

THE FOLKESTONE - HYTHE OPERATIC AND DRAMATIC SOCIETY

England & Wales · Charity number 1180504

Details

Status Registered

Legal form CIO

Registered 2018-10-31

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

Contact

Address The Tower Theatre
North Road
Folkestone
CT20 3HL

Phone 01303 223925

Email admin@towertheatrefolkestone.co.uk

Website www.towertheatrefolkestone.co.uk

Activities

Objects: TO EDUCATE THE PUBLIC IN THE DRAMATIC AND OPERATIC ARTS AND TO FURTHER THE DEVELOPMENT OF PUBLIC APPRECIATION AND TASTE IN THE SAID ARTS.

Activities: To operate as an amateur theatrical society based at the Tower Theatre in Folkestone Kent; to present a varied and high quality programme of amateur plays and musicals; to encourage outside shows to hire the theatre for their presentations; to involve a wide range of Folkestone residents with the theatre, both as audience and as active participants.

Classification

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

Geography

- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£341,147	£359,682	-	-
2023-12-31	£340,849	£339,418	-	-
2022-12-31	£260,402	£254,254	-	-
2021-12-31	£181,324	£179,505	-	-
2020-12-31	£79,818	£79,747	-	-

Trustees

Name	Role	Appointed
Ben Forrest		2023-10-25
GRAHAME WARD		2025-07-02
Kathryn Richmond		2025-07-11
Michael Manton		2025-07-28

Accounts

Charity registration number: 1180504

The Folkestone-Hythe Operatic & Dramatic Society

(A Charitable Incorporated Organisation)

Annual Report and Financial Statements

for the year ended December 31, 2024

Contents

Trustees Report	2
Independent Examiner's Report	8
Statement of financial activities – Income and Expenditure Account	9
Statement of financial activities – Balance Sheet	10
Notes on the Financial Statements	11
Detailed Income and Expenditure Account	15

The Folkestone-Hythe Operatic & Dramatic Society

Trustees' Report for 2024

The trustees present their report with the financial statements of the charity for the year ended December 31, 2024. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) FRS 102

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1180504

Principal address

The Tower Theatre
North Road
Folkestone
Kent
CT20 3HL

TRUSTEES

The Executive Committee of the charity are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. The trustees serving during the year were as follows with their dates of appointment:

Chair	Alice Hawkins (January 2022)
Vice-chair	Ben Forrest (October 2023 - September 2024) Pat McNamee (September 2024)
Secretary	Richard Hawkins (October 2023)
Treasurer	Michael Manton (June 2018 - September 2024) Ben Forrest (September 2024)
Other Members	Paul Milton (November 2022 - September 2024) Marion Emptage (September 2024) Chris Willcox (September 2024) Pat McNamee (September 2024) Kate Richmond (September 2024)

The following assisted in running the Society in 2024 but are not trustee positions:

Theatre Manager	John Pritchard (until February 2024)
Technical Theatre Manager	Robert White (April - September 2024)
Theatre Technician	Emil Jansen (from October 2024)
Events and Marketing Manager	Reana Herchenhan (to April 2024) Michelle Hartley (from April 2024)
Technical Manager	Ben Lavery (until February 2024)
Duty & FOH Manager	Gary Ingoldby Spate
P&P sub-committee Chair	Julie Morrow (to November 2024) Robert Emptage (from November 2024)
Administrator	Michelle Hartley (to April 2024) Ella Riley (from April 2024)
Accounts Manager	Kate Richmond
Youth Section Chair	Florence Forrest (until August 2024) Isaac Tomlin

Independent examiner

Mr Neil Hope
10 James Close
Lyminge
CT18 8NL

The Folkestone-Hythe Operatic & Dramatic Society

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance

On October 31st 2018, following agreement at the June 2018 AGM, a new FHODS was set up as a Charitable Incorporated Organisation (CIO). On December 3, 2018, all assets and liabilities were transferred from the old Society to the new CIO. Its charitable status remains unaltered although the Charity Number has changed from 1001311 to 1180504.

Appointment of Trustees

Any member of the society aged 18 or over is eligible to serve on the Executive Committee provided they are nominated and seconded by other members of the society, and properly elected. Members of the Executive Committee are Trustees. All members of the Executive Committee are elected at the Annual General Meeting held as near to the end of June as is practicable.

The overall responsibility for the Society lies with the Executive Committee. The Hon.Treasurer is responsible for overseeing the finances of the Society. All members are circulated with invitations to nominate trustees prior to the AGM advising them of the retiring trustees and requesting nominations for the AGM.

Organisation

The trustees administer the charity. The Executive Committee meets monthly and there is a Performance and Planning Sub-Committee covering the planning and staging of plays, musical and pantomimes.

OBJECTIVES AND ACTIVITIES

The charitable objectives of FHODS are to educate the public in the dramatic and operatic arts and to further the development of public appreciation and taste in the said arts. The Society also aims to contribute to the quality of life of the local community and wider area by expanding their horizons through the provision of exciting, challenging and accessible productions of plays, musicals and youth performances.

The Society is very involved in the community and is dependent on voluntary help. Over the past few years, the Society has had around 110 Acting Members and 95 Friends, with a further 75 members of the Youth Section.

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commissioners' guidance on public benefit, including the guidance on public benefit and fee charging. The charity relies on grants and the income from charges to cover its operating costs. In setting the level of charges and concessions, the trustees give careful consideration to the accessibility of the theatre for those on low income.

FHODS was formed in 1902; we leased the Little Theatre in Sandgate in 1965, purchasing its freehold in 1973; bought the Shorncliffe Garrison Church (as it then was) in 2001; and moved into it as our permanent home in 2006 after it had been converted into the present Tower Theatre.

The Folkestone-Hythe Operatic & Dramatic Society

PRODUCTIONS IN 2024

There was a full calendar of FHODS productions in 2024. The table shows FHODS productions during 2024 at the Tower Theatre with their audiences and ticket revenue.

SHOW	PERFORMANCES	AUDIENCE	TICKET REVENUE
A Murder is Announced	4	972	£15,384
Into the Woods	3	517	£4,901
Hobson's Choice	4	377	£6,122
6 Dance lessons in 6 Weeks	3	183	£1,704
Beauty & The Beast	8	1467	£21,756
Sister Act	7	1113	£20,268
Railway Children	6	879	£11,734
Aladdin Panto	22	5187	£79,411
TOTAL	57	10695	£161,280

Total FHODS ticket revenue of £161,280 was a -2% decrease on 2023's £164,948.

In addition to these FHODS productions, the theatre was used for an additional 51 performances from outside hires, for concerts, theatre, musicals, dance and youth productions. These outside hires had a total audience of 7597, a 20% decrease on 2023. This does not include other private hire for parties, film screenings etc.

Therefore, in summary, there were 108 performances in the theatre, playing to a total audience of 18292. This compares to a total audience of 19,133 across 111 performances in 2023.

FINANCIAL REVIEW

2024 comparative

Income

FHODS ticket sales of 10,695 was our best year since moving into the Tower Theatre and a +1.5% increase compared to 2023. However, the -2% decrease in revenue was primarily due to a ticket price restriction on Beauty and the Beast of £15. Total ticket sales revenue dropped by -3% to £227,729.

Trading and Charitable Activities saw a minor dip to £332,339 from £332,846. Whilst the Bar and Refreshments brought in £87,705 (up from £78,373 in 2023), the Theatre and Foyer Letting was down by -£4.8k and production income decreased slightly by -£1.8k.

Bar and refreshment profits increased to £50,453 from £40,283 in 2023. With bar expenditure remaining relatively flat, this resulted in a 58% margin on bar sales in 2024, up from 51% in 2023, and nearly reaching our target of 60-65%.

We only received £750 in grants last year, a significant drop from £1,540 in 2023 and £27,074 received in 2022, reflecting the ongoing challenge of generating income from this area.

The rental income from BFBS and Jumping Jacks Nursery contributed £10,028. This also includes their contributions to our energy costs.

The Folkestone-Hythe Operatic & Dramatic Society

In all, our income for the year remained solid, though largely flat overall, at £341,147 which was only £298 more than the previous year.

Expenditure

Total expenditure rose by £20,264 (or 6%) to £359,682 in 2024, up from £339,418 in 2023.

The main increase in expenditure came from lighting and heating costs (which rose by +£4.5K), building repairs and maintenance (up +£2.8K) and depreciation (up +£11K), which rose due to the acquisition of new equipment, which cost £43.7K. We also spent £3.7K on professional services in 2024, which had been absent in 2023.

Wages in 2024 reduced to £95,619, a small decrease of -£576. There was no expense on casual bar staff in 2024. We expect, at current staffing levels, the 2025 wages to be in the order of £75k.

There was also an expense of £27,539 of irrecoverable VAT which we were obliged to make during the year.

Financial Overview

2024 ended with a deficit of -£18,535, compared to a +£1,431 surplus in 2023.

On our Balance Sheet, fixed assets increased to £627,541 (from £602,681) due to our capital investment on new equipment. Cash at the bank fell sharply to £75,765 from £127,661, a drop of over 40% as we increased our loans to cover the arrears of irrecoverable VAT the previous year.

Current liabilities halved, but long-term debt grew to £200,029 (from £160,550). This is mainly due to a new £50K loan that was approved by the Executive Committee and acquired in May 2024 in order to cover the arrears of irrecoverable VAT from previous years..

We remain, as ever, balanced on a financial knife edge and cash flow remains a concern although the gradual arrival of a sizeable legacy in 2025 helps ease our short/medium financial position. We however must continue to publicise and support all of the shows that are staged at the Tower Theatre, improving our yield management and filling the theatre as much as possible.

Reserves Policy

The trustees are committed to establishing the level of reserves (that is those funds that are freely available) the Society ought to have. Reserves will provide the financial safety net which we need but have never achieved.

Due to a requirement to invest in one-off technical expenses and infrastructure investment in 2025, we do not feel confident in significantly increasing our reserves in 2025, but from 2026 onwards we will target a net movement in funds over three to four years.

Financial Policy and Procedures Document

The FHODS Financial Policy and Procedures Document was approved by the trustees last year. The main aims of this document are to:

- Ensures all staff and volunteers are aware of their obligations in relation to financial transactions within the business
- Help our staff and volunteers to make consistent and reliable decisions
- Give each employee and society member a clear understanding as to what we expect and allow

All staff and volunteers involved with financial transactions in the business have read this document and have confirmed this in writing.

