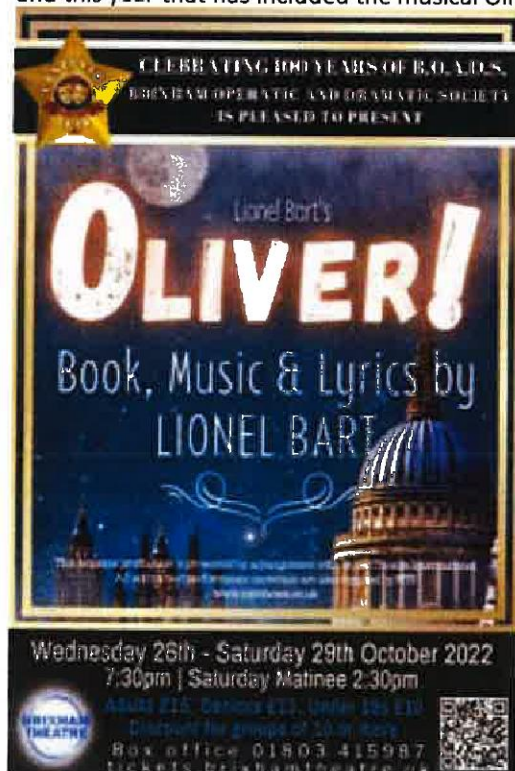


The latest performance of *Murdered To Death* in mid- March 2023 successfully raised funds for BTCIO in the region of £2,000 profit, with £500 set aside for future projects.

During 2023-24 , Project X would like to move to a two fundraising performances per year model: one in March and the other in June/July each year.

Our proposed production for March 2024 is *Play On* by Rick Abbott. This is a comedy with 10 plus cast about a play within a play. It is very much in the genre of "The Play that went wrong" , a very funny, and publically popular, West End Hit.

**Brixham Operatic and Amateur Dramatic Society (BOADS)** stage their shows at Brixham Theatre and this year that has included the musical *Oliver!* to mark 100 years of the organisation and *Frozen Jr.*





## The South Devon Players Theatre & Film

**Company** is a professional theatre company based in Brixham since 2015, creating inclusive and lively opportunities for local people across Torbay who are at any stage of building or furthering careers/employment in theatre, with credits accepted towards Equity & Spotlight registrations.

**Laura Jury** says: Since April 2022, the Players have launched two regional theatre tours, of Ben Hur, and Beowulf, at Brixham Theatre, as well as running a highly successful winter training school for actors seeking careers in theatre. Now, in spring of 2023, the Players are preparing to launch the next tour, Les Miserables, at Brixham Theatre; are planning ahead for the 2023-4 winter theatre school already with a waiting list, and are working towards the winter 2023-4 tour of Shakespeare's Macbeth, also launching at Brixham Theatre, and running additional related activities at the theatre for school students.



Additionally, the South Devon Players founder and company owner, Laura Jury, has joined Brixham Theatre as head of safeguarding, drawing on her experience as an actor, theatre maker, and Equity national policy committee member. The South Devon Players are thrilled to work in an ongoing partnership with Brixham Theatre, providing professional opportunities, education and creativity to the people of Torbay. The Players are actively seeking people interested in performance, and backstage creativity, to become involved.

**Dramatically Different Youth Theatre** has been the resident Theatre Youth group for the past ten years.



**Rachel Swain** says: Our young people range from ages 5-19 years and are taught all aspects of the performing arts from creative writing, stage management as well as performance skills. This last year has been an excellent example of the creative talent we nurture within our group. Our July 2022 production, 'Long Live The King' was written by William Thompson, one of my students and originally performed in the Theatre in 2016. Since finishing his degree in the Performing Arts, William has returned to Brixham and now volunteers at our weekly Tuesday sessions as Assistant Director. Our performance of 'Long Live The King' last summer was a great opportunity to showcase, once again, the high level of talent within our young people, whilst providing a forum and space to support young writers.

