

**PaperGang Theatre Limited**

Trustees' report and financial statements

Registered number: 08522007

Registered Charity Number: 1180859

Year Ended 31 May 2022

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## **Report of the trustees for the year ended 31 May 2022**

The Trustees who are also Directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 May 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)

### **Objectives and activities**

The object of the charity is to advance the art of drama, in particular focusing on British East and South East Asian dramatic arts through education, practical activities and performances and any other such means as the trustees in their absolute discretion think fit.

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

The strategies employed to achieve the aims and objectives are:

- Presenting theatre performances that are created by British East and South East Asian artists and artists of East Asian and South East Asian diaspora.
- Active engagement with British East and South East Asian writers and writers of East Asian and South East Asian diaspora to develop new scripts
- Connecting to other small East Asian and South East Asian theatre companies for collaborations, like Lazy Native, Rumah and others.

### **Structure**

While the Trustees have overall responsibility for the charity, the day to day running and administration is delegated to the Executive team of Clarissa Widya and Kim Pearce who are Co-Artistic Directors.

### **Achievement and performance**

This year PaperGang Theatre had to create work while dealing with the industry coming out of the pandemic.

We continued our support of *Asian Pirate Musical* (APM), which featured a song at Signal online in June 2021 and we used a Bridge The Gap grant to fund musician sessions that had to take place in person. Composing music is tricky online, due to time lag and distortion, so Jade Leamcharaskul, Sarita Lewis and Xana met a few times in the studio to work out the music. This enabled the completion of the first draft and a readthrough took place in December 2021.

In September 2021, supported by an ACE Project grant and a commission fee from Newham Unlocked Festival, we rehearsed and performed *Amaterasu*. This project is a multi-disciplinary activity that was developed from our 2020 R&D. Working with 8 freelancers in the team, we performed at the Arcola Outdoors and at Newham Unlocked, to excited community audiences.

The piece is a modern take on the Japanese Shinto myth of the Sungoddess Amaterasu and her brother Susanoo, God of Chaos and Disease; set against the story of two migrant Japanese-British sisters exploring migration and family in the context of climate emergency and COVID. It was accompanied by a pre-show Zoom panel discussion "Modern Migrants" about the responsibilities of migrant women in families with Gabby Wong, Cecilia Gragnani, Tess Hodgson-Sakamoto led by Ailin Conant.

Initially planned for the VAULT Festival, we had to divert the show, *Dreamers*, to the Omnibus Theatre in June 2022 as the festival decided to cancel due to the reverberations from the pandemic. We split the process between February and May with a rehearsal week in February. From May the project was produced by Khai Ramli as PaperGang's Co-Artistic Director and Producer Clarissa was on maternity leave.

The grant was used for rehearsals in May 2022 at the NT Diorama Spaces and Theatre Deli. *Dreamers* performed on 6-11 June at the Omnibus Theatre and was accompanied by an art installation in the café, providing the audience more context by sharing snippets of interviews held in the earlier part of the workshops.

In February 2022, ACE also supported the development of *Watermelon* by Enxi Chang. This one-woman show was rehearsed at London Performance Studios. *Watermelon* is a fictionalised narrative drama drawn from Enxi's personal experiences as a trans woman navigating virtual and IRL spaces.

Clarissa provided a Producing workshop for their local community but the core team was comprised of Tian Brown- Sampson as director, with Kim Pearce supporting. Alongside this script development process, we offered an emerging writer Camilla Anvar a shadowing opportunity and were able to support her in writing her own initial pages as a first play attempt. Enxi's *Watermelon* was live streamed from the Sand Film studios and the initial interest of PUSH Festival in Vancouver, resulted in a £4K commission to develop the play for their 2024 iteration.

In April 2022, Clarissa was awarded the MGC Futures Bursary to support her work producing and creating BESEA performances. This has supported our work in 2022 through the funding of infrastructure: Zoom subscriptions, insurance etc.

## **Financial review**

During the year the charity raised £63,259 primarily through grants from Arts Council England (ACE) and other funders. Total costs in the year amounted to £26,039. The restricted funds carried forward relate to the production *Freedom Hi* which took place in June 2022 and the PUSH festival which is due to take place in Vancouver in 2024.

## **Reserves policy**

The Trustees intention is to use all of the donations received; except for the small amount of organisation overhead; to further the charity's aims.

## **Structure, governance and management**

### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

### **Recruitment and appointment of new trustees**

Trustees are appointed by a resolution of the trustees passed at a special meeting. Trustees are given access to any further advice and guidance required to perform their duties. The trustees hold ordinary meetings approximately every quarter.