The Folkestone-Hythe Operatic & Dramatic Society

PLANS FOR FUTURE PERIODS

The Trustees consider, owing to the sizeable legacy arriving in 2025, that the charity continues to be a viable going concern.

A full schedule of FHODS productions for 2025 has been approved by the Executive and Performance & Planning committees. Ticket sales for 2025 have not yet been as successful as 2024, but we remain hopeful that these will pick up in the second half of the year.

The Folkestone-Hythe Operatic & Dramatic Society

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on ..20th August 2025 and signed on its behalf by:

.....
Ben Forrest, Acting Chair

The Folkestone-Hythe Operatic & Dramatic Society

Independent examiner's report to the trustees

I report to the trustees on my examination of the accounts of The Folkestone-Hythe Operatic & Dramatic Society (the Society) for the year ended 31 December 2024.

Responsibilities and basis of report

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

Having satisfied myself that the accounts are not required to be audited, I report in respect of my examination of the Society'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

I have completed my examination. I confirm that no material 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 Society 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 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 accounts to be reached.

Name: Neil Hope

Address: 10 James Close, Lyminge, Folkestone, Kent. CT18 8NL

.....
Neil Hope

Date:

The Folkestone-Hythe Operatic & Dramatic Society

Statement of Financial Activities for the year to December 31st 2024

	Note	31/12/2024	31/12/2023
		£	£
Income and Endowments from:			
Donations, grants and interest	2	8,808	8,003
Charitable and trading activities	3	332,339	332,846
Total income		341,147	340,849
Expenditure on:			
Raising funds	4	132,871	134,295
Charitable activities	5	87,235	81,962
Other expenditure	6	139,576	123,161
Total expenditure		359,682	339,418
Net movement in funds		-18,535	1,431

The Folkestone-Hythe Operatic & Dramatic Society

Balance Sheet as at December 31st 2024

	Note	31/12/2024 £	31/12/2023 £
Fixed assets			
Tangible assets	9	<u>627,541</u>	<u>602,681</u>
Current assets			
Stocks	10	4,423	4,938
Debtors	11	6,619	10,181
Cash at bank and in hand	12	<u>75,765</u>	<u>127,661</u>
		86,807	142,780
Creditors: Amounts falling due within one year	13	<u>54,595</u>	<u>106,652</u>
Net current assets		32,212	36,128
Total net assets		<u>659,753</u>	<u>638,809</u>
Creditors: Amounts falling due after more than one year	14	<u>200,028</u>	<u>160,550</u>
Net assets		<u>459,723</u>	<u>478,259</u>
Funds of the charity:			
Unrestricted funds brought forward		478,259	486,629
Prior year Adjustment		0	-9,801
Profit for the year		-18,536	1,431
Total unrestricted funds at year end	15	<u>459,723</u>	<u>478,259</u>

Approved by the trustees on .20th August 2025 and signed on its behalf by:

.....
Grahame Ward, Treasurer

The Folkestone-Hythe Operatic & Dramatic Society

Notes to the financial statements for the years to December 31st 2024

1. Charity Status

The charity is a Charitable Incorporated Organisation, incorporated in England & Wales, and consequently does not have share capital.

year to 31/12/2024 year to 31/12/2023

2. Income from Donations, Legacies & Bank Interest

Donations	6,653	5,484
Grants	750	1,540
Bank Interest	1,405	979
	8,808	8,003

3. Income from trading & charitable activities

Trading Income

Sales of goods	87,705	78,373
Property Rental	10,028	14,010
Other trading income	770	617

Charitable Income

Theatrical events income	227,729	234,756
Membership Subscriptions	6,107	5,090
	332,339	332,846

4. Expenditure on raising funds

Cost of Goods Sold	37,252	38,100
Staff Salaries*	95,619	96,195
	132,871	134,295

*No employee received more than £40,000 in the year

The Folkestone-Hythe Operatic & Dramatic Society

5. Expenditure on charitable activities

Production Costs	64,114	62,571
Box Office fees	7,132	6,806
Bank Interest	7,865	5,609
Bank charges	1,082	764
Insurance	7,042	6,212
	87,235	81,962

6. Other expenditure

Staff training	250	850
Depreciation	18,843	7,917
Heat & light	25,142	20,558
Building repairs, maintenance and cleaning	47,168	44,361
Irrecoverable VAT	27,539	24,038
Other resources expended	20,634	25,437
	139,576	123,161

7. Trustees remuneration and expense

No trustees received benefits from the charity during the year. The husband of one of the trustees received £1,500 during the year for Musical Director services.

8. Taxation

The Society is a registered charity and is not subject to corporation tax, apart from on interest received. None was payable last year.

The Folkestone-Hythe Operatic & Dramatic Society

9. Tangible fixed assets

	Freehold land and buildings	Fixtures and equipment	Total
Cost at December 31 2023	598,534	31,668	630,202
Additions		43,703	43,703
Cost at December 31 2024	598,534	75,371	673,905
Depreciation at December 31 2023	-	27,521	27,521
Charge for the year	-	18,843	18,843
Depreciation at December 31 2024	-	46,364	46,364
Net book value at December 31 2024	598,534	29,007	627,541

Capitalized items are those over £100 in value. The Trustees' policy is that fixtures and equipment are depreciated at 25% on a straight line basis.

Freehold land and buildings are not depreciated since, in the opinion of the Trustees, their value on the open market exceeds their net book value.

year to 31/12/2024 year to 31/12/2023

10. Stock

Bar stocks	4,423	4,938
------------	-------	-------

11. Debtors and prepayments

Debtors	6,619	10,181
Prepayments	0	-
Other trading income	6,619	10,181

12. Cash and bank

Cash on hand	770	786
Cash at bank	74,995	126,875
	75,765	127,661

The Folkestone-Hythe Operatic & Dramatic Society

13. Creditors - amounts falling due within one year

Trade creditors	10,127	6,509
Other creditors	7,009	22,518
Accruals	27,959	69,867
Bank loans	9,500	7,758
	54,595	106,652

14. Creditors: amounts falling due after one year

Bank loans	200,029	160,550
------------	---------	---------

15. Unrestricted funds

Balance brought forward	478,259	486,629
Prior Year Adj irrecoverable VAT	0	-9,801
Incoming resources	341,147	340,849
Resources expended	-359,682	-339,418
Balance carried forward	459,724	478,259

16. Analysis of net assets

Tangible fixed assets	627,541	602,681
Current assets	86,807	142,780
Less current liabilities	-54,595	-106,652
Less liabilities over one year	-200,029	-160,550
	459,724	478,259

The Folkestone-Hythe Operatic & Dramatic Society

Detailed Statement of Financial Activities for the year to December 31st 2024

	2024	2023
INCOME	£	£
Donations, grants, legacies & interest		
Gifts & donations	6,653	5,484
Grants - other agencies	750	1,540
Bank interest received	1,405	979
	<u>8,808</u>	<u>8,003</u>
Other trading activities		
Bar and refreshment sales	87,705	78,373
Income from productions	165,365	167,200
Theatre and foyer letting	56,353	61,164
Subscriptions	6,107	5,090
Rental income	10,028	14,010
Booking fees	6,006	6,392
Sundry income	775	617
	<u>332,339</u>	<u>332,846</u>
Total income	<u>341,147</u>	<u>340,849</u>
EXPENDITURE		
Raising funds		
Bar purchases	37,252	38,100
Wages and salaries	95,619	96,195
	<u>132,871</u>	<u>134,295</u>
Charitable activities		
Production costs	64,114	62,571
Box office fees	7,132	6,742
Insurance	7,042	6,212
Accountancy fees (see other expenditure)	0	64
Bank charges	1,082	764
Bank interest payable	7,865	5,609
	<u>87,235</u>	<u>81,962</u>

The Folkestone-Hythe Operatic & Dramatic Society

	2024	2023
Other expenditure		
Staff training & recruitment	1,496	850
Light, heat and power	25,142	20,558
Repairs and maintenance	35,983	44,361
Telephone	852	814
Computer software and maintenance costs	4,044	3,609
Printing, postage and stationery	3,027	2,614
Sundry expenses	1,222	1,177
Cleaning	11,185	10,130
Professional fees	3,689	0
Irrecoverable VAT	27,539	24,038
Credit card charges	6,554	7,093
Depreciation of equipment	18,843	7,917
	139,576	123,161
Total expenditure	359,682	339,418
 Net Income	 -18,535	 1,431

Accounts

Company registration number: CE015497

Charity registration number: 1180504

The Folkestone-Hythe Operatic & Dramatic Society

(A Charitable Incorporated Organisation)

Annual Report and Financial Statements

for the year ended December 31, 2023

Contents

Trustees Report	2
Independent Examiners Report	7
Statement of financial activities – Income and Expenditure Account	8
Statement of financial activities – Balance Sheet	9
Notes on the Financial Statements	10
Detailed Income and Expenditure Account	13

The Folkestone-Hythe Operatic & Dramatic Society

Trustees' Report for 2023

The trustees present their report with the financial statements of the charity for the year ended December 31, 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) FRS 102

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1180504

Principal address

The Tower Theatre
North Road
Folkestone
Kent
CT20 3HL

TRUSTEES

The Executive Committee of the charity are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. The trustees serving during the year were as follows with their dates of appointment:

Chair	Michael Chisnall (June 2018 – March 2023) – Chair until March 2023 Merewyn Forrest (January 2022 – October 2023) – Chair from March to October 2023 Alice Hawkins (January 2022) – Chair from October 2023
Vice-chair	Myra Collingridge (November 2022) – Vice-chair until October 2023 Ben Forrest (October 2023) – Vice-chair from October 2023
Secretary	Natalie Holness (November 2020 – re-elected November 2022)
Treasurer	Michael Manton (June 2018 – re-elected January 2020)
Other Members	Richard Hawkins (October 2023) Paul Milton (November 2022)

The following assisted in running the Society in 2023 but are not trustee positions:

Theatre Manager	John Pritchard
Events and Marketing Manager	Reana Herchenhan
Technical Manager	Ben Laverty
Duty Manager	Gary Ingoldby Spate
P&P sub-committee Chair	Michelle Hartley (until November 2023); Julie Morrow (from November 2023)
Administrator	Michelle Hartley
Accounts Manager	Kate Richmond
Youth Section Chair	Chiara Russell-Pieri

Independent examiner

Mr Neil Hope
10 James Close
Lyminge
CT18 8NL

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance

On October 31st 2018, following agreement at the June 2018 AGM, a new FHODS was set up as a Charitable Incorporated Organisation (CIO). On December 3, 2018, all assets and liabilities were transferred from the old Society to the new CIO. Its charitable status remains unaltered although the Charity Number has changed from 1001311 to 1180504.

