

EMPIRE THEATRE TRUST CIO

CHARITY NUMBER 1178975

COMPANY NUMBER CE014458

FINANCIAL STATEMENTS & TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 30 SEPTEMBER 2024

EMPIRE THEATRE TRUST CIO

CONTENTS FOR THE YEAR ENDED 30 SEPTEMBER 2024

	Pages
Charity Information	1
Trustees' Annual Report	2-4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8-14

EMPIRE THEATRE TRUST CIO

CHARITY INFORMATION

FOR THE YEAR ENDED 30 SEPTEMBER 2024

TRUSTEES:

Andrew Munday

Neil Hardy

Elizabeth Barrow

Resigned 27 October 2024

Linda Kemp

Appointed 26th October 2023

Karen Pearce

Appointed 28th October 2023

Duncan McCubbine

Appointed 27th November 2024

CHAIRMAN OF THE EXECUTIVE COMMITTEE:

Jo-Anne Collis

TREASURER

Jayne Djidjelli MAAT, ATT

REGISTERED CHARITY NUMBER

1178975

COMPANY NUMBER

CE014458

PRINCIPAL ADDRESS

Empire Theatre Trust CIO

Empire Theatre

Butler Road

Halstead

Essex

CO9 1LL

INDEPENDENT EXAMINER

Beaumont Seymour

47 Butt Road

Colchester

Essex

CO3 3BZ

BANKERS:

Barclays Bank plc

Leicester

LE87 2BB

EMPIRE THEATRE TRUST CIO

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2024

INTRODUCTION

The Trustees present their annual report together with the financial statements of the charity for the year ended 30 September 2024.

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2015) (amended 2 February 2016) as detailed in the accounting policies.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number 1178975: Company Number CE014458

Principal address

Empire Theatre
57 Butler Road
Halstead
Essex
CO9 1LL

Trustees

The following trustees have served throughout the year:

Andrew Munday

Neil Hardy

Elizabeth Barrow

Resigned 27 October 2024

Linda Kemp

Appointed 26th October 2023

Karen Pearce

Appointed 28th October 2023

Duncan McCubbine

Appointed 27th November 2024

Officers

The Chairman of the Executive Committee: Jo-Anne Collis

Treasurer: Jayne Djidjelli MAAT, ATT

Governing document

Halstead Empire Trust was approved by the Charity Commissioners as a registered charity on 31 March 1978. The Trust is governed by a constitution adopted on 31 March 1978. By resolution of the Trustees, dated the 11 September 2018, Halstead Empire Trust registered charity number 275693 agreed to merge with Empire Theatre Trust CIO, a charitable incorporated organisation, charity registered number 1178975. A pre-merger vesting declaration was made by Halstead Empire Trust that with effect from 1 October 2018 in accordance with S310(2) of the Charities Act 2011 the Empire Theatre Trust CIO shall assume full responsibility for the management and running of all its charitable activities. All the objectives, activities remain the same as set out below.

The charity operates under the name of the "Empire Theatre". An executive committee administers the everyday running of the theatre.

Recruitment and appointment of new trustees

All trustees are briefed on their responsibilities as trustees prior to their acceptance of the role. Trustees shall hold office until they resign.

EMPIRE THEATRE TRUST CIO

TRUSTEES' ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2024

Organisational structure

The trustees hold regular meetings, normally monthly.

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. The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to ensure regular reports are produced for Trustees to ensure all necessary actions are taken to lessen the risks.

PUBLIC BENEFIT

The Trustees have complied with the duty in Section 17(5) of the 2011 Charities Act to have due regard to guidance published by the Charity Commission in respect of public benefit and in planning the activities for the year, have kept this in mind.

OBJECTIVES AND ACTIVITIES

The objectives, as set out in the original Halstead Empire Theatre Trust constitution document, are for the Trust to promote for the benefit of the inhabitants of Halstead and the neighbourhood surrounding the town, without distinction of sex, political religious or other opinions by associating with the Local Authorities, voluntary organisations and inhabitants in a common effort to advance education and particularly to educate the said inhabitants in the Arts and Sciences of theatre including arts, drama, mime, dancing, singing, and music by the presentation of performances, lectures, film shows, exhibitions, recitals, art exhibitions, arts festivals and other artistic educational and recreational activities and events.

The trustees believe that being involved with "theatre" can play an active role in bringing benefits to all ages of society, including social interaction, relationships and confidence building, as well as the benefits from attending performances and being entertained. The Theatre is very much a community project, involving local people to use the Theatre for a variety of activities.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The trust continued to be active by holding a variety of events. This year again saw streaming events, live bands, Comedy Club nights, bingo sessions, child and adult film parties and local theatre groups performing. Films have been shown aimed specifically at young people as part of the Government's Safer Streets project. The project is a Government initiative aimed at preventing anti social behaviour in town centres. There have also been events by Health Watch Essex to raise awareness about male health issues.

