

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
	<hr/> 139,576	<hr/> 123,161
Total expenditure	359,682	339,418
 Net Income	 -18,535	 1,431