Appointment of Trustees

Any member of the society aged 18 or over is eligible to serve on the Executive Committee provided they are nominated and seconded by other members of the society, and properly elected. Members of the Executive Committee are Trustees. The Vice-President and all members of the Executive Committee are elected at the Annual General Meeting held as near to the end of June as is practicable.

The overall responsibility for the Society lies with the Executive Committee. The Hon.Treasurer is responsible for overseeing the finances of the Society. All members are circulated with invitations to nominate trustees prior to the AGM advising them of the retiring trustees and requesting nominations for the AGM.

Organisation

The trustees administer the charity. The Executive Committee meets monthly and there is a Performance and Planning Sub-Committee covering the planning and staging of plays, musical and pantomimes.

OBJECTIVES AND ACTIVITIES

The charitable objectives of FHODS are to educate the public in the dramatic and operatic arts and to further the development of public appreciation and taste in the said arts. The Society also aims to contribute to the quality of life of the local community and wider area by expanding their horizons through the provision of exciting, challenging and accessible productions of plays, musicals and youth performances.

The Society is very involved in the community and is dependent on voluntary help. Over the past few years, the Society has had around 100 Acting Members and 80 Friends, with a further 90 members of the Youth Section.

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commissioners guidance on public benefit, including the guidance on public benefit and fee charging. The charity relies on grants and the income from charges to cover its operating costs. In setting the level of charges and concessions, the trustees give careful consideration to the accessibility of the theatre for those on low income.

FHODS was formed in 1902; we leased the Little Theatre in Sandgate in 1965, purchasing its freehold in 1973; bought the Shorncliffe Garrison Church (as it then was) in 2001; and moved into it as our permanent home in 2006 after it had been converted into the present Tower Theatre.

PRODUCTIONS IN 2023

There was a full calendar of FHODS productions in 2023. The table shows FHODS productions during 2023 at the Tower Theatre with their audiences and ticket revenue.

SHOW	PERFORMANCES	AUDIENCE	TICKET REVENUE
Goodnight Mr Tom	4	1074	£16,504
Bugsy Malone	2	529	£4,685
Blithe Spirit	4	593	£8,653
Joseph and the Amazing Technicolor Dreamcoat	8	1,769	£29,314
Sweeney Todd	6	1,097	£18,017
A Night of Musicals and Songs (Youth Section)	1	216	£1,775
Abigail's Party	4	845	£12,643
Sleeping Beauty	18	4,415	£73,357
TOTAL	47	10,538	£164,948

Total FHODS ticket revenue of £164,948 was a +28% increase on 2022's £129,255.

In addition to these FHODS productions, the theatre was used for an additional 64 performances from outside hires, for theatre, musicals, dance and youth productions. These outside hires had a total audience of 8,595, a +10% increase on 2022.

Therefore, in summary, there were 111 performances in the main auditorium, playing to a total audience of 19,133. This compares to a total audience of 16,766 for 2022 and 15,915 for 2019, the last two years that we were fully open.

FINANCIAL REVIEW

2022 comparative

As 2022 was the first year we ran a full calendar of events since the enforced closure of the theatre for 18 months due to the global pandemic, we can compare 2023 performance against 2022.

Income

After a positive recovery in 2022, 2023 continued to show improving sales. Total FHODS ticket sales of 10,538 was our best year since moving into The Tower Theatre and was 1,610 (+18%) more than 2022.

Bar profits increased to £40,283 from £31,169 in 2023. Margin on bar sales was 51% last year, which was the same as 2022, but below 2019's 57%, and below our target of 60-65%.

We only received £1,540 in grants last year, a significant drop from the £27,074 received in 2023.

The rental income from the Jumping Jacks Nursery contributed £14,010. This also includes their contributions to our energy costs.

In all, our income for the year was £340,849, which was £80,367 more and a +32% increase on 2022.

Expenditure

Wages in 2023 increased to £96,195, a +18% increase on 2022. Unlike the previous year, there was no expense on casual bar staff in 2023.

After we began paying for our electricity in October 2022 for the first time since the Tower Theatre opened, our energy costs for 2023 (light, heat and power) was £20,558, compared to £7,403 in 2022.

We also spent £44,361 on repairs and maintenance in 2023, compared to £24,171 in 2022. The main contributor to this were essential electricity work undertaken throughout the theatre.

Total expenditure for the year was £339,418, which was £85,164 (+33%) more than 2022.

Financial Overview

The profit and loss account shows a small profit of £1,431. This compares to a profit of £6,228 in 2022.

We remain, as ever, balanced on a financial knife edge and cash flow remains a concern. We must continue to publicise and support all of the shows that are staged at the Tower Theatre, improving our yield management and filling the theatre as much as possible.

Reserves Policy

The trustees are committed to establishing the level of reserves (that is those funds that are freely available) the Society ought to have. Reserves will provide the financial safety net which we need but have never achieved.

Due to a requirement to invest in one-off technical expenses and infrastructure investment in 2024, we do not feel confident in significantly increasing our reserves in 2024, but from 2025 onwards propose a net movement in funds of around £30K over three to four years to help achieve a target of a minimum of three month's reserves. This is in line with charity commission recommendations.

Financial Policy and Procedures Document

The trustees have approved a new Financial Policy and Procedures Document. The main aims of this document are to:

- Ensures all staff and volunteers are aware of their obligations in relation to financial transactions within the business
- Help our staff and volunteers to make consistent and reliable decisions
- Give each employee and society member a clear understanding as to what we expect and allow

All staff and volunteers involved with financial transactions in the business will have to read this document and confirm this in writing.

Prior year VAT adjustment

We have had to make an adjustment to the 2022 accounts due to irrecoverable VAT from 2022 that we have had to pay back in 2024.

PLANS FOR FUTURE PERIODS

The Trustees consider the charity to be a viable going concern.

A full schedule of FHODS productions for 2024 has been approved by the Executive and Performance & Planning committees. Ticket sales for 2024 have so far been encouraging, with ticket revenue for FHODS performing in line with budgeted targets and non-FHODS outside shows slightly ahead.

The Folkestone-Hythe Operatic & Dramatic Society

Statement of Trustees' Responsibilities

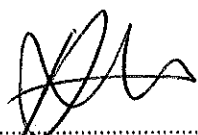
The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on 22/8/24 and signed on its behalf by:



.....
Alice Hawkins, Chair

The Folkestone-Hythe Operatic & Dramatic Society

Independent examiner's report to the trustees

I report to the trustees on my examination of the accounts of The Folkestone-Hythe Operatic & Dramatic Society (the Society) for the year ended 31 December 2023.

Responsibilities and basis of report

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

Having satisfied myself that the accounts are not required to be audited, I report in respect of my examination of the Society'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

I have completed my examination. I confirm that no material 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 Society 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 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 accounts to be reached.

Name: Neil Hope

Address: 10 James Close, Lyminge, Folkestone, Kent. CT18 8NL

 CIPFA.
.....
Neil Hope

Date:  30th August 2024.
.....

The Folkestone-Hythe Operatic & Dramatic Society

Statement of Financial Activities for the year to December 31st 2023

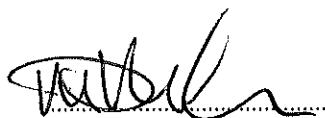
	Note	Year to 31/12/2023 £	Year to 31/12/2022 £
Income and Endowments from:			
Donations, grants & Interest	2	8003	30,222
Charitable and trading activities	3	332846	230,260
Total income		340849	260,482
Expenditure on:			
Raising funds	4	134295	113,774
Charitable activities	5	81962	77,441
Other expenditure	6	123161	63,039
Total expenditure		339418	254,254
Net movement in funds		1431	6,228

The Folkestone-Hythe Operatic & Dramatic Society

Balance Sheet as at December 31st 2023

	Note	31/12/2023 £	31/12/2022 £
Fixed assets			
Tangible assets	9	<u>602681</u>	<u>607,348</u>
Current assets			
Stocks	10	4938	3,946
Debtors	11	10181	1,390
Cash at bank and in hand	12	<u>127661</u>	<u>102,193</u>
		142780	107,529
Creditors: Amounts falling due within one year	13	<u>106652</u>	<u>59,698</u>
Net current assets		36128	47,831
Total net assets		<u>638809</u>	<u>655,179</u>
Creditors: Amounts falling due after more than one year	14	<u>160550</u>	<u>168,550</u>
Net assets		<u>478259</u>	<u>486,629</u>
Funds of the charity:			
Unrestricted funds brought forward		486629	480,401
Prior year Adjustment		-9801	
Profit for the year		1431	6,229
Total unrestricted funds at year end	15	<u>478259</u>	<u>486,629</u>

Approved by the trustees on 22/08/2024 and signed on its behalf by:


Michael Manton, Treasurer

The Folkestone-Hythe Operatic & Dramatic Society

Notes to the Financial Statements for the year to December 31st 2023

1. Charity Status

The charity is a Charitable Incorporated Organisation, incorporated in England and Wales, and consequently does not have share capital.

	year to 31/12/2023	year to 31/12/2022
2. Income from Donations, legacies & Bank Interest		
Donations	5484	3,148
Grants	1540	27,074
Bank Interest	979	
	<u>8003</u>	<u>30,222</u>
3. Income from trading and charitable activities		
Trading income		
Sales of goods	78373	61,623
Property rental	14010	4,320
Other trading income	617	204
Charitable income		
Theatrical events income	234756	161,098
Membership subscriptions	5090	3,015
	<u>332846</u>	<u>230,260</u>
4. Expenditure on raising funds		
Cost of goods sold	38100	30,454
Staff salaries	96195	83,320
	<u>134295</u>	<u>113,774</u>

No employee received more than £40,000 in the year.

5. Expenditure on charitable activities

Production costs	62571	58,755
Other costs	6806	6,902
Bank interest	5609	5,850
Bank charges	764	568
Insurance	6212	5,366
	<u>81962</u>	<u>77,441</u>

6. Other expenditure	year to 31/12/2023	year to 31/12/2022
Staff training	850	190
Marketing and publicity	0	846
Depreciation	7917	7,104
Heat & Light	20558	7,403
Building repairs and maintenance	44361	24,171
Irrecoverable VAT	24038	
Other resources expended	25437	23,325
	<u>123161</u>	<u>63,039</u>

7. Trustees remuneration and expenses

No trustees have received benefits from the charity during the year

8. Taxation

The Society is a registered charity and is therefore exempt from corporation tax. None was payable last year.