Our latest production, 'The Fairest Of All' was in fact our Ten Year Anniversary production in the theatre, and was another original play, written by me in the form of 43 pages of rhyming verse. A huge undertaking, the production is a good example of how Dramatically Different youth theatre creates and performs original works, which develop and nurture our students to become confident young adults in our challenging modern society. I am so proud of our young people and believe each and every one of them are an excellent advocate for Brixham Theatre and all it represents.



## Appendix 1 - Trustee applications

There are five Trustees standing for election for the 2023-2024 year: four new Trustees and one current Trustee seeking re-election for a further term of office.

### New Trustees:

#### Dot Vickery

Hello, my name is Dot Vickery, I have been living in this beautiful town for 18 years and have been taking care of the secretarial and membership duties for the Theatre for the last two years and was approached by our Chairman, to consider becoming a Trustee. This was an opportunity to be part of the Team that continually evolves and makes good decisions all in the best interests of the Theatre.

It was an offer I could not refuse.

My working background before my retirement was within Management and Finance departments, with strengths in finance, office and administration.

I hope that I can bring to this position plenty of enthusiasm, balanced opinions and the energy to make things happen.

Having been on board at the end of Covid, I have been able to see how the Team has developed and grown to bring quality entertainment to Brixham. I look forward to the exciting times ahead for the Theatre as we approach our 5th Year as a Charity and the new challenges it will bring.



#### Julie Munro

I would like to become a trustee of Brixham Theatre. I have been a volunteer since October 2021 and have carried out various roles – usher, bar, ice cream, scanning & poster distribution. I have enjoyed meeting a wide range of people who support the theatre, as well as feeling part of an enthusiastic group of local people whose aim is to keep the theatre open as a great community asset.

In my working life, I was employed in a variety of childcare settings, where I worked within a mix of teams to provide the best outcomes for our children and families. I am keen to work as part of the Trustee team in a similar way to continue the growth and further success of the Theatre.

I believe my strengths include an ability to empathise and to communicate with others as well as a willingness 'to get stuck into' anything that might need doing.



#### Nick Noden

I have lived in Brixham since 1977 and have been an on-call firefighter for the town for 25 years. I am a member of Brixham Rugby Club and a member of Brixham Royal Naval Association as a Standard Bearer.

I am married with three children, three step-children and a dog.

My interests include rugby, walks with family, local history and DIY.

1979 - 1984 Brixham Secondary School

1986 - 1998 Royal Navy

1998 -2023 On-call Firefighter in Brixham as Crew Manager

2004 - 2008 Berry Head Coastguard cliff rescue team

2001 - Present Aviation Firefighter at Exeter Airport as Watch Manager

2018 - Present Course Director at STCW Maritime Firefighting, Kingskersell, Newton Abbot





## Ian Munro

I began my involvement with the theatre when I retired to Brixham in October 2019. My wife Julie and I came to see a number of shows which we thoroughly enjoyed. When we discovered that the theatre was looking for people to help out with the day to day operations, we both decided to volunteer.

I started by working in the bar, which I still do, then became Box Office Lead, helping the Box Office team and training new volunteers. I look after cash banking and making sure we've enough change in our floats for the bar, box office and ice cream stand. I also book acts - I've currently five new tribute acts lined up for this year that I have arranged.

I am also Duty Manager for the film nights, and I've carried out a number of front of house roles – scanning tickets and 'meet and greet' on the main door.

I decided I would enjoy becoming more deeply involved in the strategic direction of the theatre, so I applied to become a trustee. I believe passionately that we are most fortunate to have the theatre as a community asset and I want to see it prosper and grow.

In the past, my volunteering work was for the youth football team that my two sons played for. I helped with their teams, but mostly was the Club Treasurer and then Club Chairman. In the latter role I coordinated child safeguarding, booked pitches with the local councils, arranged the replenishment of kit and equipment and oversaw the management committee.

