

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

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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.

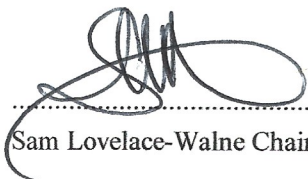
STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

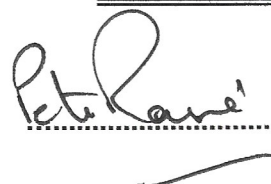
The Folkestone-Hythe Operatic & Dramatic Society
Statement of Financial Activities for the year to December 31st 2020

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>
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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>
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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