9. Tangible fixed assets

	Freehold land and buildings	Fixtures and equipment	Total
Cost at December 31 2022	598,534	28,418	626,952
Additions		3,250	3,250
Cost at December 31 2023	<u>598,534</u>	<u>31,668</u>	<u>630,202</u>
Depreciation at December 31 2022	-	19,604	19,604
Charge for the year	-	7,917	7,917
Depreciation at December 31 2023	<u>-</u>	<u>27,521</u>	<u>27,521</u>
Net book value at December 31 2023	<u>598,534</u>	<u>4,147</u>	<u>602,681</u>

Capitalised items are those over £500 in value. The Trustees policy is that fixtures and equipment are depreciated at 25% on a straight line basis.

Freehold land and buildings are not depreciated since, in the opinion of the Trustees, their value on the open market exceeds their net book value.

	year to 31/12/2023	year to 31/12/2022
10. Stocks		
Bar stocks	<u>4938</u>	<u>3,946</u>
11. Debtors and prepayments		
Debtors	10181	1,390
Prepayments	<u>0</u>	<u>-</u>
	<u>10181</u>	<u>1,390</u>
12. Cash and bank	year to 31/12/2023	year to 31/12/2022
Cash on hand	786	850
Cash at bank	<u>126875</u>	<u>101,343</u>
	<u>127661</u>	<u>102,193</u>
13. Creditors - amounts falling due within one year		
Trade creditors	6509	24,378
Other creditors	22518	3,124
Accruals	69867	24,835
Bank loans	<u>7758</u>	<u>7,361</u>
	<u>106652</u>	<u>59,698</u>
14. Creditors: amounts falling due after one year		
Bank loans	<u>160550</u>	<u>168,551</u>
15. Unrestricted funds		
Balance brought forward	486629	480,401
Prior Year Adj Irrecoverable VAT	-9801	
Incoming resources	340849	260,482
Resources expended	<u>339418</u>	<u>254,254</u>
Balance carried forward	<u>478259</u>	<u>486,629</u>
16. Analysis of net assets		
Tangible fixed assets	602681	607,348
Current assets	142780	107,530
Current liabilities	106652	52,337
Liabilities over one year	<u>160550</u>	<u>175,912</u>
	<u>478259</u>	<u>486,629</u>

The Folkestone-Hythe Operatic & Dramatic Society

Detailed Statement of Financial Activities for the year to December 31st 2023

	2023 £	2022 £
INCOME		
Donations, grants, legacies & interest		
Gifts & donations	5484	3,148
Grants - other agencies	1540	27,074
Bank Interest Received	979	
	<u>8003</u>	<u>30,222</u>
Other trading activities		
Bar and refreshment sales	78373	61,623
Income from productions	167200	131,450
Theatre and foyer letting	61164	29,648
Subscriptions	5090	3,015
Rental income	14010	4,320
Booking fees	6392	
Sundry income	617	204
	<u>332846</u>	<u>230,260</u>
Total Income	340849	260,482
EXPENDITURE		
Raising funds		
Bar Purchases	38100	30,454
Wages and salaries	96195	81,654
Casual bar wages	0	1,666
	<u>134295</u>	<u>113,774</u>
Charitable activities		
Production costs	62571	58,755
Box office fees	6742	6,513
Insurance	6212	5,366
Accountancy fees	64	389
Legal and professional fees	0	-
Bank charges	764	568
Bank interest payable	5609	5,850
	<u>81962</u>	<u>77,441</u>

Other expenditure		
Staff training	850	190
Light, heat and power	20558	7,403
Repairs and maintenance	44361	24,171
Telephone	814	742
Computer software and maintenance costs	3609	3,169
Printing, postage and stationery	2614	1,850
Sundry expenses	1177	1,802
Cleaning	10130	10,539
General marketing	0	846
Irrecoverable VAT	24038	-
Credit card charges	7093	5,223
Depreciation of equipment	7917	7,104
	<u>123161</u>	<u>63,039</u>
Total Expenditure	339418	254,254
Net Income	1431	6,228

Accounts

Company registration number: CE015497

Charity registration number: 1180504

The Folkestone-Hythe Operatic & Dramatic Society

(A Charitable Incorporated Organisation)

Annual Report and Financial Statements

for the year ended December 31, 2022

Contents

Trustees Report	2
Independent Examiners Report	7
Statement of financial activities – Income and Expenditure Account	8
Statement of financial activities – Balance Sheet	9
Notes on the Financial Statements	10
Detailed Income and Expenditure Account	13

The Folkestone-Hythe Operatic & Dramatic Society

Trustees' Report for 2022

The trustees present their report with the financial statements of the charity for the year ended December 31, 2022. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) FRS 102

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1180504

Principal address

The Tower Theatre
North Road
Folkestone
Kent
CT20 3HL

TRUSTEES

The Executive Committee of the charity are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. The trustees serving during the year were as follows with their date of appointment:

Chair	Michael Chisnall (June 2018 – re-elected November 2020)
Vice-chair	Merewyn Forrest (January 2022)
Secretary	Natalie Holness (November 2020 – re-elected November 2022)
Treasurer	Michael Manton (June 2018 – re-elected January 2020)
Other Members	Myra Collingridge (November 2022)
	Alice Hawkins (January 2022)
	Samantha Burgess (November 2022)
	Paul Milton (November 2022)
	David Lewis (until November 2022)

The following assisted in running the Society but are not trustee positions:

Theatre Manager	John Pritchard
Events and Marketing Manager	Reana Herchenhan
Technical Manager	Ben Laverty
Duty Manager	Gary Ingoldby Spate
P&P sub-committee Chair	Steve Hawkins (until November 2022); Michelle Hartley (from November 2022)
Administrator	Michelle Hartley
Youth Section Chair	Chiara Russell-Pieri

Independent examiner

Mr Neil Hope
10 James Close
Lyminge
CT18 8NL

Solicitors

Messrs Girlings
16 Rose Lane
Canterbury, CT1 2UR

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance

On October 31st 2018, following agreement at the June 2018 AGM, a new FHODS was set up as a Charitable Incorporated Organisation (CIO). On December 3, 2018, all assets and liabilities were transferred from the old Society to the new CIO. Its charitable status remains unaltered although the Charity Number has changed from 1001311 to 1180504.

Appointment of Trustees

Any member of the society aged 18 or over is eligible to serve on the Executive Committee provided they are nominated and seconded by other members of the society, and properly elected. Members of the Executive Committee are Trustees. The Vice-President and all members of the Executive Committee are elected at the Annual General Meeting held as near to the end of June as is practicable.

The overall responsibility for the Society lies with the Executive Committee. The Hon.Treasurer is responsible for overseeing the finances of the Society. All members are circulated with invitations to nominate trustees prior to the AGM advising them of the retiring trustees and requesting nominations for the AGM.

Organisation

The trustees administer the charity. The Executive Committee meets monthly and there is a Performance and Planning Sub-Committee covering the planning and staging of plays, musical and pantomimes.

OBJECTIVES AND ACTIVITIES

The charitable objectives of FHODS are to educate the public in the dramatic and operatic arts and to further the development of public appreciation and taste in the said arts. The Society also aims to contribute to the quality of life of the local community and wider area by expanding their horizons through the provision of exciting, challenging and accessible productions of plays, musicals and youth performances.

The Society is very involved in the community and is dependent on voluntary help. Over the past few years, the Society has had around 100 Acting Members and 80 Friends, with a further 90 members of the Youth Section.

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commissioners guidance on public benefit, including the guidance on public benefit and fee charging. The charity relies on grants and the income from charges to cover its operating costs. In setting the level of charges and concessions, the trustees give careful consideration to the accessibility of the theatre for those on low income.

FHODS was formed in 1902; we leased the Little Theatre in Sandgate in 1965, purchasing its freehold in in 1973; bought the Shorncliffe Garrison Church (as it then was) in 2001; and moved into it as our permanent home in 2006 after it had been converted into the present Tower Theatre.

PRODUCTIONS IN 2022

The FHODS production calendar was restored to its full program of shows in 2022 after the truncated calendars in 2020 and 2021 due to the coronavirus pandemic. All performances in 2022 had standard seating audiences (i.e. not socially distanced).

The table shows FHODS productions during 2022 at the Tower Theatre with their audiences and ticket revenue.

SHOW	PERFORMANCES	AUDIENCE	TICKET REVENUE
And Then There Were None	4	873	£11,438
Parasomnia	1	168	£1,089
The Importance of Being Ernest	5	541	£7,159
The Wizard of Oz	8	1,341	£19,272
Sunset Boulevard	5	695	£10,647
Someone Waiting	4	572	£7,451
Cinderella	20	4,738	£72,199
TOTAL	47	8,928	£129,255

In addition to these FHODS productions, the theatre was used for an additional 59 performances from outside hires, for theatre, musicals, dance and youth productions. These outside hires had a total audience of 7,838.

Therefore, in summary, there were 106 performances in the main auditorium, playing to a total audience of 16,766. This compares to a total audience of 7,192 for 2021 and 15,915 for 2019, the last year that we were fully open.

FINANCIAL REVIEW

2019 & 2021 comparatives

The closure of the theatre for 18 months from March 2020 means that comparing 2022 performance with 2021 is of limited value, so we will also compare with 2019, our previous year with a full calendar of events.

Income

Ticket sales for shows picked up significantly in 2022 after a sluggish performance in the previous six months after reopening. Total audience ticket sales in 2022 was 8,928, which was just 5 ticket sales less than 2019's 8,933 (our best year of ticket sales to date) and 3,353 (+60%) more than 2021.

Bar profits increased to £31,169 from £6,400 in 2021, but were still below £34,000 in 2019. Margin on bar sales was 51% last year, which was an increase from 39% in 2021 but below 2019's 57%, and below our target of 65%.

We have been fortunate enough to receive grants of £27,000 in 2022, the majority of which was a remaining payment of £16,000 from the Culture Recovery Grant. Amongst other grants, we also received a grant of £2,500 from Sylvia Waddilove and £2,000 from the Sandgate councillors.

The rental income from the Jumping Jacks Nursery contributed £4,320.