I think that my professional experience will be useful as a trustee of the theatre. I worked as Finance Director and Group Treasurer of a number of listed European businesses. My qualifications include a B.A. in Accounting and Finance and I am a Fellow of the Institute of Chartered Accountants in England and Wales.



## Current Trustees seeking re-election:

### John Budden

I have been a trustee for 2 and a half years and we have a great team of trustees now. I still have plenty of expertise to offer and would like to stay part of this winning team.

Education: Kingswood Grammar School, Bristol – Royal College of Music – Newton Park College of Higher Education (now Bath Spa University) – Kingston University.

Work history: 1975 – 80 peripatetic music teacher in Salisbury area

1980 – 2001 Royal Artillery Band Larkhill, Dortmund (Germany), Woolwich – attained rank of WO1 Band Sergeant Major.

2001 to present Self employed IT consultant and musician.

2009 Moved from Kent to Paignton.

Founder member of BTCIO in May 2018 and events manager since. Became trustee in November 2020. Have Married to Kathryn and living in Cherry Brook with daughters aged 12 and 16 as well as 3 cats and a dog.





**Charity Number: 1178208**

**Brixham Theatre CIO**

**Income and Expenditure Account**

**For the Year Ending 31st March 2023**

**ACCOUNTING & GENERAL LTD**  
**Chartered Certified Accountants**



**BRIXHAM THEATRE CIO**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**ADDRESS**

Brixham Theatre CIO  
New Road  
Brixham  
Devon  
TQ5 8TA

**ACCOUNTANTS**

Accounting & General  
16 Stoke Gabriel Road  
Galmpton  
BRIXHAM  
TQ5 0NQ

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**BRIXHAM THEATRE CIO**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**Accountants' report to the members on the accounts of Brixham Theatre CIO**

We report to the trustees on my examination of the accounts of Brixham Theatre CIO for the year ended 31 March 2023 set out on pages 3 to 5.

**Responsibilities and basis of report**

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

We report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the applicable requirements concerning the form and content of considered accounts set out in the Charities (Accounts and Reports) Regulations 2009 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.

**Opinion**

In our opinion we 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 accounts to be reached.



ACCOUNTING & GENERAL  
Chartered Certified Accountants  
16 Stoke Gabriel Road  
Galmpton  
BRIXHAM  
TQ5 0NQ

Dated: 3rd May 2023



**BRIXHAM THEATRE CIO**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2023**

FUNDS	31st March 2023		31st March 2022	
	£	£	£	£
	Unrestricted Funds	Restricted Funds	Unrestricted Funds	Restricted Funds
Ticket Sales	74,318		35,219	
Members	810		708	
Bar and Café	11,738		6,713	
Ice Cream	3,303		1,605	
Theatre Hire	1,720		785	
Grants & Sponsorship	280		10,667	
Charitable Activities	73		67	
Donations of Equipment & Services	-		3,814	
<b>Total Receipts</b>	<b>92,242</b>	<b>-</b>	<b>59,578</b>	<b>-</b>
<b>Payments</b>				
<i><b>Direct Costs:</b></i>				
Performers	52,413		27,069	
Till Costs	474		664	
Other Show Costs	1,535		707	
Function Room Hire	1,243		1,771	
Ice- Cream Supplies	1,506		633	
Bar Supplies	4,113		2,620	
Commissions	3,055		159	
Performance Advertising	1,150		-	
<i><b>Overhead Costs:</b></i>				
Accountancy	480		384	
General Advertising	2,925		4,347	
Cleaning	433		230	
Donations	141		-	
Insurance	2,895		2,560	
Office Expenditure	1,307		1,500	
Printing, Postage, and Stationery	-		209	
Professional Fees	728		826	
Repairs and Maintenance	4,990		5,207	
Rents	6,000		6,000	
Rates	486		312	
Training	72		-	
Depreciation Charges	3,901		3,973	
<b>Total Payments</b>	<b>89,847</b>	<b>-</b>	<b>59,171</b>	<b>-</b>
<b>Net Receipts/ (Payments)</b>	<b>2,395</b>	<b>-</b>	<b>407</b>	<b>-</b>