### **Reference and administrative details**

#### **Registered Company number**

08522007 (England and Wales)

#### **Registered Charity number**

1180859

#### **Public Address**

8 Crosby Road  
London E7 9HU

#### **Trustees:**

Dr Catrin Griffiths (resigned 5 December 2022)

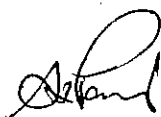
Mr Simon Ly

Mr Patrick Miller

Mr Simon Parsonage

Ms Jodie Gilliam (appointed 28 February 2022)

Approved by order of the board of trustees on 22 February 2023 and signed on its behalf by:



Simon Parsonage

Trustee

**STATEMENT OF FINANCIAL ACTIVITIES for the  
Year Ended 31 May 2022**

	Unrestricted Funds	Restricted Funds	Total Funds
<b>INCOME</b>			
Donations	69	0	69
Income	3,025	0	3,025
Grants	500	59,665	60,165
Total Incoming Resources	3,594	59,665	63,259
<b>EXPENDITURE</b>			
Direct Charitable expenditure	625	29,458	30,083
Charity Management and Governance	579	10,995	11,574
Total Resources Expended	1,204	40,453	41,657
<b>Net Income / (Expenditure)</b>	<b>2,390</b>	<b>19,212</b>	<b>21,602</b>
<b>RECONCILIATION OF FUNDS</b>			
Total Funds brought forward	4,437	0	4,437
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>6,827</b>	<b>19,212</b>	<b>26,039</b>

**STATEMENT OF FINANCIAL ACTIVITIES for the  
Year Ended 31 May 2021**

	Unrestricted Funds	Restricted Funds	Total Funds
<b>INCOME</b>			
Income	360	0	360
Grants	25,472	28,473	53,945
Total Incoming Resources	24,832	28,473	54,305
<b>EXPENDITURE</b>			
Direct Charitable expenditure	2,202	28,473	30,675
Charity Management and Governance	20,009	0	20,009
Total Resources Expended	22,211	28,473	50,684
<b>Net Income / (Expenditure)</b>	<b>3,621</b>	<b>0</b>	<b>3,621</b>
<b>RECONCILIATION OF FUNDS</b>			
Total Funds brought forward	816	0	816
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>4,437</b>	<b>-</b>	<b>4,437</b>

# **BALANCE SHEET**

**At 31 May 2022**

		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>2022 Total Funds</b>
	<b>Notes</b>			
<b>CURRENT ASSETS</b>				
Cash at bank		6,827	19,212	26,039
		<u>6,827</u>	<u>19,212</u>	<u>26,039</u>
<b>CREDITORS</b>				
Amounts falling due within one year	4	0	0	0
		<u>0</u>	<u>0</u>	<u>0</u>
<b>NET CURRENT ASSETS</b>		<u>6,827</u>	<u>19,212</u>	<u>26,039</u>
<b>FUNDS</b>				
Unrestricted funds				6,827
Restricted funds				19,212
				<u>26,039</u>
<b>TOTAL FUNDS</b>				<u>26,039</u>

**At 31 May 2021**

		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>2021 Total Funds</b>
	<b>Notes</b>			
<b>CURRENT ASSETS</b>				
Cash at bank		4,437	2,700	7,137
		<u>4,437</u>	<u>2,700</u>	<u>7,137</u>
<b>CREDITORS</b>				
Amounts falling due within one year	4	0	-2,700	-2,700
		<u>0</u>	<u>-2,700</u>	<u>-2,700</u>
<b>NET CURRENT ASSETS</b>		<u>4,437</u>	<u>0</u>	<u>4,437</u>
<b>FUNDS</b>				
Unrestricted funds				4,437
Restricted funds				0
				<u>4,437</u>
<b>TOTAL FUNDS</b>				<u>4,437</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 May 2022.

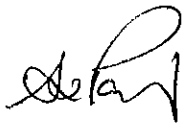
The members have not required the company to obtain an audit of its financial statements for the year ended 31 May 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 22 February 2023 and were signed on its behalf by:

A handwritten signature in black ink, appearing to read 'Simon Parsonage', written in a cursive style.

Simon Parsonage  
Trustee



## **NOTES TO THE FINANCIAL STATEMENTS**

### ***For the year ended 31 May 2022***

#### **1 Accounting policies**

##### **Basis of preparing the financial statements**

The financial statements of the charitable company which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)'. Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost relating to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used to, particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### **2 Trustee' Remuneration and Benefits**

There were no trustees' remuneration or other benefits for the year ended 31 May 2022 nor for the Year ended 31 May 2021.

##### **Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 May 2022 nor for the year ended 31 May 2021.

### 3. Creditors; amounts falling due within one year

	2022 £	2021 £
Trade Creditors	0	2,700
	<u>0</u>	<u>2,700</u>

### 4. Reserves

	Balance 1 June 2021 £	Incoming resources £	Outgoing resources £	Balance 31 May 2022 £
<b>Restricted funds</b>				
PaperGang projects	-	59,665	(40,453)	19,212
<b>Unrestricted fund</b>				
General	4,437	3,594	(1,204)	6,827
<b>Total Funds</b>	<u>4,437</u>	<u>63,529</u>	<u>(41,657)</u>	<u>26,039</u>

The Restricted Reserves relate to projects where grants were received from Arts Council England and Push Festival.

### 5. Related Party Disclosures

There were no related party transactions for the year ended 31 May 2022.

### 6. Guarantee By Members

PaperGang Theatre is Private Limited Company by guarantee without share capital use of 'Limited' exemption