In all, our income for the year was £260,482, which was £79,000 more than 2021 and £75,000 more than 2019.

Expenditure

Expenditure returned to normal in 2022 after the previous two pandemic-impacted years.

Wages in 2022 increased to £81,654, a +35% increase on 2021 – new roles included a Duty Manager. We also spent £1,666 on casual bar staff wages to support the Duty Manager during busy events.

In October 2022, we also started paying for electricity for the first time since the Tower Theatre opened – our electricity had been previously covered by the Ministry of Defence and then by an on-site generator provided by Taylor Wimpey.

Total expenditure for the year was £254,254, which was £74,709 (+42%) more than 2021 and £80,749 (+47%) more than 2019

Financial Overview

The profit and loss account shows a small profit of £6,228. This compares to £1,819 in 2021 and £12,000 in 2019. We have done well to survive the pandemic financially and the Culture Recovery Grant we received has allowed us invest in the theatre. However, in comparison to 2019, our expenditure has increased more than our income (+£81,000 expenditure increase vs £75,000 income increase). This imbalance needs to be rectified.

We remain, as ever, balanced on a financial knife edge and cash flow remains a concern. We must continue to publicise and support all of the shows that are staged at the Tower Theatre, improving our yield management and filling the theatre as much as possible.

Reserves Policy

The trustees are attempting to establish the level of reserves (that is those funds that are freely available) the Society ought to have. Reserves provide the financial safety net which we need but have never achieved.

PLANS FOR FUTURE PERIODS

The Trustees consider the charity to be a viable going concern.

A full schedule of FHODS productions for 2023 has been approved by the Executive and Performance & Planning committees. Ticket sales for 2023 have so far been encouraging, with ticket revenue for FHODS performing ahead of budgeted targets and non-FHODS outside shows slightly behind.

Despite promising ticket sales, we are anticipating to make a loss of over £30k in 2023. This is due to a number of reasons, primary of which are our significantly increased energy bills and some essential electrical work that needs to be completed in the theatre.

We will be conducting a thorough review of our overheads throughout 2023 to ensure we are in a strong position to return to profit next year and we remain cautiously optimistic for the future.

The Folkestone-Hythe Operatic & Dramatic Society

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on 28 / 08 / 2023 and signed on its behalf by:



Merewyn Forrest, Chair

The Folkestone-Hythe Operatic & Dramatic Society

Independent examiner's report to the trustees

I report to the trustees on my examination of the accounts of The Folkestone-Hythe Operatic & Dramatic Society (the Society) for the year ended 31 December 2022.

Responsibilities and basis of report

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

Having satisfied myself that the accounts are not required to be audited, I report in respect of my examination of the Society'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

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Chartered Institute of Public Finance and Accountancy (CIPFA), which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 Society 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 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 accounts to be reached.

Signed:

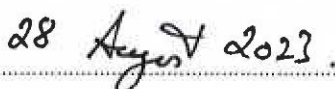


Name: Neil Hope

(Chartered Institute of Public Finance and Accountancy)

Address: 10 James Close, Lyminge, Folkestone, Kent. CT18 8NL

Date:



The Folkestone-Hythe Operatic & Dramatic Society

Statement of Financial Activities for the year to December 31st 2022

	Note	Year to 31/12/2022 £	Year to 31/12/2021 £
Income and Endowments from:			
Donations and legacies	2	30222	89,138
Charitable and trading activities	3	230260	92,186
Total income		260482	181,324
Expenditure on:			
Raising funds	4	113774	72,251
Charitable activities	5	77441	48,289
Other expenditure	6	63039	58,965
Total expenditure		254254	179,505
Net movement in funds		6228	1,819

The Folkestone-Hythe Operatic & Dramatic Society

Balance Sheet as at December 31st 2022

	Note	31/12/2022 £	31/12/2021 £
Fixed assets			
Tangible assets	9	<u>607348</u>	<u>609,075</u>
Current assets			
Stocks	10	3946	2,911
Debtors	11	1390	6,940
Cash at bank and in hand	12	<u>102193</u>	<u>121,923</u>
		107529	131,774
Creditors: Amounts falling due within one year	13	<u>59698</u>	<u>82,310</u>
Net current assets		47831	49,464
Total net assets		<u>655179</u>	<u>658,539</u>
Creditors: Amounts falling due after more than one year	14	<u>168550</u>	<u>178,138</u>
Net assets		<u>486629</u>	<u>480,401</u>
Funds of the charity:			
Unrestricted funds brought forward		480401	478,582
Profit for the year		6229	1,819
Total unrestricted funds at year end	15	<u>486629</u>	<u>480,401</u>

Approved by the trustees on 28/08/2023 and signed on its behalf by:


Michael Manton, Treasurer

The Folkestone-Hythe Operatic & Dramatic Society

Notes to the Financial Statements for the year to December 31st 2022

1. Charity Status

The charity is a Charitable Incorporated Organisation, incorporated in England and Wales, and consequently does not have share capital.

	year to 31/12/2022	year to 31/12/2021
2. Income from Donations and legacies		
Donations	3148	3,432
Legacies	0	-
Grants from other agencies	27074	68,072
Grants - CJRS furlough scheme	0	17,634
	<u>30222</u>	<u>89,138</u>

3. Income from trading and charitable activities

Trading income

Sales of goods	61623	16,270
Property rental	4320	4,320
Other trading income	204	811

Charitable income

Theatrical events income	161098	67,875
Membership subscriptions	3015	2,910
	<u>230260</u>	<u>92,186</u>

4. Expenditure on raising funds

Cost of goods sold	30454	9,878
Staff salaries	83320	62,373
	<u>113774</u>	<u>72,251</u>

No employee received more than £60,000 in the year.

5. Expenditure on charitable activities

Production costs	58755	35,792
Independent examiner's fees	0	-
Other costs	6902	1,468
Bank interest	5850	6,083
Bank charges	568	-
Insurance	5366	4,946
	<u>77441</u>	<u>48,289</u>

6. Other expenditure	year to 31/12/2022	year to 31/12/2021
Staff training	190	570
Marketing and publicity	846	4,107
Depreciation	7104	5,760
Heat & Light	7403	4,078
Building repairs and maintenance	24171	33,044
Other resources expended	23325	11,406
	<u>63039</u>	<u>58,965</u>

7. Trustees remuneration and expenses

The husband of one trustee, Alice Hawkins, received £2,337 during the year for Musical Director services.

No trustees have received other benefits from the charity during the year.

8. Taxation

The Society is a registered charity and is therefore exempt from corporate taxation.

9. Tangible fixed assets

	Freehold land and buildings	Fixtures and equipment	Total
Cost at December 31 2021	598,534	23,041	621,575
Additions		5,377	5,377
Cost at December 31 2022	<u>598,534</u>	<u>28,418</u>	<u>626,952</u>
Depreciation at December 31 2021	-	12,500	12,500
Charge for the year	-	7,104	7,104
Depreciation at December 31 2022	<u>-</u>	<u>19,604</u>	<u>19,604</u>
Net book value at December 31 2022	<u>598,534</u>	<u>8,814</u>	<u>607,348</u>

Capitalised items are those over £500 in value. The Trustees policy is that fixtures and equipment are depreciated at 25% on a straight-line basis.

Freehold land and buildings are not depreciated since, in the opinion of the Trustees, their value on the open market exceeds their net book value.

	year to 31/12/2022	year to 31/12/2021
10. Stocks		
Bar stocks	<u>3946</u>	<u>2,911</u>
11. Debtors and prepayments		
Debtors	1390	5,505
Prepayments	<u>0</u>	<u>1,435</u>
	<u>1390</u>	<u>6,940</u>
12. Cash and bank		
Cash on hand	850	600
Cash at bank	<u>101343</u>	<u>121,323</u>
	<u>102193</u>	<u>121,923</u>
13. Creditors - amounts falling due within one year		
Trade creditors	24378	7,748
Other creditors	3124	11,426
Accruals	24835	8,000
Bank loans	<u>7361</u>	<u>55,136</u>
	<u>59698</u>	<u>82,310</u>
14. Creditors: amounts falling due after one year		
Bank loans	<u>168551</u>	<u>178,138</u>
15. Unrestricted funds		
Balance brought forward	480401	478,582
Incoming resources	260482	181,324
Resources expended	<u>254254</u>	<u>179,505</u>
Balance carried forward	<u>486629</u>	<u>480,401</u>
16. Analysis of net assets		
Tangible fixed assets	607348	609,075
Current assets	107530	131,774
Current liabilities	52337	82,310
Liabilities over one year	<u>175912</u>	<u>178,138</u>
	<u>486629</u>	<u>480,401</u>

The Folkestone-Hythe Operatic & Dramatic Society

Detailed Statement of Financial Activities for the year to December 31st 2022

	2022	2021
	£	£
INCOME		
Donations grants and legacies		
Legacies and bequests	0	-
Gifts & donations	3148	3,432
Grants - other agencies	27074	68,072
Grants - CJRS furlough scheme	0	17,634
	<u>30222</u>	<u>89,138</u>
Other trading activities		
Bar and refreshment sales	61623	16,270
Income from productions	131450	58,062
Theatre and foyer letting	29648	9,813
Subscriptions	3015	2,910
Rental income	4320	4,320
Sundry income	204	811
	<u>230260</u>	<u>92,186</u>
Total Income	260482	181,324
EXPENDITURE		
Raising funds		
Bar Purchases	30454	9,878
Wages and salaries	81654	60,614
Casual bar wages	1666	1,759
	<u>113774</u>	<u>72,251</u>
Charitable activities		
Production costs	58755	35,792
Box office fees	6513	1,335
Insurance	5366	4,946
Accountancy fees	389	133
Legal and professional fees	0	-
Bank charges	568	-
Bank interest payable	5850	6,083
	<u>77441</u>	<u>48,289</u>

	2022	2021
	£	£
Other expenditure		
Staff training	190	570
Light, heat and power	7403	4,078
Repairs and maintenance	24171	33,044
Telephone	742	699
Computer software and maintenance costs	3169	1,908
Printing, postage and stationery	1850	1,334
Sundry expenses	1802	634
Cleaning	10539	4,703
General marketing	846	4,107
Credit card charges	5223	2,128
Depreciation of equipment	7104	5,760
	<u>63039</u>	<u>58,965</u>
Total Expenditure	254254	179,505
Net Income	6228	1,819

Accounts

Company registration number: CE015497

Charity registration number: 1180504

The Folkestone-Hythe Operatic & Dramatic Society

(A Charitable Incorporated Organisation)