Performance

A new online booking system and front of house point of sale system was brought into use in August 2024 and the website has been overhauled.

The theatre continues to be used by smaller local groups on a regular basis including the Halstead Community Choir, Bridge Club and Photography Club.

EMPIRE THEATRE TRUST CIO

TRUSTEES' ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2024

FINANCIAL REVIEW

The total incoming resources for the year amounted to £136,888 (2023 - £115,358). Expenditure for the year amounted to £168,561 (2023 - £142,000) which brought a (loss) surplus for the year of (£31,674) (2023 - (£26,642)).

VOLUNTEERS

The trust has no paid employees and is operated solely by between 30 – 40 unpaid volunteers. The trustees express their thanks to them for their hard work and achievements during the year.

RESERVES POLICY

The charity holds reserves in order that levels of service provided may be maintained should there be a reduction in incoming resources. Reserves in this context mean funds that are freely available for the purpose of the charity after all commitments have been met these funds were transferred to the Empire Theatre Trust CIO on 1 October 2018.

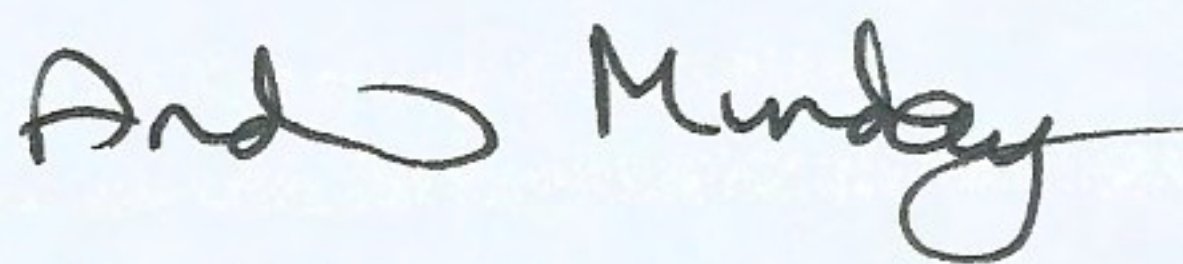
FUTURE PLANS

The cinema will be able to show new film releases with plans to install a new professional-grade cinema projector designed for smaller screens. This uses laser phosphor technology instead of traditional bulbs giving brighter, sharper images and a longer lifespan. Our Dementia Friendly and Autism Friendly Cinema will continue with support of local businesses. Our streaming events will also continue as these have proved to be very popular, Royal Opera House events especially. We shall continue with our recruitment drive and projectionists and front of house volunteers will be fully trained.

We plan to continue with the Dementia Friendly Choir with the support of Halstead Community Choir and CareUK, to engage with the less fortunate in our area.

Our intention is to continue to encourage the use of the theatre so it maintains its role as an integral part of the community.

Approved by order of the Board of Trustees on 30 July 2025 and signed on its behalf by:



Andrew Dennis Keanne Munday

- Chair Trustees

EMPIRE THEATRE TRUST CIO

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2024

Independent Examiner's report to the Trustees of Empire Theatre Trust CIO.

We report on the accounts of the Trust for the year ended 30 September 2024, which are set on pages 6 to 14.

This report is made solely to the Charity's Trustees, as a body, in accordance with Section 145 of the Charities Act 2011. Our independent examination work has been undertaken so that we might state to the Charity's Trustees those matters we are required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for our independent examination work, for this report, or for the opinions we have formed.

Respective Responsibilities of the Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- a. examine the accounts (under section 145 of the 2011 Act);
- b. to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act; and
- c. to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

The examination was carried out in accordance with the general directions given by the Charity Commissioner. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent Examiner's Statement

In connection with the examination and accounts preparation, no matter has come to our attention:

- (1) which gives us reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act; have not been met; or
- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Beaumont Seymour
Chartered Certified Accountants
47 Butt Road
Colchester
Essex
CO3 3BZ



Date: 31 July 2025

EMPIRE THEATRE TRUST CIO

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

	Notes	2024		2023	
		£	£	£	£
INCOME RESOURCES					
Income and endowments from:					
Donations and legacies			8,118		8,567
Charitable activities			128,770		106,791
Separate material item of income			-		-
TOTAL	3		136,888		115,358
RESOURCES EXPENDED					
Expenditure on:					
Raising funds		10,867		11,630	
Charitable activities		116,082		66,864	
Other		41,613		63,507	
TOTAL	4		168,561		142,000
NET (EXPENDITURE) INCOME			(31,674)		(26,642)
RECONCILIATION OF FUNDS					
TOTAL FUNDS BROUGHT FORWARD			116,043		142,685
TOTAL FUNDS CARRIED FORWARD			84,369		116,043

All income and expenditure in the comparative and current Statement of Financial Activities were unrestricted.