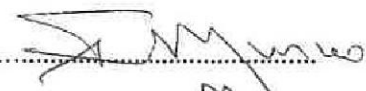
**BRIXHAM THEATRE CIO**

**BALANCE SHEET  
AS AT 31 MARCH 2023**

		31st March 2023	31st March 2022
	Notes	£	£
<b>INTANGIBLE ASSETS</b>			
Website		4,626	4,626
<b>FIXED ASSETS</b>			
Leasehold		4,258	4,677
Fixtures, fittings, and equipment		13,448	13,614
Computer equipment		482	602
		<u>18,188</u>	<u>18,893</u>
		22,814	23,519
<b>CURRENT ASSETS</b>			
Bank current account (Main)		25,866	28,955
Bank current account (Club)		500	-
PayPal		119	-
Cash		454	195
Debtors		2,544	1,999
Filmbank deposit		150	150
Stock		678	426
		<u>30,311</u>	<u>31,725</u>
<b>CURRENT LIABILITIES</b>			
Advance Ticket Sales		405	-
Accruals		1,747	6,666
		<u>2,152</u>	<u>6,666</u>
<b>NET ASSETS</b>		<u>50,973</u>	<u>48,578</u>
Opening Funds		48,578	49,357
Net Receipts/ Payments		2,395	407
Prior Year Adjustment	1	-	(1,186)
Restricted Funds		-	-
<b>Closing Funds</b>		<u>50,973</u>	<u>48,578</u>

Signed .....  .....

Trustee Name .. CLAIRE CARTER .....

Signed .....  .....

Trustee Name .. IAN MUNRO .....



**BRIXHAM THEATRE CIO  
FIXED ASSETS SCHEDULE  
FOR THE YEAR ENDED 31 MARCH 2023**

	Website £	Leasehold Property £	Furniture, Fittings, and Equipment £	Office Equipment £	Total £
<b>COST</b>					
At 1 April 2022	4,626	6,282	17,017	753	24,052
Additions	-	-	<u>3,196</u>	-	3,196
<b>At 31 March 2023</b>	<b><u>4,626</u></b>	<b><u>6,282</u></b>	<b><u>20,213</u></b>	<b><u>753</u></b>	<b><u>27,248</u></b>
<b>DEPRECIATION</b>					
At 1 April 2022	-	1,605	3,403	151	5,159
Charge for year	-	<u>419</u>	<u>3,362</u>	<u>120</u>	<u>3,901</u>
<b>At 31 March 2023</b>	<b>-</b>	<b>-</b>	<b><u>271</u></b>	<b><u>6,765</u></b>	<b><u>7,036</u></b>
<b>NET BOOK VALUE</b>					
<b>At 31 March 2023</b>	<b><u>4,626</u></b>	<b><u>4,258</u></b>	<b><u>13,448</u></b>	<b><u>482</u></b>	<b><u>18,188</u></b>
At 31 March 2022	<u>4,626</u>	<u>4,677</u>	<u>13,614</u>	<u>602</u>	<u>18,893</u>

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2023**

- 1 The accounts include a prior period adjustment relating to correcting the omission of the 15 year property lease agreement which commenced from 1 May 2018 and was not previously accounted for.

This adjustment resulted in 2022's Depreciation expense being increased by £419. The effect of this adjustment on 2022's Net Receipts can be summarised as follows:

Net Receipts per 2022 accounts - prior to adjustment	£826
Less increase in 2022 Depreciation charge - per adjustment	<u>£419</u>
Amended 2022 Net Receipts figure - per 2023 accounts	<u>£407</u>