Annual Report and Financial Statements

for the year ended December 31, 2021

Contents

Trustees Report	2
Independent Examiners Report	7
Statement of financial activities – Income and Expenditure Account	8
Statement of financial activities – Balance Sheet	9
Notes on the Financial Statements	10
Detailed Income and Expenditure Account	13

The Folkestone-Hythe Operatic & Dramatic Society

Trustees' Report for 2021

The trustees present their report with the financial statements of the charity for the year ended December 31, 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) FRS 102

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1180504

Principal address

The Tower Theatre
North Road
Folkestone
Kent
CT20 3HL

TRUSTEES

The Executive Committee of the charity are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. The trustees serving during the year were as follows with their date of appointment:

Chair	Michael Chisnall (June 2018 – re-elected November 2020)
Vice-chair	Merewyn Forrest (January 2022)
Secretary	Natalie Holness (November 2020)
Treasurer	Michael Manton (June 2018 – re-elected January 2020)
Other Members	David Lewis (June 2019)
	Myra Collingridge (November 2020)
	Alice Hawkins (January 2022)
	Sam Lovelace-Walne (until January 2022)
	Paul Hoveman (until January 2022)
	Pete Raine (until February 2022)

The following assisted in running the Society but are not trustee positions:

Theatre Manager	John Pritchard
Events and Marketing Manager	Reana Herchenhan
Technical Manager	Ben Lavery
Duty Manager	Gary Ingoldby Spate
P&P sub-committee Chair	Steve Hawkins
Administrator	Michelle Hartley
Youth Section Chair	Molly Parker

Independent examiner

Mr Neil Hope
10 James Close
Lyminge
CT18 8NL

Solicitors

Messrs Girlings
16 Rose Lane
Canterbury CT1 2UR

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance

On October 31st 2018, following agreement at the June 2018 AGM, a new FHODS was set up as a Charitable Incorporated Organisation (CIO). On December 3, 2018, all assets and liabilities were transferred from the old Society to the new CIO. Its charitable status remains unaltered although the Charity Number has changed from 1001311 to 1180504.

Appointment of Trustees

Any member of the society aged 18 or over is eligible to serve on the Executive Committee provided they are nominated and seconded by other members of the society, and properly elected. Members of the Executive Committee are Trustees. The Vice-President and all members of the Executive Committee are elected at the Annual General Meeting held as near to the end of June as is practicable.

The overall responsibility for the Society lies with the Executive Committee. The Hon.Treasurer is responsible for overseeing the finances of the Society. All members are circulated with invitations to nominate trustees prior to the AGM advising them of the retiring trustees and requesting nominations for the AGM.

Organisation

The trustees administer the charity. The Executive Committee meets monthly and there is a Performance and Planning Sub-Committee covering the planning and staging of plays, musical and pantomimes.

OBJECTIVES AND ACTIVITIES

The charitable objectives of FHODS are to educate the public in the dramatic and operatic arts and to further the development of public appreciation and taste in the said arts. The Society also aims to contribute to the quality of life of the local community and wider area by expanding their horizons through the provision of exciting, challenging and accessible productions of plays, musicals and youth performances.

The Society is very involved in the community and is dependent on voluntary help. Over the past few years, the Society has had around 100 Acting Members and 80 Friends, with a further 90 members of the Youth Section.

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commissioners guidance on public benefit, including the guidance on public benefit and fee charging. The charity relies on grants and the income from charges to cover its operating costs. In setting the level of charges and concessions, the trustees give careful consideration to the accessibility of the theatre for those on low income.

FHODS was formed in 1902; we leased the Little Theatre in Sandgate in 1965, purchasing its freehold in 1973; bought the Shorncliffe Garrison Church (as it then was) in 2001; and moved into it as our permanent home in 2006 after it had been converted into the present Tower Theatre.

PRODUCTIONS IN 2021

The coronavirus pandemic meant that The Tower Theatre was closed until early August. Our first show 'Back to the Musicals' was staged with socially-distanced audiences. The next show, 'The Audience', had two socially-distanced audience performances and two standard (pre-pandemic) audience performances. All subsequent productions had standard audiences.

56% of the final ticket sales revenue for The Vicar of Dibley was taken in 2019 and 2020, pre-pandemic, and carried over to its eventual performances in 2021.

PRODUCTIONS IN 2021

The table below shows FHODS productions during 2021 at the Tower Theatre with their audiences, production budgets and net contribution to overheads – in other words, their gross income less their direct costs.

SHOW	PERFORMANCES	AUDIENCE	SHOW BUDGET	TICKET REVENUE	OVERHEAD CONTRIBUTION
Back to the Musicals	3	233	£796	£3,036	£2,240
The Audience	4	214	£1,553	£2,767	£1,214
The Vicar of Dibley	5	1,236	£2,156	£14,034	£11,878
Blackadder Goes Forth	5	547	£1,849	£7,383	£5,534
Dick Whittington	20	3,345	£16,137	£44,937	£28,800
TOTAL	82	5,575	£22,491	£72,157	£49,666

In addition to these FHODS productions, the theatre was used for an additional 14 performances from outside hires, for theatre, musicals, dance and youth productions. These outside hires ran from September 24th to December 4th had a total audience of 1,617.

Therefore, in summary, there were 51 performances in the main auditorium, playing to a total audience of 7,192. This compares to a total audience of 15,915 for 2019, the last year that we were fully open.

FINANCIAL REVIEW

2019 & 2020 comparatives

The closure of the theatre for 18 months from March 2020 means that comparing 2021 performance with 2019 and 2020 is of limited value.

Income

Ticket sales for shows after reopening were challenging as the pandemic restrictions began to be lifted. As Covid still remained prevalent, audiences failed to reach our usual estimations – for example, ticket sales for Dick Whittington were down -29% from the 2019 performance of Jack and the Beanstalk.

Bar profits for the year dropped significantly to just £6,400 from £34,000 in 2019. Much of this was due to the necessity of restocking most of our lines after losing much of this during the closure. As a result, margin on bar sales dropped from 57% in 2019 to 39% in 2021.

We have been fortunate enough to receive grants of £68,000 in 2021, including £5,000 from the Linbury Trust and £50,000 from the Culture Recovery Grant. Many important projects were funded from the Culture Recovery Grant, including un-furloughing staff in advance of reopening, improving heating and insulation in the building, new marketing assets, and a new projector and screen for the stage.

The rental income from the Jumping Jacks Nursery contributed £4,320. We also continued to receive furlough payments for all staff through the Job Retention Scheme.

In all, our income for the year was £181,000, which was £66,00 more than 2020 and £4,000 less than 2019.

Expenditure

For obvious reasons, expenditure was much less than normal, and wages in particular were very much lower as we took advantage for much of the year of the furlough payments through the Job Retention Scheme. Nonetheless, the bank loan still had to be serviced, the building insured, maintained and heated.

Wages increased by £10,000 compared to 2020. We also spent £4,600 on casual technical staff to support the reopening of the theatre and support those first five FHODS productions.

Expenditure for the year was £179,500, which was £65,000 more than 2020 and £6,000 more than 2019.

Financial Overview

The profit and loss account shows a small profit of £1,819, compared to £71 in 2020 and £12,000 in 2019. We have done well to survive the pandemic financially, and Culture Recovery Grant we received has allowed us invest in the theatre in a greater capacity than we otherwise have been able to in non-pandemic times.

We remain, as ever, balanced on a financial knife edge and cash flow remains a concern. We must continue to publicise and support all of the shows that are staged at the Tower Theatre, improving our yield management and filling the theatre as much as possible.

Reserves Policy

The trustees are attempting to establish the level of reserves (that is those funds that are freely available) the Society ought to have. Reserves provide the financial safety net which we need but have never achieved.

PLANS FOR FUTURE PERIODS

The Trustees consider the charity to be a viable going concern.

A full schedule of FHODS productions for 2022 and 2023 has been approved by the Executive and Performance & Planning committees. Ticket sales for 2022 have so far been encouraging, with ticket revenue for FHODS and non-FHODS show performing ahead of the budgeted targets, especially non-FHODS outside shows.

We are mindful that the pandemic is far from over and future closures could severely impact us again, so we remain cautiously optimistic for the future.

The Folkestone-Hythe Operatic & Dramatic Society

Statement of Trustees' Responsibilities

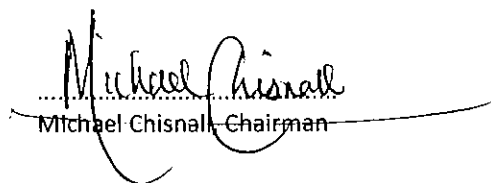
The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on 18th Aug 2022..... and signed on its behalf by:


Michael Chisnall, Chairman

The Folkestone-Hythe Operatic & Dramatic Society

Independent examiner's report to the trustees

I report to the trustees on my examination of the accounts of The Folkestone-Hythe Operatic & Dramatic Society (the Society) for the year ended 31 December 2021.

Responsibilities and basis of report

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

Having satisfied myself that the accounts are not required to be audited, I report in respect of my examination of the Society'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

I have completed my examination. I confirm that no material 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 Society 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 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 accounts to be reached.

Name: Neil Hope

Address: 10 James Close, Lylinge, Folkestone, Kent. CT18 8NL



.....
Neil Hope CIPFA

Date: 28 August 2022 .
.....