The Statement of Financial Activities includes all gains or losses recognised in the year

The notes on pages 8 to 14 form part of these financial statements.

EMPIRE THEATRE TRUST CIO

BALANCE SHEET

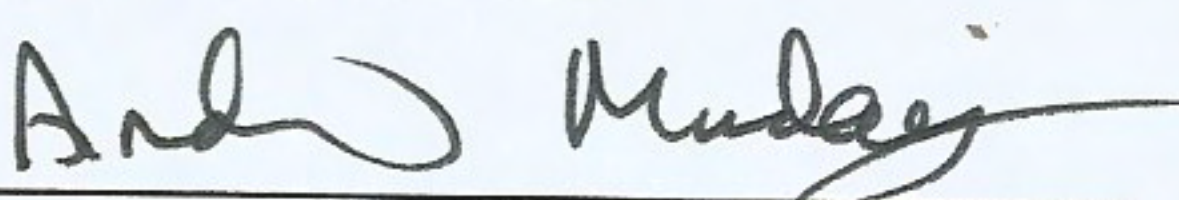
FOR THE YEAR ENDED 30 SEPTEMBER 2024

	Notes	2024	2023
		£	£
FIXED ASSETS			
Tangible assets	6	49,141	55,995
CURRENT ASSETS			
Stocks	5	3,434	2,675
Debtors	7	3,529	2,675
Cash at bank and in hand	9	55,802	60,218
TOTAL CURRENT ASSETS		62,765	65,568
CREDITORS:			
Amounts falling due within one year	8	27,536	5,519
NET CURRENT ASSETS		35,228	60,048
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>84,369</u>	<u>116,043</u>
FUNDS OF THE CHARITY			
Unrestricted funds	10	<u>84,369</u>	<u>116,043</u>

The notes on pages 8 to 14 form part of these financial statements.

These financial statements were approved by the Board of Trustees on 30 July 2025 and were signed on it's behalf by:

Andrew Dennis Keanne Munday (chair) Trustee



EMPIRE THEATRE TRUST CIO

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2024

1. BASIS OF PREPARATION

CIO Information

The Empire Theatre Trust CIO was registered as a charitable incorporated organisation on 28 June 2018. The Halstead Empire Trust, which was registered as a Charity and governed by a constitution dated 31 March 1978 agreed to merge with the Empire Theatre Trust CIO by a resolution dated 11 September 2018. A pre-merger vesting declaration was made by the Halstead Empire Trust that with effect from 1 October 2018 in accordance with S310(2) of the Charities Act 2011 the Empire Theatre Trust CIO shall assume full responsibility for the management and running of all its charitable activities and the objectives remain the same per the original governing document.

Basis of accounting

These financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 ("Charities SORP (FRS 102)") and the Charities Act 2011 and UK generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair view' and 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 Charities SORP (FRS 102) rather than Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Empire Theatre Trust CIO meets the definition of a public benefit entity under FRS 102.

Going concern

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

2. ACCOUNTING POLICIES

INCOME

Recognition of income

Income is recognised in full in the Statement of Financial Activities ("SoFA") in the year in which it is receivable.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses.

Grants and Donations

Grants and donations are only included in the SoFA when received.

In the case of performance related grants, income is only recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met.

Income from interest

Interest income from cash deposits is recognised in the SoFA gross when receivable.

EMPIRE THEATRE TRUST CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2024

2. INCOME (CONTINUED)

Legacies

Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met before the income is received.

Government grants

The charity has received government grants in the reporting period.

Tax reclaims on donations and gifts

Gift aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise. The Charity was registered for Gift Aid on 28 June 2018.

Contractual income and performance related grants

This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.

Donated services and facilities

Donated services and facilities are included in the SoFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.

Volunteer help

The value of any volunteer help received is not included in the financial statements but is described in the Trustee's Annual Report.

Settlement of insurance claims

Insurance claims are only included in the SoFA when the general income recognition criteria are met and are included as an item of other income in the SoFA.

2. EXPENDITURE AND LIABILITIES

Liability recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Grants with performance conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

EMPIRE THEATRE TRUST CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2024

2. EXPENDITURE AND LIABILITIES (CONTINUED)

Grants payable without performance conditions

Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid commitment, a liability for the full funding obligation must be recognised.

Redundancy cost

The charity is operated purely by volunteer staff therefore no redundancy payments were made during the reporting period.

Deferred income

No material item of deferred income has been included in the financial statements.

Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

Value added tax

The charity is not registered for VAT, therefore expenditure in the SoFA includes the relevant VAT.

Exceptional repairs

Costs of exceptional repairs are charged to the SoFA in the year in which they are incurred.