The Folkestone-Hythe Operatic & Dramatic Society

Statement of Financial Activities for the year to December 31st 2021

	Note	Year to 31/12/2021 £	Year to 31/12/2020 £
Income and Endowments from:			
Donations and legacies	2	89,138	69,203
Charitable and trading activities	3	92,186	44,937
Total income		<u>181,324</u>	<u>114,140</u>
Expenditure on:			
Raising funds	4	72,251	58,583
Charitable activities	5	48,289	23,453
Other expenditure	6	58,965	32,033
Total expenditure		<u>179,505</u>	<u>114,069</u>
Net movement in funds		<u>1,819</u>	<u>71</u>

The Folkestone-Hythe Operatic & Dramatic Society

Balance Sheet as at December 31st 2021

	Note	31/12/2021 £	31/12/2020 £
Fixed assets			
Tangible assets	9	<u>609,075</u>	<u>605,903</u>
Current assets			
Stocks	10	2,911	1,223
Debtors	11	6,940	9,159
Cash at bank and in hand	12	<u>121,923</u>	<u>56,903</u>
		131,774	67,285
Creditors: Amounts falling due within one year	13	<u>82,310</u>	<u>-13,903</u>
Net current assets		49,464	<u>53,382</u>
Total net assets		<u>658,539</u>	<u>659,285</u>
Creditors: Amounts falling due after more than one year	14	178,138	-180,703
Net assets		<u>480,401</u>	<u>478,582</u>
Funds of the charity:			
Unrestricted funds brought forward		478,582	478,511
Profit for the year		1,819	71
Total unrestricted funds at year end	15	<u>480,401</u>	<u>478,582</u>

Approved by the trustees on 18/05/2022..... and signed on its behalf by:


Michael Manton, Treasurer

The Folkestone-Hythe Operatic & Dramatic Society

Notes to the Financial Statements for the year to December 31st 2021

1. Charity Status

The charity is a Charitable Incorporated Organisation, incorporated in England and Wales, and consequently does not have share capital.

	year to 31/12/2021	year to 31/12/2020
2. Income from Donations and legacies		
Donations	3,432	5,881
Legacies	-	
Grants from other agencies	68,072	29,000
Grants - CJRS furlough scheme	17,634	34,322
	<u>89,138</u>	<u>69,203</u>

3. Income from trading and charitable activities

Trading income		
Sales of goods	16,270	10,333
Property rental	4,320	4,230
Other trading income	811	82
Charitable income		
Theatrical events income	67,875	27,062
Membership subscriptions	2,910	3,230
	<u>92,186</u>	<u>44,937</u>

4. Expenditure on raising funds

Cost of goods sold	9,878	7,563
Staff salaries	62,373	51,020
	<u>72,251</u>	<u>58,583</u>

No employee received more than £60,000 in the year. Staff salaries are shown before furlough payments received through the Government's Job Retention Scheme, which are shown separately in note 2 above.

5. Expenditure on charitable activities

Production costs	35,792	9,016
Independent examiner's fees	-	1,747
Other costs	1,468	105
Bank interest	6,083	7,376
Bank charges	-	26
Insurance	4,946	5,183
	<u>48,289</u>	<u>23,453</u>

6. Other expenditure

Staff training	570	250
Marketing and publicity	4,107	5,106
Depreciation	5,760	3,526
Building repairs and maintenance	33,044	11,507
Other resources expended	15,484	11,644
	<u>58,965</u>	<u>32,033</u>

7. Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

8. Taxation

The Society is a registered charity and is therefore exempt from corporate taxation

9. Tangible fixed assets

	Freehold land and buildings	Fixtures and equipment	Total
Cost at December 31 2020	598,534	14,109	612,643
Additions		8,932	8,932
Cost at December 31 2021	<u>598,534</u>	<u>23,041</u>	<u>621,575</u>
Depreciation at December 31 2020	-	6,740	6,740
Charge for the year	-	5,760	5,760
Depreciation at December 31 2021	<u>-</u>	<u>12,500</u>	<u>12,500</u>
Net book value at December 31 2021	<u>598,534</u>	<u>10,541</u>	<u>609,075</u>

The Trustees policy is that fixtures and equipment are depreciated at 25% on a straight line basis. Freehold land and buildings are not depreciated since, in the opinion of the Trustees, their value on the open market exceeds their net book value.

year to 31/12/2021

year to 31/12/2020

10. Stocks

Bar stocks	<u>2,911</u>	<u>1,223</u>
------------	--------------	--------------

11. Debtors and prepayments

Debtors	5,505	5,549
Prepayments	1,435	3,610
	<u>6,940</u>	<u>9,159</u>

12. Cash and bank

Cash on hand	600	600
Cash at bank	121,323	56,304
	<u>121,923</u>	<u>56,904</u>

13. Creditors - amounts falling due within one year

Trade creditors	7,748	- 797
Other creditors	11,426	
Accruals	8,000	5,000
Bank loans	55,136	9,700
	<u>82,310</u>	<u>13,903</u>

14. Creditors: amounts falling due after one year

Bank loans	<u>178,138</u>	<u>180,703</u>
------------	----------------	----------------

15. Unrestricted funds

Balance brought forward	478,582	478,511
Incoming resources	181,324	79,818
Resources expended	179,505	- 79,747
Balance carried forward	<u>480,401</u>	<u>478,582</u>

16. Analysis of net assets

Tangible fixed assets	609,075	605,903
Current assets	131,774	67,285
Current liabilities	82,310	- 13,903
Liabilities over one year	178,138	- 180,703
	<u>480,401</u>	<u>478,582</u>

The Folkestone-Hythe Operatic & Dramatic Society

Detailed Statement of Financial Activities for the year to December 31st 2021

	2021 £	2020 £
INCOME		
Donations grants and legacies		
Legacies and bequests	-	-
Gifts & donations	3,432	5,881
Grants - other agencies	68,072	29,000
Grants - CJRS furlough scheme	17,634	34,322
	<u>89,138</u>	<u>69,203</u>
Other trading activities		
Bar and refreshment sales	16,270	10,333
Income from productions	58,062	22,077
Theatre and foyer letting	9,813	4,985
Subscriptions	2,910	3,230
Rental income	4,320	4,230
Sundry income	811	82
	<u>92,186</u>	<u>44,937</u>
Total Income	181,324	114,140
EXPENDITURE		
Raising funds		
Bar Purchases	9,878	7,563
Wages and salaries	60,614	51,020
Casual bar wages	1,759	
	<u>72,251</u>	<u>58,583</u>
Charitable activities		
Production costs	31,167	9,463
Casual technical staff	4,625	-
Box office fees	1,335	447
Insurance	4,946	5,183
Accountancy fees	133	1,747
Legal and professional fees	-	105
Bank charges	-	26
Bank interest payable	6,083	7,376
	<u>48,289</u>	<u>23,453</u>

Other expenditure			
Staff training	570		250
Light, heat and power	4,078		3,302
Repairs and maintenance	33,044		11,507
Telephone	699		649
Computer software and maintenance costs	1,908		2,379
Printing, postage and stationery	1,334		999
Sundry expenses	634		1,121
Cleaning	4,703		2,834
General marketing	4,107		5,106
Credit card charges	2,128		360
Depreciation of equipment	5,760		3,526
	<u>58,965</u>		<u>32,033</u>
Total Expenditure	179,505	-	114,069
Net Income	1,819		71

Accounts

Company registration number: CE015497

Charity registration number: 1180504

The Folkestone-Hythe Operatic & Dramatic Society

(A Charitable Incorporated Organisation)

Annual Report and Financial Statements for the year ended 31 December 2020

Contents

Trustees Report	1
Independent Examiners Report	5
Statement of financial activities – Income and Expenditure Account	6
Statement of financial activities – Balance Sheet	7
Notes on the Financial Statements	8
Detailed Income and Expenditure Account	11

The Folkestone-Hythe Operatic & Dramatic Society

Trustees' Report for 2020

The trustees present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) FRS 102.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1180504

Principal address

The Tower Theatre
North Road
Folkestone
Kent
CT20 3HL

Trustees

The Executive Committee of the charity are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. The trustees serving during the year and subsequently were as follows with their date of appointment:

Chairman	Sam Lovelace-Walne (June 2018)
Vice Chairman	Paul Hoveman (June 2018)
Secretary	Natalie Holness (Nov 2020)
Treasurer	Pete Raine (June 2018)
Other Trustees	Mike Manton, (June 2018)
	Michael Chisnall (June 2018)
	David Lewis (June 2019)
	Myra Collingridge (Nov 2020)

The following staff and volunteers assisted in running the Society but are not trustee positions:

Vice-President	Anne Mortimer
Theatre Manager	John Pritchard
Events Coordinator	Reana Herchenhan
Technical Manager	Ben Laverty
Bar Manager	Sandie Leroy
Performance and Planning Sub-committee Chair	Natalie Holness
Administrator	Michelle Hartley

Independent examiner

Mr Neil Hope CIPFA
10 James Close
Lyminge CT18 8NL

Solicitors

Messrs Girlings
16 Rose Lane
Canterbury CT1 2UR

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance

On October 31st 2018, following agreement at the June 2018 AGM, a new FHODS was set up as a Charitable Incorporated Organisation (CIO). On December 31st 2018, all assets and liabilities were transferred from the old Society to the new CIO. Its charitable status remains unaltered although the Charity Number has changed from 1001311 to 1180504.

Appointment of Trustees

Any member of the society aged 18 or over is eligible to serve on the Executive Committee provided they are nominated and seconded by other members of the society, and properly elected. Members of the Executive Committee can be, but need not be, Trustees. The Vice-President and all members of the Executive Committee are elected at the Annual General Meeting held as near to the end of June as is practicable. The overall responsibility for the Society lies with the Executive Committee. The Hon. Treasurer is responsible for overseeing the finances of the Society. All members are circulated with invitations to nominate trustees prior to the AGM advising them of the retiring trustees and requesting nominations for the AGM.

Organisation

The trustees administer the charity. The Executive Committee meets monthly and there is a Performance and Planning Committee covering the planning and staging of plays, musical and pantomimes.

OBJECTIVES AND ACTIVITIES

The charitable objectives of FHODS are to educate the public in the dramatic and operatic arts and to further the development of public appreciation and taste in the said arts. The Society also aims to contribute to the quality of life of the local community and wider area by expanding their horizons through the provision of exciting, challenging and accessible productions of plays, musicals and youth performances.

The Society is very involved in the community and is dependent on voluntary help. Over the past few years, the Society has had around 100 Acting Members and 80 Friends, with a further 90 members of the Youth Section.

In shaping our objectives for the year and planning our activities the trustees have considered the Charity Commissioners' guidance on public benefit, including the guidance on public benefit and fee charging. The charity relies on grants and the income from charges to cover its operating costs. In setting the level of charges and concessions, the trustees give careful consideration to the accessibility of the theatre for those on low income.

FHODS was formed in 1902; we leased the Little Theatre in Sandgate in 1965, purchasing its freehold in 1973; bought the Shorncliffe Garrison Church (as it then was) in 2001; and moved into it as our permanent home in 2006 after it had been converted into the present Tower Theatre.

PRODUCTIONS IN 2020

The coronavirus pandemic meant that The Tower Theatre closed in mid March following Government guidance. No FHODS shows were staged in the period from January 1st to the closure.

Some outside performances and hires did take place in that period, mostly smaller shows in the foyer although there were two performances in the main auditorium.

FINANCIAL REVIEW

2019 comparatives

2019 Comparatives are for the 14 months to Dec 31st 2019, the first accounting period for the 'new' FHODS. The closure of the theatre for most of the year means, of course, that comparing 2020 with 2019 is of limited value.

Income

At the time of closure, we held some £27,000 in advance ticket sales. The vast majority of ticket holders have not asked for a refund, and are content to wait until we are able to stage shows again. We are very grateful for their understanding.

For the short period in early 2020 when we were open, income was derived from hire fees (£5000) and bar profits (£3000). Over the whole year, the rental income from the Jumping Jacks nursery contributed £4,200, and donations, subscriptions and legacies totalled £9,000.

We also received a total of £29,000 in grant aid, mostly through Government support related to the pandemic.

Expenditure

For obvious reasons, expenditure was much less than normal, and wages in particular were very much lower as we took advantage of the furlough payments through the Job Retention Scheme. Nonetheless, the bank loan still had to be serviced, and the building insured, maintained and heated.

Financial Overview

The profit and loss account shows a virtual break-even for 2020 with a tiny profit of £71. We have done well to survive financially, but even now the future for theatres in 2021 and beyond looks very uncertain. Nonetheless, the Trustees consider that FHODS is a going concern, and we face the re-opening of the theatre in summer 2021 with a good cash position.

Reserves Policy

The trustees are attempting to establish the level of reserves (that is those funds that are freely available) the Society ought to have. Reserves provide the financial safety net which we need but have never achieved.

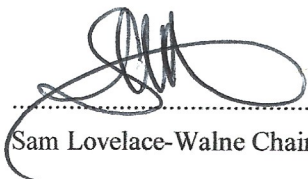
STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
 - observe the methods and principles in the Charities SORP;
 - make judgements and estimates that are reasonable and prudent;
 - state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
 - prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on (2/7/21) and signed on its behalf by:



.....
Sam Lovelace-Walne Chairman

The Folkestone-Hythe Operatic & Dramatic Society
Independent Examiner's Report to the trustees of The Folkestone-Hythe
Operatic & Dramatic Society

I report to the trustees on my examination of the accounts of the Folkestone-Hythe Operatic & Dramatic Society for the year ended 31 December 2020 which are set out in this report.

Responsibilities and basis of report

As the charity trustees of the Folkestone-Hythe Operatic & Dramatic Society you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

Having satisfied myself that the accounts are not required to be audited, I report in respect of my examination of your charity'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

Since The Folkestone-Hythe Operatic & Dramatic Society's gross income did not exceed £250,000 your examiner does not need to be a member of a body listed in section 145 of the 2011 Act

I have completed my examination. I confirm that no material 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 Society 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 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 accounts to be reached.

Neil Hope CIPFA



Date

1 July 2021

The Folkestone-Hythe Operatic & Dramatic Society
Statement of Financial Activities for the year to December 31st 2020

INCOME AND EXPENDITURE ACCOUNT

	Note	Year to 31/12/2020 £	Period to 31/12/2019 £
Income and Endowments from:			
Donations and legacies	2	34,881	472,747
Charitable and trading activities	3	44,937	230,815
Total income		79,818	703,562
Expenditure on:			
Raising funds	4	-24,261	-102,039
Charitable activities	5	-23,453	-79,223
Other expenditure	6	-32,033	-43,789
Total expenditure		-79,747	-225,051
Net movement in funds		71	478,511

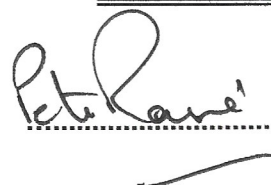
The Folkestone-Hythe Operatic & Dramatic Society
Statement of Financial Activities for the year to December 31st 2020

BALANCE SHEET AT DECEMBER 31ST 2020

	Note	31/12/2020 £	31/12/2019 £
Fixed assets			
Tangible assets	9	<u>605,903</u>	<u>608,136</u>
Current assets			
Stocks	10	1,223	3,268
Debtors	11	9,159	700
Cash at bank and in hand	12	<u>56,903</u>	<u>37,691</u>
		67,285	41,659
Creditors: Amounts falling due within one year	13	<u>-13,903</u>	<u>-25,111</u>
Net current assets		<u>53,382</u>	<u>16,548</u>
Total net assets		<u>659,285</u>	<u>624,684</u>
Creditors: Amounts falling due after more than one year	14	-180,703	-146,173
Net assets		<u>478,582</u>	<u>478,511</u>
Funds of the charity:			
Unrestricted funds brought forward		478,511	0
Profit for the year		71	478,511
Total unrestricted funds at year end	15	<u>478,582</u>	<u>478,511</u>

Approved by the Trustees on July 12th 2021

Signed on behalf of all Trustees by Pete Raine, Hon. Treasurer



The Folkestone-Hythe Operatic & Dramatic Society
Notes to the Financial Statements for the year to 31 December 2020

1. Charity Status

The charity is a Charitable Incorporated Organisation, incorporated in England and Wales, and consequently does not have share capital.

	year to 31/12/2020	Period to 31/12/2019
2. Income from Donations and legacies		
Donations	5,881	8,745
Legacies		2,305
Grants from other agencies	29,000	5,172
Net assets transferred from previous charity		456,525
	<u>34,881</u>	<u>472,747</u>

3. Income from trading and charitable activities

Trading income		
Sales of goods	10,333	59,136
Property rental	4,230	4,200
Other trading income	82	100
Charitable income		
Theatrical events income	27,062	164,070
Membership subscriptions	3,230	3,309
	<u>44,937</u>	<u>230,815</u>

4. Expenditure on raising funds

Cost of goods sold	7,563	24,769
Staff salaries	16,698	77,270
	<u>24,261</u>	<u>- 102,039</u>

No employee received more than £60,000 in the year. Staff salaries are shown net of furlough payments of £34,322 received through the Government's Job Retention Scheme

5. Expenditure on charitable activities

Production costs	9,016	63,651
Independent examiners fees	1,747	1,749
Legal fees	105	186
Bank interest	7,376	8,053
Bank charges	26	290
Insurance	5,183	5,294
	<u>23,453</u>	<u>79,223</u>

6. Other expenditure

Staff training	250	442
Marketing and publicity	5,106	7,187
Depreciation and similar costs	3,526	3,214
Building repairs	11,507	8,063
Other resources expended	11,644	24,883
	<u>32,033</u>	<u>43,789</u>

7. Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

8. Taxation

The Society is a registered charity and is therefore exempt from corporate taxation

9. Tangible fixed assets

	Freehold land and buildings	Fixtures and equipment	Total
Cost at December 31 2019	598,534	12,816	611,350
Additions		1,293	1,293
Cost at December 31 2020	<u>598,534</u>	<u>14,109</u>	<u>612,643</u>
Depreciation at December 31 2019	-	3,214	3,214
Charge for the year	-	3,526	3,526
Depreciation at December 31 2020	<u>-</u>	<u>6,740</u>	<u>6,740</u>
Net book value at December 31 2020	<u>598,534</u>	<u>7,369</u>	<u>605,903</u>

The Trustees policy is that fixtures and equipment are depreciated at 25% on a straight line basis.

Freehold land and buildings are not depreciated since, in the opinion of the Trustees, their value on the open market exceeds their net book value.

year to 31/12/2020

Period to 31/12/2019

10. Stocks

Bar stocks	<u>1,223</u>	<u>3,268</u>
------------	--------------	--------------

11. Debtors and prepayments

Debtors	5,549	-
Prepayments	3,610	700
	<u>9,159</u>	<u>700</u>

12. Cash and bank

Cash on hand	600	500
Cash at bank	56,304	37,191
	<u>56,904</u>	<u>37,691</u>

13. Creditors - amounts falling due within one year

Trade creditors	- 797	8,595
PAYE and National Insurance		1,388
Other creditors		501
Accruals	5,000	6,143
Bank loans	9,700	8,484
	<u>13,903</u>	<u>25,111</u>

14. Creditors: amounts falling due after one year

Bank loans	<u>180,703</u>	<u>146,173</u>
------------	----------------	----------------

15. Funds

Balance brought forward	478,511	-
Incoming resources	79,818	703,562
Resources expended	- 79,747	- 225,051
Balance carried forward	<u>478,582</u>	<u>478,511</u>

16. Analysis of net assets

Tangible fixed assets	605,903	608,136
Current assets	67,285	41,659
Current liabilities	- 13,903	- 25,111
Liabilities over one year	- 180,703	- 146,173
	<u>478,582</u>	<u>478,511</u>

The Folkestone-Hythe Operatic & Dramatic Society
Detailed Statement of Financial Activities for the year to Dec 31st 2020

	2020 £	2019 £
INCOME		
Donations grants and legacies		
Legacies and bequests	0	2,305
Gifts & donations	5881	8,745
Grants - other agencies	29000	5,172
Donated assets from previous charity	0	456,525
	<u>34881</u>	<u>472,747</u>
Other trading activities		
Bar sales	10333	59,136
Income from productions	22077	105,382
Theatre and foyer letting	4985	58,688
Subscriptions	3230	3,309
Costume hire & sales	0	100
Rental income	4230	4,200
Interest received	82	
	<u>44937</u>	<u>230,815</u>
Total Income	79,818	703,562
EXPENDITURE		
Raising funds		
Bar Purchases	-7563	-24,769
Wages and salaries	-16698	-77,270
	<u>-24261</u>	<u>-102,039</u>
Charitable activities		
Production costs	-9463	-52,359
Performing Rights	0	-4,308
Box office fees	447	-6,984
Insurance	-5183	-5,294
Accountancy fees	-1747	-1,749
Consultancy fees	0	-107
Legal and professional fees	-105	-79
Bank charges	-26	-290
Bank interest payable	-7376	-8,053
	<u>-23453</u>	<u>-79,223</u>
Other expenditure		
Staff training	-250	-442
Light, heat and power	-3302	-8,486
Repairs and maintenance	-11507	-8,063
Telephone	-649	-1,114
Computer software and maintenance costs	-2379	-2,859
Printing, postage and stationery	-999	-851
Sundry expenses	-1121	-1,573
Cleaning	-2834	-8,593
General marketing	-5106	-7,187
Credit card charges	-360	-1,407
Depreciation of fixtures and fittings	-3406	-2,869
Depreciation of office equipment	-120	-345
	<u>-32033</u>	<u>-43,789</u>
Total Expenditure	-79,747	-225,051
Net Income	71	478,511