2. ASSETS

Tangible fixed assets for the use by charity

These are capitalised if they can be used for more than one year and cost at least £100. They are valued at cost. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures, fittings and equipment	20% on reducing balance
Website	20% straight line

Cash at bank and in hand

Cash at bank and in hand is held on a short term basis as working capital.

Stocks

Stocks held for resale are valued at the lower of cost and net realisable value, after making due allowances for obsolete and slow moving items.

EMPIRE THEATRE TRUST CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2024

2. ASSETS (CONTINUED)

Debtors

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently they are measured at the cash or other consideration expected to be received.

3. ANALYSIS OF INCOME

All income in the comparative and current Statement of Financial Activities were unrestricted.

	2024	2023
	£	£
Donations and legacies		
Donations and gifts	5,768	3,067
General grants provided by government/other charities	2,350	5,500
Total	8,118	8,567
Charitable activities		
Charitable activities	128,770	106,791
TOTAL INCOME	136,888	115,358

EMPIRE THEATRE TRUST CIO**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2024****4. ANALYSIS OF EXPENDITURE**

All expenditure in the comparative and current Statement of Financial Activities were unrestricted.

	2024	2023
	£	£
Expenditure on raising funds		
Advertising, marketing, direct mail and publicity	4,873	5,986
Other trading activities	5,993	5,644
Total	<u>10,867</u>	<u>11,630</u>
Expenditure on charitable activities		
Hire of acts and purchase of supplies for resale being the cost of running shows and films	<u>116,082</u>	<u>66,864</u>
Other		
Property running expenses and overheads	29,443	50,521
Depreciation	12,170	12,986
Total	<u>41,613</u>	<u>63,507</u>
TOTAL EXPENDITURE	<u>168,561</u>	<u>142,000</u>

There were no staff employed by the charity (2023: no staff employed)

The Trustees received no remuneration or benefits from the charity during the year (2023: none)

Fees paid for the Independent Examination or accountancy £918 (2023: £882)

5. STOCKS

	2024	2023
	£	£
Charitable activities		
Stock for resale		
At 1 October 2022	2,675	1,727
Purchases	16,694	13,708
Sales	(15,935)	(12,760)
At 30 September 2023	<u>3,434</u>	<u>2,675</u>

EMPIRE THEATRE TRUST CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) **FOR THE YEAR ENDED 30 SEPTEMBER 2024**

6. TANGIBLE FIXED ASSETS

	Property Improvements £	Fixtures & Fittings £	Electrical Equipment £	Website £	Total £
COST					
Transferred from Halstead Empire Trust					
On 1 October 2023	4,041	32,944	96,242	-	133,226
Additions	-	-	4,717	600	5,317
Disposals	-	-	-	-	-
At 30 September 2024	<u>4,041</u>	<u>32,944</u>	<u>100,959</u>	<u>600</u>	<u>138,543</u>
DEPRECIATION					
Transferred from Halstead Empire Trust					
On 1 October 2023	-	13,824	63,408	-	77,232
Charge for the year	-	4,540	7,510	120	12,170
Disposals	-	-	-	-	-
At 30 September 2024	<u>-</u>	<u>18,364</u>	<u>70,918</u>	<u>120</u>	<u>89,402</u>
NET BOOK VALUE					
At 30 September 2024	<u>4,041</u>	<u>14,580</u>	<u>30,041</u>	<u>480</u>	<u>49,141</u>
As at 30 September 2023	<u>4,041</u>	<u>19,120</u>	<u>32,834</u>	<u>-</u>	<u>55,995</u>

Depreciation is provided at the following annual rates to write off each asset over its estimated useful life.
 Fixtures, fittings and electrical equipment 20% on reducing balance

7. DEBTORS AND PREPAYMENTS

	2024 £	2023 £
Analysis of debtors		
Trade debtors	1,230	280
Prepayments and accrued income	<u>2,298</u>	<u>2,395</u>
Total	<u>3,529</u>	<u>2,675</u>

EMPIRE THEATRE TRUST CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2024

8. CREDITORS AND ACCRUALS

	2024	2023
Amounts falling due within one year	£	£
Trade creditors	100	3,610
Payments received on account for contracts	22,572	1,270
Accruals	4,865	639
Total	27,536	5,519

9. CASH AT BANK AND IN HAND

	2024	2023
	£	£
Cash at bank	54,972	59,029
Cash in hand	830	1,189
Total	55,802	60,218

10. CHARITY FUNDS

Unrestricted funds	2024	2023
	£	£
Transferred from Halstead Empire Trust on On 1 October 2023	116,043	142,685
Net income for the year	-	-
	116,043	142,685
Net expenditure for the year	31,674	26,642
At 30 September 2024	84,369	116,043

11. RELATED PARTIES

The charity is controlled by its Board of Trustees. No member of the Board of Trustees received any remuneration or any other financial benefit from the Charity, and no expenses were reimbursed to them.